



**CYNGOR BWRDEISTREF SIROL**  
**RHONDDA CYNON TAF**  
**COUNTY BOROUGH COUNCIL**

**A meeting of the CABINET will be held at the Council Chamber, The Pavilions,  
Cambrian Park, Clydach Vale, Tonypandy, CF40 2XX  
Thursday, 17th October, 2019 at 10.30 am**

**Contact: Emma Wilkins - Principal Executive & Regulatory Business Officer (Tel No.  
01443 424110)**

Councillors and members of the public wishing to request the facility to address the Cabinet on any of the business as listed below, must request to do so by 5pm on the Tuesday, 15 October 2019 Councillors and Members of the public should stipulate if this address will be in the medium of English or Welsh.

It must be noted that the facility to address the Cabinet is at the discretion of the Chair and each request will be considered based on the agenda items being considered, the public interest/interest of the member in each matter and the demands of the business on that day. To make such a request please email:- [ExecutiveandRegulatoryBusinessUnit@rctcbc.gov.uk](mailto:ExecutiveandRegulatoryBusinessUnit@rctcbc.gov.uk)

**ITEMS FOR CONSIDERATION**

**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 Cabinet meetings held on the 11<sup>th</sup> and 24<sup>th</sup> September as accurate records.

**3. MAKING A DIFFERENCE: THE COUNCIL'S DRAFT CORPORATE PLAN 2020-2024 FOR CONSULTATION**

To receive the report of the Chief Executive setting out a new draft Corporate Plan from 2020/21 – 2024/25, including the Council's vision priorities and objectives, following pre-scrutiny by the Overview & Scrutiny Committee on the 23<sup>rd</sup> September 2019.

**(Pages 29 - 60)**

**4. RHONDDA CYNON TAF LOCAL DEVELOPMENT PLAN REVIEW REPORT**

To receive the report of the Director of Prosperity and Development presenting Cabinet with the Local Development Plan (LDP) Review Report, outlining the key considerations and conclusions of the review of the Plan.

**(Pages 61 - 144)**

**5. PROPOSALS FOR A DRAFT DELIVERY AGREEMENT FOR THE RHONDDA CYNON TAF REVISED LOCAL DEVELOPMENT PLAN**

To receive the report of the Director of Prosperity and Development seeking Cabinet approval for the content and conclusions of the Draft Delivery Agreement and subsequent targeted consultation on the document.

**(Pages 145 - 224)**

**6. COMMUNITY INFRASTRUCTURE LEVY ('CIL')**

To receive the report of the Director of Prosperity and Development seeking Cabinet's approval of the contents of the CIL Annual Monitoring Report, following pre-scrutiny by the Finance & Performance Scrutiny Committee.

**(Pages 225 - 244)**

**7. WARMER HOMES: A FUEL POVERTY STRATEGY FOR RHONDDA CYNON TAF**

To receive the report of the Director of Prosperity and Development setting out the Council's Fuel Poverty Strategy for the period 2019 - 2023.

**(Pages 245 - 266)**

**8. HWB TRANSFORMATION PROGRAMME FUNDING**

To receive the report of the Director of Finance and Digital Services advising Members of the receipt of funding from Welsh Government as part of the Hwb transformation programme for improving the use of digital technology for teaching and learning in schools.

**(Pages 267 - 272)**

**9. THE DIGITAL WORK PROGRAMME - UPDATE**

To receive the report of the Director of Finance and Digital Services providing an update on the Digital Work Programme which underpins the objectives stated in the Council's Digital Strategy 2020.

**(Pages 273 - 282)**

**10. FRONTLINE SERVICES - HIGHWAYS IMPROVEMENT SCHEMES**

To receive the report of the Group Director Prosperity, Development and Frontline Services providing Members with an update on the progress made to date in respect of the Highway Improvement Scheme.

**(Pages 283 - 292)**

**11. LICENSING ACT 2003 -NEW STATEMENT OF LICENSING POLICY 2020 - 2025**

To receive the report of the Director of Public Health, Protection and Community Services seeking Cabinet Member endorsement of the Draft New Statement of Licensing Policy (Alcohol, Entertainment and Late Night Refreshment) 2020 – 2025.

**(Pages 293 - 354)**

**12. COUNCIL AND ARTS COUNCIL OF WALES INVESTMENT IN THE ARTS**

To receive the report of the Director of Public Health, Protection and Community Services providing Members with information on the Council and Arts Council of Wales capital and revenue investments to the arts in Rhondda Cynon Taf during 2018/19 and 2019/20 to-date.

**(Pages 355 - 374)**

**13. ENGAGEMENT ON THE COUNCIL'S BUDGET 2020/21**

To receive the report of the Service Director, Democratic Services & Communication providing Members with details of the Council's proposed engagement in respect of the Budget 2020/21.

**(Pages 375 - 380)**

**14. RECOMMENDATIONS OF THE FOOD REGISTER SCRUTINY WORKING GROUP**

To receive the report of the Service Director of Democratic Services & Communication presenting Members with the recommendations of the Food Register Scrutiny Working Group.

**(Pages 381 - 386)**

**15. RECOMMENDATION OF THE SCRUTINY WORKING GROUP - COMMUNAL RECYCLING**

To receive the report of the Service Director, Democratic Services & Communication providing Members with the recommendations of the Communal Recycling Scrutiny Working Group.

**(Pages 387 - 442)**

**16. DIRECTOR SOCIAL SERVICES ANNUAL REPORT**

To receive the report from the Group Director, Community & Children's Services providing Cabinet Members with the final Director of Social Services Annual Report prior to its publication.

**(Pages 443 - 494)**

**17. LEADERS SCHEME OF DELEGATION**

To receive the [Leaders Scheme of Delegation](#) following the recent

amendments which include:

- Membership to the Council's Twinning Steering Group
- The creation of a Climate Change - Cabinet Steering Group

**18. URGENT ITEMS**

To consider any urgent business as the Chairman feels appropriate.

A handwritten signature in black ink, appearing to read 'A. Stanger', is written over a faint, circular official stamp.

**Service Director of Democratic Services & Communication**



**Circulation:-**

**Councillors:** Councillor A Morgan (Chair)  
Councillor M Webber (Vice-Chair)  
Councillor R Bevan  
Councillor A Crimmings  
Councillor G Hopkins  
Councillor M Norris  
Councillor J Rosser  
Councillor R Lewis  
Councillor C Leyshon

**Officers:**

Chris Bradshaw, Chief Executive  
Christian Hanagan, Service Director of Democratic Services & Communication  
Gio Isingrini, Group Director Community & Children's Services  
Nigel Wheeler, Group Director – Prosperity, Development & Frontline Services  
Paul Mee, Director, Public Health, Protection & Community Services  
Richard Evans, Director of Human Resources  
Simon Gale, Director of Prosperity & Development  
Andy Wilkins (Legal), Director of Legal Services  
Barrie Davies, Director of Finance & Digital Services  
Gaynor Davies, Director of Education and Inclusion Services  
David Powell, Director of Corporate Estates  
Derek James, Service Director – Prosperity & Development

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## **RHONDDA CYNON TAF COUNCIL CABINET**

Minutes of the meeting of the Cabinet held on Wednesday, 11 September 2019 at 2.00 pm at the Council Chamber, The Pavilions, Cambrian Park, Clydach Vale, Tonypany, CF40 2XX.

### **County Borough Councillors - Cabinet Members in attendance:-**

Councillor A Morgan (Chair)

Councillor M Webber	Councillor R Bevan
Councillor A Crimmings	Councillor G Hopkins
Councillor M Norris	Councillor J Rosser
Councillor R Lewis	Councillor C Leyshon

### **Officers in attendance**

Mr D Powell, Director of Corporate Estates  
Mr C Bradshaw, Chief Executive  
Mr C Hanagan, Service Director of Democratic Services & Communication  
Mr G Isingrini, Group Director Community & Children's Services  
Mr N Wheeler, Group Director – Prosperity, Development & Frontline Services  
Mr R Evans, Director of Human Resources  
Mr S Gale, Director of Prosperity & Development  
Mr A Wilkins, Director of Legal Services  
Mr B Davies, Director of Finance & Digital Services  
Ms G Davies, Director of Education and Inclusion Services  
Ms J Bow, Head of Service - Accommodation  
Mr N Elliott, Director of Adult Services  
Mr D Powell, Director of Corporate Estates

### **Others in attendance**

Councillor P Jarman  
Councillor L Jones  
Councillor W Jones  
Councillor S Rees  
Councillor J Williams  
Councillor R Yeo

## **27 DECLARATION OF INTEREST**

In accordance with the Council's Code of Conduct, County Borough Councillor W Jones declared the following personal interest in respect of agenda item 3:  
“ My mother attends Ystradfechan Care home for respite”.

## **28 MINUTES**

The Cabinet **RESOLVED** to approve the minutes of the 18<sup>th</sup> July 2019 as an accurate reflection of the meeting.

## **MODERNISATION OF RESIDENTIAL CARE AND DAY CARE FOR OLDER PEOPLE**

The Group Director, Community & Children's Services provided Members with a comprehensive overview of the report before them, providing detailed information in relation to the consultation undertaken on the proposals, the rationale for the proposals on both a local and national level and the findings and suggested recommendations to be taken forward, regarding the future provision of the Council's residential care homes and day services in light of the consultation feedback received.

The Group Director spoke of the need for the Council to review the residential care home and day care provision that it delivers internally as part of the modernisation of the future long term care it commissions for older people. He added that doing nothing in respect of each proposal was not a viable option and without exploring the potential for re-designing the way that adult care was provided, it would not be possible to meet people's changing expectations and increasing demand within the resources available. This recognition for the need to change was also highlighted by the Care Inspectorate Wales.

The Group Director referenced the positive investment already taken forward across the County Borough with the Councils Extra Care facilities and the benefits that such provision provided, allowing residents to live independently, although accessing a package of care if and when required.

In respect of day care services it was noted that while the service provision remains popular among the people that use them and provides essential respite for carers, attendance at older people's day centres has shown a decline over recent years, with the Group Director commenting that the provision no longer represents the most effective response to meeting people's needs.

The Group Director reported on the consultation undertaken over a period from 14th January 2019 to 8th April 2019, following a decision by Cabinet on the 21<sup>st</sup> November 2018 in respect of the preferred options for the future service delivery model for the Council's residential care homes and day care services within Rhondda Cynon Taf. Members were advised that the results of the feedback were also subject to scrutiny at the Overview and Scrutiny Committee meeting on the 22<sup>nd</sup> July, with the comments from which forming part of the report, to assist Members in their deliberations.

Members were referred to sections seven and eight of the report, which, following consideration of the consultation feedback and the views of Overview & Scrutiny, provided an outline of the preferred options for future service delivery model for the council's residential care homes and day care services for older people.

Before concluding his review the Group Director advised of the timely discussions taken forward with staff and Trade Unions throughout the process to date adding that if the proposals were taken forward then a phased approach would be taken forward in respect of the decommissioning of services. He also reinforced the message that the review undertaken was necessitated due to the need for change and to take forward the modernisation agenda and not due to austerity measures.

The Cabinet Member for Adult Community Services & Welsh Language thanked the Group Director for the comprehensive summary and took the opportunity to

pay tribute to all the staff within the service, commenting on the excellent provision of care currently delivered by all staff involved in both residential and day care settings, which he added was echoed by residents.

The Cabinet Member spoke of the various strategic conversations directing the need for review of services, touching on the extra care strategy and regional commissioning policy and also spoke of the need of the greater expectation of current and future generations into the services that need to be provided. The Cabinet Member referenced the informative work carried out through the independent review that was commissioned by the Council, the Council's consideration of the information and the resulting consultation that was undertaken with the feedback presented before Members today. The Cabinet Member spoke of the need and importance for the Council to retain a presence within the market provision going forward and for the Council to take a leading role in the provision and commissioning of services for the benefits of its residents.

The Leader of the Council took the opportunity to advise of any potential staff implications resulting from any decision taken forward, and confirmed that no compulsory redundancies would be enforced, and requested to Members that this commitment be added to the recommendations when voted upon, to which Members agreed.

The Deputy Leader welcomed the commitment in respect of no compulsory redundancies and reiterated her thanks to the staff and service provided to some of the most vulnerable of residents across the County Borough. The Deputy Leader also referenced the excellent new facilities within the Extra Care provision which she added provided investment in to the future wellbeing and provided the best provision that met resident's needs. The Deputy Leader commented on the decommissioning proposal and queried how such a process would be managed if taken forward and requested that a single point of contact be put in place to manage all communication with both staff and residence. The Group Director confirmed that such a process was already in place with an appropriate advocate working with staff, residence and families. The Deputy Leader also looked for assurance that to the best of the Council's ability, any resident affected by any potential changes taken forward, would only be required to move once, to reduce any stress or inconvenience to them and their family, to which the Group Director confirmed.

The Deputy Leader concluded by thanking the Overview and Scrutiny Committee for their consideration of the consultation feedback and their valuable contribution to the process.

The Cabinet Member for Education and Inclusion services commented that in respect of the proposals before Members, the quality of care was not in question but was centred around the future needs of residents adding that this was at the forefront. The Cabinet Member queried whether the proposed model provided for catered for residents with 'more complex' needs? The Group Director confirmed that there was this opportunity available through the options provided.

The Cabinet Member for Enterprise, Development & Housing welcomed the provision within the Rhondda Fach area, commenting on the importance to have a spread of provision across the County Borough.

The Cabinet Member for Environment, Leisure & Heritage Services spoke of her close affinity with the service, through previous family residency within the care setting and reiterated the excellent quality of care that was provided, although

acknowledged that the current provision was not sustainable going forward with many residents wanting to live independently for as long as possible, with the Cabinet Member referencing such possibility through the Extra Care facilities. These sentiment were echoed by the Cabinet Member for Children and Young people who spoke of the need to provide care provision that everyone would want to see for family and friends and for themselves. The Cabinet Member also referenced the possibilities within the Extra Care provision for the care to progress with the residents.

The Cabinet Member for Stronger Communities, Well-being & Cultural Services acknowledged the need for the Council to retain a presence in the market and referenced the position in other Authorities, with some having very little or no Local Authority provision. The Cabinet Member queried whether the proposal contained within the report provided the right balance going forward and whether the numbers to be retained provided a significant presence? The Group Director confirmed that in his opinion the proposals created the correct balance and a significant presence for the Local Authority, especially when compared to other Authorities. He added that the definition of complexity allowed the Authority to be flexible and spoke of the work that could be undertaken with the independent sector to develop.

The Cabinet Member for Corporate Services reiterated previous comments, advising that the review into residential and day care services was not a savings exercise and spoke of the large investments already taken forward through the Extra Care strategy, with a £50m investment on top of the initial investment. He added that those centres proposed to remain would also benefit from investment to ensure they were fit for purpose going forward.

With the agreement of the Leader, as Chairman of the Committee, the following County Borough Councillors and Members of the public spoke on this item to which Members and Officers responded to:

- Councillors S Rees, P Jarman, L Jones, J Williams, W. Jones & R Yeo.
- Dr L Arthur

The Leader further commented on the investment taken forward in respect of the service provision and again reiterated that no savings had ever been forecast with any of the proposals suggested to be taken forward. He also added that the provision could not stay the same and it was important that any changes that were taken forward were managed in a sensitive manner for all involved. He added that in respect of the day centres officers would work with current users to look at different methods of delivery and again reiterated and provided assurances that none of the services would simply stop, but a transitional change would be taken forward.

The Cabinet Member for Adult Community Services & Welsh Language thanked each speaker for their contributions, thanked the respondents to the consultation feedback and the contributions of the Overview & Scrutiny Committee Members and reflected upon the points raised. He also welcomed the assurances advised upon by the Leader in respect of 'no compulsory redundancies'. Following his summing up it was **RESOLVED:**

1. That following consideration of the responses to the consultation on the

future service delivery model for the Council's residential care homes and day care services, the officer responses to the key themes highlighted from the consultation, the additional information provided in this report and the Equality Impact Assessment and for the reasons outlined in Section 7 of the report, agrees to initiate a further 12 week period of public, staff and resident consultation on the preferred option for the future of the Council's residential care homes, namely that the Council retains the level of provision of residential care homes, as detailed below, focussed on complex needs, residential reablement and respite care which is based on a determination of the market share and considered need required in each of the Rhondda, Cynon and Taf geographical areas:

#### **CARE HOMES PROPOSED TO BE RETAINED**

- Clydach Court Residential Care Home, Trealaw
- Ferndale House Residential Care Home, Ferndale
- Pentre House Residential Care Home, Pentre
- Tegfan Residential Care Home, Trecynon
- Troed Y Rhiw Residential Care Home, Mountain Ash
- Cae Glas Residential Care Home, Hawthorn
- Parc Newydd Residential Care Home, Talbot Green

#### **CARE HOMES PROPOSED TO BE DECOMMISSIONED**

- Bronllwyn Residential Care Home, Gelli
  - Ystradfechan Residential Care Home, Treorchy
  - Dan Y Mynydd Residential Care Home, Porth
  - Garth Olwg Residential Care Home, Church Village
2. That the proposed 12 week consultation runs for the period 30<sup>th</sup> September 2019 until 5 p.m. 20<sup>th</sup> December 2019.
  3. To receive a further report summarising the results of the proposed consultation exercise and feedback received, prior to any decision(s) being made in relation to the proposal referred to in point 1 above.
  4. To continue to restrict admissions to the Council's residential care homes, other than in exceptional circumstances where an alternative placement that can meet the assessed need is not available. This is in order to minimise any potential impact on residents until such time as Cabinet considers the results of the proposed consultation exercise and any decision(s) it may take in relation to the proposal.
  5. To implement the preferred option for the Council's day services for older people as consulted upon; namely that the Council develops a new day services model and change programme as part of the planned programme of transformation for adult services.
  6. That the Director of Adult Services establishes an Older People's Day Services Programme Steering Group to co-produce and oversee the phased implementation of the new service model.

7. That as part of any proposal that maybe agreed by Cabinet, then any change management process that follows, will ensure that no compulsory redundancies occur amongst the existing staff employed within the current Residential or Day Care settings.

**N.B** Following conclusion of this item the Leader called for a 5 minute adjournment of the meeting.

The following County Borough Councillors left the meeting following conclusion of this item: P Jarman; W Jones; J Williams & R Yeo.

## **30 CLOSURE OF GELLI COMMUNITY RECYCLING CENTRE**

The Group Director for Prosperity, Development and Frontline Services provided Members with an overview of the consultation responses received in respect of the proposal to close Gelli Community recycling Centre.

Members were reminded of the rationale for the proposal with the Group Director advising that due to the size of the centre, the limited access and poor parking arrangements, the centre was unable to provide the same service as the other six Community recycling centres based in the County Borough. He added that the centre had also been subjected to a high number of break-ins over the last 5years and had been the target of vandalism - as such the level of services it was able to offer residents was greatly reduced and less cost effective than other sites. The current usage of the Gelli site was also far less than both Treherbert and Dinas.

Members were advised that a Consultation took place between the 8th July and the 5th August with eleven written responses received and a broad summary of the responses were presented to Members.

The Cabinet Member for Environment, Leisure & Heritage Services spoke of the issues affecting the Gelli site and the negative impact this was having on users, with staff having to turn residents away. The Cabinet Member also referenced the usage with on average Gelli taking CRC taking in 100ton per month, whilst Treherbert averages over 400ton and Dinas 700t per month. The Cabinet Member commented that if the proposal was taken forward then due to the other facilities in a short distance the impact of users would be minimal. She added that even with the closure the service provided would still exceed the recommended number of CRC's per household.

The Leader and Deputy Leader also commented on the proposal and the consultation results noting the provisions that were still available and the reasonable travelling distance between the current sites. The Leader also commented upon the investment recently taken forward with some of the other sites within the County Borough for the benefit of residents.

Following discussions it was **RESOLVED:**

1. That following consideration of the consultation responses and the information provided to Members to the closure of the Gelli Recycling Centre.



**CWM TAF SAFEGUARDING BOARD ANNUAL REPORT 2018/19**

The Group Director, Community & Children's Services provided Members with the Cwm Taf Safeguarding Board Annual Report, which looked to demonstrate the Boards effectiveness in exercising its functions during the 2018/19 financial year.

Members were provide with details in respect of safeguarding practices, collaboration, engagement, participation and communication, information, training and learning, as set out within the report.

The Cabinet Member for Adult Community Services & Welsh Language spoke positively on the report and the work being undertaken in respect of Safeguarding. These comments were also reiterated by the Cabinet Member for Children & Young People in respect of the work undertaken by the Board for Children & Adults.

It was **RESOLVED**:

1. To note and endorse the content of the Cwm Taf Safeguarding Board Annual Report for 2018/19.

**N.B** During consideration of this item, County Borough Councillor L Jones left the meeting.

**PUBLIC SERVICES OMBUDSMAN FOR WALES - ANNUAL REPORT AND LETTER 2018-2019**

The Director of Legal Services provided Cabinet Members with the details of the publication of the Public Services Ombudsman for Wales' ('PSOW') Annual Report and Annual Letter to Rhondda Cynon Taf Council for 2018-2019.

In addition, Members were provided with a brief overview of the new powers attributed to the Public Services Ombudsman through the Public Services Ombudsman (Wales) Act 2019, which included allowing the PSOW to undertake own initiative investigations when required in the public interest.

Whilst going through the Annual report Members were provided with a general summary of complaints received and acted upon by the Ombudsman before the Director advised of the position in respect of RCT. Members learnt that during 2018-2019 36 complaints (for periods 2017/2018 – 36 and 2016/2017 – 47) were received by the PSOW relating to RCT. Adjusted for population the average expected to be received by the PSOW for a local authority the size of Rhondda Cynon Taf would be 68, and the Director added that this figure compares favourably. Zero complaints were investigated by the PSOW against an average (adjusted for population size) of 2 Wales wide.

The Deputy Leader and Cabinet Member for Council Business spoke positively of the report and its findings in respect of Rhondda Cynon Taf Council and also referenced the new powers available to the Ombudsman Office in respect of the 2019 Act and how these would be used going forward.

It was **RESOLVED**:

1. To note the Public Services Ombudsman for Wales' Annual Report and Annual Letter to RCTCBC Council 2018-2019.

### **33 CORPORATE PARENTING BOARD ANNUAL REPORT 2018/19**

The Service Director Democratic Services and Communication presented Members with the Annual Report of the Corporate Parenting Board for 2018/19, as required under the Leaders Scheme of Delegation.

As Chair of the Corporate Parenting Board, the Cabinet Member for Children & Young People commented on the report and the work undertaken by the Board during the year commenting on the aspirations within the plan and positive working relationship with Scrutiny. The Cabinet Member thanked the Members and Officers for their commitment and work over the Municipal Year.

It was **RESOLVED:**

1. To note the Corporate Parenting Board Annual Report 2018/19.

### **34 CABINET WORK PROGRAMME: 2019- 2020 MUNICIPAL YEAR**

The Service Director of Democratic Services and Communication provided Cabinet Members with a draft work programme for the 2019-20 Municipal Year, which listed matters requiring consideration by Cabinet. The Service Director commented that utilising the programme assists with openness and transparency of the decision making process within the Council and gives greater opportunity for Pre-Scrutiny.

Members were referred to Appendix 1 of the report and were advised that the programme is a live document to allow for any additional / deletion of reports throughout the year . The Service Director added that the consultation outcomes in respect of residential care, as earlier agreed by Members at the days meeting would be added to the work programme going forward.

The Deputy Leader and Cabinet Member for Council Business welcomed the programme. It was **RESOLVED:**

1. To approve the Cabinet Work Programme for the 2019-20 Municipal Year and to receive a further update on a 3 monthly basis

### **35 LEADERS SCHEME OF DELEGATION**

Members noted the updated Leaders Scheme of Delegation for the 2019-20 Municipal Year.

**This meeting closed at 4.10 pm**

**Cllr A Morgan  
Chairman.**



## **RHONDDA CYNON TAF COUNCIL CABINET**

Minutes of the meeting of the Cabinet held on Tuesday, 24 September 2019 at 10.30 am at the Council Chamber, The Pavilions, Cambrian Park, Clydach Vale, Tonypandy, CF40 2XX.

### **County Borough Councillors - Cabinet Members in attendance:-**

Councillor A Morgan (Chair)

Councillor M Webber	Councillor R Bevan
Councillor A Crimmings	Councillor G Hopkins
Councillor M Norris	Councillor J Rosser
Councillor R Lewis	Councillor C Leyshon

### **Officers in attendance**

Mr C Bradshaw, Chief Executive  
Mr C Hanagan, Service Director of Democratic Services & Communication  
Mr G Isingrini, Group Director Community & Children's Services  
Mr P Mee, Director, Public Health, Protection & Community Services  
Mr R Evans, Director of Human Resources  
Mr A Wilkins, Director of Legal Services  
Mr B Davies, Director of Finance & Digital Services  
Ms G Davies, Director of Education and Inclusion Services  
Ms L Davies, Service Director – Public Protection Services  
Mr A Griffiths, Service Director – Highways & Engineering

### **Others in attendance**

Councillor E Webster

## **36 CHAIRMANSHIP**

The Deputy Leader opened the meeting of the Cabinet and advised Members that the Leader was stuck in traffic due to heavy flooding on the roads and advised that she would chair the meeting in his absence.

## **37 APOLOGIES**

Apologies had been received from County Borough Councillor A Crimmings due to other Council duties, however Councillor Crimmings was in attendance for the final item on the agenda.

## **38 DECLARATION OF INTEREST**

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

**COUNCIL CORPORATE PLAN - INVESTMENT PRIORITIES**

The Director of Finance & Digital Services presented his report which set out the position with regard to one-off resources which had become available following a review of the Council's earmarked reserves post completion of the audit process of the Council's 2018/19 Statement of Accounts.

Members were advised that a risk assessment has been undertaken on the Council's earmarked reserves and the opportunity had been presented to release resources, adding that in light of the one off nature of these resources, they could now be considered for use to support the Council's investment priorities, as aligned to the Corporate Plan.

The Deputy Leader spoke positively of the investment priorities available and commented on the fortunate position that the Council were in to consider such investment in austere times and welcomed the opportunity to present the report to the Council meeting on the 23<sup>rd</sup> October 2019.

Members **RESOLVED**:

1. That following review, to propose the release of earmarked reserves and resultant investment priorities as detailed at Appendix A of the report to Council at its meeting on 23<sup>rd</sup> October 2019.
2. To receive a further update in early 2020 on earmarked reserve availability as part of the normal budget strategy work being undertaken in preparation for the 2020/21 financial year.

**COUNCIL PERFORMANCE REPORT – 30TH JUNE 2019 (QUARTER 1)**

The Service Director, Finance & Improvement Services referred members to his report which provided an overview of the Council's performance, both from a financial and operational perspective, based on the first three months of this financial year (to the 30th June 2019). The service Director advised Members of the information contained within the Executive Summary which included financial data and progress against the Council Corporate Plan priorities, highlighting exception reporting to assist Members.

Members were advised that the first quarter revenue budget position was a period variance, as at 30th June 2019, of £0.589M with the overspend primarily as a result of key pressures across Adult Social Care. This represented the continuation of the position reported during 2018/19, with the Service Director advising that the Council was working with Welsh Government to highlight the importance of providing increased and permanent funding for this sector to meet on-going current and forecasted future demand. The Service Director also advised of the confirmation received from the South Wales Fire and Rescue Authority of Central Government funding to cover the 2019/20 increase in pension costs.

Capital investment as at 30th June 2019 was £16.7M, with a number of schemes being re-profiled during the quarter to reflect changes in costs and also new external grant funding approvals received.

The Service Director concluded his update with reference to performance across the Council's Corporate Plan priorities, informing Members that positive progress has been made during the first three months of the year, with on-going close monitoring of each priority continuing in preparation of the half-yearly position as at 30th September 2019.

The Cabinet Member for Corporate Services commented on the pressures with Adult Social Care and the lobbying being taken forward to Welsh Government for the need for additional funding to alleviate such budget pressures. The Cabinet Member welcomed the news in respect of the pension implications which would be funded by central government. The Cabinet Member concluded by referencing the investment taken forward across the County Borough for the benefits of its residents.

The Cabinet Member for Adult Community Services & Welsh Language referenced the pressures in respect of children and adult services, advising that the demand was increasing with further complexity issues arising, which was not withstanding the good work being provided by the Council in this area.

The Deputy Leader commented on the positive position in respect of the PI performance and the work undertaken by HR with the reduction of sickness across all departments.

Following discussions it was **RESOLVED:**

### **Revenue**

1. To note and agree the General Fund revenue position of the Council as at the 30<sup>th</sup> June 2019 (Section 2 of the Executive Summary of the report) including the amended level of Transition Funding following confirmation of Central Government funding to cover additional Fire Fighters pension costs.

### **Capital**

2. To note the capital outturn position of the Council as at 30<sup>th</sup> June 2019 (Sections 3a – e of the Executive Summary of the report).
3. To note the details of the Treasury Management Prudential Indicators as at the 30<sup>th</sup> June 2019 (Section 3f of the Executive Summary of the report).

### **Corporate Plan Priorities**

4. To note the quarter 1 position regarding progress made against the agreed Corporate Plan priorities (Sections 5 a – d of the Executive Summary of the report), Other National Measures (Section 5e of the Executive Summary of the report) and comparison of 2019/20 targets set against prior year and 'All Wales Average' performance information (Section 5f of the Executive Summary of the report).

**N.B** at the conclusion of this item, the Leader of the Council entered the meeting and took forward the Chair.

#### **41      ADDITIONAL CHILDCARE OFFER CAPITAL GRANT FUNDING**

The Director of Education & Inclusion Services advised Members of the receipt of additional capital grants to support the implementation of the Welsh Government Childcare Offer in RCT.

Members were reminded that a funding bid had been submitted to Welsh Government in September 2018 for 11 projects to support the development or creation of childcare facilities on, or near, school sites. The Director advised that funding had also been requested for a Project Officer post, funded until 31st March 2021 and for a 'Small Capital Works' grant scheme to enable childcare providers delivering the Childcare Offer to apply for funding to support small capital projects. In February 2019, the Council were advised that they had been successful in receiving funding for four of the 11 capital projects, as well as funding for the small capital grant scheme / Project Officer post. The Director continued by advising that in June 2019, Welsh Government released further funding to support delivery of some of the unsuccessful projects, and Members were advised that RCT had been awarded a further £1,000,000 to refurbish and expand the current childcare provision based in Treorchy Primary School.

The Cabinet Member for Education & Inclusion Services welcomed the additional funding received which was in addition to the £2.5million already awarded. The Cabinet Member spoke of the opportunities to further invest within the schools for the benefit of the young people of the County Borough.

It was **RESOLVED**:

1. To note the information contained in this report.
2. To note the receipt of an additional £1 million of capital funding from Welsh Government in addition to the £2.5 million already awarded in February 2019.
3. To add the funded project to the capital programme.

#### **42      SCHOOL PERFORMANCE 2018/19**

The Director of Education & Inclusion Services advised Cabinet that the

Welsh Government had been developing new evaluation and improvement arrangements to ensure that performance and accountability measures align with the new Curriculum for Wales 2022. Members were informed that the new arrangements would assist in raising standards, reduce the attainment gap, and deliver an improved education system in preparation for 2022. These new arrangements were evolving in a planned way to support schools to build a self-improving system and plan for sustained improvements.

The Director advised that the new interim performance measures, based on points scores, had removed the emphasis on threshold measures and the associated negative unintended consequences previously associated with these, namely the narrowing of curriculum choice, the excessive focus on particular group of learners at the expense of others and the competition created across schools and local authorities which has mitigated against a culture of self-improving schools.

Moving forward a wider range of performance measures and contextual information would be utilised during 2019/20 to inform self-evaluation and school improvement planning and to make judgements about school effectiveness.

Provisional performance outcomes on the new interim key stage 4 measures suggested that there has been a slight dip in standards in 2019 on most measures. The Director added that it was difficult to make meaningful comparisons across 2018 and 2019 datasets due to the fact that the 2019 outcomes included the 'first award' data only. This was not the case for the re-calculated 2018 datasets. She added that provisional data suggests that there was scope for further improvements in standards in 2019.

The Cabinet Member for Education & Inclusion Services commented on the significant changes and information reporting in relation to school performance, highlighting that these changes were only an interim measure, with potential further changes being brought forward. The Cabinet member commented on the importance of disseminating the correct information in respect of school performance reporting to Committee members and governing bodies to assist them in their understanding of the new reporting methods.

The Cabinet Member referenced both the increase and decrease in performance adding that the verified data would be presented in forthcoming months.

It was **RESOLVED**:

1. To note the information contained within the report.
2. To consider the implications of the change in Welsh Government performance measures on future school performance reporting.

3. That further reports will be presented on receipt of the final, verified data from Welsh Government.

**43 PARTNERSHIP WITH UNITED WORLD COLLEGES (UWC) ATLANTIC COLLEGE**

The Director of Education & Inclusion Services provided Members with an update in respect of partnership working with United World Colleges (UWC) Atlantic College in relation to the potential post-16 residential placement of children who are looked after in Rhondda Cynon Taf (RCT).

Members were reminded of the process for selecting potential learners for placement and Members were advised that despite a visit to Atlantic College and further discussion with all agencies and the college leadership team, it was not considered an appropriate placement for the young people selected as potential learners. It was however agreed that a more robust induction programme devised for KS3 and KS4 learners was required to introduce a wider range of potential candidates to Atlantic College.

The Cabinet Member for Education & Inclusion Services commented on the opportunities available through the partnership although commented that such courses available through the college were not suitable to all. She commented on the stringent application process and spoke of the opportunity to relook at the selection process to allow for an earlier and wider footing, to allow young people to become more familiar and accustomed to the college environment.

It was **RESOLVED:**

1. That officers continue to work in partnership with Atlantic College and schools so that the potential opportunities can be explored.
2. That officers from Education and Children's Services work with the College to identify suitable candidates for potential placement in the College.
3. That the parameters should be extended to include a wider group of vulnerable learners, such as adopted children or children in need of care and support.
4. To consider whether earlier induction opportunities should be implemented in KS3.

**44 REPRESENTATIONS, COMPLIMENTS AND COMPLAINTS PROCEDURES ANNUAL REPORT**

The Group Director, Community & Children's Services provided Cabinet with an overview of the operation and effectiveness of the Council's statutory Social Services complaints procedure between 1st April 2018



and 31st March 2019. The Group Director advised that the report contained information on the background of the Social Services statutory complaints procedure, information on lessons learnt from complaints and performance data for Adults & Children's Social Services, together with achievements for 2018/19 and future developments.

The Cabinet Member for Children & Young People thanked the Group Director for the report and spoke of the positive work of the service as reflected within the contents of the report.

It was **RESOLVED**:

1. The contents of the Social Services Annual Complaints report, attached as Appendix 1 of the report.
2. To note the work undertaken by the Social Services Complaints Unit.

**45 CUSTOMER FEEDBACK SCHEME - COMMENTS, COMPLIMENTS AND COMPLAINTS ANNUAL REPORT 2018/19**

The Director of Legal Services presented Members with the inaugural Annual Report relating to the operation and effectiveness of the Council's corporate Customer Feedback Scheme ('CFS') between 1st April 2018 and 31st March 2019, which provided an appraisal of the nature of feedback received by the Council's customers, detailing how that feedback had been used and, where appropriate, utilised to ensure service improvement across the Council.

Members were advised of the two stage complaints process which was in line with the Public Service Ombudsman for Wales Model Complaints Policy that was adopted by all Local Authorities in 2011. The Director also spoke of the improvements taken forward by the Council with the Council Feedback Service and further improvements that would be provided through the procurement of a new I.T. system for capturing both Customer Contacts and Customer Feedback.

The Director advised that Members of the Overview and Scrutiny Committee had also considered the report the appropriate levels of future reporting and the recommendations of the committee were set out within section 6 of his report.

The Deputy Leader spoke of the importance of the customer feedback scheme and recommended that incorporation of reporting of the customer feedback scheme should be taken forward within the quarterly performance and resources reports and in addition that progress reports are presented to the Overview & Scrutiny Committee on a biannual basis

(to include the CFS Annual report).

It was **RESOLVED**:

1. To agree the inaugural Annual Report relating to the operation and effectiveness of the Council's Customer Feedback Scheme (Comments, Compliments and Complaints) ('CFS') between April 1<sup>st</sup> 2018 and March 31<sup>st</sup> 2019, annexed at Appendix 1 to the report;
2. To note the work being undertaken by the Customer Feedback and Engagement Team and recent improvements made to the management and operation of the CFS scheme; and
3. That following consideration of the feedback from the Overview & Scrutiny Committee meeting held on the 3<sup>rd</sup> September 2019 that the following suggested areas for improvements in respect of the contents and publication of future CFS Annual Reports, together with CFS reporting mechanisms more generally are taken forward:

Incorporation of reporting of the customer feedback scheme within the quarterly performance and resources reports.

That progress reports are presented to the Overview & Scrutiny Committee on a biannual basis (to include the CFS Annual report)

## **46 LLANHARAN BYPASS**

The Service Director, Highways and Transportation provided Members with an update on the scheme which would provide a bypass to the A473 to the east of Llanharan from the existing first phase of the bypass constructed as part of the Llanilid Studios development to a point west of the existing petrol service station located alongside the A473 opposite Llanharan House (approximately). Members were reminded that the proposal was to create a 7.3m wide carriageway with Active Travel provision.

The Service Director commented that the construction of the Llanharan Bypass was integral to the regional strategic highway network of the Borough. It was also linked to the Strategic Opportunity Area (SOA) Llanilid on the M4: Driving the Regional Economy and is important to the wider economic opportunities for the western area of the County Borough and the Cardiff Capital Region.

Members were referred to the public consultation undertaken in respect of the scheme with the Service Director advising that in total 449 responses supported the Llanharan Bypass proposals with 453 supporting Option 2 as the final leg of the Llanharan Bypass (four responses did not include a preference on the options as presented). A number of issues / concerns were raised during this process and the Service Director added that the preliminary / detailed design would therefore consider the response and,

where appropriate and reasonable, mitigation measures would be incorporated

The Cabinet Member for Adult Community Services and Welsh Language and local Members for the area welcomed the scheme commenting on the local benefits and improved connectivity within the region the scheme would provide, delivering greater economic opportunities.

The Leader also welcomed the work undertaken to date and spoke of the consultation results, also highlighting the importance of the active travel route that would be incorporated within the scheme.

It was **RESOLVED:**

1. To note the progress made and contents of the report;
2. That Option 2 – Eastern Route (as identified at Appendix A of the report) to be taken forward as the preferred route option for further development;
3. To the removal of the safeguarding of route SSA18.1 (western, Option 1, see Appendix A of the report) i.e. through the Welfare Ground in the Local Development Plan.

**47 NEW POLICY GUIDANCE ON RELEVANCE OF CONVICTIONS IN DETERMINING THE SUITABILITY OF APPLICANTS AND LICENSEES IN THE HACKNEY AND PRIVATE HIRE TRADES**

Following consideration by the Council's Licensing Committee, the Service Director – Public Protection Services presented her report which sought Cabinet approval of the implementation of a new policy of guidance on relevance of convictions for the determination and suitability of applicants and licence holders in the Hackney Carriage and Private Hire trade.

Members were advised that the Institute of Licensing (IOL) has published Guidance (April 2018) in response to concerns about the disparity in the criteria used by local authorities across the country to determine the suitability of applicants for hackney carriage and private hire licences. She advised that the IOL believed that widespread adoption of the Guidance would effectively achieve a level of consistency when considering such applications. The Guidance had been produced in partnership with and endorsed by the LGA (and on behalf of the WLGA).

The Cabinet Member for Stronger Communities, Well-being & Cultural Services spoke of the importance the additional guidance would bring, with a consistent policy across the UK. The Cabinet Member spoke of the importance of public safety and the additional reassurances implementation of the policy would provide.

The Deputy Leader spoke of the importance of the policy and commented on her previous role as Chair of the Councils Licensing Committee and the important decisions taken by the Committee, commenting on the importance of regular training for Committee members to assist them in their role going forward.

Following discussions it was **RESOLVED**:

1. To approve the new policy of guidance on relevance of convictions for the determination and suitability of applicants and licence holders in the Hackney Carriage and Private Hire trade, further to the recommendation made by the Licensing Committee held on the 29th July 2019, as detailed in Appendix 1 of the report.
2. To approve the implementation of the new policy of guidance with effect for all new applications received and existing licences in place on and after 1st November 2019.

**N.B** During consideration of this item County Borough Councillor A Crimmings entered the meeting.

**48      SCRUTINY      RECOMMENDATIONS:      WELL-BEING      OF      FUTURE  
GENERATIONS      ACT - DEVELOPMENT OF INFRASTRUCTURE TO  
SUPPORT LOW CARBON VEHICLE OWNERSHIP**

The Service Director, Democratic Services & Communication advised Cabinet of the findings and ten recommendations of the Scrutiny Working Group which was established to consider the development of Infrastructure to support Low Carbon Vehicle Ownership in Rhondda Cynon Taf following the Notice of Motion considered by Council at its meeting held on the 28th February 2018.

Members were advised that all ten recommendations, were endorsed at the Overview and Scrutiny Committee on the 3rd September 2019 (subject to minor amendments to recommendation 9) and were reported to Council on the 18th September 2019.

Members thanked the Overview & Scrutiny Committee for the work undertaken and **RESOLVED**:

1. To note the work of the Overview and Scrutiny Committee working group as detailed within the Appendix of the report.
2. In principle to each of the ten recommendations listed below, subject to further consideration by the Cabinet Portfolio holders for this area, following which a detailed response is provided to the Overview and Scrutiny Committee:

- i. 'The Council should seek to enhance the availability and accessibility of public access EV charging in the short term at key Council locations such as leisure centres and tourist destinations'.
- ii. 'The Council should consider steps to facilitate infrastructure to support the predicted increase in electric vehicle usage and consider how these steps might encourage residents across all areas of RCT to opt to purchase an electric vehicle. As part of this the Council should involve residents and collaborate with businesses and the wider public sector in the development of these proposals. The Council should also consider the commercial opportunities available to it.'
- iii. 'The Council should consider developing supplementary planning guidance to ensure that fast-charging infrastructure can be supported both in residential and non-residential development. Looking to the future, the Council should consider now, how wider urban design could complement the evolution to electrified transport and wider changes in mobility and transport behaviour in the longer term. The Council should avoid considering EV infrastructure as a single issue, but instead should take an integrated approach by considering how energy generation and supply to support the wider reduction of carbon footprint. The Scrutiny Working Group believes a proactive approach could prevent any future challenges from the outset and prevent the Council from being penalised financially should strict financial penalties for higher emission vehicles be introduced'.
- iv. 'As part of future fleet renewal, the Council should seek where possible to replace current petrol or diesel vehicles, with Electric Vehicles. Where range of such vehicles may currently cause operational issues, the Council should consider hybrid/mild-hybrid options or the latest technology petrol/diesel options which meet or exceed Euro 6. The Working Group believes that this could be done via a trial of electric/hybrid electric vehicles within an appropriate Council Service such as Meals on Wheels to see how it can be viable and cost effective for the Council going forward. As a result of the pace of improvement in Electric Vehicle range, the Council should continuously review opportunities in the medium to longer term to consciously opt, where possible for electric/hybrid electric options. Such a commitment should be based also upon the potential revenue savings in fleet running costs'.
- v. 'The Working Group believes that a wider partnership

approach to the development of EV infrastructure could reduce some of the operational challenges presented by current EV-range limits. The Group also felt there was huge potential in a collaborative regional approach more broadly across the Capital Region’.

- vi. ‘As technology is changing, the Council should begin now to consider how it responds to a future shift to electric vehicles between now and the UK Government deadline for combustion engine production, not just at a strategic community leadership level. The Council should consider how it can encourage local vocational providers to respond to the shift in the emerging technology and develop relevant courses which will advance the mechanical skills required to maintain and service electric vehicles’.
- vii. ‘The Council should consider placing an onus upon its supply chain to support an EV or LCV approach, in areas such as Home to School Transport and Taxi licences’.
- viii. ‘The Working Group believes the Council should call upon the Welsh Government to take a more proactive approach in facilitating EV infrastructure to ensure that Wales leads from the front and is in the best position to secure the potential economic opportunities. The Group also believed that the Council should call upon the UK Government to take more radical steps in respect of incentivising a shift to electric vehicles, learning from the example set by Scandinavian countries’.
- ix. ‘The Working Group identified that all major events hosted by RCT would benefit from having the appropriate electric charging infrastructure in place to supply visitors for the duration of the event. The Working Group believes that the Council should investigate the implementation of the appropriate (mobile) infrastructure in order to demonstrate its commitment to the local environment, help cater for visitor’s charging needs and exhibit leadership in an emerging industry. The working group also recognised the need to promote the role of public transport & active travel in future event management planning’.
- x. ‘The Working Group also urges the Council to recognise that planning effectively now is key for the longer term sustainability of the local economy”.

**N.B** The Chair of the Overview & Scrutiny Working Group, County Borough Councillor Adams had provided his apologies to the Cabinet for not being able to present the Scrutiny recommendations due to work

commitments.

**This meeting closed at 11.15 am**

**Cllr A Morgan  
Chairman.**

**Cllr M Webber  
Vice Chair**

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**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17<sup>TH</sup> OCTOBER 2019.**

**PRE SCRUTINY –**

**MAKING A DIFFERENCE:**

**THE COUNCIL'S DRAFT CORPORATE PLAN 2020-2024 FOR CONSULTATION**

**JOINT REPORT OF THE CHIEF EXECUTIVE AND SERVICE DIRECTOR OF DEMOCRATIC SERVICES AND COMMUNICATION IN DISCUSSIONS WITH THE LEADER OF THE COUNCIL (COUNCILLOR ANDREW MORGAN)**

**1. PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is to update Members on the Council's draft corporate plan 2020 – 2024 for consultation following Pre-scrutiny by the Overview & Scrutiny Committee at its meeting on the 23rd September 2019.

**2. RECOMMENDATIONS**

It is recommended that Members:

- 2.1 Note the comments and observations of the Overview & Scrutiny Committee attached as Appendix B of this report.
- 2.2 Subject to any further comment by Cabinet Members, endorse the recommendations outlined within the Council's draft Corporate plan 2020 – 2024 as attached as Appendix A of the report (and for ease of reference as listed below):
- I. Consider and challenge the draft Corporate Plan;
  - II. Note the comments and points raised by Overview and Scrutiny Committee at its meeting on 23rd September 2019, in pre-scrutinising the draft Corporate Plan;
  - III. Notes the actions set out in the plan that will contribute to the Council's commitment to delivering the Net Zero Carbon targets set out by the Committee on Climate Change;
  - IV. Uses the Corporate Plan as a key aspect of the forthcoming 2020/21 Budget Consultation process with the public of Rhondda Cynon Taf;

- V. Request that the feedback from the consultation processes is presented to Cabinet in March 2020, with the revised Corporate Plan being presented to a meeting of the Council later that month.

### **3 REASONS FOR RECOMMENDATIONS**

- 3.1 The need for Members to be aware of the comments and observations of the Overview & Scrutiny Committee prior to their consideration of the draft plan for consultation as attached as Appendix A.

### **4. BACKGROUND**

- 4.1 The Overview & Scrutiny Committee, in line with its Terms of Reference, has been assigned responsibility to form a view on the new draft Corporate Plan.
- 4.2 In light of this role, Pre-scrutiny on the draft plan was undertaken by the Committee on the 23<sup>rd</sup> September 2019 prior to Cabinets consideration, and the draft minute is attached as appendix B.

### **5. PRE-SCRUTINY OF THE STRATEGY**

- 5.1 At the meeting of the Overview & Scrutiny Committee Members discussed the draft plan for consultation and provided comments in relation to each of the Council's main priorities and key commitments aligned. An overview of these comments are set out below:

- i. **Council's Vision** – to better reflect the Council's position, as one of the best Council's in Wales the Committee commented that the Council's vision be revised to read "To be the best place in **Wales** to live, work and play, where people and businesses are independent, healthy, and prosperous."

- ii. **Priority: People – Are independent, healthy and successful**  
Improving services for children and young people and ensuring the needs of children are considered in everything we do - How we will deliver this:
- The Committee commented on the need to work in partnership with Welsh Government, strive to reduce child poverty, providing services that encourage and build resilience of children and their families.

- iii. **Priority: Places – Where people are proud to live, work and play**

Keeping RCT clean through efficient street cleaning services, minimising the amount of waste we send to landfill, achieving our recycling targets through weekly recycling and regular refuse collections, and reducing our carbon footprint – How we will deliver this:

- Members felt it was important to recognise illegal parking within this area and the consequences this has on residents and the Council - Working with residents and communities to reduce the number of incidents of

littering, dog fouling, fly tipping and illegal parking, using enforcement powers as necessary;

Ensuring the County Borough is one of the safest places in Wales, with high levels of community cohesion and where residents feel safe – How will we deliver this: *Members provided comment on the following actions and commitments to deliver on this aspect:*

- *Supporting the voluntary, community and faith sectors to help build active communities, creating the capacity for meeting the needs of residents within their communities;*
- *Working with the police and other Safer Communities partners to prevent and deter anti-social behaviour and substance misuse in our towns;*
- *Delivering a multi-agency response to all forms of violence and the criminal exploitation of children and vulnerable adults;*
- *Preventing radicalisation and supporting victims of hate crime, including raising awareness.*

iv. **Priority: Prosperity – Creating the opportunity for people and businesses to: be innovative; be entrepreneurial; and fulfil their potential and prosper.**

Ensuring we have good schools so all children have access to a great education; - How we will deliver this:

- Supporting schools to successfully introduce and embed the new curriculum, raising the standards of educational performance for all pupils;

5.2 The Draft plan has been amended to incorporate the comments of the Committee and is attached as Appendix A.

## **6. EQUALITY AND DIVERSITY IMPLICATIONS**

6.1 An Equality Impact Assessment is not needed because the contents of the report are for information purposes only.

## **7 CONSULTATION**

7.1 The report contained within appendix A has been presented to scrutiny for pre scrutiny before consideration by Cabinet. Subject to Cabinet approval this will go forward to public consultation.

## **8 FINANCIAL IMPLICATION(S)**

- 8.1 Any financial implications are outlined within Appendix A of the report.

## **9 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 9.1 Non applicable – the report is identifying the scrutiny arrangements that have taken place.

## **10 LINKS TO THE COUNCILS CORPORATE PLAN / OTHER CORPORATE PRIORITIES**

- 10.1 Making Best Use of Our Budget – Pre scrutiny can improve cost effectiveness.

## **11 CONCLUSION**

- 11.1 It is recognised that scrutiny is a vital component of good governance and improves Councils' decision making, service provision and cost effectiveness.
- 11.2 The undertaking of pre-scrutiny by the Overview & Scrutiny Committee in this area will strength accountability and assist Cabinet Members in taking any future decisions on these matters.



**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17<sup>th</sup> OCTOBER 2019**

**MAKING A DIFFERENCE  
THE COUNCIL'S DRAFT CORPORATE PLAN 2020-2024  
FOR CONSULTATION**

**REPORT OF THE CHIEF EXECUTIVE IN DISCUSSION WITH THE LEADER  
OF THE COUNCIL (COUNCILLOR ANDREW MORGAN)**

**AUTHOR: Chris Bradshaw: 01443 424026**

**1. PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is to set out a new draft Corporate Plan from 2020/21 – 2024/25. The draft Plan provides a vision for the County Borough in 2024, and sets out the Council's priorities and objectives it will focus upon over the following four years.

**2. RECOMMENDATIONS**

It is recommended that Cabinet:

- 2.1 Consider and challenge the draft Corporate Plan;
- 2.2 Note the comments and points raised by Overview and Scrutiny Committee at its meeting on 23<sup>rd</sup> September 2019, in pre-scrutinising the draft Corporate Plan;
- 2.3 Notes the actions set out in the plan that will contribute to the Council's commitment to delivering the Net Zero Carbon targets set out by the Committee on Climate Change;
- 2.4 Uses the Corporate Plan as a key aspect of the forthcoming 2020/21 Budget Consultation process with the public of Rhondda Cynon Taf;
- 2.5 Request that the feedback from the consultation processes is presented to Cabinet in March 2020, with the revised Corporate Plan being presented to a meeting of the Council later that month.

### 3 REASONS FOR RECOMMENDATIONS

- 3.1 It is a key element of effective strategic and financial management for the Council to put in place a Corporate Plan to ensure that it:
- Is well placed to meet future challenges, particularly in the context of cuts to local authority funding, demographic changes in the demand for services and legislation changes;
  - Has a clear strategy and set of priorities for future years; and
  - Can use this Plan to allocate resources and ensure action plans are in place to deliver the agreed priorities.

### 4. THE CORPORATE PLAN

- 4.1 The draft Corporate Plan 2020-2024 seeks to set the overall direction for the Council over the coming four years, describing its vision, purpose and ambition as local authority for the County Borough.

- 4.2 The Council's proposed vision is:

***“To be the best place in Wales to live, work and play, where people and businesses are independent, healthy, and prosperous.”***

- 4.3 The Council's proposed purpose and the reason why it exists is: ***“To provide strong community leadership and create the environment for people and businesses to be independent, healthy and prosperous”***.

- 4.4 It is proposed that the Council is focused on the following three priorities:

1. Ensuring **People: are independent, healthy and successful;**
2. Creating **Places: where people are proud to live, work and play;**
3. Enabling **Prosperity: creating the opportunity for people and businesses to: be innovative; be entrepreneurial; and fulfil their potential and prosper.**

- 4.5 The new draft Corporate Plan will be a key part of the Council's budget and business planning process, and therefore it is essential that the draft Corporate Plan takes into account the fact that Rhondda Cynon Taf Council and the wider public sector continue to face significant financial challenges. Despite significant reductions to Government spending since 2010 and a return to economic growth, the financial environment for the Council, the wider public sector, and residents continues to be challenging. The position can be summarised as follows:

- Despite the new UK Government increasing its spending commitment for public services, for the first time for many years pay

and pensions costs are rising quickly. This negates the majority of the benefit of the increase in public sector funding.

- It is likely that over the next three years further spending cuts will be required, as the UK budget deficit is still stands at around £40 billion or 2% of national GDP meaning that austerity will continue.
- Increasing pressure on services: increasing demand on services is driven by a changing population. Rhondda Cynon Taf's population is increasing but health and social services in particular are facing acute challenges due to the growth in older cohorts, as people live for longer.
- Wider financial pressure on households: from energy bills, housing costs, wage restraint, and benefit reforms.
- Increasing public expectations in terms of responding to climate change and the need to act, will require the Council to invest in ensuring its day to day activities become Carbon Neutral. This means that the Council must plan for the fact that this additional cost will not be met from simply doing more of what it is currently doing, but from making other difficult choices on what it does or does not provide.

4.6 Knowing that the Council continues to face significant financial challenges in the years ahead, it has a responsibility to develop and agree a plan for meeting the challenge.

4.7 Despite austerity, the economy is now growing, with the Cardiff Capital City Region one of the fastest growing areas outside of London. This creates opportunities for the Council; for residents; and for business. In Rhondda Cynon Taf, the benefits are already being seen through reduced unemployment, falling numbers of pupils eligible for free school meals, with more people on benefits moving into work.

4.8 The benefits of the new South Wales Metro should have a significant positive economic and social impact on many communities in Rhondda Cynon Taf, attracting more people and businesses to live and work in the County Borough.

## **5 EQUALITY AND DIVERSITY IMPLICATIONS**

5.1 Areas of investment identified in the plan, as well as the consideration of tough decisions ahead, will be subject to Equalities Impact Assessments as subsequent budget proposals and other strategic decisions are brought forward during the course of the Plan.

## **6 CONSULTATION**

6.1 This draft Corporate Plan has been informed by the extensive budget and other public consultations undertaken over the past few years, and has sought to bring together the outcomes from these consultations to shape the Council's vision, purpose and priorities.

- 6.2 The Overview & Scrutiny Committee pre-scrutinised the first draft of the new Corporate Plan on 23<sup>rd</sup> September 2019, and as copy of the minutes is included as an appendix to this report. There was a high level of debate amongst the Members which resulted in the draft Corporate Plan being amended to include a number of actions to be included within the priority actions. The amendments suggested by the Scrutiny Committee are underlined in the text of the draft Corporate Plan.
- 6.3 The draft Corporate Plan is presented to Cabinet as a draft so that the Plan along with the 2020/21 budget proposals can be consulted upon together over the coming months with a wide range of stakeholders. Consultation on the budget and feedback received from the community will influence investment areas outlined in the Plan. It is proposed that the Corporate Plan is approved by Council in conjunction with the approval of the 2020/21 budget in March 2020.

## **7 FINANCIAL IMPLICATION(S)**

- 7.1 The draft Corporate Plan 2020-2024 will be set within the context of the budget setting process for 2020/21. Any investments set out in the Plan will be considered in the 2020/21 budget and subsequent Medium Term Financial proposals to ensure that spending priorities are aligned, where appropriate, with the Plan.

## **8 LEGAL IMPLICATIONS**

- 8.1 The Cabinet has responsibility for the overall strategic direction of the Council and for formulating the Corporate Plan.

## **9 LINKS TO THE CORPORATE PLAN AND NATIONAL PRIORITIES AND THE WELL BEING OF FUTURE GENERATIONS ACT.**

- 9.1 This report proposes a new set of corporate priorities and performance targets which will drive the work of the Council between 2020/21 and 2024/25.
- 9.2 The Well-being of Future Generations (Wales) Act focuses on improving the social, economic, environmental and cultural well-being of Wales. The Act makes public bodies, such as the Council, think more about the long-term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach. This helps us to create a Wales that we all want to live in, now and in the future. To make sure we are all working towards the same vision, the Act puts in place the following seven well-being goals:
1. **A prosperous Wales** - An innovative, productive and low carbon society which recognises the limits of the global environment and



therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.

2. **A resilient Wales** - A nation which maintains and enhances a bio-diverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).
3. **A healthier Wales** - A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.
4. **A more equal Wales** - A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).
5. **A Wales of cohesive communities** - Attractive, viable, safe and well-connected communities.
6. **A Wales of vibrant culture and thriving Welsh language** - A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.
7. **A globally responsible Wales** - A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.

- 9.3 This draft Corporate Plan's vision, priorities and principles support the seven Well-being Goals. The Act requires the Council to set well-being objectives that maximise its contribution to achieving the well-being goals. In doing so, the Council will be expected to take all reasonable steps to meet those well-being objectives. It is proposed that the Well-being objectives will be the three priorities set out in the draft Corporate Plan 2020-2024. This will be considered and determined by Council in March 2020.

## **10 CONCLUSION**

- 10.1 The Cabinet are recommended to approve the draft Corporate Plan 2020-2024 for consultation as part of the budget consultation for 2020/21 financial year.

**Other Information:-**

***Relevant Scrutiny Committee:***

**Overview and Scrutiny Committee**

***Background Papers:***

**Draft Corporate Plan 2020-2024**

***Contact Officer***

Chris Bradshaw – 01443 424026

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17<sup>th</sup> OCTOBER 2019**

**REPORT OF THE CHIEF EXECUTIVE IN DISCUSSION WITH THE LEADER  
OF THE COUNCIL (COUNCILLOR ANDREW MORGAN)**

**Item:                                    MAKING A DIFFERENCE  
   THE COUNCIL'S DRAFT CORPORATE PLAN 2020-2024  
   FOR CONSULTATION**

**Background Papers:**

**Draft Corporate Plan 2020-2024**

Officer to contact: Chris Bradshaw 01443 424026

# **Making A Difference**

## **The Council's Corporate Plan 2020 – 2024 Rhondda Cynon Taf County Borough Council**

## **A message from the Leader of the Council**

Rhondda Cynon Taf is a great place to live, work and play, and despite the continuing public sector austerity, the County Borough has great potential to become more prosperous and successful over the course of the next few years. We have already made a real difference. Over the past four years, the Council has delivered on its first Corporate Plan – The Way Forward 2016-2020, and has invested nearly £400m in priority areas such as:

- £170m - 21<sup>st</sup> Century Schools;
- £85m - Highways, Transportation and other infrastructure;
- £15m - parks, play areas, leisure centres and outdoor sports facilities; and
- £95m in regeneration of our town centres and community assets.

As we look to the future, we want to build on what we have achieved to date and make sure that every town and community in Rhondda Cynon Taf is a great place to live, work and play.

The pace of change in the world is fast, especially in the technology industry, so it is important that we keep up with the pace of change and make the most of the opportunities that come our way, such as technology that enables independent living. In doing so we will embrace change and be innovative in the way that we deliver services to residents. This new Corporate Plan sets out how we intend to continue to invest for the future.

Like all councils, we are continuing to face a difficult financial challenge. More and more people are needing our services, there is less money to spend, and there is also an increasing uncertainty about the levels of funding in the future. This means that we have had to make some tough decisions around where we prioritise and spend our resources. It has also presented us with opportunities to be innovative. We have had to think about alternative ways of working and more efficient means of delivering services to ensure that we retain the high standards of provision that residents expect. This includes ensuring that there is robust management of our budgets and our contracts, reducing our management and back office costs and ensuring we deliver value for money to the tax payer.

Careful long-term financial planning is key to ensuring that this approach remains successful. Over the past four years we have had the lowest cumulative increase in Council Tax across Wales and we will seek to ensure that Council Tax continues to be affordable over the next four years. The increases we have introduced are the minimum we need to balance the books and pay for essential services, such as safeguarding our older and younger residents. The budget consultation feedback supports this approach, and there will also be an opportunity to have your say on the level of Council Tax set each year. I am always grateful for the feedback we receive through the annual

consultation exercise as it helps to inform us what areas you want to see the Council prioritise for the forthcoming year.

We always listen and look to respond to the outcomes. For 2019/20, the 3.6% rise in Council Tax that the Council approved is less than the 4.45% average increase that residents indicated they would be willing to pay to protect our services and well below the all-Wales average increase of 6.15%.

Despite the challenges, I am remaining ambitious and positive in my outlook for Rhondda Cynon Taf and the people that live and work here. Our plan sets out three main priorities and how we propose to deliver a series of corresponding commitments to achieve these.

Having a clean, pleasant and well-maintained environment remains at the top of the list. We know that efficient recycling and waste collections, welcoming green spaces, clean streets and well-maintained roads are some of the ways we can best support the quality of residents' daily lives. So we will continue to take tough action to tackle environmental crimes such as fly tipping, dog fouling and littering.

As we continue to work to reduce the day-to-day running costs of the Council to make savings, we are investing heavily in the future infrastructure of the County Borough. We have already set aside £170m to invest in building new schools, extra care homes, improvements to our roads and pavements, our green spaces, leisure centres, libraries and community buildings. We have already made good progress in enhancing our town centres to create the environment where businesses flourish and where people want to live, work and visit. Further investment is planned bringing jobs and homes into the town centres and opportunities for leisure and social activities.

The investment in the Council's infrastructure is likely to exceed £400m by the end of the four year period as new schemes come to fruition, and we maximise the benefits of the Welsh Government's investment in the South Wales Metro and Cardiff Capital Region City Deal investments.

Our ambition is for everyone to be as healthy, independent and prosperous as possible throughout their lives. Enabling access to a good education, developing skills and decent employment opportunities are all key priority areas. As we embrace the changes ahead, we remain absolutely committed to ensuring the effective safeguarding of our vulnerable children and adults. This commitment will not change. We will continue to seek to reduce the number of children looked after through early intervention and prevention and look for innovative ways to support our older population. We will seek to deliver this ambition alongside our commitment to the Council being "A net-zero Green House Gas Council by 2050" to meet the recommendation of the UK Committee on Climate Change.

In the context of reducing budgets and growing demand pressures, the traditional role of the local authority as service deliverer is changing. Working with partners such as the police and health service is essential in tackling the complex and multi-faceted challenges facing our communities and core services. We will also see a different relationship with communities continuing to emerge – one where we work together and both residents and businesses take a shared responsibility for themselves and the communities they live and work in. We are lucky to have strong business, voluntary, community and religious groups across RCT, and they will continue to play an important role in developing this new dynamic throughout the County Borough.

I hope this Corporate Plan helps you to understand more about how the Council is approaching the challenges and opportunities over the next four years, and how we can work together for an even better Rhondda Cynon Taf.

Councillor Andrew Morgan  
Leader of the Council

## What we want to achieve

The Council's vision is:

***“To be the best place in Wales to live, work and play, where people and businesses are independent, healthy, and prosperous.”***

The Council's purpose and the reason why it exists is:

***“To provide strong community leadership and create the environment for people and businesses to be independent, healthy and prosperous.”***

The Council is committed to delivering three main priorities:

- Ensuring **People**: *are independent, healthy and successful*;
- Creating **Places**: *where people are proud to live, work and play*;
- Enabling **Prosperity**: *creating the opportunity for people and businesses to: be innovative; be entrepreneurial; and fulfil their potential and prosper.*

A set of key commitments that we will be focusing on sits underneath each core priority, including the detail of how we intend to deliver this. This doesn't aim to capture all that the Council does, rather it provides a framework to guide us.

The Council's three priorities – and our commitments:

### **People – Are independent, healthy and successful.**

- **Supporting our residents who are older, vulnerable or who have disabilities, to remain independent and have a good quality of life - How we will deliver this:**
  - Opening new Extra Care schemes for people that need additional support to remain living independently;
  - Providing enablement services that help people regain or increase their independence;
  - Using technology to enhance independence and assist with care;
  - Offering support for carers;
  - Providing support and equipment that allows people to stay more independent at home;
  - Commissioning a range of community based provision to enable people to remain actively engaged within their community.
- **Encouraging residents to lead active and healthy lifestyles and maintain their mental wellbeing - How we will deliver this:**



- Delivering new indoor and outdoor sporting facilities and enhancing existing sporting facilities such as changing rooms and outdoor play areas;
  - Ensuring participation in sport and physical activity is accessible and inclusive for all by maintaining low cost, high value provision;
  - Giving residents access to health and wellbeing information and activities through the GP referral schemes, and other health and wellbeing intervention programmes;
  - Increasing levels of engagement and participation in the arts and culture, whilst developing our theatres to become more inclusive and accessible to the whole community.
- **Integrating health and social care and providing support for those with mental health problems and complex needs – How we will deliver this:**
    - Working with the local Health Board and GPs to provide more health and care services closer to home;
    - Working with the NHS to achieve timely discharge from hospital for patients;
    - Offering, and signposting to prevention support for people to stay active and more independent in the community;
    - Continuing to offer support to working age adults with mental health needs
    - Introducing a social prescribing model for referring people to interventions in the community, including: exercise classes, adult education classes, Digital Fridays, Library reading clubs etc.
- **Improving services for children and young people and ensuring the needs of children are considered in everything we do - How we will deliver this:**
    - Seeking to reduce the number of children looked after through working with families to intervene early where issues arise with the focus on intervention and prevention to keep families safe together;
    - Improving the social, emotional and mental health and wellbeing of children and young people by increasing the range of specialist services available;
    - Preventing young people from getting involved in violence, crime, exploitation and anti-social behaviour through a range of cultural, sporting and other forms of early engagement and intervention;

- Being a good corporate parent to children in care and care leavers, and supporting them in securing the most suitable housing, employment, education or training provision;
- Working in partnership with Welsh Government, strive to reduce child poverty, providing services that encourage and build resilience of children and their families.

**Places – Where people are proud to live, work and play.**

- **Keeping RCT clean through efficient street cleaning services, minimising the amount of waste we send to landfill, achieving our recycling targets through weekly recycling and regular refuse collections, and reducing our carbon footprint – How we will deliver this:**

- Supporting residents to reduce waste and increase recycling to 70% by working with residents and businesses on initiatives that promote waste minimisation and re-use materials;
- Investing in technology to increase the amount of waste we recycle and reuse locally;
- Working with residents, landlords and agents to improve recycling rates across all dwellings;
- Working with residents and communities to reduce the number of incidents of littering, dog fouling, fly tipping and illegal parking, using enforcement powers as necessary;
- Procuring a vehicle fleet that is fit for purpose yet has a limited impact on the environment;
- Creating a circular approach to recycling and reusing waste material such as plastic at every opportunity. This will include developing the Eco Park at Bryn Pica;
- Eliminating single use plastics and such as coffee cups across schools and other council facilities.

- **Keeping the County Borough moving, including improvements to roads and pavements and public transport, whilst also improving air quality – How we will deliver this:**

- Continuing to improve the condition of our roads and pavements and investing in our bridges, retaining walls and flood drainage systems;
- Encouraging the use of public transport through the development of the South Wales Metro, walking and cycling through an investment in active travel initiatives;
- Working with Welsh Government and the Regional Transport Authority to continue to improve access to public transport and explore opportunities to bringing back disused public transport, such as rail lines, for bus routes and active travel;

- Exploring opportunities to develop a cycle network to major destinations in the County Borough without impeding main traffic routes;
  - Promoting and investing in the roll out of electric vehicle charging opportunities;
  - Using enforcement to increase compliance and support traffic to move smoothly and safely.
- **Ensuring the County Borough is one of the safest places in Wales, with high levels of community cohesion and where residents feel safe – How will we deliver this:**
    - Supporting the voluntary, community and faith sectors to help build active communities, creating the capacity for meeting the needs of residents within their communities;
    - Working with the police and Community Safety Partnership to prevent and deter anti-social behaviour and substance misuse in our towns;
    - Delivering a multi-agency response to all forms of violence and the criminal exploitation of children and vulnerable adults;
    - Preventing radicalisation and supporting victims of hate crime, including raising awareness.
- **Getting the best out of our parks by looking after and investing in our greenspaces – How we will deliver this:**
    - **Investing in the parks infrastructure, including playgrounds, pavements, seating areas and horticultural facilities, and developing masterplans for our major parks that will deliver significant improvements;**
    - Delivering natural carbon storage solutions such as those provided by trees, peat bogs, marshy grassland and other natural habitats across the County Borough to enhance air quality and reduce the impact of greenhouse gasses;
    - Offering community grants for creating greener space, encouraging community groups to invest in small and medium scale greening projects in urban locations across the County Borough;
    - Exploring opportunities to create and use our own green sustainable energy such as micro hydro-electric schemes which utilise natural river and water course features;
    - Bringing cultural and sports events to our parks, such as the National Eisteddfod for Wales in 2022, and Glamorgan County Cricket to Ynysangharad Park to play T20 competitions, investing in the parks infrastructure to hold such significant events.

**Prosperity – Creating the opportunity for people and businesses to: be innovative; be entrepreneurial; and fulfil their potential and prosper.**

- **Investing in our town centres, bringing jobs and homes into our town centres to create vibrant, thriving places people wish to live, work and socialise; - How we will deliver this:**

- Supporting new businesses to open up in town centres and existing businesses to expand their offer through a wide package of financial support and interventions;
- Where the private sector is unable to tackle empty or rundown sites and premises in town centres, the Council will proactively acquire specific key strategic sites and, in partnership with Welsh Government, seek to develop suitable town centre solutions;
- Developing a tourism offer that encourages people to come to the County Borough and includes attractions such as the Rhondda and Abernant Tunnels, the Zip World Experience, Royal Mint Experience, The National Lido for Wales and the Welsh Mining Experience at the Rhondda Heritage Park. We will support businesses to develop a range of complementary services including offering accommodation in our town centres, such as boutique hotels, quality bed and breakfast and AirBNB locations;
- Continuing to keep town car park charges to a minimum and make it easier for shoppers to visit town centres using public transport or active travel.
- Supporting small and medium sized businesses to recruit the best local talent available into a range of roles from apprenticeships and graduates to leadership positions.

- **Delivering major regeneration and transportation schemes, maximising the impact of the new South Wales Metro, to create better places to live and work, whilst protecting and enhancing the County Borough; - How we will deliver this:**

- The new Local Development Plan will consider a radically different approach to mobility – to create a socially just, zero-carbon mobility plan. This shifts mobility away from the car by eliminating the conditions that make cars necessary. For example, by 2030, we need to ensure that half of all journeys will need to be taken by bus, bike or walking. All remaining journeys will be via electric vehicles.
- Develop town Centre strategies for our principal town centres, which values the uniqueness of each town, whilst building on the benefits of the Metro and including new office accommodation to increase town centre employment, and homes above shops to create footfall in the towns;

- The delivery of major road schemes such as the dualling of the A4119, the Cross Valley Link, the Llanharan By-Pass and the A465 Cynon Valley link road;
  - An investment in a number of Park and Ride facilities across the County Borough at key strategic Metro sites, including JN34 of the M4;
  - Ensuring all homes and businesses have at least access to superfast connectivity, with all key industrial and commercial hubs having access to ultrafast connectivity;
  - The Council will lead on the master planning of the new settlement at Llanillid and the connectivity with the M4 and existing rail connections;
  - Supporting housing developers to bring forward major housing developments on former brownfield sites, such as former Cwm Coking Works in Beddau and the former Phurnacite Works in Aberaman.
- **Ensuring we have good schools so all children have access to a great education; - How we will deliver this:**
    - Improving pupils' achievement and narrowing the attainment gap;
    - Improving outcomes for children and young people with special educational needs and disabilities;
    - Supporting children to have the best start in life and be ready for learning through an improved early years' system and childcare offer;
    - Investing in new and replacement 21<sup>st</sup> Century Schools, whilst also meeting the demand for Welsh language provision throughout the County Borough;
    - Supporting schools to successfully introduce and embed the new curriculum, raising the standards of educational performance for all pupils;
    - Supporting pupils to understand the world of work and access good careers advice and guidance.
- **Increase the number of quality homes available and affordable to provide greater housing choice for residents; - How we will deliver this:**
    - Increase the land supply for new sustainable, low carbon homes through an updated Local Development Plan or Strategic Development Plan from 2021;
    - Ensure that new housing and commercial developments include solar, where feasible, and have the capability to generate, store and use renewable energy onsite;

- Support small and medium sized house builders to develop new housing through access to the City Deal Housing Investment Fund;
  - Provide a comprehensive self-build homes support service, including mortgages, for local people to build new homes on Council owned sites (“Plot Shop” Scheme);
  - Continue to build Extra Care and specially adapted homes for elderly and vulnerable residents, and develop innovative housing solutions for younger people in need;
  - Continue to bring back empty properties back into use through a range of interventions and support;
  - Continue to support responsible local landlords and agents to ensure we have a good quality, affordable private rented sector. We will maintain our targeted enforcement approach against bad landlords and unsafe rented housing maximising the Council’s regulatory intervention powers to improve housing conditions.
- **Helping people into work and better paid employment – How we will deliver this:**
    - Working with partners to provide employment support, utilising remaining European Funding;
    - Offering employment schemes and apprenticeships in the Council, on the regeneration sites, and through other Council contractors;
    - Offering specific support to help people find work such as care leavers, people with disabilities and Universal Credit claimants;
    - Promoting apprenticeships across the County Borough, and supporting businesses to make use of the apprenticeship levy.
    - Continue to support working parents back into employment through the Welsh Government’s 30 Hours Childcare offer.

## **Our Approach**

To achieve our vision, to make progress in delivering these priorities and respond to the significant financial challenges we continue to face, the Council has set out below how we will intend to deliver these priorities.

- **Live within our means:**
  - Delivering services that matter most by making decisions to prioritise our limited resources;
  - Providing value for money for the taxpayer and ensuring we are transparent in how we operate, maintaining low Council tax increases compared to other Welsh councils;
  - Taking every opportunity to reduce the Council’s running costs;

- Take the steps to further reduce the Council's carbon footprint to "Net Zero" through a sustainable approach to the procurement of energy, supplies and services;
- Ensuring Council vehicles, commissioned home to school transport vehicles, bus operators and taxi vehicles are fit for purpose and are as environmentally friendly as possible.
- **Efficient and effective Council:**
  - Managing our finances and contracts robustly;
  - Providing residents and businesses with the assistance they need at the first point of contact and greater access to online services and support;
  - Treating residents equally, with understanding and respect, with all having access to quality services, whether they wish to engage with the Council in English or Welsh.
- **Maximising opportunities:**
  - Taking a commercial approach to generating income, and looking for new opportunities to generate revenue from our assets. This includes generating green energy for use in local buildings and homes;
  - Making use of digital and evolving technology and innovation to help us achieve better outcomes and become more efficient;
  - Capitalising on opportunities from Welsh Government, City Deal, or private sector investment growth and development to boost the local economy, creating local jobs through major initiatives, such as the Metro;
- **Shared responsibility:**
  - Working with residents and the community to share responsibility, helping communities to do more for themselves and give them more control over what they can do to support local people in their communities;
  - Focusing on prevention and early help in local communities so residents can live independently for as long as possible;
  - Working in partnership with other public sector providers to maximise the impact of our resources on improving public services.

In preparing this Corporate Plan, the Council continues to take account of the requirements of the Well-being of Future Generations (Wales) Act 2015.

The Act focuses on improving the social, economic, environmental and cultural wellbeing of Wales. It makes public bodies, such as the Council, think more about the long term, work better with people and communities and each other, look to prevent problems and take a more joined up approach. This will help us to create a Wales that we all want to live in, now and in the future. To make

sure we are all working towards the same vision, the Act puts in place seven national Well-being Goals:

1. A prosperous Wales
2. A resilient Wales
3. A healthier Wales
4. A more equal Wales
5. A Wales of cohesive communities
6. A Wales of vibrant culture and thriving Welsh language
7. A globally responsible Wales

The Council's approach to the [Well-being of Future Generations Act](#) is to embed its requirements into the Council's business. The Priorities contained on this Corporate Plan also serve as the Council's Well-being Objectives.

This Corporate Plan sets out a vision, priorities and principles that continue to maximise the Council's contribution to the seven national Well-being goals. The national goals, together with the five Ways of Working, will continue to be incorporated into the detailed action plans that will deliver the Council's three priorities.



## Appendix A

### Examples of how the draft Corporate Plan could contribute to the seven national Well-being Goals currently include

National Well-being Goal	PEOPLE Are independent, healthy and successful	PLACES Where people are proud to live, work and play	PROSPERITY Creating the opportunity for people and businesses to: be innovative; be entrepreneurial; and fulfil their potential and prosper
Prosperous Wales	<ul style="list-style-type: none"> <li>• <i>Early intervention with families to keep them families safe together.</i></li> <li>• <i>Improving the social, emotional and mental health and wellbeing of children and young people by increasing the range of specialist services available.</i></li> <li>• <i>Being a good corporate parent to children in care and care leavers.</i></li> <li>• <i>Continuing to offer support to working age adults with mental health needs.</i></li> <li>• <i>Offering specific support to help people find work such as care leavers, people with disabilities and Universal Credit claimants.</i></li> <li>• <i>Continuing to support working parents back into employment through the Welsh Government's 30 Hours Childcare offer.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Keeping people and traffic moving on well-maintained roads and pavements.</i></li> <li>• <i>Progressing schemes that will benefit communities now and in the future including improved public transport.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Providing opportunities for businesses to emerge and flourish.</i></li> <li>• <i>Building new homes.</i></li> <li>• <i>Creating opportunities for jobs.</i></li> <li>• <i>Providing schools where all children can achieve the best they can.</i></li> <li>• <i>Developing Tourism offer and supporting businesses to meet the needs of visitors.</i></li> <li>• <i>Ensuring all homes and businesses have at least access to superfast connectivity, with all key industrial and commercial hubs having access to ultrafast connectivity.</i></li> </ul>

National Well-being Goal	PEOPLE Are independent, healthy and successful	PLACES Where people are proud to live, work and play	PROSPERITY Creating the opportunity for people and businesses to: be innovative; be entrepreneurial; and fulfil their potential and prosper
Resilient Wales	<ul style="list-style-type: none"> <li>Reducing site disturbance and material waste with shorter construction schedules.</li> </ul>	<ul style="list-style-type: none"> <li>Investing in and valuing our Green Spaces</li> <li>Delivering natural carbon storage solutions such as those provided by trees, peat bogs, marshy grassland.</li> </ul>	<ul style="list-style-type: none"> <li>Promoting biodiversity by protecting existing habitats where possible.</li> </ul>
Healthier Wales	<ul style="list-style-type: none"> <li>Helping people to stay as well as they can for as long as they can by encouraging increased activity.</li> <li>GP referral schemes, and other health and wellbeing intervention programmes.</li> <li>Offering and signposting to prevention support for people to stay active and more independent in the community.</li> </ul>	<ul style="list-style-type: none"> <li>Continuing to tackle environmental crime.</li> </ul>	<ul style="list-style-type: none"> <li>Investing in our playgrounds, leisure centres and community facilities in schools.</li> <li>Ensuring new housing and commercial developments have capacity to generate, store and use reusable energy</li> <li>Make it easier for shoppers to use public transport or active travel to our town centres.</li> </ul>
More Equal Wales	<ul style="list-style-type: none"> <li>Making sure that residents can access services, no matter what their background or circumstances.</li> <li>Social prescribing for referring people to interventions in the community.</li> </ul>	<ul style="list-style-type: none"> <li>Making sure that our residents of all ages and abilities can enjoy our parks and green spaces.</li> </ul>	<ul style="list-style-type: none"> <li>Providing opportunities to all our residents to improve their digital skills.</li> <li>Keeping Car Park charges to a minimum.</li> </ul>

National Well-being Goal	PEOPLE Are independent, healthy and successful	PLACES Where people are proud to live, work and play	PROSPERITY Creating the opportunity for people and businesses to: be innovative; be entrepreneurial; and fulfil their potential and prosper
Wales of Cohesive Communities	<ul style="list-style-type: none"> <li>• <i>Working with the local Health Board and GPs to provide more health and care services closer to home.</i></li> <li>• <i>Helping people to stay in their own homes for longer.</i></li> <li>• <i>Providing Extra Care facilities for people that need additional support.</i></li> <li>• <i>Working with residents and the community to share responsibility, helping communities to do more for themselves and give them more control over what they can do to support local people in their communities.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Maintaining a targeted enforcement approach against bad landlords and unsafe rented housing.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Bring empty properties back to life.</i></li> <li>• <i>Improving housing for all our residents and creating pleasant neighbourhoods in which communities can thrive.</i></li> <li>• <i>Providing self-build home support service.</i></li> </ul>

National Well-being Goal	PEOPLE Are independent, healthy and successful	PLACES Where people are proud to live, work and play	PROSPERITY Creating the opportunity for people and businesses to: be innovative; be entrepreneurial; and fulfil their potential and prosper
<b>A Wales of Vibrant Culture &amp; Welsh Language</b>	<ul style="list-style-type: none"> <li>Increasing engagement and participation in the arts and culture and developing our theatres to become more inclusive and accessible to the whole community.</li> <li>Preventing young people from getting involved in violence, crime, exploitation and anti-social behaviour through a range of cultural, sporting and other forms of early engagement and intervention</li> <li>Providing more opportunities for our residents to communicate with the Council and each other in Welsh.</li> </ul>	<ul style="list-style-type: none"> <li>Cultural and sports events for all in our parks.</li> <li>Progressing Plans for Eisteddfod.</li> </ul>	<ul style="list-style-type: none"> <li>Promoting RCT as a visitor destination.</li> <li>Ensuring equal access to the Welsh Language across our services.</li> </ul>
<b>Globally Responsible Wales</b>	<ul style="list-style-type: none"> <li>Home to school transport vehicles, bus operators and taxi vehicles are fit for purpose and are as environmentally friendly as possible.</li> </ul>	<ul style="list-style-type: none"> <li>A Council fleet that limits impact on environment.</li> <li>Circular approach to recycling and reuse.</li> <li>Eliminating single use plastics across the council and schools</li> <li>Progressing the Eco Park in Bryn Pica.</li> </ul>	<ul style="list-style-type: none"> <li>Opportunities to create and use our own green sustainable energy such as micro hydro-electric schemes which utilise natural river and water course feature.</li> <li>Increasing the supply of low carbon homes.</li> </ul>

**RHONDDA CYNON TAF COUNCIL**

Minutes of the meeting of the Overview and Scrutiny Committee meeting held on Monday, 23 September 2019 at 5.00 pm at the Council Chamber, The Pavilions, Cambrian Park, Clydach Vale, Tonypany, CF40 2XX.

**County Borough Councillors - Overview and Scrutiny Committee Members in attendance:-**

Councillor M Adams (Chair)

Councillor S Evans	Councillor P Jarman
Councillor H Boggis	Councillor D Macey
Councillor L Walker	Councillor G Caple
Councillor S Morgans	Councillor W Jones

**Officers in attendance**

Mr C Bradshaw, Chief Executive  
Mr C Hanagan, Service Director Democratic Services & Communications  
Mr G Isingrini, Group Director Community & Children's Services  
Mr N Wheeler, Prosperity, Development & Frontline Services

**Other Members in Attendance**

Councillor G Thomas

**Co-opted Member in Attendance**

Mr J Fish, Voting Elected Parent / Governor Representative

**16 Declaration of Interest**

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

**17 Apologies**

The following apologies for absence were received from County Borough Councillors J Bonetto, J Brencher, M Griffiths, J Harries and E Stephens.

**18 Draft Corporate Plan 2020-2024**

The Chair welcomed everyone to the Special Overview & Scrutiny Committee which had been convened to provide Members with the opportunity to undertake pre scrutiny of the Council's draft Corporate Plan 2020-2024 and to inform a recommended way forward and feedback to the Cabinet.

The Chief Executive reminded Scrutiny that in February 2016 the Council approved its Corporate Plan for 2016-2020 following a period of consultation in respect of the vision, purpose and the then three priorities, Economy, People and Place. The Corporate Plan had succeeded to shape the way in which the

Council works and has progressed such matters as the reduction of Council office accommodation and significant investment with which to deliver public services.

With regard to the Council's draft Corporate Plan 2020-2024, members of the Overview & Scrutiny Committee were asked to consider whether it set out a clear vision and purpose for the Council and whether the priorities, People, Places and Prosperity were appropriate. Members were reminded that the priority 'Prosperity' had replaced the former priority 'Economy' to better reflect issues relating to our town centres and the way residents conduct their work and business and how they socialise.

A Member referred to the Council's vision and suggested the following:—"To be the best place in **Wales** to live, work and play..." not just South Wales to better reflect that this Council is the best in Wales.

Another Member referred to the vision for our communities within the plan and referenced the National Survey for Wales 2016/17 data which placed RCT in 19th position out of 22 Local Authorities, below the National average as residents feel they have little sense of community involvement. In response, the Chief Executive agreed that conducting the Council's own public survey would be a way of producing a true reflection of public perception in respect of Council services, community engagement and the fear of crime as some sample surveys can be low and provide a misleading picture.

The Service Director Democratic Services & Communications stated that a report to the next Finance & Performance Scrutiny Committee sets out the Council's approach to resident engagement and consultation particularly with regards to service changes, budget consultation and corporate plan engagement.

The co-opted member present reminded committee of the importance of engagement with young people and although the Corporate Plan was aspirational and sound he felt it lacked appeal to young people. At this stage, it was confirmed that Members input alone was being sought but consultation with the wider community would involve a range of methods including online, accessible roadshow events and specific engagement for young and older people.

A Member suggested that a key theme and concern for young people is climate change and inclusion of this topic may attract their interest. It was pointed out that under the priority, Prosperity, a number of actions are already in place to address this issue.

### **People: are independent, healthy and successful**

The Chief Executive explained that each priority includes a number of objectives and a number of actions under each objective. Scrutiny was asked to form a view on whether they considered the objectives to be relevant and appropriate and he invited Scrutiny to suggest others areas for inclusion as necessary.

Members discussed the issue of child poverty and the numbers defined as living in poverty as a concern and a topic that should be referenced in the Corporate Plan. They acknowledged that it did not necessarily relate to financial poverty but to poor education and social deprivation. The Chief Executive heralded

education as key to enabling families move out of poverty. Despite concerns raised that through the centralisation of services, contact with families at a local level is lost, the Group Director, Community & Children's Services pointed out that there is a wide range of available services which are now more effective such as the 'Resilient Families' initiative which identifies those families and extended families in need.

It was agreed that the promotion of safeguarding issues would be targeted more widely through a number of sources such as the Council website.

A query was raised in respect of the increasing opportunities for partnership working and whether the local authority has the balance right, is there currently an over reliance partners? Members were reminded that recently the local authority held the Cwm Taf Health Board to account with a request for further actions to be reported back to Full Council, demonstrating its leadership role.

Another reference was made to the earlier survey which stated that 52.9% of RCT residents consider that Adult Social Services are delivering an effective service, which questions are surveys truly reflecting public perception and are services delivering? The Group Director, Community & Children's Services confirmed that the Director of Social Services report evidenced RCT to be nearer the top quartile in many areas. He assured Scrutiny that the Council's vision is for every child in the County Borough to be all they can be and for the local authority to aspire for all. The Chief Executive added that as evidenced in the Director of Social Services report and the Customer Feedback Scheme – Comments, Compliments and Complaints annual report, fewer complaints are being referred to the Public Service Ombudsman for Wales (PSOW) and those that were referred were resolved successfully by the relevant service area.

### **Places- where people are proud to live, work and play**

Members commented that RCT is far ahead of other local authorities in respect of grass cutting and maintenance of its green spaces and its street cleansing services. The Group Director Prosperity, Development & Frontline Services reported on a number of areas under the priority 'Places' that are performing well such as a reduction in the number of insurance claims due to the continuing work to improve the condition of the roads throughout the County Borough. He added that through a number of initiatives the Council is looking to achieve its 70% recycling target set by Welsh Government. The levels of dog fouling and fly tipping have reduced due to enforcement powers. Members highlighted illegal parking as an area for inclusion in the Council's Corporate Plan using the Council's mobile camera parking enforcement vehicle to capture clearly defined images of vehicles parking unlawfully outside our schools, in bus stops and on pedestrian crossings.

Members praised the recycling process in RCT which was considered a 'first class service' particularly the nappy recycling service which now has over 11,000 participating residents but Members encouraged further promotion of the schemes that are working well.

It was agreed that a section on community safety should be included in the Corporate Plan which would demonstrate how the Council is ensuring that RCT is one of safest places in Wales to live and how the Council intends to deliver this.

**Prosperity - Creating the opportunity for people and businesses to: be innovative; been entrepreneurial; and fulfil their potential and prosper**

Scrutiny Committee agreed that key to the prosperity of the residents of RCT is providing good quality homes and helping people into work. As a major employer, Members asked how the Council is planning to deliver better paid employment. It was confirmed that the Council is already supporting working parents back into employment and is delivering excellent graduate and apprenticeship schemes. Businesses are being encouraged to open in town centres such as the Taff Vale development in Pontypridd which will increase footfall to the area and local spend. In keeping with the promotion of town centres, it was reported that the staff from Bronwydd House would be accommodated in Porth town centre so as to help the town to thrive whilst the building would be transformed into an Extra Care provision for the County Borough's residents that need extra support.

Members were informed that through the City Deal local companies (the example of companies producing medical aids/devices was given) are now inter connecting and trading with each other, building up a local network.

A Member suggested that the Corporate Plan acknowledges how the Council intends on supporting those who are delivering educational outcomes for our pupils and raising performance.

Members agreed that promotion of our tourist destinations and green spaces needs to be improved via wider distribution of the RCT tourist brochure and better signage to our parks. The Chair also stated that we should have local people employed at our key Heritage sites.

In conclusion, the Scrutiny Committee was asked to give further consideration to the approach in delivering the priorities and specific issues such as climate change and whether the seven national Wellbeing goals within the Wellbeing of Future Generations (Wales) Act 2015 have been given the appropriate focus.

Concern was raised in respect of the reduction of peat bogs to accommodate the wind turbines and the fear that RCT is a wind rich area for future development. The Member asked whether it was for RCT to defy the Planning Inspectorate Wales in certain cases so as to protect its existing natural habitats and readdress the balance. It was suggested that the influence of the 10 local authorities of the City Deal may be the best way forward in tackling this issue.

In response to a query in relation to the Phurnacite Works in Aberaman, it was suggested that discussions with Welsh Government/Developers would take place over the next few years to encourage major housing developments on the site.

Following extensive discussions it was **RESOLVED** to endorse a final draft, to incorporate the comments and points raised by the Overview & Scrutiny Committee, for inclusion in the Council's Corporate Plan 2020-2024, for future consideration by Cabinet, prior to wide-ranging public, staff and stakeholder engagement.

**This meeting closed at 6.30pm**

**Cllr M Adams  
Chairman**



## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CABINET**

**17 OCTOBER 2019**

#### **RHONDDA CYNON TAF LOCAL DEVELOPMENT PLAN REVIEW REPORT**

#### **REPORT OF DIRECTOR OF PROSPERITY AND DEVELOPMENT IN DISCUSSIONS WITH THE CABINET MEMBER FOR ENTERPRISE, DEVELOPMENT AND HOUSING, COUNCILLOR BEVAN**

AUTHOR: SIMON GALE, DIRECTOR OF PROSPERITY AND  
DEVELOPMENT

#### **1.0 PURPOSE OF THE REPORT**

- 1.1 Cabinet agreed on the 18<sup>th</sup> of June 2019 to undertake a review of the Rhondda Cynon Taf Local Development Plan (LDP) and agreed for officers to commence work on the preparation of a formal LDP Review Report and a Draft Delivery Agreement for the revision of the LDP. These key documents were then to be presented to Cabinet, prior to seeking full Council resolution of them in the Autumn.
- 1.2 The purpose of this report is to now present the LDP Review Report, outlining the key considerations and conclusions of the review of the Plan. A number of recommendations in relation to this Review Report are presented, which if agreed, will be followed by a subsequent report that will propose the Delivery Agreement for a revised LDP.

#### **2.0 RECOMMENDATIONS**

It is recommended that Cabinet;

- 2.1 Approve the content and conclusion of the Rhondda Cynon Taf Local Development Plan Review Report (forming Appendix 1 of this report), which outlines the reasons for and the need to revise the Local Development Plan for Rhondda Cynon Taf.
- 2.2 Allow for the Review Report to be circulated to targeted key stakeholder bodies (such as NRW, utility companies and Planning Inspectorate Wales) in order to gain their formal comments on the content and conclusions of the report. Welsh Government have already

been involved in early stages of the preparation and content of the report, and will continue to be so.

- 2.3 Give authorisation to the Cabinet Member for Enterprise, Development and Housing to determine, through a delegated decision, that appropriate amendments are made to this Review Report, prior to reporting the Review Report to Council for approval.

### **3.0 REASONS FOR RECOMMENDATIONS**

- 3.1 The LDP Review Report has been prepared following the full review of the Rhondda Cynon Taf Local Development Plan (LDP) 2006 -2021, which was adopted in March 2011.
- 3.2 The Review Report sets out the analysis of the evidence that has been gathered over the past 8 years in relation to the monitoring of the LDP, the success of its delivery and appropriateness of its policies and allocations. The conclusion of the report determines what revisions are necessary for the LDP in Rhondda Cynon Taf.
- 3.3 Firstly, the Review Report acknowledges that the end date of the current plan is 2021. A key source of information for the review is the combined results of the 7 Annual Monitoring Reports of the LDP that have been prepared thus far. Further to this is the consideration of contextual changes that have taken place during the plan period that have affected its delivery or will affect its future use. These include changes in national legislation and policy. The report also outlines the contextual changes that have taken place during the plan period; these may be local or global economic conditions, changes in the various topics and further evidence base changes.
- 3.4 The Review Report concludes that there is a need to prepare a full revision of the Rhondda Cynon Taf LDP.
- 3.5 It is considered that all areas of review have been covered and although not statutory, it is recommended that consultation takes place with key stakeholders on the Review Report. These will include, but not be limited to NRW, utility providers such as DCWW, gas and electricity providers, Cadw and the Planning Inspectorate. There will not be a general public consultation. These bodies may indicate some appropriate small amendments to the report.
- 3.6 There are pressing timelines to begin preparations of the revision of the Plan. It is therefore necessary to request that the Cabinet member has delegated powers to agree any subsequent amendments that may arise as a result of the consultation; prior to presenting the report to Council.

## **4.0 BACKGROUND**

- 4.1 The LDP sets out the aims, vision and objectives for the future of the County Borough, a spatial development strategy and a land use planning policy framework to enable its successful delivery. The LDP has formed the basis for decisions on new development in the County Borough, (excluding the area within the Brecon Beacons National Park) since 2011, with the plan having an end date of 2021.
- 4.2 Following the adoption of the LDP, the Council has a statutory obligation to keep all matters under review that are expected to affect the development of its area. This is primarily undertaken by the preparation of the Annual Monitoring Reports (AMRs) of the LDP. These reports consider the success, progress and delivery of the core policies and allocations in the LDP, in relation to their specific targets and indicators. It also encapsulates the results of ongoing, annual surveys for the LDP topic areas, any updates of the evidence base and the analysis of contextual changes that may affect the Plan i.e. national legislation and policy, local and wider economic conditions or development pressures.
- 4.3 The results of the AMR monitoring between 2011 and 2019, provide an interesting and varied picture of development in Rhondda Cynon Taf. The most notable findings indicate that:
- During the LDP plan period, a considerable total of 6,299 houses have been built in RCT. Of these, 4,543 of them have been built since the plans' adoption. The figure for 2016-2017 of 716 dwellings was the highest number of completions since the adoption of the LDP. This was from a low of 357 in 2012, and has gone back down to 386 completions in the past year.
  - There have been 1,214 affordable houses completed during the plan period and 1,006 since the adoption of the LDP in 2011. The figure for 2016-2017 of 248 was the highest number of affordable housing completions since the adoption.
  - Over 13,000 houses have been permitted by the Council since 2006, and 9,192 since 2011. The year with the highest number of permissions was 2015/16, with 2,264 dwellings approved.
  - The overall vacancy rate for Principal Town and Key Settlement retail centres for 2018/19 is 12.37%. This is 2.27% above the UK average vacancy rate, which stood at 10.1% in October 2018 but better than the Welsh average of 13.6% for the same period.

- Of the total 98ha of employment allocations, only 4.63ha has been granted planning permission since the adoption of the LDP. However, permissions for a range of new employment developments have been given on over 27 hectares of land throughout RCT during this time.
  - The major Church Village bypass was constructed during the plan period, and the Aberdare bypass extension scheme and the dualling of the A4119 at 'Stinkpot Hill' are progressing towards planning application stage.
  - Major works have been completed on the Talbot Green bypass, including further lanes and signalled junctions at the Mwyndy Cross roundabout. The Mountain Ash southern cross valley link construction is nearing completion. The Llanharan bypass scheme is progressing towards planning application stage.
  - To date, 10 of the 35 highways, park and ride, rail and cycle network schemes have been completed while a further 4 have been partially completed.
  - The total permitted waste management capacity stands at 9.95 hectares, equating to 79.6% of the lower capacity requirement or 45.9% of the higher capacity requirement as set out in the Regional Waste Plan.
  - To date, in the Northern Strategy Area, 19 allocations have either been implemented, subject to planning consent or part of the allocation has been permitted. This equates to 42% of all 45 Strategic Site, residential, employment, retail and transportation allocations.
  - In the Southern Strategy Area 21 allocations have either been implemented, subject to planning consent or part of the allocation has been permitted. This equates to 55% of all 38 Strategic Site, residential, employment, retail and transportation allocations.
- 4.4 Although many of our allocations have been developed or benefit from planning permission, it is now accepted that there remain too many that haven't progressed as was forecast in the LDP; nor are they likely to in the remaining plan period. Further to this we have a short term housing land supply of just 1.3 years.
- 4.5 Pressure for development outside settlement boundaries has been witnessed in recent years, giving decision makers and the public less confidence in the planning system. That is not to say our important ecological, landscape and resource designations continue to be successfully protected.

- 4.6 Many of our Strategic Sites and allocations are, on brownfield sites, many of which are coal mining legacy sites that require significant land reclamation, restoration and decontamination. At the time of LDP preparation, there were still significant funding opportunities for land reclamation schemes for such sites. However, funding for land reclamation at this scale has not been readily available in recent years and this has compromised the viability of these particular sites.
- 4.7 The concept of viability of such development schemes on our allocations has come to prominence in recent years, particularly so in the weaker housing markets in the north of the County Borough.
- 4.8 The global economic recession in 2008 has clearly had a longer lasting debilitating legacy on the housebuilding industry than was expected when preparing the LDP.
- 4.9 It is, however, acknowledged that the projections and trends on which our housing requirement figures were based have also not materialised. Accordingly, there is clear need to revisit these population and household projections in order to identify a more suitable requirement for new housing going forward. Housing needs have also evolved over the plan period, with the re-evaluation of housing policies required.
- 4.10 Our employment allocations have seen very little take up, with just around 5 hectares of the 98 hectares allocated currently developed. However around 27 hectares of employment land has come forward, albeit on existing sites, which themselves are thriving with very low vacancy rates.
- 4.11 There has been mixed success with regards to retail allocations. Some sites have come forward for development, although other permitted sites have not, due to market changes during plan period. Our main town centres remain vibrant with comparably low vacancy rates. This is particularly so in relation to those having benefited from major, successful regeneration schemes; whilst those that are doing less well, are currently subject to new, targeted regeneration schemes.
- 4.12 Most of our evidence base is now over 10 years old, and the key topics of housing, retail and employment in particular need revisiting, amongst all those identified in section 4 above.
- 4.13 Based on the existing evidence base, the following studies are expected to require updating in order to inform the LDP revision process, as a minimum:
- Retail Study
  - Sustainability Appraisal / Strategic Environment Assessment

- Housing Needs Assessment
- Local Housing Market Assessment
- Candidate Sites Assessment
- Population and Dwelling Projection Report
- Urban Capacity Study
- Employment Land Review
- Infrastructure Needs Study
- Leisure Study
- Renewable Energy Study
- Minerals Background Paper
- Open Space Assessment
- Gypsy and Traveller Accommodation Assessment

- 4.14 This is not a definitive list and additional update requirements to the evidence base may emerge when a plan revision progresses e. g viability studies.
- 4.15 The environmental impact of the plan has been monitored through the Sustainability Appraisal (SA) incorporating Strategic Environment Assessment (SEA) indicators and reported each year in the Annual Monitoring Report. The monitoring process has identified a number of opportunities for SA monitoring indicators to be updated and/or improved, as certain statutory indicators no longer apply.
- 4.16 Other contextual changes outlined in the report, include major changes that have taken place in national legislation and planning policy since the preparation of the current LDP. This has a significant effect on the baseline evidence that informs the plan, its content and principles. Significant new requirements in the Active Travel (Wales) Act, 2013, Housing (Wales) Act, 2014, Planning (Wales) Act, 2015, Wellbeing of Future Generation Act 2015, Environment (Wales) Act, 2016 and Planning Policy Wales Edition 10 along with the Welsh Language and Suds Approval Bodies indicates the need to revisit the content and principles of our LDP Strategy and policies.
- 4.17 The emergence of greater national priorities such as climate change and the low carbon economy, green infrastructure and other Wellbeing of Future Generations considerations are not appropriately addressed in the current LDP, and should now be so.
- 4.18 The review will give the Council the opportunity to recognise emerging issues and properly plan for matters such as Metro, the expanding Tourism offer in RCT and the changing nature of our town centres.
- 4.19 Full consideration is given to the opportunity to prepare Joint LDP's with any of our 7 neighbouring Local Planning Authorities, as is required through regulation. None were suitable for formal joint plans,

although opportunities will still be explored to commission joint evidence base preparation and save on resources.

- 4.20 The period the plan will cover needs to be considered as will its association with the Strategic Development Plan (SDP). Rhondda Cynon Taf have agreed to be part of and contribute to the SDP, although there are several more Local Authorities yet to do so. It is the current indicative intention that the SDP would have a plan period of between 2020 and 2040. The recent SDP reports to Council indicated an earliest adoption date of 2025. It is considered that the LDP would come into force in advance of the SDP, but sit underneath it in terms of hierarchy of plans. The emergence of the National Development Framework, and regional considerations within that, would enable for measured decisions to be made to seek to align the LDP with the emerging SDP.
- 4.21 Accordingly, it is considered that the preparation of an LDP is necessary for the County Borough in the interim period, with a shortened plan period of 10 years i.e. 2020 to 2030. This is the shortest period allowed by Welsh Government. Once the SDP is adopted, then a more streamlined LDP Lite can be prepared to sit below the SDP.
- 4.22 The Review Report considers all these matters and has concluded with a recommendation that a full revision of the LDP is required.
- 4.23 Financial considerations of these recommendations are briefly considered below in section 7 and considered in detail in the associated Draft Delivery Agreement for the revision of the LDP and its covering Cabinet Report that is written to follow this report, if agreed.

## **5.0 EQUALITY AND DIVERSITY IMPLICATIONS**

- 5.1 An Equalities Impact Assessment screening exercise has been undertaken that indicates that there are no expected negative impacts on the protected characteristics and a full assessment is not required. However, the scope of the LDP will result in some of these matters being considered further, and if necessary will develop and incorporate policies that may have a positive impact on some of these characteristics.

## **6.0 CONSULTATION / INVOLVEMENT**

- 6.1 The Review Report has been prepared in consultation with various internal Council departments. However, further, detailed consultation will take place following Cabinet agreement, with targeted stakeholder

bodies. There will be no public consultation on the Review Report, although the final Welsh Government approved report will be made public during the pre-deposit stage of revised Plan preparation.

## **7.0 FINANCIAL IMPLICATION(S)**

- 7.1 The overall cost of the preparation of the LDP (non staffing resources) is estimated to be £600,000. Considering banked reserves and continuing budgets, there is sufficient budget to cover these costs. A further £39,233 per annum is then required to part fund an identified necessary new post in the team structure. Further budget and staffing requirements are outlined in the associated LDP Delivery Agreement Report.

## **8.0 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 8.1 The LDP will be prepared in accordance with The Planning and Compulsory Purchase Act (2004), the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended 2015), Planning Policy Wales 2018, the Planning (Wales) Act 2015 and the Strategic Environmental Assessment (SEA), Sustainability Appraisal (SA) and Habitats Regulations Assessment (HRA).

## **9.0 LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

***How the subject of the report will contribute to the delivery of the Council's Corporate Priorities?***

- 9.1 The production of a Local Development Plan will help to deliver the Council's three main corporate priorities of building a strong economy, promoting independence and positive lives for everyone and creating neighbourhoods where people are proud to live and work. The production of this land-use plan will help to stimulate the local economy through market and social house building, as well as providing for employment and retail development across the Capital Region. Working together to shape our communities will instil a sense of pride and allow people to live and work independently, wherever they so choose. The LDP will also help to deliver the transport infrastructure that keeps the Cardiff Capital Region and Rhondda Cynon Taf working and moving, in a sustainable way that benefits current and future generations.

**How the Sustainable Development principle, i.e. the five ways of working has been considered?**



9.2 The LDP will be a key project demonstrating the 5 ways of working in action:

- Integration – the preparation of the LDP will bring together all land use planning issues relevant at a strategic level across the Cardiff Capital Region, involving our partners, residents, visitors, employers and service providers in the formulation of the Plan.
- Collaboration- the LDP will be a key collaboration project for the region enabling the 10 Local Planning Authorities to work together to form a Plan for the region.
- Involvement – preparation of the LDP will provide numerous opportunities to engage with our residents and customers, including the business community and ensuring that we are listening to a wide range of views to inform the plan and decision making process.
- Prevention – the LDP provides an opportunity to understand the root causes of issues and preventing them by being proactive in our thinking and understanding the need to tackle problems at source for example by undertaking needs assessments to inform our priorities.
- Long-term – the LDP will be all about planning for the future and taking a strategic approach to ensure the Cardiff Capital Region is sustainable and that we understand the future need and demand for sustainable development in the region and how that is best met.

**How the subject of the report seeks to maximise the Council's contribution to seven national well-being goals?**

9.3 The LDP will contribute to the seven well-being goals by working together with other public services and third sector organisations to improve the well-being of everybody in Wales. This new approach seeks to improve public services in a sustainable way, for the benefit of all. The SDP will help to ensure:

- A Prosperous Wales – The LDP will promote a productive, creative and low-carbon society that recognises the limits of our resources and global environment, by ensuring that our finite resources are used efficiently and proportionately. It will also help to develop a skilled, well-educated population to work within an economy that generates wealth and provides employment opportunities for all.

- A Resilient Wales – The LDP will help to ensure that the region maintains and enhances a bio-diverse natural environment with healthy, functioning ecosystems that support social, economic and ecological resilience with the ability to adapt to change.
- A Healthier Wales – The LDP aims to help build a society in which people’s mental and physical well-being is maximised through access to green space, and helps to foster an understanding of choices and behaviours that benefit future health.
- A More Equal Wales – The LDP will seek to enable people to fulfil their potential no matter what their background or circumstances. It also aims to help communities effectively tackle the loneliness and isolation that can often exist within many of them.
- A Wales of Cohesive Communities – The LDP, via the place-making principle, will help to foster attractive, safe, viable and well-connected communities that improve the well-being of all residents and visitors.
- A Wales of Vibrant Culture and Thriving Welsh Language – The LDP will support a society that promotes and protects our culture, heritage and Welsh language, whilst encouraging people to participate in the arts, sport and recreation.
- A Globally Responsible Wales – The LDP will contribute towards Wales being a nation which, when doing anything to improve our economic, social, environmental and cultural well-being; will take account of whether doing such a thing makes a positive contribution to our global well-being.

**Any other national strategies the subject of the report is seeking to address.**

- 9.4 The Planning Directorate in Welsh Government is working on the production of a National Development Framework (NDF), which will set out a 20-year land-use framework for Wales and replace the existing Wales Spatial Plan. Once the final NDF is published (anticipated September 2020), the LDP will need to be in general conformity with the aims and objectives of the NDF, sitting above the SDP, and subsequently the LDP in the development plan hierarchy within Wales.

## **10.0 CONCLUSION**

- 10.1 Having regard to the above, it is considered necessary to recommend that Rhondda Cynon Taf proceed with the preparation of a full revision of their Local Development Plan for the period 2020 to 2030.
- 10.2 It is also necessary to allow for the Review Report to be circulated to targeted key stakeholder bodies (such as NRW, utility companies and Planning Inspectorate Wales) in order to gain their formal comments on the content and conclusions of the report.
- 10.3 Further, authorisation should be given to the Cabinet Member for Enterprise, Development and Housing to determine, through a delegated decision, that appropriate amendments are made to this Review Report, prior to reporting the Review Report to full Council to seek its approval.
- 10.4 If this is agreed, then the following Cabinet Report, presenting the revised LDP Delivery Agreement, sets out the most appropriate timetable, budget, staffing and other resources along with the proposed Community Involvement Scheme, necessary to undertake the preparation of a full revision of the LDP.

### **Other Information:-**

**Relevant Scrutiny Committee**  
Overview & Scrutiny Committee

**Contact Officer:**  
Simon Gale

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17 OCTOBER 2019**

**RHONDDA CYNON TAF LOCAL DEVELOPMENT PLAN REVIEW REPORT**

**REPORT OF DIRECTOR OF PROSPERITY AND DEVELOPMENT IN  
DISCUSSIONS WITH THE CABINET MEMBER FOR ENTERPRISE,  
DEVELOPMENT AND HOUSING, COUNCILLOR BEVAN**

**Item:**

**Background Papers**

None.

Officer to contact: Simon Gale

## **Rhondda Cynon Taf Local Development Plan Review Report**

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## 1. INTRODUCTION

- 1.1. The purpose of this Review Report is to outline the findings of the full review of the Rhondda Cynon Taf Local Development Plan 2006 – 2021 (LDP), before giving recommendations on its conclusions.
- 1.2. The Rhondda Cynon Taf LDP was adopted in March 2011. The LDP sets out its aims, vision and objectives for the future of the County Borough, a spatial development strategy and a land use planning policy framework to enable its successful delivery. The LDP has formed the basis for decisions on new development in the County Borough, (excluding the area within the Brecon Beacons National Park) since 2011, with the plan having an end date of 31<sup>st</sup> December 2021.
- 1.3. Following the adoption of the LDP, the Council has a statutory obligation to keep all matters under review that are expected to affect the development of its area. This is primarily undertaken through the preparation of the Annual Monitoring Reports (AMRs) of the LDP. These reports consider the success, progress and delivery of the core policies and allocations in the LDP, in relation to their specific targets and indicators. It also encapsulates the results of ongoing, annual surveys for the LDP topic areas, any updates of the evidence base and the analysis of contextual changes that may affect the Plan i.e. national legislation and policy, local and wider economic conditions or development pressures.
- 1.4. The analysis of the AMR's since 2012 had not until this year raised sufficient concern to trigger a review of the LDP. Similarly, conclusions of the AMR's have recognised that there have been some identifiable changes in external conditions, national policy and legislation, within the local context alongside development pressures; but until this year, none had been considered to be of a scale that required a fundamental review of the plan.
- 1.5. However, there are a series of key matters that have now come to the fore. Firstly, although many of the sites allocated in the LDP have been developed or benefit from planning permission, it is unlikely the remainder will come forward before the end of the plan period leaving a deficit against the development targets originally set when the LDP was adopted. This deficit has started to lead to pressure for development outside settlement boundaries which in turn leads to less public confidence in the planning system. As such, there is a need to review the remaining allocations and consider whether they are still fit for purpose or need to be replaced by new more suitable and deliverable options.
- 1.6. Secondly, the accumulation of legislative changes such as the Planning Act (Wales) 2015, Well-being of Future Generations (Wales) Act 2015 and the introduction of Planning Policy Wales Edition 10 and the draft National Development Framework has led to a point where there is a need to review the strategy, policies and allocations in the current LDP, against these new national policies and principles.
- 1.7. Finally, and in association with both points above, is the fact that the LDP has an end date of 2021. We have already reached a time where the preparation of a revised plan would extend beyond this date, as Welsh Government LDP regulations

indicate that plan preparation should take 3.5 years. Regulations also state that the end date of the plan means just that, i.e. the plan's policies, allocations or designations cease to have any status from January 1<sup>st</sup> 2022. Associated with this is the overarching statutory requirement that the Local Planning Authority must prepare a plan for their area. It has therefore been determined necessary to prepare this formal LDP Review Report.

- 1.8. This report will outline the comprehensive findings of the review of the LDP, considering the following matters;

**Section 2** will outline the key issues and evidence that informs LDP Plan Review. This includes a brief analysis of the current plan period and the consequences of its end date. It will then set out the headline outcomes of the annual monitoring of the LDP since its adoption in 2011. Finally, there is a broad analysis of all the main contextual changes that have occurred since the plan's adoption. These may have affected the plan's delivery or deemed that elements of the plan are no longer relevant.

**Section 3** will contain a review of the Aims, Vision, Objectives and Strategy of the LDP. This will include an assessment of the success and delivery of these key strategic elements of the plan, including the Strategic Sites.

**Section 4** will then expand on the analysis of the main topic areas, policies and allocations in the plan, giving a clear indications of their success and delivery. It will also consider any necessary evidence base updates.

**Section 5** gives a brief overview of the Sustainability Appraisal, incorporating the Strategic Environmental Assessment and Habitats Regulation Assessment (HRA) Appropriate Assessment (AA) elements of the LDP.

**Section 6** discusses opportunities for Joint LDP preparation, or otherwise collaborative working opportunities with neighbouring Local Authorities.

**Section 7** will form the conclusions of the report.

- 1.9. The report has been subject to necessary internal consultation, and will subsequently be shared with focussed consultees for comment.



## **2. WHAT INFORMS LDP PLAN REVIEW**

### **Background**

- 2.1. This Review Report will conduct a critical analysis of the evidence that has been gathered over the past 8 years in relation to the monitoring of the LDP, the success of its delivery and appropriateness of its policies and allocations. The conclusion of the report will determine whether or not a revised LDP is necessary for Rhondda Cynon Taf, firstly acknowledging the end date of the current plan.
- 2.2. The primary source of the review will be the combined results of the 7 AMRs that have been prepared thus far. Further to this is the consideration of contextual changes that have taken place during the plan period that have affected its delivery or its future use. These include changes in national legislation and policy or maybe local or global economic conditions.

### **Current LDP Plan Period**

- 2.3. The current LDP has an end date of 2021. Simply put, legislation dictates that from January 2022, the LDP will no longer be the development plan for RCT and the primary consideration in decision making in the planning process; this will also be the case for the associated Supplementary Planning Guidance. This will clearly have a major influence in determining whether to embark on the preparation of a revised LDP. We have already passed the time of enabling us to adopt a new plan before 2022, although the further advanced in its preparation we are by that time, the less time we will have without a local level planning policy void. There is significant national planning regulation, policy and guidance that would enable good planning decisions to be made. It is also considered that an advanced draft plan based on sound evidence will contribute to a more robust position to be able to make planning decisions.

### **Key AMR results**

- 2.4. The results of the core and local output monitoring exercise, between 2011 - 2019, provide an interesting and varied picture of development in Rhondda Cynon Taf. The most notable findings indicate that:
  1. During the LDP plan period, a total of 6,299 houses have been built in RCT. Of these, 4,543 have been built since the plan's adoption. The figure for 2016-2017 of 716 new dwellings completed was the highest number of completions since the adoption of the LDP. This was from a low of 357 in 2012, and significantly only 386 dwellings were completed in the past year (2018-2019).
  2. There have been 1,214 affordable houses completed during the plan period and 1,006 since the adoption of the LDP in 2011. The figure for 2016-2017 of 248 was the highest number of affordable housing completions since the plan's adoption.

3. Over 13,000 houses have been permitted by the Council since 2006, and 9,192 since 2011. The year with the highest number of permissions was 2015-2016, with 2,264 dwellings approved, although there were just 514 last year (2018-2019).
  4. The overall vacancy rate for Principal Town and Key Settlement retail centres for 2018-2019 is 12.37%, which is a slight increase on the previous year's rate of 11.5% (2017-2018). This is 2.27% above the UK average vacancy rate, which stood at 10.1% in October 2018 but better than the Welsh average of 13.6% for the same period.
  5. Of the total 98ha of employment allocations, only 4.63ha has been granted planning permission since the adoption of the LDP. However, permissions for a range of new employment developments have been given on over 27 hectares of land throughout RCT during this time.
  6. The Church Village bypass was constructed during the plan period, although not included in the final LDP, as it was being completed toward the end of LDP plan preparation. The Aberdare bypass extension scheme and the dualling of the A4119 at 'Stinkpot Hill' are progressing well towards planning application stage.
  7. Major works have been completed on the Talbot Green bypass, including further lanes and signalled junctions at the Mwyndy Cross roundabout. The Mountain Ash southern cross valley link construction is also nearing completion. The Llanharan bypass scheme is progressing well towards planning application stage.
  8. To date, 10 of the 35 highways, park and ride, rail and cycle network schemes have been completed while a further 4 have been partially completed.
  9. The total permitted waste management capacity stands at 9.95 hectares, equating to 79.6% of the lower capacity requirement or 45.9% of the higher capacity requirement as set out in the Regional Waste Plan.
  10. To date, in the Northern Strategy Area, 19 allocations have either been implemented, subject to planning consent or part of the allocation has been permitted. This equates to 42% of all 45 Strategic Site, residential, employment, retail and transportation allocations.
  11. In the Southern Strategy Area 21 allocations have either been implemented, subject to planning consent or part of the allocation has been permitted. This equates to 55% of all 38 Strategic Site, residential, employment, retail and transportation allocations.
- 2.5. These are the headlines statistics relating to the delivery of the allocations in the LDP. Due to the scale of the analysis and review of the LDP, these matters will be discussed in further detail in sections 3 and 4 of the report.

## Contextual Changes

### National Changes

#### Active Travel (Wales) Act, 2013

- 2.6. The Active Travel (Wales) Act 2013 legally requires local authorities in Wales to deliver continuous improvements to active travel routes and facilities annually, and produce maps for both existing and new/improved active travel routes. In 2017, the Council undertook a consultation exercise on an Integrated Network Map (INM) for the Rhondda Cynon Taf area. This map contains details of the proposed active travel routes that are sought to be delivered across a period of 15 years. The final version of the INM was approved by the Welsh Government in February 2018. The Council is now required to review the INM every 3 years, which will inform the revision process of the LDP.

#### Housing (Wales) Act, 2014

- 2.7. The Act received Royal Assent in September 2014 with the aim to improve the supply, quality and standards of housing in Wales. The legislation requires local authorities to produce an up to date Local Housing Market Assessment (LHMA) by April 2015, which is to be updated every two years. The Act also gives LPAs the duty to make provision for and assess the needs of Gypsy and Traveller accommodation to ensure that enough sites have been identified to accommodate these communities. RCT has submitted a Gypsy and Traveller Accommodation Assessment for 2015-2020, which has subsequently been agreed by WG. The needs of Affordable Housing and Gypsy and Traveller accommodation will be given due consideration in a LDP revision.

#### Well-being of Future Generations (Wales) Act, 2015

- 2.8. The Act, which received Royal Assent on the 29th April 2015, requires public bodies to consider the long term; to work more effectively with people, communities and each other; to look at problem prevention and to take a more joined-up approach. Under the Act, Local Authorities are required to publish a 'Well-being Statement' when preparing their well-being objectives in order to explain how said objectives will accomplish their goals, and how the sustainable development principle has been applied. Each year, an 'Annual Report' must also be produced to highlight the progress made in achieving the stated objectives.
- 2.9. Additionally, where the Future Generations Commissioner for Wales has made recommendations to the Local Authority, they must publish their response. The Act's seven well-being goals are as follows:
1. A prosperous Wales
  2. A resilient Wales

3. A healthier Wales
  4. A more equal Wales
  5. A Wales of cohesive communities
  6. A Wales of vibrant and thriving Welsh Language
  7. A globally responsible Wales
- 2.10. It will be appropriate moving forward to consider how a revised LDP and its policies will respond to each of the 'Well-being Goals' and the Council's own 'Well-being Objectives'.

#### Planning (Wales) Act, 2015

- 2.11. The Act became legislation after receiving Royal Assent in July 2015. The Act introduces a legal basis for the preparation of new national and regional planning policy in the form of a National Development Framework (NDF) to be compiled by Welsh Ministers and a Strategic Development Plan (SDP) to be compiled by the South East Wales Local Authorities. Both the NDF and SDP will have a considerable effect on future LDP policy, which will need to be compliant with these plans. Ongoing consideration will need to be given to their progress whilst reviewing the LDP, as both the NDF and SDP are currently in their infancy. The status of LDPs in general will be affected by both the NDF and the SDP, with the LDP at the lowest tier of development plan, focussed on local level planning. RCT will also need to work in conjunction with other authorities as per the provision within the Act and consequently this will impact upon future working arrangements.

#### The Historic Environment (Wales) Act, 2016

- 2.12. The Historic Environment (Wales) Act received Royal Assent and became legislation on 21<sup>st</sup> March 2016. It establishes a framework for the protection of listed buildings and scheduled monuments. The Act provides additional and increased powers to prosecute where necessary; to halt any unauthorised works; to prevent buildings falling into a state of disrepair; to serve 'preservation notices' and to more easily permit Local Authorities to recover costs incurred. The Act led to the preparation of TAN 24 by the Welsh Government, in association with CADW, to guide decision-making at a local level. The LDP revision process will need to consider any implications caused by the Act.

#### The Environment (Wales) Act, 2016

- 2.13. The Act received Royal Assent on 21<sup>st</sup> March 2016, providing new legislation to manage the natural resources of Wales proactively and sustainably. The Act includes a new biodiversity duty that aims to aid the reversal of decline and secure the long-term resilience and future of biodiversity in Wales. The Act also tasks Welsh Ministers with setting targets to reduce greenhouse emissions and the setting of carbon budgets. It further introduces new powers to increase the amount

of materials for recycling, as well as improving the quality of materials to be recycled. With regard to biodiversity, RCT currently has policies largely compliant with the provisions in the Act, although their compliance will need to be considered as part of a revision.

#### Planning Policy Wales (Edition 10)

- 2.14. Planning Policy Wales (PPW) has been amended a number of times since the adoption of the LDP, with the most up-to-date edition (at the time of writing this) being Edition 10 (December 2018). This version has been vastly restructured from previous ones by the Welsh Government, to reflect the seven Well-being Goals of the Well-being of Future Generations Act. Any revision of the LDP would need to ensure that its policies are compliant with this much amended PPW.
- 2.15. Furthermore, there have been several updated, amended or wholly new Technical Advice Notes (TANs) affiliated with PPW, as set out below.
- TAN 1: Joint Housing Land Availability Studies (January 2015)
  - TAN 4: Retail and Commercial Development (November 2016)
  - TAN 12: Design (July 2014 and March 2016)
  - TAN 20: Planning and the Welsh Language (October 2017)
  - TAN 21: Waste (February 2017)
  - TAN 22: Planning and Sustainable Buildings – Removed by Welsh Government in 2014.
  - TAN 23: Economic Development (February 2014)
  - TAN 24: The Historic Environment (May 2017)
- 2.16. The new and/or updated TANs, in addition to the updated PPW, will require substantial consideration throughout the revision process, in order to ensure that any revised LDP is compliant with national planning policy.

#### The Welsh Language

- 2.17. Recent editions of PPW have included the requirement for LPAs to consider the likely effects on the use of the Welsh language in the sustainability appraisal of LDPs. This requirement is referenced in the Planning (Wales) Act 2015 and the seven well-being goals. PPW also encourages LPAs to include a statement on how the needs and interests of the Welsh language has been considered during plan preparation, and how many policies relating to the Welsh language interact with other policies. PPW also gives LPAs the ability to define areas in the LDP where language impact assessments would be required in respect of large developments on unallocated land. TAN 20 (October 2017) provides more detailed guidance for LPAs to consider Welsh language issues during the preparation, monitoring and review of LDPs. A comprehensive collation of evidence is therefore required through the LDP review process to determine if there is a need to formulate specific planning policy on the Welsh Language in RCT.
- 2.18. In addition, the Council now has an obligatory duty to comply with the Welsh Language Standards, established by the Welsh Government under the Welsh Language (Wales) Measure 2011. The Standards mean that the Welsh language

must not be treated any less favourably than the English language. This will therefore have budgetary implications due to the sheer volume of documents that will require translation, in accordance with the Welsh Language Standards.

#### National Development Framework (NDF)

- 2.19. The Planning (Wales) Act 2015 provides a statutory requirement for the Welsh Ministers to produce and keep an up-to-date National Development Framework (NDF) to replace the Wales Spatial Plan. The NDF will provide a context for the provision of new infrastructure and growth, setting out the 20-year spatial framework for land use in Wales. The framework is set for the SDP and LDP to follow beneath it. The NDF will focus on land use issues of national significance, which the planning system is able to influence and deliver.
- 2.20. A draft of the NDF is currently out to consultation. It sets out a number of high level policy requirements for RCT, primarily within a regional context. Foremost, there is a national development growth area identified across the south east Wales valleys, Cardiff and Newport region. Pontypridd is identified as a Centre of Regional Growth. The wider South Wales Metro system and Valleys Regional Park are also within RCT. Co-ordinated regeneration and investment is supported in the Heads of the Valleys area to increase prosperity and address social inequalities. An estimated housing need of 71,200 is identified for the region for the period up to 2038. Emphasis is given to seek to develop existing towns and major settlements, as opposed to developing new towns and sprawling greenfield development. The priorities, objectives and policies of the NDF will require consideration in the LDP revision process.

#### Longitudinal Viability Study of the Planning Process

- 2.21. This Welsh Government research study identifies reasons why housing allocations or commitments that were assessed as deliverable during the LDP process became stalled due to viability issues at later planning stages. The report has influenced the preparation of the Welsh Government's Development Plans Manual (Edition 3) which underwent public consultation from 7<sup>th</sup> July to 30<sup>th</sup> August 2019. The manual states that all sites submitted at the candidate site stage must now be informed by a deliverability and viability assessment. The viability and deliverability of candidate sites will require thorough consideration during the LDP revision process.

#### Sustainable Drainage Systems

- 2.22. Schedule 3 to the Flood and Water Management Act (2010) makes Sustainable Drainage Systems (SuDS) a mandatory requirement for certain development in Wales. As of 7<sup>th</sup> January 2019, SuDS are now required for all new developments of more than one dwelling or where the construction area is 100m<sup>2</sup> or more. Construction cannot begin without SuDS approval. This requirement is likely to have an effect on development, such as housing density requirements and

development viability. The preparation of new or updated policies for a revised LDP will need to consider the potential implications of SuDS.

#### The Categorisation of Use and Management of Change: A Planning Review

- 2.23. On the 31<sup>st</sup> May 2018, The Welsh Government published a report by the University of the West of England (UWE) titled 'The Categorisation of Use and Management of Change: A Planning Review'. The report scrutinises the Use Classes Order and Permitted Development Rights and assesses whether any changes are required and desirable to ensure that they remain fit for purpose as regulatory tools. It recommends the revision of the Use Classes Order and Permitted Development Rights, including recommendations to amend retail, employment, residential and sui generis use classes. It remains to be seen whether any of the recommendations will come to fruition, however the implications of this report would need to be considered during the LDP revision process.

#### Natural Resources Policy

- 2.24. Following the Environment (Wales) Act 2016, the Welsh Government produced a Natural Resources Policy (NRP) in August 2017. The NRP focuses on the sustainable management of Wales' natural resources, building on the framework of the Environment (Wales) Act. The NRP sets out three national priorities for the management of natural resources: delivering nature-based solutions; increasing renewable energy and resource efficiency; and taking a place-based approach. The NRP also sets the context for Natural Resources Wales to produce Area Statements, which includes the Rhondda Area trial, which focused on the natural assets and opportunities within the area. Natural Resources Wales are currently gathering evidence on a number of Area Statements including the South Central Area Statement, which comprises five local authorities including Rhondda Cynon Taf. Area Statements will provide a local evidence base for the sustainable management of natural resources which the council must have regard to during the LDP revision process.

#### TAN 23 – Economic Development

- 2.25. In February 2014, the Welsh Government released a new Technical Advice Note (TAN 23) covering economic development. It sought to broaden the definition of 'economic development' to encompass *any form of development that generates wealth, jobs and income* (Welsh Government, 2014, p4). TAN 23 will need to be given due consideration as part of the LDP revisions procedure. In August 2015, the Welsh Government followed this with a *Practice Guidance – Building an Economic Development Evidence Base to Support a Local Development Plan*.

#### Technical Advice Note 4 (TAN 4) – Retail and Commercial Development

- 2.26. In November 2016, the Welsh Government released a revised Technical Advice Note on retail and commercial development. The TAN sought to promote viable urban and rural retail and commercial centres, as the most sustainable locations to live, work, shop, socialise and conduct business. Additionally, it sought to sustain and enhance retail and commercial centres' vibrancy, viability and attractiveness, as well as improving access to, and within, retail and commercial centres by all modes of transport, especially walking, cycling and public transport. Greater emphasis is also placed on collaborative working between local authorities in establishing a retail evidence base and commercial strategies at a 'larger than local' level. TAN 4 will need to be given due consideration as part of the LDP revisions procedure.

## **Regional Changes**

### Cardiff Capital Region City Deal

- 2.27. The £1.2billion Cardiff Capital Region City Deal, which could transform the economies of South East Wales, was formally ratified during a special ceremony held on St. David's Day 2017. The aim of the City Deal is to create jobs and boost economic prosperity by improving productivity; tackling worklessness; building on the foundations of innovation; investing in physical and digital infrastructure; providing support for business; and ensuring that economic benefits generated as a result are felt across the region.
- 2.28. The City Deal includes funding of £734million for the South Wales Metro, of which over £500million is provided by the Welsh Government and £125million from the UK Government. As part of the Wider Investment Fund, the UK Government has provided a £375million contribution and the ten South East Wales local authorities have agreed a commitment to contribute £120million. On the 12<sup>th</sup> February 2018 the CCR Regional Cabinet comprising the ten local authority leaders approved the strategic business plan, which details how the £1.2billion 'Wider Investment Fund' will be used over the next five years, to drive actions forward. The plan specifies the regional strategic objectives of the CCR City Deal, which are: prosperity and opportunity; inclusion and equality; identity, culture, and community and sustainability. The overarching economic objectives of the City Deal are to create 25,000 new jobs and leverage £4billion in private sector investment.

### Cardiff Capital Region Strategic Development Plan (SDP)

- 2.29. As with the NDF, the Planning (Wales) Act 2015 provides a legal framework for the preparation of the Strategic Development Plan (SDP). The SDP will be the middle tier of development planning covering a regional level, sitting below the NDF at a national level and above LDPs at a local level.
- 2.30. Welsh Government suggest that there is evidence to show that there are many strategic planning issues that first generation LDPs have failed to address in isolation. Consequently, those 'larger than local issues' such as housing, employment and transport infrastructure can be tackled at a strategic level to ensure they are being considered and planned for, in a comprehensive way. The Cardiff



Capital Region is committed to regional working and work is underway to set out and agree the key preparatory matters between all 10 member authorities, including boundaries, governance and content. To date, both RCT and the Vale of Glamorgan Councils have signed up to the proposed details of the SDP preparation.

#### South East Wales Valleys Local Transport Plan (LTP)

- 2.31. The LTP (2015) has been jointly produced by Blaenau Gwent, Caerphilly, Merthyr Tydfil, Rhondda Cynon Taf and Torfaen County Borough Councils. It sets out the vision and objectives for transport in the SE Wales Valleys area and provides a short and long-term programme of interventions to work towards achieving these goals. The short-term programme sets down those schemes that are priorities for the next 5 years, up to 2020. The longer-term programme identifies aspirations up to 2030. The LTP has a status that would allow for funding opportunities from Welsh Government, Cardiff Metro, Cardiff City Deal and other future funding sources; as well as local government funding from capital, S106 or CIL sources. The LTP replaced the Regional Transport Plans.

#### Regional Technical Statement 1<sup>st</sup> Review, 2014

- 2.32. National planning guidance requires that the South Wales Regional Aggregates Working Party (SWRAWP), of which Rhondda Cynon Taf is a member, prepares a Regional Technical Statement (RTS) for the region. The RTS sets out specific planning guidance, aimed at ensuring the sustainable supply of aggregates in Wales.
- 2.33. The document sets out detailed calculations to determine a projected demand of aggregates in the South Wales region from December 2010 until 2036. It subsequently apportions a tonnage of aggregates that each of the 18 local authorities in the SWRAWP need to provide in the form of land-banks of permission. The RTS 1<sup>st</sup> Review replaced the original RTS of 2008, however this will be replaced by the RTS 2<sup>nd</sup> Review, which is expected to be released during next year or so. The outcomes of the RTS 2<sup>nd</sup> Review will require consideration in the preparation of LDP policies during the course of revision.

#### Our Valleys, Our Future: Delivery plan, 2018

- 2.34. This plan has been created by a ministerial taskforce in South Wales Valleys, set up by the Welsh Government in July 2016. The plan is a high-level action plan to set out the taskforce's priorities for the region. The plan's three priorities are: creating good quality jobs and providing the skills to do them; improving public services; and helping local communities. The delivery plan identifies Pontypridd/Treforest as a strategic hub 'where public money will be focused to provide opportunities for the private sector to invest and create new jobs'. The Pontypridd/Treforest hub focuses on residential, office, industrial and retail development. The implications of this document will need to be considered in an LDP review.

## Local Changes

### LDO for Treforest Industrial Estate

- 2.35. In August 2018, a Local Development Order was adopted by the Council for Treforest Industrial Estate. The LDO simplifies the planning process within the estate's boundary, by removing the need for a formal planning application for certain developments which meet the criteria. Any implications to the LDP will need to be considered.

### Local Well-Being Plan

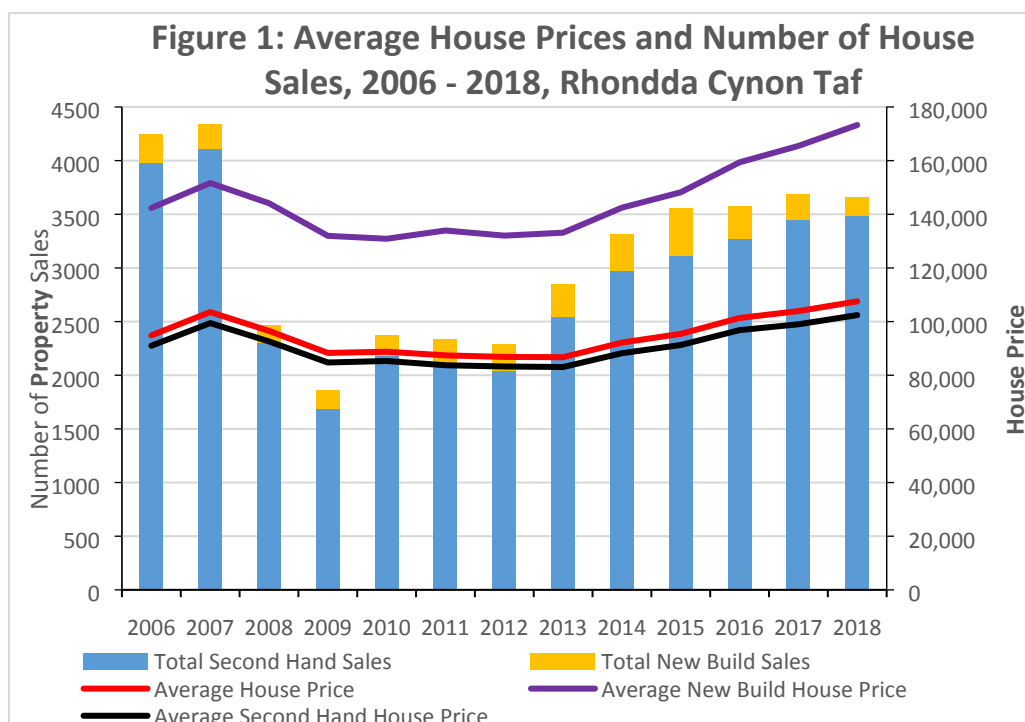
- 2.36. As previously stated, the Well-being of Future Generation Act makes provision for every public service board in Wales to publish a Local Well-being Plan (LWBP). The Council's Single Integrated Plan (SIP) was replaced in 2018 by the Cwm Taf Well-being Plan 2018-2023. An initial Well-being assessment was undertaken, focusing on the assets and challenges of the county borough in terms of their social, economic, environmental and cultural well-being. This assessment was used to develop a draft Well-being Plan and its associated objectives, which were publically consulted on before the adoption of the LWBP. The LWBP identifies three Well-being objectives, focusing on people's health, growing a stronger economy and helping communities thrive. A revised LDP will need to consider and comply with the LWBP.

### Welsh Government 2014 Household Projections

- 2.37. The adopted LDP's housing land requirement of 14,385 dwellings to be delivered within the plan period was set in the context of Welsh Government's 2006 Housing Projections, which gave a principal household projection increase of 13,728 from 2006 to 2021. The most recent Welsh Government Projections are from 2014 (released in 2016) however it is considered likely that more up-to-date projections will be released during the LDP revision process. An LDP revision process will need to consider the latest Welsh Government household projections when preparing housing policies.

### House Prices

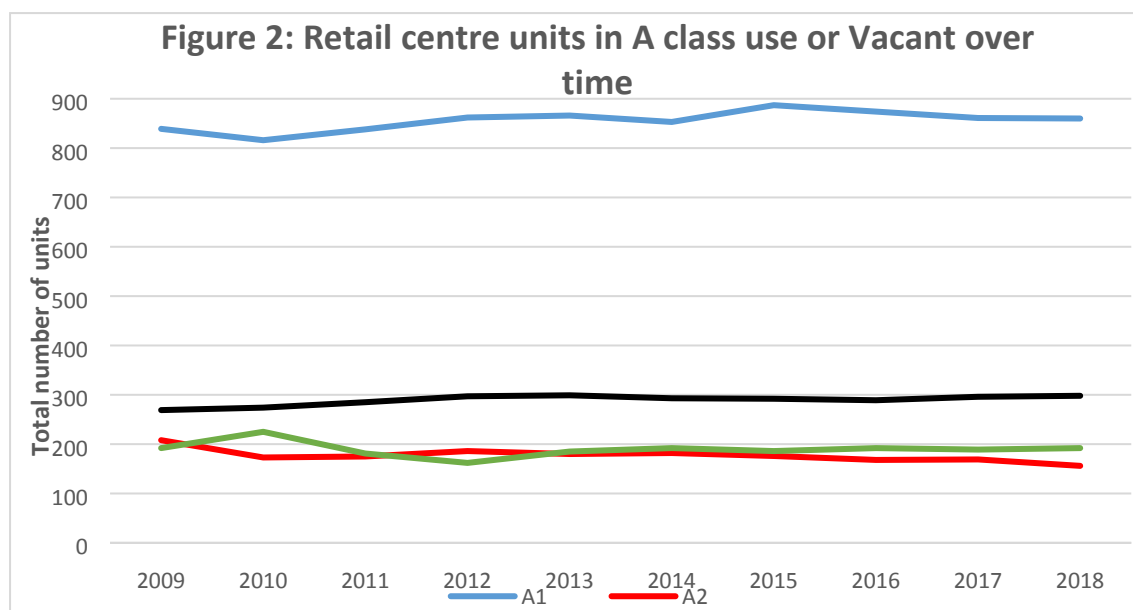
- 2.38. The graph below (source: Land Registry UK House Price Index) provides information regarding the performance of the house market in Rhondda Cynon Taf from the start of the plan period 2006 to the end of 2018. Housing sales and prices fell significantly during the recession around 2009, however average house prices have recently surpassed pre-recession prices. House prices between 2009 and 2013 were generally steady, ranging between £86,000 and £89,000, though there has been a notable increase in average house prices from 2013 onwards, increasing by approximately 24%.



- 2.39. New build sales have not been affected in the same way as second hand sales, with new build sales exceeding pre-recession figures, as early as 2013, whereas second hand sales have fallen by approximately 15% from 2007 to 2018, but have still been growing consistently for a number of years.
- 2.40. Plans for the South East Wales Metro could potentially affect house prices in Rhondda Cynon Taf, and will require consideration during the LDP revision process. The implications of RCT's demographic pressures associated with an ageing population and the aspiration to retain younger people in the County will also need to be considered.

### Changing trends in Retail

- 2.41. Figure 2 below highlights the total amount of units that are used for Class A1, A2, and A3 or are vacant, across all of RCT's retail centres. The number of vacant units have remained relatively consistent over the 10 year period. The total amount of A1 units has risen by 2.5% across 2009-2018, however they have been gradually declining in numbers since 2015. A vast number of banks have departed RCT's retail centres and this is reflected in the sharp fall in A2 units, reducing by 25% from 2009-2018, A3 units have risen in popularity, partially replacing lost A2 units, rising by 10.8% from 2009-2018. Trends such as these will need to be considered during the LDP review.



### Economic Considerations

- 2.42. The impact of the global economic recession on the economy of Rhondda Cynon Taf had a significant impact on the delivery of the LDP in the immediate years post adoption. Whilst the economy is showing some signs of improvement, with both the housing and commercial markets in the County Borough experiencing some growth; the economic difficulties at the start of the plan period has inevitably had an adverse impact on the delivery of some elements of the LDP.
- 2.43. The uncertainty for investors and developers across all sectors of the plan has been well documented in the early part of the plan period. This has since manifested itself in the emergence of viability as a key consideration in the planning process. In 2016, we commissioned a reputable surveying company to assess all undeveloped allocations, which concluded that just 24 of 41 sites had a level of viability. The reasons for this include physical site constraints, topography, contamination or market locations. This matter is discussed further in the report. Additionally, many of our sites require some land reclamation to take place to allow development. Whereas at the time of writing the LDP there was significant Welsh Government Funding available for land reclamation, this has not been available since adoption of the plan.
- 2.44. The June 2016 decision to exit the European Union and the subsequent uncertainty surrounding exit negotiations are also having an impact UK-wide. The scale of these consequences however are, as yet, unknown.
- 2.45. The conclusions of this Review Report will need to consider all of these contextual changes, amongst others discussed in the detailed analysis of LDP topic areas later in this report. This is to ensure that the policies and allocations are still effective, appropriate and relevant or otherwise need to be revised.

### **3. REVIEW OF THE AIMS, VISION, OBJECTIVES AND STRATEGY OF THE LDP**

#### **3.1. LDP Aims, Vision and Objectives**

- 3.1.1. The aim of the LDP strategy is to address trends that had been identified across RCT at the time leading up to LDP preparation and to set a strategic spatial vision for the future prosperity of RCT. Evidence at the time showed that areas of the County Borough with the least signs of socio-economic deprivation are likely to prosper, whilst those areas of the County Borough showing signs of the most significant socio-economic deprivation were, without intervention likely to decline further.
- 3.1.2. In the central and northern valleys, the LDP strategy sought to:
- Halt the process of decline by stimulating growth in the housing and employment markets;
  - Remove dereliction, and
  - Support services in important urban centres.
- 3.1.3. In the south, the strategy sought to:
- Manage growth by balancing housing and commercial development with social and environmental considerations.
- 3.1.4. In accordance with the above, the LDP provides a policy framework which:
- Address the socio-economic balance between the north and the south of the County Borough;
  - Meet the housing and employment needs of a growing population;
  - Provide a range of quality, affordable housing;
  - Bring empty properties back into beneficial use;
  - Provide a range of employment sites to meet local need, attract inward investment and assist in diversifying the employment market;
  - Reduce out-commuting by providing a range of employment and commercial opportunities in accessible locations across Rhondda Cynon Taf;
  - Manage waste and provide recycling opportunities within the boundaries of the County Borough;
  - Protect the rich biodiversity and landscape of Rhondda Cynon Taf; and
  - Protect the cultural and built environment.
- 3.1.5. The LDP set out a vision which presented an opportunity for the spatial planning system to address the key issues and objectives identified for Rhondda Cynon Taf. The overall vision was derived from the vision outlined in the Community Strategy - 'Live. Grow. Aspire. Achieve' (2010-2020) which stated that:
- "Rhondda Cynon Taf will be a County Borough of opportunity. That means working together to enable individuals and communities to achieve their full potential, in terms of both their work and social life."*

- 3.1.6. The plan recognised that its successful delivery relies on a range of physical, social, economic, health, educational and related initiatives. It also recognises that the spatial planning system has a fundamental role to play in the delivery of said vision.
- 3.1.7. The Objectives that are derived from this Vision are central to the LDP, being translated into the spatial framework and its policies. These are;
- Creating sustainable, integrated and thriving communities through providing necessary housing, reinforcing the roles of the Principal Towns and Key Settlements and ensuring high quality built environment that provides opportunities for living, working and socialising for all.
  - Achieving the potential of RCT through developing a sustainable economy and providing a diverse range of jobs.
  - Enabling a better quality of life through heritage, landscape, open space and parks protection and enhancement which in turn allows for encouraging healthy lifestyles. This also includes the need to reduce travel by car.
  - Develop and protect the County Borough for future generations through protecting important countryside, seeking to manage the effects of climate change, increase renewable energy and reduce energy consumption. Also, the need to minimise waste, increase recycling and promote efficient use of land, soil and minerals through re-use and restoration.
- 3.1.8. The range of contextual changes identified in the previous section, and new iterations of the Corporate Plan alongside the period of time that has passed since the formulation of these (then) appropriate Aims, Visions and Objectives, would clearly indicate that there would be a need to reassess this section of the LDP, to determine if they are still indeed appropriate.
- 3.1.9. Furthermore, an up to date detailed analysis of the social, economic and environmental trends, statistics and other broader issues in Rhondda Cynon Taf is required, which itself would give a truer, broader indication of the appropriateness of the Aims, Vision and Objectives of the Plan.

## 3.2. **LDP Strategy including policies CS1 and CS2**

- 3.2.1. Following on from this, the LDP Strategy provides for development in locations that meet local needs, whilst promoting sustainable growth. The Strategy was derived having regard to the national, regional and local policy context, economic and environmental factors, the availability of suitable land for development and the unique characteristics of the County Borough. The Strategy provided a land use framework for the delivery of housing and services with an ambitious strategy for growth, which promoted sustainable regeneration.
- 3.2.2. For the successful implementation of the Strategy, a different policy approach needed to be taken in those areas of Rhondda Cynon Taf that were in decline and those which were experiencing growth. The core Strategy for Rhondda Cynon Taf

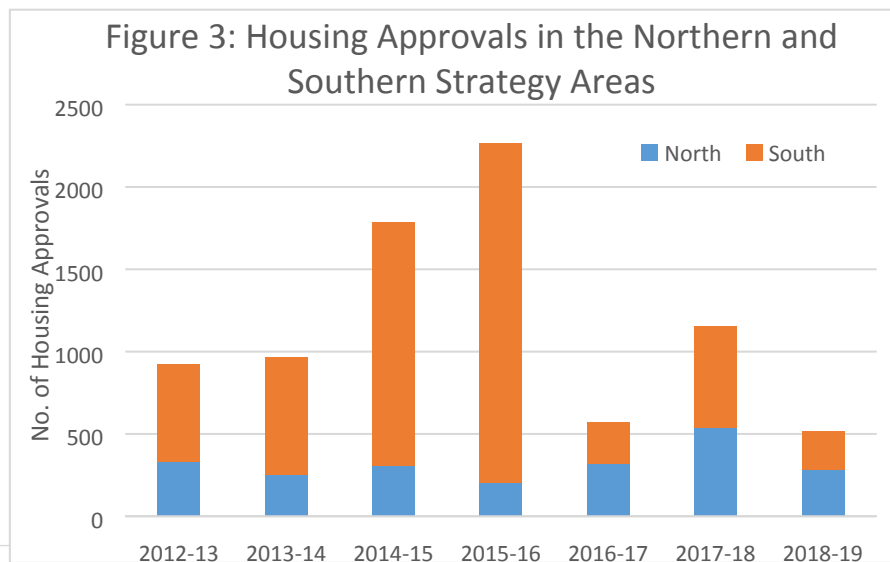
therefore advocated a different approach for development in the north and south of the County Borough.

- 3.2.3. Within the Northern Strategy Area (NSA) the LDP sought to halt the process of depopulation and decline witnessed following the demise of the coal industry. The plan aimed to create sustainable communities through the provision of housing, employment opportunities, improvements in accessibility and large-scale regeneration proposals, all the while building on the strong sense of community pride within these areas.
- 3.2.4. Within the Southern Strategy Area (SSA), the LDP focussed on sustainable growth that benefit RCT as a whole, consolidating existing settlement patterns. The SSA had witnessed significant inward investment and new housing that has transformed the local economy. The LDP principally aimed to manage residential and commercial growth in a manner that balanced the economic potential of the area with its environmental capacity.
- 3.2.5. The Strategy recognised the important role which settlements play in providing homes and services. In order to focus growth where social and economic benefits could be maximised a settlement hierarchy was created which included Principal Towns, Key Settlements and smaller settlements.
- 3.2.6. Principal Towns are defined by the Strategy as Pontypridd, Aberdare and Llantrisant (including Talbot Green). These were identified due to their location within the strategic transportation network as they are important to the promotion of regeneration in Rhondda Cynon Taf and economic growth in the wider region. Each of the Principal Towns were identified in the Wales Spatial Plan as a 'Hub Settlement'.
- 3.2.7. The Key Settlements in the Northern Strategy Area (NSA) include Tonypany, Porth, Treorchy, Ferndale, Mountain Ash, and Hirwaun. In the Southern Strategy Area (SSA) these include Tonyrefail and Llanharan.
- 3.2.8. Large-scale Strategic Sites, which were capable of accommodating significant housing and commercial development, were identified in locations that would lead to a step change in the economy of the County Borough and maximise opportunities for sustainable regeneration; and will be discussed individually later in this section. A number of smaller, non-strategic sites throughout RCT were allocated for the development of new housing, retail and employment, to meet local needs and promote socio-economic growth.
- 3.2.9. The Plan's strategy has overall enjoyed some degree of success.
- 3.2.10. Firstly, the LDP has been successful in guiding development to those locations that support the roles of the Principal Towns and Key Settlements.
- 3.2.11. Since the adoption of the LDP in 2011, an average of 99.46% of all houses, 93.34% of all employment and 99.5% of all retail permissions granted, were in sustainable locations. Considerable success has also been achieved in determining applications on brownfield land. In all but two years since the adoption of the plan,

permission for over half of all development has been on brownfield land, with the highest figures seen in 2014-2015 and 2018-2019 for 78% and 72% respectively.

- 3.2.12. In addition, significant regeneration projects and initiatives funded by the European Union and Welsh Government, amongst others, that have been predominantly centred in and around the Principal Town centres.
- 3.2.13. The North/South strategy has also witnessed some success, as the population of both strategy areas continues to grow steadily. There has been a healthy total of 6,299 dwellings built in the County Borough during the plan period (only surpassed by the cities of Cardiff and Newport in this time).
- 3.2.14. Of the 4,543 houses developed since 2011, 1,562 were in the NSA and 2,981 in the SSA, which is essentially in line with the allocated split between the two strategy areas. As can be seen below, the affordable homes completions also align with this balance.

<b>Housing Delivery in the NSA and SSA</b>						
	<b>North</b>			<b>South</b>		
<b>Year</b>	<b>Total</b>	<b>Market</b>	<b>Affordable</b>	<b>Total</b>	<b>Market</b>	<b>Affordable</b>
2018-19	227	180	47	159	127	32
2017-19	128	96	32	424	258	166
2016-17	196	153	43	520	327	193
2015-16	175	127	48	394	344	50
2014-15	177	157	20	376	282	94
2013-14	176	153	23	358	322	36
2012-13	146	94	52	268	243	25
2011-12	156	130	26	201	188	13
2010-11	181	160	21	281	224	57
<b>Totals;</b>	<b>1562</b>	<b>1250</b>	<b>312</b>	<b>2981</b>	<b>2315</b>	<b>666</b>





- 3.2.15. Whilst the South has traditionally witnessed significantly more private investment than the north, the 2018-2019 monitoring year saw the north overtake the south in terms of housing delivery for the first time since the LDPs adoption. This is testament to a healthy housing market, particularly in the Cynon Valley, along with properties being more affordable when compared with those in the south of the County Borough.

Whilst both defined strategy areas have flourished, growth has not been witnessed on the allocations as anticipated. Of the 1,562 dwellings built in the north since 2011, just 153 have been on allocated housing sites and in the south, of the 2,981 dwellings built since 2001, 926 have been on allocated sites. There have been significant windfall sites that have contributed to housing numbers, or otherwise commitments at adoption stage. The housing topic will be considered further in later sections of this report.

- 3.2.16. More fundamental has been the lack of take up on Strategic Sites, employment and retail allocations. These will be discussed in detail further in later sections of this report, although again, these sectors have also witnessed considerable windfall development on non-allocated sites.

### 3.3. **Strategic Sites**

- 3.3.1. In order to promote sustainable growth within Rhondda Cynon Taf, 8 Strategic Sites were allocated in the LDP for a range of development; including large-scale residential, employment, retail and recreational purposes. These were identified in locations that could maximise the opportunities for sustainable regeneration and deliver significant benefits to the County Borough.
- 3.3.2. The Strategy was heavily reliant on the Strategic Site allocations, which have not delivered anywhere near the housing numbers or retail and employment floorspace anticipated. There are many reasons for this, which are discussed below in relation to the individual Strategic Sites.

#### **Former Maerdy Colliery Site, Rhondda Fach, Policies CS 3 and NSA 4.**

- 3.3.3. Land is allocated at the former Maerdy Colliery Site in the Rhondda Fach for the construction of 1 hectare of employment land (B1 and/or B2), visitor centre and an area of informal recreation contained in a historic landscape. Development on the Strategic Site is subject to a large-scale land reclamation scheme.
- 3.3.4. To date, the Maerdy Colliery Strategic Site has been subject to partial land reclamation. Significant public funding is required to reclaim the further elements of the site to allow final landforms for the employment allocation and recreational areas. Access to a small permitted windfarm (to the west) would need to go through

the Strategic Site, which as a result would significantly improve internal access within the site. Planning obligations attached to the windfarm will also provide a significant contribution to the leisure elements of the Strategic Site. However, it remains that the site has not progressed as expected during the current plan period.

- 3.3.5. At the time of LDP preparation, there were still significant funding opportunities for land reclamation schemes for coal mining legacy sites such as this. However, funding for land reclamation at this scale has not been readily available from Welsh Government in recent years and the Council continues to explore the potential for alternative funding. The employment allocation on the site has not attracted interest, although this mirrors the minimal take up of the LDP employment land allocations across RCT.
- 3.3.6. It is considered the site will still have a strategic role in delivering wider regeneration opportunities in the north of Rhondda Cynon Taf, and particularly the upper Rhondda Fach area. Although the majority of the site has informal public access, it needs to be determined through any future revision of the LDP if and how the site could be elevated to a higher standard public recreation facility. The funding of this is also key, in particular relation to land reclamation; or whether this is still necessary. With regards to the employment allocation, a renewed employment allocation would need evidence to determine need in this area and whether alternative uses should be considered.

#### **Former Fernhill Colliery Site, Blaenrhondda, Rhondda Fawr, Policies CS 3 and NSA 5**

- 3.3.7. Land is allocated at the Former Fernhill Colliery Site for the construction of between 350 and 400 dwellings, a local retail centre and informal recreation. This development is subject to a large-scale land reclamation scheme.
- 3.3.8. Ownership of the site has changed since the initial submission and allocation of the site. New owners have been in discussion with the Council with regards to various options for its development. However comprehensive development proposals for the site, for its allocated uses, have not yet materialised. Significant upfront investment would be required in any scheme in relation to the necessary land reclamation scheme and vehicular access.
- 3.3.9. At the time of LDP preparation, there were still significant funding opportunities for land reclamation schemes for coal mining legacy sites such as this. However, funding for land reclamation at this scale has not been readily available from Welsh Government in recent years. Indeed, it is likely that the costs of this necessary land reclamation would need to be borne by the development scheme itself. The global economic recession in 2008 had a long lasting, debilitating legacy on the house building industry, than could ever have been expected when preparing the LDP. This was seen in particular in the less marketable areas of RCT, such as the northern Rhondda Fawr. Accordingly, the financial viability of the site for such a major scheme has not been achievable.

- 3.3.10. If the site was to be reconsidered for its current, primarily residential, allocated use in a future plan, then we would need to see appropriate, comprehensive evidence that the site would be viable, deliverable and necessary at this scale. It is accepted that this may be very difficult to achieve. However, it remains that the site is considered key to delivering wider regeneration opportunities in the north of Rhondda Cynon Taf. If ownership aspirations allow, evidence base may dictate alternative suitable uses that may deliver a significant level of regeneration e.g. if the open space element of the allocation was expanded upon, taking advantage of this unique setting, in association with leisure and tourism opportunities.

**Former Phurnacite Plant, Abercwmboi Policy CS 3, Policy NSA 6.**

- 3.3.11. Land is allocated at the Former Phurnacite Plant, Abercwmboi for 500 dwellings, the construction of 5.9 hectares of employment, a new primary school and an informal area of recreation that is subject to a large scale reclamation scheme.
- 3.3.12. No development of the LDP proposals have yet taken place on the Strategic Site during the plan period, although significant investment has already been made in part-remediating the site. There have been pre-application discussions between the Council and part owners of the site CPL (Coal Products Limited), with an initial master plan and brief also produced. The Coal Authority who own the other part of the site have also undertaken additional site investigation work for further de-contamination requirements. It remains that significant supplementary land reclamation solutions would need to be implemented on the residential, education and informal recreation parts of the site, in order for it to then come forward. The part of the site designated for employment, on the other hand, is ready and suitable for development, although nothing has been forthcoming to date. There are also large areas of the land indicated for housing within a C2 flood risk zone.
- 3.3.13. At the time of LDP preparation, there were still significant funding opportunities for land reclamation schemes for coal legacy sites such as this. However, funding for land reclamation at this scale has not been readily available from Welsh Government in recent years. It is likely that the costs of this necessary land reclamation would need to be borne by the development scheme itself. Again, the global economic recession had a long lasting effect on the house building industry. This was seen in particular in the less marketable areas of RCT, such as the mid Cynon Valley. Accordingly, the financial viability of the site for such a major scheme has not been achievable. However, there has been recent, welcome housing market interest in this part of RCT that may indicate future demand for the development of this site.
- 3.3.14. Parts of the LDP residential area are in the current C2 flood risk zone. Current WG policy is to prevent highly vulnerable development in C2 flood risk zones even where NRW have agreed mitigation measures.
- 3.3.15. If the site was to be reconsidered for its current, primarily residential and employment allocated use in a future plan, then we would need to see appropriate, comprehensive evidence that the site would be viable, deliverable and necessary at this scale. It remains that there would need to be significant remediation work of

the major part of the site to enable this, and work is ongoing to establish the exact nature and cost of this remediation.

**Land at Robertstown/Abernant, Aberdare Policy CS 3, Policy NSA 7.**

- 3.3.16. Land is allocated at Robertstown/Abernant, Aberdare for the construction of 500 – 600 dwellings, 3.7 hectares of employment/leisure, a new primary school, medical centre and associated informal amenity space in a parkland setting.
- 3.3.17. Planning permission was granted for a supermarket on the Robertstown element of the site in 2015, although this had yet to be developed. Following this, the significant new Coleg y Cymoedd campus was constructed here, alongside a major extension to the Park and Ride facility at Aberdare train station. This itself will provide significant numbers of jobs and training opportunities. The college will also contribute to the development needs of the local population.
- 3.3.18. The Council announced in February 2018 that £2.58m of European funding had been secured towards a package of £3.93m to create modern business units on another section of the Robertstown element of the site. It is anticipated that the project will be part funded by the European Regional Development Fund (ERDF) through the Welsh Government.
- 3.3.19. The substantial hospital buildings have been demolished on the Abernant element of the site, which has since changed hands to a development facilitator who is actively seeking housing developers for the site. There has been some initial interest by various developers, although none that have extended to application stage.
- 3.3.20. Investigation of underground shallow coal workings has resulted in some concern that the remediation costs would need to be borne by the development scheme itself. However, viability assessment of the site in 2016, including all abnormal costs, indicates a viable development scheme for the site.
- 3.3.21. There has been recent, encouraging interest in the site. However, updated evidence that all elements of the site remain viable and deliverable for development needs to be forthcoming, in order to re-allocate the site in a future plan. Alongside this, there needs to be further, firmer consideration of how the primary education need in the area relates to this site, and other development pressure in Abernant.

**Land South of Hirwaun Policy CS 3, Policy NSA 8.**

- 3.3.22. Land is allocated south of Hirwaun for the construction of 400 dwellings, 36 hectares of employment land, a new primary school, a retail store of 2,000m<sup>2</sup> net floor space, a medical/community centre and informal recreation contained in a landscape setting. The site is also subject to large-scale reclamation after the coal related operations have ceased.

- 3.3.23. Pre-extraction of the major coal resources from the Strategic Site has recently been completed, with ongoing infill and restoration of the site well advanced. Further discussions are in place with regards to the final formations of the plateaux for the allocated employment and open space after uses.
- 3.3.24. A permission was given for a 2,000m<sup>2</sup> retail store in the early stages of the LDP, although this has not come forward. However, numerous proposals for mixed use development have been formulated on the general location of the local centre, including elements of housing. These have not progressed to planning applications to date.
- 3.3.25. When preparing the LDP, it was our understanding from Welsh Government that the construction of the A465 dualling would have been completed by now. Delays in the earlier phases of this project has meant that this has not been forthcoming. Although there was physical scope to develop the residential area of the site prior to the dualling, the interest in the site may not have been generated without it.
- 3.3.26. If the site was to be reconsidered for its allocated uses in a future plan, then we would need to see appropriate, comprehensive evidence that the site would be viable, deliverable and necessary at this scale. There has been further indication that the A465 is programmed to begin in the near future. It is important that plans are considered to maximise the value of the public investment associated with the dualling project through the leverage of private sector development investments around the new infrastructure.

**Former Cwm Colliery and Coking Works, Tyn-y-Nant, Pontypridd Policy CS3 & Policy SSA 7.**

- 3.3.27. Land is allocated at the former Cwm Colliery and Coking Works for the construction of between 800 and 950 dwellings, 1.9 hectares of employment land, a new primary school and associated informal amenity space in a landscape setting. Development of the site is subject to large-scale reclamation.
- 3.3.28. There has been an approval of an outline application on the site for the demolition of the existing structures, (retention of listed tower), site remediation, land restoration and development to provide a mix of uses including 851 residential units (use class C3), a primary school and open space. This has yet to come forward.
- 3.3.29. Discussions are ongoing to seek options in how to unlock the development potential of the site, given the considerable clearance and remediation costs associated with the site.
- 3.3.30. The allocation and permitted development require both land reclamation of the tip area and clearance of the structures on the site and remediation of ground below. At the time of LDP preparation, there were still significant funding opportunities for land reclamation schemes for coal legacy tips such as this. Again, however, funding for land reclamation at this scale has not been readily available from Welsh Government in recent years. It was always intended that the costs of this necessary clearance of the site and remediation of the land would need to be borne by the

development scheme itself. As previously discussed, the global economic recession in 2008 had a long lasting, debilitating effect on the house building industry, than could ever have been expected when preparing the LDP. Accordingly, the financial viability of the site for such a major scheme is more difficult to achieve, particularly given the massive upfront funding that is required.

- 3.3.31. If the site was to be reconsidered for its allocated uses in a future plan, then we would need to see appropriate, comprehensive evidence that the site would be viable, deliverable and necessary at this scale. It is perceived that this could be difficult to establish in the current financial climate, particularly if there is no external funding intervention to support the clearance and remediation of the site.

### **Mwyndy/Talbot Green Area Policy CS3 & Policy SSA 8.**

- 3.3.32. Land is allocated in the Mwyndy/Talbot Green area for the construction of 500 dwellings, 15 hectares of employment land, 23,400m<sup>2</sup> of net new retail floor space, 10,000m<sup>2</sup> net of leisure space, a primary school, a library/community facility and informal amenity space in a landscape setting. This Strategic Site is divided by the River Clun corridor and the A4119 into 3 distinct development areas: employment land at Mwyndy Cross; residential land at Cefn-yr-Hendy; and retail land at Talbot Green.

#### Mwyndy Cross

- 3.3.33. Outline planning permission for about 30,000m<sup>2</sup> of B1 office development on part of this area was granted on appeal before LDP adoption, which lapsed in 2011. No reserved matters or renewals of the permission were sought, and no new planning application has been submitted for this element.

#### Cefn-yr-Hendy

- 3.3.34. An outline application was approved for 460 dwellings on the Cefn-yr-Hendy site, Mwyndy in 2017-2018. This site has however been the subject of a recent village green inquiry. Despite this, it is hoped that development will soon commence on site.

#### Talbot Green

- 3.3.35. Outline planning permission for a 'new town centre' has been granted on this part of the Strategic Site. Full planning permission was granted for a first phase food store and petrol station and associated infrastructure. The first section spine road off the A473 has been built for this first phase, although the retail store has not been forthcoming. We are currently considering renewal applications for these.
- 3.3.36. The employment allocation on the Mwyndy element of the Strategic Site has not attracted private interest, although this mirrors the minimal take up of the LDP employment land allocations across RCT. Although the residential market has suffered during the early stages of the LDP, it has been very unexpected that the residential allocation has not come forward at Cefn-yr-Hendy earlier in the plan

period. With regards to the retail and considerable town centre allocation, this has indeed been affected by a significant contextual change in the retail world.

- 3.3.37. It is accepted that there would need to be considerable infrastructure investment to allow for a new employment site to come forward, not on a piecemeal manner. Further to this, evidence would again be needed to identify the need for the employment allocation at this location. Dependent on Village Green appeal decision, it is expected that the Cefn-yr-Hendy site will remain viable and deliverable for a suitable housing scheme. Considerable further evidence needs to be collated to determine how the town centre element of the site would be addressed in any future LDP.

**Former OCC Site Llanilid, Llanharan, Policy CS3 & Policy SSA 9.**

- 3.3.38. Land is allocated at the former open cast coal site in Llanharan for the construction of between 1,950-2,100 dwellings, 2500m<sup>2</sup> net retail floor space, a medical centre, a library/community facility, a new primary school and associated public open space. Access to the site is to be provided by the construction of the A473 Llanharan bypass.
- 3.3.39. To date, 243 dwellings have been built on the site, in association with a series of enabling developments. The remaining majority of the site benefits from a comprehensive 'hybrid' planning permission (full and outline) comprising of up to 1,850 dwellings and a neighbourhood centre, (including community & leisure facilities, a primary school, retail and commercial floorspace). Other elements in the proposal include highways infrastructure, strategic landscape areas and public open space.
- 3.3.40. The reserved matters for the first phase of this scheme for 216 units, has been permitted and developers are on site. The alignment options for the Llanharan bypass have been drawn up by RCT to enable this road to come forward with the phased development of the site.
- 3.3.41. In the early stages of the LDP, the owner of the former opencast went into administration and were unable to progress development here. The land was subsequently sold by the administrators to the major house builders who are currently progressing with the proposed phased development.
- 3.3.42. It is therefore clearly expected that the delivery of this site will continue in a very positive way over the coming years.

## 4. REVIEW OF LDP TOPIC AREAS AND POLICIES

### 4.1. **Housing**

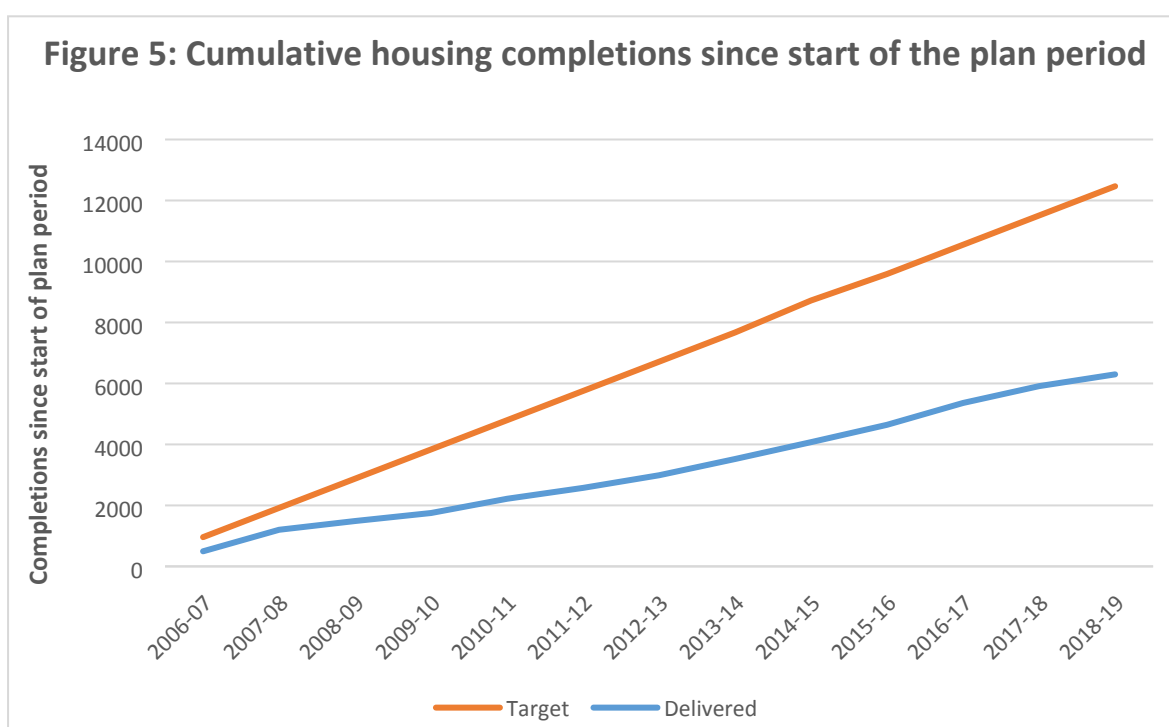
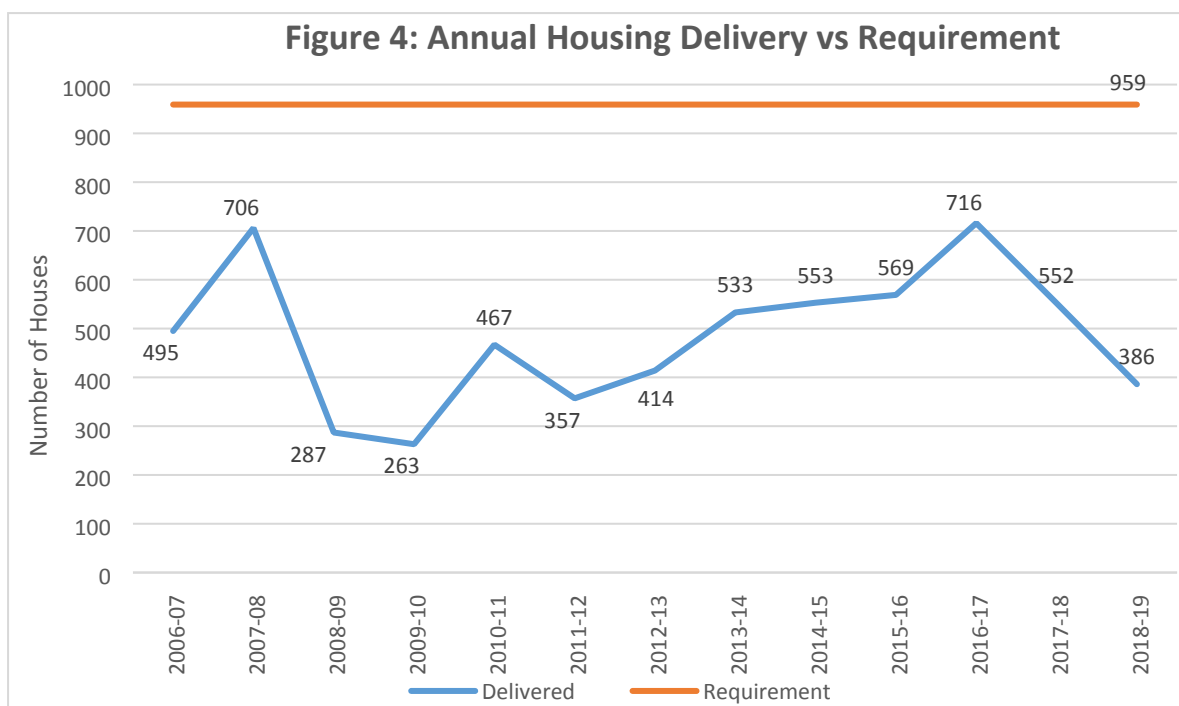
- 4.1.1. The topic of housing in the Local Development Plan (LDP) is arguably one of the most important individual elements of the plan, whilst its delivery is also the biggest contributor to the success and implementation of the Strategy. It is key to creating sustainable communities and in ensuring that our communities have access to a good quality homes.

#### **Housing Requirements**

*Policies CS 3, CS 4, CS 5, AW 1*

- 4.1.2. The preparation of the LDP determined a requirement for 14,385 new dwellings to be built in RCT throughout the plan period 2006 - 2021. This figure was based on the Welsh Government's National and Sub National Household Projections for Wales (2006) at local level and provided for population and household growth in Rhondda Cynon Taf. This was also reached in association with regional apportionment agreements between the 10 South East Wales Local Authorities.
- 4.1.3. The LDP allocates land and has a policy framework to meet this identified need and supply new houses in sustainable locations. Policies CS 3 and CS 4 set out that land is made available for between 5,000 – 5,450 new dwellings on Strategic Sites and a further 4,025 new dwellings on smaller housing allocations to meet local need. Policy AW 1 then addresses how the remaining housing numbers should be met. This includes through those sites benefiting from planning permission since the start of the plan period, the development of unallocated land within settlement boundaries and the conversion of suitable structures. This was an ambitious strategy aimed at delivering high house building rates, designed to halt the process of depopulation and to ensure stable growth in the future population.
- 4.1.4. The allocated figure allowed for the construction of 959 dwellings per year, which was an increase of 50% compared to previous build rates. In this regard, the annual delivery figure was always going to be challenging to meet.
- 4.1.5. In order to establish the success of the delivery of this housing target, it is firstly necessary to look at the annual completions of houses as identified in the AMRs.
- 4.1.6. Since 2006, the LDP has delivered a total of 6,299 new dwellings. It is clear from the table below, that the annual figure of 959 has not been met in any year since the adoption of the LDP, by a fair margin. The monitoring target in the LDP under policy CS 4 seeks that by 2021, all of the 14,385 dwellings will have been built.





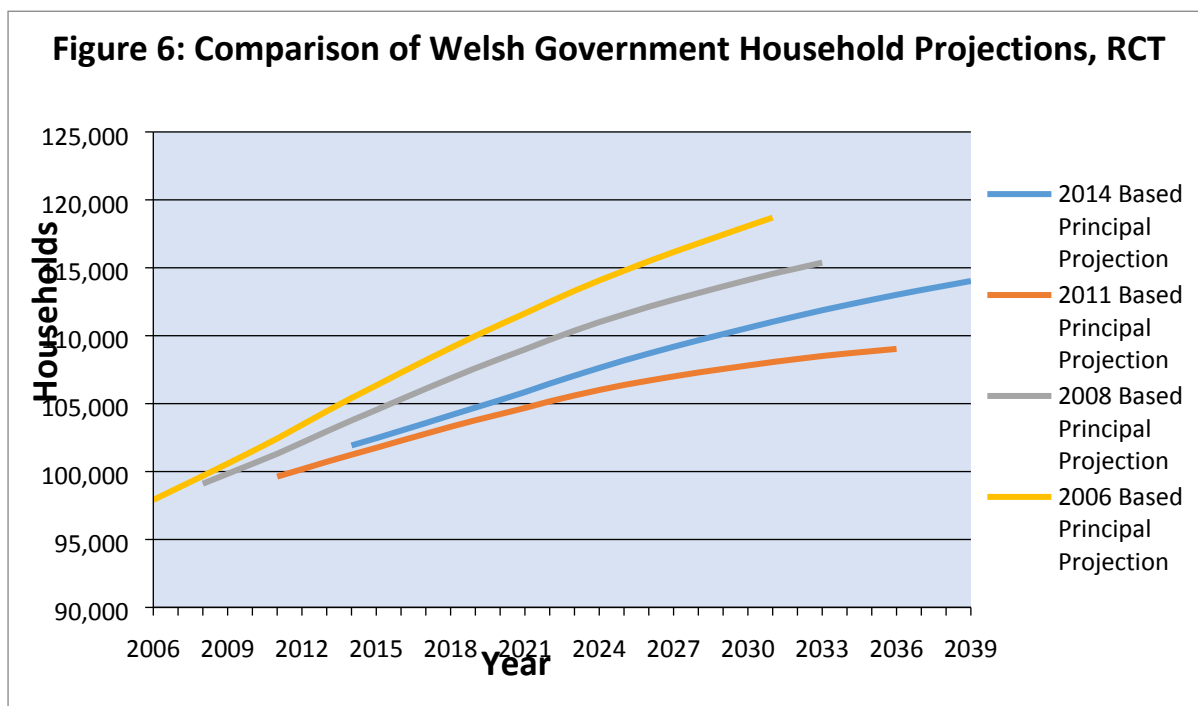
- 4.1.7. On one hand, with just over two years left in the plan period, it is clearly accepted that the shortfall in the housing requirement will not be met. Nonetheless, it should be acknowledged that this is a very considerable and noteworthy achievement in supplying new housing for the County Borough and for the South East Wales region. Indeed, since 2011, only Cardiff and Newport City Councils have developed more houses than RCT. Furthermore, it should be acknowledged that there has been a total of 9,192 dwellings permitted by RCT in just 8 years since the adoption of the plan.

- 4.1.8. However, what is of considerable note, is the source of the LDP housing land requirement figure. These WG projections identified that the population of Rhondda Cynon Taf would increase from 233,936 in 2006 to 248,100 in 2021. This equated to an increase from 97,916 households in 2006 to 111,644 households by 2021. These projections were however produced during a period of significant economic growth, leading to the peak of the boom in 2007 and the potential for significant in migration.
- 4.1.9. Since the LDP was adopted, there have been further projections published by the Welsh Government. These include the 2008, 2011, and 2014 projections.

Date of Projection	Population Projection Increases from Date to 2021
2006	233,936- 248,100
2008	234,377- 242,120
2011	234,373- 237,126
2014	236,888- 239, 936

Date of Projection	Household Projection Increases from Date to 2021
2006	97,916 - 111,644
2008	98,468 - 108,991
2011	99,628 - 104,680
2014	101,916 - 105,848

- 4.1.10. As the tables above illustrate, the 2006 population projection estimates were significantly higher than the most recent estimates in 2014, by over 8,000. Likewise the household projections follow a similar pattern with a decrease in estimates from 2006 to 2014 by almost 6,000. For information, most recent, actual population and households in RCT in 2017 were 239,100 and 104,032 respectively.



4.1.11. Accordingly, it is clear that a fundamental element of any future revision of the LDP would require a comprehensive re-evaluation of the most up-to-date population, and associated household, projections. This would enable the identification of an appropriate and realistic housing and housing land requirement in the revised LDP. It is understood that the updated 2018 projections are soon to be published.

#### 4.1.12. Joint Housing Land Availability

4.1.13. Planning Policy Wales and TAN 1 require that a Local Authority has a genuine 5 year housing land supply. The table below reflects the housing land supply figure since the adoption of the plan:

JHLA year	Land Supply
2019	1.3
2018	1.4
2017	1.3
2016	1.5
2015	2.4
2014	2.8
2013	4.5
2012	5.3

4.1.14. The table identifies that a 5 year land supply hasn't been achieved since 2012, one year after the adoption of the plan. The JHLA process requires that the residual method of calculation is adhered to when determining the land supply, which means that the annual shortfall of the housing target delivery has been aggregated each year to inform the annual 5 year supply. This further illustrates the need to reconsider the housing requirement figure, as it will enable the authority to determine its short-term housing land supply from a new, fair starting point, coupled with the need to extend the plan period by at least 10 years.

#### **Delivery of Affordable Housing**

*Policies CS 5, AW 1, AW 3, NSA 11, SSA 12*

4.1.15. Policy CS 5 establishes that the housing requirements identified in Policy CS 4 will be expected to contribute to established community housing need by providing 1,770 affordable units over the plan period. There was an interim target of 1,062 affordable units completed by 2015. The strategy proposed that the amount of affordable housing sought by way of planning obligations should be different in the north and south, given the viability differences. Policy NSA 11 requires the provision of 10% affordable housing on sites of 10 or more units and SSA 12 requires the provision of 20% affordable housing on sites of 5 units or more. Policy AW 3 also provides for rural exception sites, which are 100% affordable housing to be delivered in the countryside, where appropriate.

4.1.16. To date the AMR identifies that since the start of the plan period 1,214 affordable homes have been built. This equated to an average completions figure of 104 affordable dwellings per year. The figure has varied over the plan period, as the table below demonstrates. This figure is intrinsically linked to the delivery of market

housing and the allocations of the plan, improving as the market has improved. In order to meet the 2021 target of 1,770, a total of 556 affordable dwellings need to be delivered over the next 2.5 years.

- 4.1.17. Accordingly, this may be somewhat beyond a possibility, although it should be acknowledged that there has been a very successful delivery of affordable housing in RCT through the plan period.

Year	Affordable Housing completions
2018-2019	79
2017-2018	198
2016-2017	248
2015-2016	98
2014-2015	114
2013-2014	75
2012-2013	77
2011-2012	39
2010-2011	78

- 4.1.18. With regards to Policies NSA 11 and SSA 12, we have been very successful in ensuring the respective percentage contributions of affordable housing through the planning application process. For the most part, this has been on-site provision, although off site contributions have also come forward. It should be noted, that we have recently seen a small number of residential applications that have sought to evidence financial viability barriers to their delivery. This has resulted in requests for a reduction in affordable housing contributions, across all parts of RCT. These are often associated with particular site specific constraints.
- 4.1.19. Clearly, the significant delivery of affordable housing as set out above, has been heavily reliant on considerable investment and delivery by Registered Social Landlords, and utilisation of Social Housing Grant. Since the adoption of the plan, more innovative methods and financial support mechanisms for affordable housing delivery have been considered and are forthcoming at National and RCT level.
- 4.1.20. As such, on one hand it is deemed that the LDP affordable housing policies have been very successful in delivering affordable housing. On the other hand, as part of any revision of the LDP, and given the age of the evidence base, it is considered necessary to reconsider all affordable housing need, delivery mechanisms, requirements from private developments and all associated policies.

### **Delivery of allocations**

*Policies CS 4, AW 1, NSA 9, SSA 10*

- 4.1.21. In order to deliver the housing requirement figure of 14,385 set under policy CS 4, policy AW 1 sets out the method by which these dwellings would be achieved. The policy identifies, under point 1, that the primary mechanism for delivering housing is via the allocations in the plan. Each strategy area has a housing allocations policy, NSA 9 in the north and SSA 10 in the south. Policy NSA 9 allocates 21 sites for 1,365 units and SSA 10 allocates 18 sites for 2,660 units, (in addition to the

Strategic Site policies discussed above). These seek to reinforce the roles of the Principal Towns and Key Settlements, as well as stimulating growth in the residential market.

- 4.1.22. To date in the Northern Strategy Area a total of 5 allocated sites have gained planning permission and construction commenced, with a further 2 gaining planning consent. Only 1 allocated residential site has been completed in the plan period so far. In the Southern Strategy Area a total of 4 allocated sites have been completed, with one other nearing completion and one partially implemented. To date 6 allocated non-Strategic Sites have planning permission and have commenced. With a further 2 having planning permission and one with a resolution to grant consent subject to section 106.
- 4.1.23. Of the 6,299 dwellings completed during the plan period, 4,543 were built since the adoption of the plan. 1,029 of these have been on allocated residential sites, with the remainder from committed or windfall sites.
- 4.1.24. The status of all allocations are shown in further detail in Appendix 1 - Status of Allocations.
- 4.1.25. It can be seen from the above that the allocations in the current plan have not been delivered as expected. The global economic recession had a significant effect on the operations of the housing market in the early years of the LDP. Many sites were proposed for inclusion in the LDP at the height of the economic boom, with housing developers keen to bring them forward. Since the crash however, many have become less attractive and unviable for development. This has been indicated by the comprehensive viability assessments of all undeveloped residential allocations undertaken on behalf of RCT by recognised consultants, (GVA Bilfinger – now Avison Young), in 2016. This indicated that just 7 allocations would be viable for major house builders, being fully policy compliant, to a level where land value would be sufficient for sale. This reduced along a scale to having 17 sites not viable with nil land values. That is not to say that some sites would be suitable for smaller builders. Brexit could also be a concern to investors and developers. One of the key issues of LDP revision will clearly be viability and deliverability of sites.
- 4.1.26. Although the level of house building improved up to 2016-2017, it has dipped quite significantly in the two years hence, as such, it is becoming more important to reconsider the housing land requirement, market demand, as well as land supply issues; and importantly whether there are suitable allocations remaining to meet these demands.

### **Residential Density Policies**

#### *Policies NSA 10 and SSA 11*

- 4.1.27. Planning Policy Wales Edition 10 advocates the efficient use of land. The LDP contains two density policies NSA 10 and SSA 11. NSA 10 requires proposals for residential development to have a minimum density level of 30 dwellings per hectare and SSA 11, 35 dwellings per hectare. Both policies give allowances for lower density levels where there is justification. The table below identifies the average density achieved on allocated sites over the plan period.

Year	North (30 required)	South (35 required)
2012	32.4	31
2013	33.3	34.3
2014	29.89	26.73
2015	No allocations permitted	19
2016	No allocations permitted	37
2017	22.32	24.73
2018	No allocations permitted	24.2
2019	No allocations permitted	No allocations permitted
<b>Average</b>	<b>29.475</b>	<b>28.565</b>

- 4.1.28. It can be seen that on average the allocations in the Northern Strategy Area are meeting the target density, albeit some years there have been no permissions on allocated sites and therefore the monitoring target may not be as accurate a picture as it could be. In the Southern Strategy Area, whilst some years the 35dph has been achieved the average density on allocated sites is somewhat below the target. During the revision of the plan it would be prudent to consider if these density levels are still appropriate, particularly in the south where the target has been missed by a margin.

### **Gypsy and Travellers**

*Policies AW 15 and SSA 26*

- 4.1.29. Policy AW 15 seeks to provide a criteria-based policy for use in consideration of Gypsy and Traveller sites, in line with the 2007 study. Although the Council was confident that the allocation of Beddau Caravan Park would meet the needs identified in the study, it was felt prudent to keep the requirement under review and to have a policy in place to consider any new proposals. Since then, a subsequent study has been undertaken and is due to be renewed in 2020.
- 4.1.30. To date, the allocation at Beddau has been seen to be sufficient to meet the identified need in the LDP. There have been applications for sites for individual families in the north of the County Borough during the plan period, however. Any LDP revision will need to be based on the most up-to-date evidence regarding the requirements for the Gypsy and Traveller communities across all of RCT and accord with most up-to-date national policy and guidance.

## **4.2. Employment**

*Policies CS 6, AW 11, NSA 14, NSA 15, NSA 16, SSA 14, SSA 27*

- 4.2.1. The LDP strategy recognised that in order to address some of the serious socio-economic issues facing Rhondda Cynon Taf, a progressive approach was necessary for the development of land for employment purposes. Consequently, the LDP allocated employment within the County Borough to meet both a local and regional need. This approach was intended to maximise the opportunity for large-scale inward investment, whilst simultaneously ensuring continued growth in the local employment sector.
- 4.2.2. The LDP and its associated Employment Land Review (ELR) recognised that RCT had a healthy supply of employment land. It was however determined that the existing supply was insufficient to provide for future needs in terms of meeting the demand for micro-businesses; the type of employment sites and units available; and the quality of office space, including town centre provision.
- 4.2.3. RCT has also had to contend with the demise of the traditional manufacturing sector (on which large sections of the local population have traditionally relied) alongside the rise of the tertiary (service) sector. The valleys areas bear a physical legacy from the 1980s with many traditional 'large box' industrial sites witnessed throughout the Borough, particularly within the Rhondda and Cynon Valleys. The ELR 2007 determined that such sites would be difficult to adapt to the needs of the modern economy.
- 4.2.4. In order to deliver on the aims and objectives of the strategy, the LDP allocated a total of 98ha of employment land to meet the identified need. 51 hectares of strategic employment land was allocated on Strategic Sites to meet a regional need and 47ha on local allocations. 51ha of the 98ha total were allocated over two Strategic Sites, Land South of Hirwaun (36ha) and Land at Mwyndy/Talbot Green (15ha); neither of these allocations have received consent to date. The remaining 47ha were local allocations, split between the Northern and Southern Strategy Areas, with Ferndale/Highfields (8.38ha), North of 5<sup>th</sup> Avenue (4.17ha), the former Mayhew Chicken Factory (2.88ha) and Cae Mawr Industrial Estate (3.6ha) in the north, and Coed Ely, Tonyrefail (14.32ha) and South of Gellihirion Industrial Estate (1.47ha) in the south.
- 4.2.5. Of the total 98ha of employment allocations, only 4.63ha has been granted planning permission since the adoption of the LDP. Firstly, 4.17ha received permission for a sustainable waste resource recovery and energy production plant at North of 5<sup>th</sup> Avenue, Hirwaun (NSA 14.2). Then 0.16ha of Class B1 received permission on a 4.14ha mixed-use development site on Ferndale/Highfields (NSA 14.1) and 0.3ha received permission for Class B1/B2/B8 units on Coed Ely, Tonyrefail (SSA 14.1). The 4.17ha site at North of 5<sup>th</sup> Avenue, Hirwaun (NSA 14.2) is the only allocation to have been built within the plan period.
- 4.2.6. LDP monitoring, however, indicates that permissions for a range of new employment development have been given on over 27 hectares of land throughout RCT. This is primarily on existing industrial estates, through redevelopment or vacant land. This indicates a considerable level of development, albeit not on allocated sites.

- 4.2.7. The Council has a total of 730.99ha within its employment land bank, which is inclusive of the 98ha of allocations. The other 632.99ha is made up of existing industrial estates and individual units, comprising a total of 100 sites hosting circa 1,669 units. The average vacancy rate for 2019 is just 6.95%. There is also a total of 54ha of undeveloped land within these existing sites.
- 4.2.8. The main policy for protecting the non-allocated, existing employment sites and units for their employment use is policy AW 11; recognising that employment sites can be a scarce resource that are difficult to replace once lost. There are however appropriate criteria setting out allowances for changes of use.
- 4.2.9. The LDP recognises that the Valleys areas and the Rhondda in particular, are so constrained by the dense built form and topography that limited opportunities exist to introduce new industrial sites or business premises to these areas. Therefore, two policies were included in the Northern Strategy Area to supplement and support policy AW 11. Policy NSA 15 seeks to protect small employment sites, defined as 0.5ha or below (although many are considerably smaller), recognising the contribution that these sites make to the local economy. Meanwhile, policy NSA 16 provides for the redevelopment of vacant or redundant industrial sites. Policy NSA 16 concedes that certain sites are unsuited to the needs to the modern economy and will therefore permit employment-led mixed-use development.
- 4.2.10. Policy AW 11, alongside the associated NSA employment policies (NSA 15 & 16) have had a degree of success in retaining employment sites and units for employment purposes, in both strategy areas.
- 4.2.11. Some of the larger units have however come under increasing pressure for leisure (Class D2) uses. There are often insufficient or unsuitable properties for leisure facilities such as gyms, children's play zones and dance studios within or on the fringes of town centres. As such, this issue will need to be scrutinised as part of the LDP revisions procedure.
- 4.2.12. Policy SSA 27 solely relates to Treforest Industrial Estate/Parc Nantgarw. The policy aims to provide flexibility in a changing market, to ensure that the industrial estate continues to play a major role in the local economy. The policy allows for other complimentary uses including Class A and Class D to operate alongside traditional Class B uses and other appropriate Sui Generis uses. The policy has been very successful in allowing the estate to evolve, thrive and meet the needs of the modern economy, whilst keeping overall vacancy rates reasonably low.
- 4.2.13. Further to this, on the 8<sup>th</sup> August 2017, the Treforest Industrial Estate and Parc Nantgarw Local Development Order (LDO) was adopted by the Council. The LDO simplifies the planning process within the estate's boundary, by removing the need for a formal planning application for certain developments. Given that the LDO is now in place within Treforest Industrial Estate, it would need to be assessed whether a specific policy governing Treforest Industrial Estate/Parc Nantgarw is actually necessary. This issue will be given further consideration as part of the LDP revisions procedure.



- 4.2.14. Employment policies within the LDP have achieved mixed success over the plan period. Rhondda Cynon Taf has nonetheless been very successful in continuing to attract inward investment to its existing employment sites. Firstly, this has been seen in relation to low vacancy rates of existing units. Secondly, there have been many new units built on undeveloped or redeveloped areas of existing employment sites.
- 4.2.15. It is however evident that the employment allocations have failed to deliver the projected 98ha of identified 'need' in the Employment Land Review, within the LDPs evidence base. There are potentially a number of reasons for this, including the size and location of the allocations, the amount of employment land and operational sites currently within the County Borough, as well as the desire for existing units. Further, the land allocated may have been too costly to redevelop, without significant investment for the initial infrastructure required, rendering development unviable. It is also fair to say that the global economic recession has had a significant impact on the delivery of most of our employment land allocations. The need for such significant allocations were identified prior to the recession. For example, the significant Welsh Government offices at the Mwyndy, Talbot Green Strategic Site were expected to be developed during the preparation of the LDP, although this did not progress following the recession.
- 4.2.16. As part of the LDP revisions procedure, due consideration needs to be given to the employment strategy, policies and allocations. Any new Employment Land Review will need to determine the appropriate level of new employment allocations and the level and type of protection required for existing sites.
- 4.2.17. In February 2014, the Welsh Government released a new Technical Advice Note (TAN 23) covering economic development followed by a Practice Guidance – *Building an Economic Development Evidence Base to Support a Local Development Plan* in 2015. Both of these documents, amongst other sources, will help form the new evidence base for employment in any LDP revision. Any ELR will also need to take account of past trend in relation to previous developments and permissions within the County Borough, since the adoption of the LDP.

### 4.3. **Retail and Town Centres**

*Policies CS 7, AW 11, NSA 7, NSA 8, NSA 17, NSA 18, NSA 19, SSA 8, SSA 9, SSA 15, SSA 16, SSA 17*

- 4.3.1. The strategy for retail and town centres within the LDP sought to reduce the leakage of retail expenditure from RCT to the wider region; to strengthen the role of retail centres in the Principal Towns and Key Settlements; and to provide retail development intended to meet local need in sustainable locations. A suite of policies and allocations were developed in order to meet these objectives, which overall have had mixed success.
- 4.3.2. In 2007, Nathaniel Lichfield & Partners undertook a retail capacity study for the County Borough, which indicated a quantitative need for 2,507m<sup>2</sup> net convenience and 21,770m<sup>2</sup> new comparison goods retail floorspace over the plan period. These figures were in addition to committed sites.

- 4.3.3. The LDP has a total retail allocation of between 34,400m<sup>2</sup> - 36,400m<sup>2</sup>, which comprises all of the local and strategic retail allocations. In the Northern Strategy Area, 950m<sup>2</sup> (net) was allocated locally at Oxford Street, Mountain Ash, whilst 2,000m<sup>2</sup> (net) was allocated on the Hirwaun Strategic Site. In the Southern Strategy Area, local allocations included 5,500m<sup>2</sup>/3,500m<sup>2</sup> (net) on land adjacent to Pontypridd Retail Park, on the fringes of the town centre and 2,000m<sup>2</sup> (net) on land east of Mill Street, Tonyrefail. Strategic Allocations included 2,000m<sup>2</sup> (net) of retail as part of a much larger residential development at Llanilid and 23,400m<sup>2</sup> (net) of retail, as part of the new town centre development on the Mwyndy/Talbot Green Strategic Site.
- 4.3.4. The Council granted permission for a Sainsbury's supermarket on the land adjacent to Pontypridd Retail Park (SSA 15.1) in February 2011. The application was for a Class A1 food store (7,717m<sup>2</sup>) with ancillary restaurant/café and petrol station; the store opened in July 2012.
- 4.3.5. Other retail allocations have received mixed success since the adoption of the LDP. In the Northern Strategy Area, permission was granted in 2014-2015 on allocation NSA 17.2 at the land south of Hirwaun, for a supermarket. Despite the permission, the market for retail has changed significantly in recent years, with the development highly unlikely to come forward, at least in the short-term, as the scale of the development is simply too large. Further, the allocation at Oxford Street, Mountain Ash has not received permission for retail. Instead, the allocation is to be turned into a car park, with permission to increase the number of spaces secured in April 2019.
- 4.3.6. In the Southern Strategy Area, retail development on Llanilid (SSA 15.2) was granted in January 2016, as part of the larger redevelopment of the site. Further, an application for a total of 763m<sup>2</sup> comprising 484m<sup>2</sup> of Class A1 and 279m<sup>2</sup> of Class A3 has been approved subject to condition at land east of Mill Street, Tonyrefail (SSA 15.3). Additionally, an application was approved on the Mwyndy/Talbot Green Strategic Site for a new town centre in December 2014, with a renewal for the extension currently being determined. A Sainsbury's supermarket also secured permission on the site, whilst an application is also being determined for a new large Class A1 store with a number of smaller retail units also included on the site.
- 4.3.7. Furthermore, another 5.88 hectares of land has gained permission for retail development on windfall sites since the adoption of the plan. This would indicate that the changing retail market has evolved and delivered in the County Borough.
- 4.3.8. It is accepted that the pre-recession retail forecasts changed with the onset of the global economic recession. The recession ultimately caused a paradigm shift in the local market, whereby large retail stores became less viable and desirable, giving rise to smaller supermarkets and discount food outlets. Consequently, although many retail allocations have secured permission, the majority have simply proved too difficult to deliver in the current climate. Given the significance of these changes, the Council will need to assess whether the approach taken to retail is correct, going forward. This will include taking account of past trends in relation to

permissions and developments within the County Borough, since the adoption of the LDP. The evolution in the retail market has been borne out by the recent emergence of increasingly popular smaller supermarkets, such as Aldi, Lidl and Farm Foods. Additionally, a number of other discount stores have also come to prominence, selling a wide variety of food products. Further, there has been a far greater dependence on internet shopping, which has affected both the high street and wider retail industry immensely. All of these issues will be looked at in further detail, as part of the LDP revisions procedure.

- 4.3.9. The Council annually monitors all defined retail centres within the retail hierarchy, alongside the retail parks within the County Borough. This is undertaken to ascertain the vacancy rates and to monitor the centres' performance, as well as seeking to ensure appropriate and continued support for the Principal Towns and Key Settlements, in line with LDP Strategy. Monitoring is undertaken annually each October, thus ensuring a consistent methodology and baseline with all ten authorities in the South East Wales region. RCT's Principal Towns are however monitored on a quarterly basis to give a clearer indication of their health and performance. In October 2018, the overall vacancy rate for the Principal Towns and Key Settlements was 12.37%, which is 2.27% higher than the UK average of 10.1% (Springboard, October 2018). When compared with the Welsh (whole of Wales) average vacancy rate of 13.6%, Rhondda Cynon Taf was however 1.23% lower overall (Springboard, October 2018).
- 4.3.10. The main mechanism for protecting retail units within defined town centre boundaries is policy AW 11. The policy seeks to protect retail units for retail purposes, by way of (typically) a 12-month marketing period to prove that the property is no longer required for that particular use. The policy recognises that the defined retail centres are vital to the communities that they serve, providing convenience shopping in accessible locations, within walking distance of large sections of the community. The LDP sought to protect and improve the retail centres via regeneration initiatives and the provision of new shops in appropriate locations. The policy recognises that certain retail units will inevitably become redundant over time, which can have a detrimental impact on the amenity and appearance of an area. Therefore, the policy attempts to provide flexibility by allowing for the consideration of appropriate, alternative uses, whilst ensuring that suitable evidence is submitted to demonstrate that a unit is no longer required for retail purposes.
- 4.3.11. Policy AW 11 has experienced some success in retaining retail units for retail purposes in both strategy areas. Certain units, including units within the primary retail frontages, have however come under increasing pressure for Class D2 leisure uses. Planning Policy Wales 10 and the associated Technical Advice Note on Retail and Commercial Development (TAN 4) advocate the 'town centres first' principle, whereby a sequential approach should be taken to retail, commercial and other complimentary uses to ensure they are located sustainably within town centres. There are often insufficient units within or on the fringes of town centres that are suited to leisure proposals. As such, this issue will need to be carefully scrutinised as part of the LDP revisions procedure.

- 4.3.12. The strategy has also increasingly enjoyed success in locating retail development in sustainable locations that support the roles of the Principal Towns, Key Settlements and Local and Neighbourhood Centres, in line with policies NSA 18, NSA 19, SSA 16 and SSA 17. Other than in 2012, (when it was 96%), 100% of all retail development approved was within a sustainable location that supported the defined retail centres.
- 4.3.13. Although data for the Principal Towns and Key Settlements remains positive, there is inevitable leakage, particularly to Cardiff, which saw a major expansion in their retail offer with the opening of St David's 2 in October 2009. The global economic recession and prolonged austerity measures have also affected retail delivery and buoyancy in RCT to a degree, although it is acknowledged that the market within the area has changed significantly since the adoption of the LDP.
- 4.3.14. Further, national guidance has also evolved since the preparation of the LDP, particularly through Technical Advice Note 4 (TAN 4) – Retail and Commercial Development, 2016. The TAN sought to promote accessible, viable and vibrant retail and commercial centres, as the most sustainable locations to live, work, shop, socialise and conduct business.
- 4.3.15. Greater emphasis is also placed on collaborative working between local authorities in establishing a retail evidence base and commercial strategies at a 'larger than local' level. Although not previously, in itself, considered to be a reason to trigger a review of the LDP, TAN 4 will need to be given due consideration as part of the LDP revisions procedure.
- 4.3.16. All of the issues encountered will need to be looked at in detail as part of the LDP revisions procedure. New retail studies will need to be compiled for the evidence base of the revised plan, in order for the Council to assess its approach to retail, going forward.

#### 4.4. **Transportation**

*Policies CS 8, NSA 20, NSA 21, NSA 22, NSA 23, SSA 18, SSA 19, SSA 20, SSA 21*

- 4.4.1. The LDP's Transport policies aim to deliver major road schemes, cycle network improvement, park and ride provision, and rail network and station improvements. Alongside this is the objective to promote more sustainable forms of transport throughout RCT, and reduce the need to travel through the development of new services in accessible locations.
- 4.4.2. Policy CS8 identifies 4 strategic road schemes and 3 strategic transport corridor management schemes across RCT. Three of the road schemes were informed by the outline and draft South East Wales Transport Alliance (SEWTA) Regional Transport Plan of 2007 and 2008, with the final version published in 2010. This is a joint local government alliance project between 10 South East Wales Local Authorities, and identified schemes for the period 2008-2023. These included the Gelli/Treorchy relief road, the Ynysmaerdy to Talbot Green relief road and the A4059 Aberdare bypass extension. CS 8 also identifies the Welsh Government

A465 Head of the Valley dualling between Hirwaun and the border with Merthyr Tydfil CBC.

- 4.4.3. The major Church Village bypass was constructed during the plan period, although not included in the policy, as it was being completed during the end of LDP plan preparation. The Aberdare bypass extension scheme and the dualling of the A4119 at 'Stinkpot Hill' are progressing well towards planning application stage.
- 4.4.4. Other schemes identified through strategy area policies, to improve the strategic highway network in RCT, include the Mountain Ash southern and northern cross valley links, the upper Rhondda Fach relief road, the Llanharan bypass and Talbot Green Bypass dualling. There are then a series of rail network and station improvements, park and ride/park and share provision and many cycle network improvements.
- 4.4.5. Major works have been completed on the Talbot Green bypass, including further lanes and signalled junctions at the Mwyndy Cross roundabout. The Mountain Ash southern cross valley link construction is nearing completion. The Llanharan bypass scheme is progressing well towards planning application stage.
- 4.4.6. To date, 10 of the 35 highways, park and ride, rail and cycle network schemes highlighted across policies NSA 20 to NSA 23 and SSA 18 to SSA 21 have been completed while a further 4 have been partially completed – or a total of 40%. Detailed analysis of the success of these policies are shown in Appendix 1.
- 4.4.7. The Active Travel (Wales) Act 2013 makes provision for local authorities to deliver year on year improvements in active travel routes and related facilities, and produce maps for both existing and new/improved active travel routes and related facilities. In preparing transport policies for any LDP revision, regard must be had towards any new or amended proposals for active travel routes and facilities in the integrated network maps.
- 4.4.8. Furthermore, the replacement Local Transport Plan 2015 for the period up to 2030, for a revised area of the 5 South East Wales Valleys Authorities, identifies short term (up to 2020) and medium/long term (up to 2030) Active Travel Network schemes. 14 of the 30 'short term programmes' and 12 of the 15 'medium and longer term aspirations' in RCT are included in the adopted LDP. These 'medium and longer term aspirations', which are not recognised in the LDP include the development of a bus rapid transit scheme across the key settlements along the heads of the Valleys corridor, in addition to a number of Park and Ride/Share facilities near the A470, and junction improvements at the Castell Mynach/A4119 junction. Some of the schemes comprising the 'short term programmes', which aren't recognised in the LDP include several bus stop and bus station upgrades, a new Park and Ride at Treforest Industrial Estate to serve a wide catchment area including Tonteg and Church Village, and a footway to link Llantrisant with Beddau. The schemes outlines in the LTP will be taken into account during the LDP revision process.
- 4.4.9. In support of the Well-being of Future Generations (Wales) Act (2015), PPW (Ed. 10) promotes a sustainable transport hierarchy. The hierarchy prioritises walking

and cycling, and public transport above the use of private vehicles. While this does generally align with policy AW 2 of the adopted LDP, PPW introduces consideration for Ultra Low Emissions Vehicles (ULEV), which are ranked between public transport and other private motor vehicles. Any LDP revision will therefore have to reconsider an approach to these new principles and requirements.

- 4.4.10. Further strategic LDP transportation allocations may come forward in accordance with the South East Wales Metro, which includes the potential for further expansion of the Robertstown Park and Ride scheme and other new stations and station improvements along its route. In addition, as patronage is expected to increase with Metro proposals, the existing facilities are likely to reach capacity within the next two years. The park and ride provision at Taffs Well is complete and as Taffs Well is recognised as a key node in the transport network, further enhancements are envisaged as part of the Metro/City Deal.

#### 4.5. **Waste** *Policy CS 9*

- 4.5.1. The LDP Waste policy, CS 9, was derived from the South East Wales Regional Waste Plan 2008 (RWP). The RWP used land-take based calculations to estimate that the total land area required in Rhondda Cynon Taf for new regional and sub-regional waste facilities ranged between 12.5 and 21.7 hectares (depending on the type of waste management/resource recovery facility involved).
- 4.5.2. In order to meet these capacity requirements, the adopted LDP makes land available at suitable locations for new waste management facilities, at both a regional level at Bryn Pica and Hirwaun Industrial Estate, and a sub-regional level at existing and allocated B2 employment sites.
- 4.5.3. To date, the total permitted waste management capacity stands at 9.95 hectares, equating to 79.6% of the lower capacity requirement or 45.9% of the higher capacity requirement as set out in the RWP. No further waste management capacity has been permitted since the 2015-2016 AMR. Notwithstanding this, annual monitoring has consistently considered that waste monitoring targets and objectives are being met in every AMR since the adoption of the LDP.
- 4.5.4. PPW has been revised a number of times since the adoption of the LDP to reflect ongoing changes in national planning policy and guidance. Such changes include the publication of TAN 21 *Waste* (2017) and a set of sector plans related to the overarching waste strategy for Wales 'Towards Zero Waste', most notably the Collections, Infrastructure and Markets (CIM) Sector Plan (2012). RWP requirements have since ceased to apply in respect of planning policy matters, and PPW no longer requires their further revision. The CIM Sector Plan moves away from the RWP approach of land-take based calculations, and towards a methodology focussing on the need for waste management facilities considering future capacity.
- 4.5.5. PPW requires development plans to demonstrate how national policy and the CIM Sector Plan (in addition to any updated position adopted in the waste planning

monitoring reports and any form of waste management priorities relevant to its local area) have been considered in the preparation of LDP policies. Given that policy CS 9 was based on a now out-of-date and obsolete RWP, an LDP revision will need to examine how the policy takes account of the changes to national planning policy and the CIM Sector Plan's movement away from land-take based calculations.

#### 4.6. **Minerals**

*Policies CS 10, AW 14, SSA 25*

- 4.6.1. The LDP's Minerals policies were prepared in the context of the Regional Technical Statement (RTS) of the South Wales Regional Aggregates Working Party (SWRAWP) (2008) and Mineral Planning Policy Wales. The LDP's minerals policies have met and exceeded their monitoring target every year since the adoption of the LDP by maintaining a 10-year land supply.
- 4.6.2. The Planning Authority's position on minerals is updated by the RTS, which is reviewed approximately every 5 years, as required by national guidance (MTAN 1). This is in order to ensure that an adequate and steady supply of aggregates can be maintained throughout Wales.
- 4.6.3. The RTS identified a potential land-bank shortfall of permitted aggregate reserves, and accordingly, Policy SSA 25 identifies a Preferred Area of Known Mineral Resource on land adjacent to Craig yr Hesg quarry, Pontypridd. A full application for the phased extraction of 10 million tonnes of sandstone aggregate at a western extension to this existing quarry, is currently being considered by the Council. Should this be approved, this would significantly improve RCT's land-bank.
- 4.6.4. The RTS 1<sup>st</sup> Review (2014) sets an annual apportionment for primary aggregates of 0.69 million tonnes per year, or 17.25 million tonnes over 25 years for Rhondda Cynon Taf. This identified a potential shortfall in the latter part of a longer-term revised LDP plan period, which is to be considered as part of the LDP revision. The RTS 2<sup>nd</sup> Review is however expected to be published in the near future and will provide further updated directions regarding the apportionment required by RCT.
- 4.6.5. Additionally, LDP policy AW 14 safeguards coal resources, among other resources, from development that would unnecessarily sterilise them or hinder their extraction, as was required by national planning policy at the time. In general, this policy has been considered in many applications, although in reality, these have typically been on sites where the minerals have already been sterilised by surrounding development.
- 4.6.6. One major note with regards to safeguarding, is the UK and Welsh Government's energy policy to remove coal from energy generation. PPW (Ed. 10) now advises that coal resources no longer require safeguarding, while proposals for opencast, deep-mine development or colliery spoil disposal should not be permitted. Any LDP revision will require further consideration regarding whether the safeguarding of coal resources can be justified any longer.

#### 4.7. **Environment**

*Policies AW 7, AW 8, AW 10, NSA 13, NSA 24, NSA 25, NSA 26, SSA 22, SSA 23,*

- 4.7.1. The LDP strategy recognises that the natural environment of Rhondda Cynon Taf has seen considerable changes over the past 30 years. As the presence of heavy industry has subsided the visual and wildlife qualities of the Borough have been able to thrive. The Northern Strategy Area of the County Borough boasts exquisite landscapes and biodiversity, whilst the south is characterised by undulating hillsides and Vale fringe.
- 4.7.2. The strategy recognises that there is considerable pressure on these characteristics, particularly in the south and therefore seeks to strike a balance between development and the protection of the natural environment. The strategy is based on providing high-level protection for important features, as well as providing a basis for positive policies on issues such as design, conservation and amenity provision. The environment topic is a theme that is crosscutting through a number of policies. The topic will be looked at as a whole but a commentary of some of the specific environmental policies are discussed below.
- 4.7.3. Policy AW 8 – Protection and enhancement of the Natural Environment. This policy is the main environmental protection policy in the LDP.
- 4.7.4. The policy seeks to preserve and enhance Rhondda Cynon Taf's natural heritage by protecting it from inappropriate development. The policy specifically protects SINC's, RIG's and other locally designated sites, in addition to protecting important features of the landscape and nature conservation. The policy also makes provisions for mitigation measures and appropriate survey work, although the Council's Ecologist usually advises on such requirements.
- 4.7.5. It is considered that this policy has been broadly successful in protecting the features that it identifies. The AMR identifies that few SINC's have been lost to development and where they have, in the vast majority of cases, they have secured mitigated measures. In consultation with the Council's Countryside team, and in particular the Council's Ecologist, it is considered that overall, given that AW8 is the key ecology policy in the plan, it has worked well. The Countryside team indicate that it would be beneficial to expand upon the enhancement element of the policy, and mentioned that additional wording concerning mitigation may prove useful.
- 4.7.6. Although the policy is working well, inevitably since the LDP was adopted, these natural features have continued to evolve, with SINC's inevitably experiencing net gains and losses. The Council's Ecologist continues to monitor such designations, in particular SINC's. It is therefore necessary that any changes to these local designations are reflected in the LDP revisions procedure. This may require changes to Appendix E of the LDP and the proposals map.

#### 4.8. **Green Wedges**

*Policies NSA 24 and SSA 22*



- 4.8.1. Green Wedges will be reconsidered to ensure that they are still appropriate in a local context and in line with the requirements within Planning Policy Wales (Edition 10).
- 4.8.2. PPW specifically states that Green Wedges should be considered as part of the review and that they must be identified using sound evidence and only used in circumstances where an alternative policy mechanism, such as the settlement boundary, would not suffice. This may result in changes to policies NSA 24 and SSA 22, as well as the proposals map.

#### 4.9. **Special Landscape Areas (SLAs)**

*Policies NSA 25 and SSA 23*

- 4.9.1. Special Landscape Areas are non-statutory designations, which are used to define local areas of high landscape importance. PPW states that there should be good reason to apply these designations where it is believed that normal planning policies cannot provide the necessary protection. In order to establish that the SLA's designated in the plan are still necessary and appropriate they need to be considered as part of the revision. It should be noted that the designations were identified following a regionally agreed criteria based format. It is not considered that there have been any significant changes to the fundamental characteristics of these landscapes over the plan period.

#### 4.10. **Land Reclamation**

*Policies NSA 27 and SSA 24*

- 4.10.1. The LDP's land reclamation policies identify land where land reclamation schemes are necessary in order to ensure the long-term stability of the land or to prepare the land for future development. At the time of LDP preparation, funding for such schemes were frequently available. Since the global economic recession, however, Welsh Government funding grants for land reclamation schemes have been far more stringent and difficult to obtain, causing the Council to explore the potential for private funding. To date, 60% (3 out of 5) of the land reclamation schemes in the Southern Strategy Area and 14.3% (1 of 7) in the Northern Strategy Area, have been complete. Any future LDP revision must assess potential funding opportunities when considering sites requiring land reclamation.

#### 4.11. **Other Policy Considerations**

##### **Development Management**

*Policies AW 2, AW 5, AW 6, AW 10*

- 4.11.1. These policies ensure that development is situated within sustainable locations, and are acceptable in terms of amenity, design, public health and accessibility standards. The policies are generally considered to be working effectively, though some amendments will be required in order to better reflect changes in national planning policy as discussed in section 2.

##### **Planning Obligations**

#### *Policy AW 4*

- 4.11.2. Policy AW 4 lists the ways in which planning obligations (in the form of contributions) may be sought for development proposals where appropriate, in order to assist with the provision of efficient infrastructure and mitigate any potentially detrimental impacts that may occur as a result of development. The policy has been successful in ensuring that planning obligations are agreed and contributions are being received. In 2014, the Council adopted a CIL Charging Schedule in accordance with national legislation, which changed the ways we could ask for Section 106 contributions. A revised LDP will therefore need to consider the rewording of this policy in order to accommodate CIL requirements more clearly. Furthermore, an LDP revision will need to consider the most effective method of providing infrastructure to support development, carry out appropriate infrastructure planning accordingly, and consider any changes to CIL.

#### **Renewable Energy**

##### *Policies AW 12 and AW 13*

- 4.11.3. The LDP's renewable energy policies are considered to be performing effectively in accommodating and aiding the delivery of renewable energy. Since the adoption of the LDP in March 2011, roughly 331 MW of renewable energy capacity has been granted permission to develop (excluding renewable energy with permitted development rights). The vast majority of the capacity is delivered through wind farms, and 94 wind turbines are currently operating within Rhondda Cynon Taf. The next highest generator of renewable energy in Rhondda Cynon Taf is solar energy, contributing approximately 54 MW. Energy from waste facilities also account for a small proportion of the total renewable energy capacity that has been granted in the Borough.
- 4.11.4. However, several contextual changes have occurred effecting renewable energy since the adoption of the LDP, which will require consideration through the LDP revision process. For example, a consultation draft of the National Development Framework (NDF) identifies priority areas for solar and/or wind energy at a regional scale, and includes vast amounts of Rhondda Cynon Taf. Furthermore, the Welsh Government published an updated Renewable Energy Toolkit for Planners in 2015, which will also require consideration during the LDP revision process and the LDP's renewable energy evidence base will accordingly require updating.

#### **Development in the Settlement Boundary**

##### *Policies AW 3, NSA 1, SSA 13*

- 4.11.5. Policies NSA 12 and SSA 13 allow for housing development within the defined settlement boundaries in the Northern and Southern Strategy Areas respectively, subject to other criteria.
- 4.11.6. Policy NSA 12 also gives some allowance for housing to be built outside of the settlement boundary, provided that the development is adjoining the settlement boundary among other criteria. To date, 38 dwellings have been permitted outside

the settlement boundary that accord with policy NSA 12. Policy AW 3 appears to function effectively, with 30 affordable dwellings developed.

### **Building Conversions**

*Policies AW 7, AW 9, NSA 13*

- 4.11.7. Policy NSA 13 sets out criteria to convert large buildings for residential use in the Northern Strategy Area, while policy AW 9 considers the reuse of buildings outside the settlement boundary for residential, employment, community or tourism uses. Policy AW 7 protects sites of architectural and historical merit, in addition to protecting public open space, allotments, public rights of way, bridleways and cycle tracks, from inappropriate development. The policies are functioning effectively, helping to mitigate the chance of dereliction, while also contributing to housing delivery, as approximately 305 dwellings in the Northern Strategy Area have been permitted through change of use applications since the adoption of the LDP. Policy AW 9 may require amending to improve clarity regarding replacement dwellings in the countryside, to reflect national policy more accurately.

## **4.12. Future LDP Evidence Base Requirements**

- 4.12.1. In order to reflect the contextual and evidence base changes that have occurred since the adoption of the current LDP in 2011, as previously discussed in section 2, an LDP revision will require a more up-to-date evidence base, in order to inform the preparation of new and updated LDP allocations and policies.
- 4.12.2. Based on the existing evidence base, the following studies are expected to require updating, in order to inform the LDP revision process, as a minimum:
- Retail Study
  - Sustainability Appraisal/Strategic Environment Assessment
  - Housing Needs Assessment
  - Local Housing Market Assessment
  - Candidate Sites Assessment
  - Population and Dwelling Projection Report
  - Urban Capacity Study
  - Employment Land Review
  - Infrastructure Needs Study
  - Leisure Study
  - Renewable Energy Study
  - Minerals Background Paper
  - Open Space Assessment
  - Gypsy and Traveller Accommodation Assessment
  - Viability
- 4.12.3. This is not a definitive list and additional update requirements to the evidence base may emerge when a plan revision progresses.

## **5. SUSTAINABILITY APPRAISAL INCORPORATING THE STRATEGIC ENVIRONMENTAL ASSESSMENT AND HABITATS REGULATION ASSESSMENT (HRA) (APPROPRIATE ASSESSMENT (AA)).**

### **The Sustainability Appraisal (SA) incorporating Strategic Environment Assessment (SEA)**

- 5.1. The SA/SEA is a statutory requirement of the LDP preparation process. An SA seeks to evaluate any predicted social, environmental and economic objectives and effects of the LDP, whilst an SEA considers the impact of the plan on the environment. The process also identifies the scope for mitigating any potential adverse effects.
- 5.2. The SA/SEA is fundamental to ensuring that policies in the LDP promote the sustainable development principles reflected in national planning policy. The SA/SEA was an iterative process throughout the preparation of the adopted LDP where the plan's proposals and policies were developed, assessed, refined and chosen.
- 5.3. When the plan was written, a scoping exercise was undertaken which sought to identify the key sustainability issues that are relevant for the LDP to consider in RCT. Baseline information and relevant plans and programmes were reviewed to ensure that there was a wider understanding of the baseline situation. This information was updated in 2008, two years after it was compiled. From this baseline information, key sustainability issues and opportunities for the LDP and the SA were identified.
- 5.4. Since the adoption of the plan the environmental impact of it has been monitored through the SA/SEA indicators and reported each year in the Annual Monitoring Report. The monitoring process has identified a number of opportunities for SA monitoring indicators to be updated and/or improved, as certain statutory indicators no longer apply.

<b>SA MONITORING</b>		
<b>Targets</b>		<b>Result</b>
SA 1	Housing	
SA 2	Culture and Heritage	
SA 3	Communities	
SA 4	Health	
SA 5	Economy	
SA 6	Employment	
SA 7	Transport	
SA 8	Built Environment	
SA 9	Landscape	
SA 10	Biodiversity	
SA 11	Water	
SA 12	Climate Change	

SA MONITORING		
SA 13	Energy	
SA 14	Land and Soils	
SA 15	Waste	
SA 16	Minerals	
SA 17	Air Quality	

- 5.5. The results of the monitoring process indicate that the targets in respect of the vast majority of the sustainability indicators *are ongoing, being met or exceeded* (annotated in green), a minority of SA targets are *not currently being achieved but the situation can be ameliorated without immediate intervention or sufficiently progressed not to require direct intervention* (annotated in amber). The results also show that an indicator for minerals needs to be redefined (annotated in white) as it does not give the appropriate information required to assess the target. Further SA 8 and part of SA 13 are also annotated in white, as the Code for Sustainable Homes no longer applies.
- 5.6. In light of the many, significant contextual changes that have occurred since the adoption of the LDP (as set out in section 2 above), the baseline environmental, social and economic information of the SA/SEA requires review..

#### **Habitats Regulation Assessment (HRA) (Appropriate Assessment (AA))**

- 5.7. Required under the European Directive, The HRA/AA is required to identify any impacts of a land-use plan together with other plans and projects on European protected sites. During the development of the adopted LDP, the Plan was required to undergo a Habitats Regulations Assessment (HRA) in January 2010. If an HRA/AA identifies any potential negative impacts, options should be explored regarding alternatives or appropriate mitigation. If these negative impacts cannot be avoided or mitigated then a judgement against Imperative Reasons of Overriding Public Interest (IROPI) will be made.
- 5.8. The HRA/AA for the RCT LDP concluded that it would be unlikely that the LDP, with appropriate avoidance or mitigation measures, would cause a significant effect on the integrity of the Blaencynon SAC, alone or in combination with the other plans and programs. The HRA will need to be reconsidered as part of the revision of the LDP. Again, a full review of the HRA needs to be undertaken as part of the LDP revision process.

## **6. OPPORTUNITIES FOR JOINT PLAN MAKING AND COLLABORATIVE WORKING**

- 6.1. During this review process, the Council has considered possible opportunities to prepare Joint LDPs with its neighbouring authorities;

### **Bridgend**

- 6.2. Bridgend County Borough Council have recently published their Preferred Strategy for their revised LDP. As such, it is considered that Bridgend have progressed too far for Rhondda Cynon Taf to explore the possibility of a joint plan. Despite the timings being incompatible, there may be an opportunity to prepare joint evidence on certain topics.

### **Caerphilly:**

- 6.3. The Caerphilly County Borough Council LDP has an end date of 2021. A review was triggered back in 2013, with a revised Deposit LDP prepared and put out to public consultation; although this did not progress to a further stage. Accordingly, we have been in discussion with our colleagues in the Caerphilly CBC Planning Policy team to discuss the potential for joint plan preparation or other joint working opportunities.
- 6.4. Although we share a large physical boundary, links between our communities are less strong. Primarily, public interaction between the two authorities are through the transport corridors leading to the A470 at Abercynon and Nantgarw, mostly to continue to Cardiff; although it is acknowledged that there would be some daily cross boundary employment movements. Otherwise, the main communities are well aligned to principal towns in their respective authorities. Development pressures and opportunities are also physically detached, particularly residential, although again, major employment areas around Treforest, Nantgarw and Caerphilly town are in relative close proximity. Both Local Authorities have individual issues and pressures in their relationship with Cardiff.
- 6.5. Caerphilly are unlikely to be in a position to start the formal preparation of a revised LDP until mid-2021, which is somewhat later than RCT intends. Furthermore, in terms of the strategic objectives of either plan, there is little certainty to show that we would align as authorities at this point in time. Our recent progress on Strategic Opportunity Areas show that RCT Council is very much focussed on major housing and employment development opportunities and the benefits associated with them. Nevertheless, we are not currently in a position to determine how a revised LDP Strategy would look, or what other new factors may inform it, further to the current LDP Strategy e.g. tourism, location, balance and size of sites, let alone what is most appropriate for Caerphilly.

- 6.6. Accordingly, it was determined that a Joint LDP is not appropriate, although we will continue to explore joint evidence base and joint working options and endeavour to save resources through such collaboration.

### **Cardiff**

- 6.7. On the 28<sup>th</sup> January 2016, Cardiff adopted their Local Development Plan 2006-2026. Cardiff are not currently in the process of review and as such, the timings of plan-preparation are incompatible with the aspirations of Rhondda Cynon Taf County Borough Council.

### **Merthyr Tydfil**

- 6.8. Merthyr Tydfil County Borough Council held their examination in public throughout June and July 2019, with the final session concluding on the 22<sup>nd</sup> August. Merthyr Tydfil, being very close to the adoption of their revised LDP, do not align with Rhondda Cynon Taf's prospective timetable for plan preparation. Consequently, it will not be possible to pursue a joint venture with this authority.

### **Vale of Glamorgan**

- 6.9. The Vale of Glamorgan Council's current LDP has an end date of the 31<sup>st</sup> December 2026. The Council are not currently considering a review of their plan and as such, there is no opportunity to pursue joint working in this regard.

### **Brecon Beacons National Park Authority**

- 6.10. The Brecon Beacons National Park Authority commenced review of their Local Development Plan in December 2017. The authority are currently at the Preferred Strategy stage and have progressed too far to pursue a joint plan with Rhondda Cynon Taf. Additionally, it is acknowledged that the national park are facing vastly different issues and pressures in comparison with RCT, which would likely make pursuing a joint plan incompatible.

### **Neath Port Talbot**

- 6.11. Neath Port Talbot Council's LDP has an end date of 2026, with the Council not currently pursuing a review of their plan. Furthermore, in terms of regional planning, Neath Port Talbot fall within the South West region whereas RCT fall within the South East. As such, it is not possible to engage in joint working with Neath Port Talbot for these reasons.
- 6.12. Although the potential to prepare joint plans does not exist at present, there is nevertheless an opportunity to work collaboratively with neighbouring authorities to update key areas of the evidence base. The LDP Pathfinder Group, known as the South East Wales Strategic Planning Group (SEWSPG), has already begun facilitating joint regional work to form key LDP evidence base studies. To date, these studies cover topics including housing and population, employment, gypsy

and traveller accommodation, and candidate site assessments. Rhondda Cynon Taf will continue working as a member of SEWSPG, and will use such regional joint work to inform the preparation of the LDP revision. Furthermore, regional approaches to certain topic evidence base were agreed in preparing the previous LDP, which some may still be relevant e.g. Special Landscape Area and SINC identification.



## 7. **CONCLUSIONS**

- 7.1. It is considered that this report has set out a very comprehensive review of the current RCT LDP. This conclusion will now determine, firstly, whether there is indeed a need for a revision, and if so, whether a short-form or full revision is appropriate and secondly, the most appropriate plan period for the revised LDP.
- 7.2. Section 2 of this report sets out what key factors inform the LDP review. Firstly, this raised the fundamental point that the current plan has an end date of 2021. Regulations dictate that the current LDP and its Supplementary Planning Guidance will no longer have any decision-making status or powers after this date. This would result in the County Borough having a planning policy vacuum from this point on.
- 7.3. The multiple contextual changes outlined in section 2, further emphasises the major changes that have taken place in national legislation and planning policy since the preparation of the current LDP. This has a significant effect on the baseline evidence that informs the plan, its content and principles. Significant new requirements in the Well-being of Future Generation (Wales) Act and subsequently Planning Policy Wales (Ed. 10), along with the emergence of the National Development Framework, indicates the need to revisit the content and principles of our Strategy and policies.
- 7.4. The emergence of greater national priorities such as climate change and the low carbon economy, green infrastructure and other Well-being of Future Generations considerations are not appropriately addressed in the current LDP, and should now be so; if we as a Council are to ensure we are undertaking our responsibilities, as we should.
- 7.5. The key outcomes of the monitoring of the delivery of the LDP, along with the detailed monitoring of it through sections 3 & 4 of the report, indicate some very noteworthy and positive results.
- 7.6. During the plan period, a very significant 6,299 dwellings have been built, of which 1,214 were affordable. A total of more than 13,000 dwelling have also received permission over this period, indicating a very buoyant housing market, albeit seeing a major dip following the global recession in 2008. At the time of writing the LDP, it was not anticipated that the legacy of this recession would last as long as it did, nor the particular outcomes it has had in Rhondda Cynon Taf. It should however be noted that just 1,079 dwellings have been completed on allocated housing sites to date.
- 7.7. The issue of viability of housing sites was not as prevalent during the preparation of the LDP as it has become in recent years. Further assessment and evidence gathering in this respect has indicated that many of our remaining undeveloped housing allocations are unviable.
- 7.8. The considerable Welsh Government funding that was available for land reclamation during plan preparation, was the key to unlocking many of our Strategic

Sites. The closure of such funding streams has meant that those sites have not come forward.

- 7.9. Our current short-term housing land supply is just 1.3 years, which is something that the current suite of allocations cannot address, whilst its requirement is causing the authority concerning consequences. We are witnessing ever increasing numbers of planning applications outside settlement boundaries, which are more difficult to determine consistently, whilst this then gives decision makers and the public less certainty in the planning system.
- 7.10. It is, however, acknowledged that the evidence on which our housing requirement figures were based have also since been proven to be incorrect. Accordingly, there is clear need to revisit these population and household projections in order to identify a more suitable requirement for new housing going forward. Housing needs have also evolved over the plan period, with the re-evaluation of housing policies required.
- 7.11. Our employment allocation have seen very little take up, with just below 5 hectares of the 98 hectares allocated currently developed. Despite this, around 27 hectares of employment land has come forward, albeit on existing employment sites, which themselves are thriving with very low vacancy rates.
- 7.12. There has been mixed success with regards to retail allocations. Some sites have come forward for development, although other permitted sites have not, predominantly due to market changes during plan period. Our main town centres remain vibrant with comparably low vacancy rates. This is particularly so in relation to those that have benefited from major regeneration schemes; whilst those that are doing less well, are currently subject to new, targeted regeneration schemes.
- 7.13. Similarly, the strategic and major roads schemes are seeing some success, although overall delivery will not happen within the remaining plan period.
- 7.14. With this in mind, it is evident that there are considerable numbers of allocations that are clearly not going to come forward during the remaining plan period. There is sufficient evidence to show that many of our allocations, in many topic areas, are not viable or deliverable.
- 7.15. Most of our evidence base is now over 10 years old, and the key topics of housing, retail and employment in particular need revisiting, amongst all those identified in section 4 above.
- 7.16. Considering the results of the delivery of the LDP allocations, along with the appropriateness of policy content in light of national policy advancement, it is difficult to determine whether the LDP Strategy, as a whole, is now still appropriate. Further analysis of the County Borough in terms of its social, economic and environmental characteristics needs to be considered further, in light of changes since the preparation of the plan from 2005. The proposals, policies and allocations to meet the requirements of the strategy, along with the LDP's Aims, Visions and Objectives beyond it, also need to be reconsidered.

- 7.17. There is also the consideration of the future plan period and its association with the Strategic Development Plan (SDP). Rhondda Cynon Taf have agreed to be part of and contribute to the SDP, although there are several more Local Authorities yet to do so. It is the current (indicative) intention that the SDP would have a plan period of between 2020 and 2040. The recent SDP reports to Council indicated an earliest start date of 2025.
- 7.18. It is considered that the LDP would come into force in advance of the SDP, but sit underneath it in terms of hierarchy of plans. The emergence of the National Development Framework, and regional considerations within that, would enable for measured decisions to be made to seek to align the LDP with the emerging SDP.
- 7.19. Accordingly, it is considered that the preparation of an LDP is necessary for the County Borough in the interim period, with a shortened plan period of 10 years i.e. 2020 to 2030. This is the shortest period allowed by Welsh Government. Once the SDP is adopted, then a more streamlined LDP Lite will sit below the SDP.
- 7.20. Accordingly, it seems the clear solution is to undertake a full revision of our LDP. Briefly noting that the scale of the changes that need to be discussed are of far greater a scale than could be accommodated through the short-form revision option. It would be the most appropriate solution to begin this full revision as soon as is practicably possible, as is set out in the Draft Delivery Agreement for the revised LDP.

Status of LDP Allocations					
Northern Strategy Area					
Policy	Location	Allocation Type	Delivery Period Expected	2016-2017 Status Update	
Strategic Sites					
NSA 4	1 Former Maerdy Colliery Site, Rhondda Fach	Strategic Site	2018-2021	Planning permission granted for new access as part of wind farm proposal with significant investment in leisure elements secured through S.106.	
NSA 5	2 Former Fernhill Colliery Site, Blaenrhondda	Strategic Site	2014-2017	Pre-application discussions have been ongoing for minor development on various parts of the site.	
NSA 6	Former Phurnacite Plant, Abercwmbai	Strategic Site	2014-2017	Ongoing pre-application discussions since 2016-2017. An initial master plan and brief for the site have been produced.	
NSA 7	3 Land at Robertstown / Abernant, Aberdare	Strategic Site	2010-2013	Robertstown: outline planning permission was granted on 31/03/15 for a supermarket.  Permission granted for a college campus and the development is now complete on the employment/ leisure element of the site.  Discussions with the landowner are ongoing.  The Council announced in February 2018 that £2.58m of European funding has been secured towards a package of £3.93m to create modern business units on the Robertstown Strategic Site. It is anticipated that the project will be part	

				funded by the European Regional Development Fund (ERDF) through the Welsh Government.
NSA 8	Land South of Hirwaun	Strategic Site	2018-2021	<p>Planning permission granted with s106 agreement for a supermarket and access improvements.</p> <p>It is anticipated that the site will come forward for housing in advance of the dualling of the A465. Additionally, the opencast operations have ceased and a plateau is being created to accommodate future employment development. Works are still ongoing.</p>
<b>Housing</b>				
NSA 9.1	Land South of Rhigos Road, Hirwaun.	Housing	2014-2017	No proposals further to the LDP.
NSA 9.2	Land East of Trenant, Penywaun.	Housing	2018-2021	An outline application was received at the end of March 2018 for 93 dwellings. The application was approved in the current monitoring year (June 2018).
NSA 9.3	Land South East of Llwydcoed Community Centre.	Housing	2010-2013	The Council are in ongoing discussions concerning access to the site.
NSA 9.4	Site including the old brick works, old dairy and tipped land rear of Birchwood, Llwydcoed	Housing	2010-2013	The site is complete.
NSA 9.5	Tegfan Farm, Potters Field, Trecynon.	Housing	2014-2017	No proposals further to the LDP. Interest has however been expressed in the site and the Council will work with the interested party to try and bring the site forward.

NSA 9.6	Land at Nant y Wenallt, Abernant Road, Abernant.	Housing	2010-2013	No proposals further to the LDP.
NSA 9.7	Land bordered by Cefnpennar Road and Phillip Row, Cwmbach.	Housing	2014-2017	No proposals further to the LDP. Early pre-application discussions have however taken place.
NSA 9.8	Dyffryn Row, Cwmbach.	Housing	2014-2017	A planning application has been approved for the first phase of the development (5 dwellings), with two units constructed.
NSA 9.9	Remainder of Ynyscynon Farm, Cwmbach.	Housing	2018-2021	Outline planning application for 77 dwellings on 3.29 hectares has been approved subject to completion of a section 106 agreement. The outstanding appeal on this site has been determined and the site should now progress subject to a reserved matters application.
NSA 9.10	Land to the end of Godreaman Street, Godreaman.	Housing	2010-2013	Permission has been granted for 42 eco-homes on the site, with construction expected to commence shortly.
NSA 9.11	Gwernifor Grounds, Mountain Ash.	Housing	2010-2013	The proposal has been implemented.
NSA 9.12	Land rear of Maerdy Road, Maerdy.	Housing	2018-2021	No proposals further to the LDP.
NSA 9.13	Land at Gwernllwyn Terrace, Tylorstown.	Housing	2018-2021	No proposals further to the LDP.
NSA 9.14	Site off Fenwick Street, Pontygwaith.	Housing	2018-2021	No proposals further to the LDP.
NSA 9.15	Old hospital site and school playground, Treherbert.	Housing	2018-2021	An application was refused on the 12.09.2017 as it was considered unacceptable in planning terms.

NSA 9.16	Site at the end of Mace Lane, Treorchy.	Housing	2018-2021	A draft development brief has been prepared. No proposals further to the LDP.
NSA 9.17	Site off Cemetery Road, Treorchy	Housing	2018-2021	Interest has been shown in the site although there have been no proposals further to the LDP.
NSA 9.18	Hospital Site, Llwynypia.	Housing	2014-2017	A new Section 73 application to renew the consent has been granted, along with an updated Section 106 agreement.
NSA 9.19	Land at Park Street, Clydach Vale.	Housing	2018-2021	No proposals further to the LDP.
NSA 9.20	Land at Dinas Road / Graig Ddu Road, Dinas	Housing	2018-2021	No proposals further to the LDP.
NSA 9.21	Land at Catherine Crescent, Cymmer.	Housing	2018-2021	No proposals further to the LDP. The site passed to new owners in the last few years.
<b>Employment/Retail</b>				
NSA 14.1	Ferndale & Highfield Industrial Estate, Maerdy.	Employment	2018-2021	Outline planning permission granted for a mixed-use scheme, including employment, in May 2016.
NSA 14.2	North of Fifth Avenue, Hirwaun Industrial Estate, Hirwaun.	Employment	2018-2021	Full planning permission for a 'sustainable waste resource recovery and energy production park' granted 21/12/10.  Development commenced in the 2015-2016 monitoring period and is ongoing.  An application for the amended second phase of Enviroparks was received in February 2018.

NSA 14.3	Land at Former Mayhew Chicken Factory, Trecynon.	Employment	2018-2021	No proposals further to the LDP, although pre-application enquiries for mixed-use development have been made.
NSA 14.4	Cae Mawr Industrial Estate, Treorchy.	Employment	2018-2021	Hybrid planning application for full permission for a supermarket and outline permission for B1/B2/B8 development was withdrawn 09/10/14. Pre-application discussions are ongoing.
NSA 17.1	Land at Oxford Street, Mountain Ash.	Retail	2018-2021	The site received permission in the 2018-2019 monitoring year for additional car parking spaces within the Guto square area of Mountain Ash.
NSA 17.1	Strategic Site 5: Land South of Hirwaun	Retail	2018-2021	Planning permission granted with s106 agreement for a supermarket and access improvements.
<b>All Other Allocations</b>				
CS8a1	The Gelli /Treorchy Relief Road	Transport		
CS8a3	The A4059 Aberdare Bypass Extension	Transport		
CS8a4	A465 Abergavenny/Hirwaun Dualling	Transport		
NSA 20.1	Mountain Ash Southern Cross Valley Link	Transport		This scheme is included in the SE Wales Valleys LTP.  Planning permission was secured for an east-west highway link via an upgraded junction on the A4059. Construction commenced in 2017 with the main road bridge starting in the Summer of 2018.



NSA 20.2	Upper Rhondda Fach Relief Road	Transport		<p>No proposals further to the LDP.</p> <p>This scheme is included in the SE Wales Valleys LTP.</p>
NSA 20.3	Mountain Ash Northern Cross Valley Link	Transport		<p>No proposals further to the LDP.</p> <p>This scheme is included in the SE Wales Valleys LTP.</p> <p>Reviewed as part of the development of the southern link. However, following completion of the WelTAG process, the southern link was prioritised for delivery.</p>
NSA 21.1	Strategic Site 5: Land South of Hirwaun; (P&R)	Transport		<p>Park and Ride provision included within Cynon Gateway scheme; also included in the SE Wales Valleys LTP.</p>
NSA 21.2	Land south of Ty Trevithick, adjacent to A470, Abercynon; (P&R)	Transport		<p>No proposals further to the LDP.</p>
NSA 21.3	Expansion of existing park and ride facilities, Robertstown. (P&R)	Transport		<p>Development proposal as included in LDP complete - potential for further expansion as patronage is expected to increase with Metro proposals for service enhancements. The existing facilities are likely to reach capacity within the next few years.</p>
NSA 22	Rail Network and Station Improvements Hirwaun.	Transport		<p>No proposals further to the LDP. This scheme is included in Network Rail's Welsh Route Study and has been subject to the GRIP process (Governance in Rail Investment Projects).</p> <p>The extension of the passenger rail line from Aberdare to Hirwaun, and construction of a new station, forms part of the proposed future development of the Cardiff Capital Region 'City Deal' metro project.</p>

NSA 23.1	The Rhondda Community Route Network	Cycle Routes		<p>A cycle route along the Rhondda Fawr is included in the SE Wales Valleys LTP and the Council's Active Travel Integrated Network Map, which was approved by Welsh Government in February 2018.</p> <p>The development of a cycle route along the Rhondda Fawr is closely linked to the proposed re-opening of the disused rail tunnel linking Blaencwm (RCT) with Blaengwynfi (Neath Port Talbot).</p> <p>In conjunction with The Rhondda Tunnel Society, the first stage of the WelTAG process has commenced. This process will assist in the preparation of an eventual business case for re-opening the tunnel.</p> <p>In tandem, a feasibility study is being undertaken into the possible alignment of the new cycle route between the entrance to the tunnel and Porth.</p> <p>A section of the planned route along the Rhondda Fawr, between Gelli Industrial Estate and the Rhondda Sports Centre in Ystrad was constructed in 2017 – 2018. It was funded by the Safe Routes in Communities initiative.</p>
NSA 23.2	The Cynon Valley Cycle Route	Cycle Routes		<p>Phase 3 of this scheme is included in the SE Wales Valleys LTP - 'filling the missing gaps' along route.</p> <p>The Council's Active Travel Integrated Network Map, approved by the Welsh Government in February 2018, includes proposals to improve sections of the existing route to meet current active travel standards – identified following an audit. It also includes proposals for new sections of route, including a link to the proposed re-opening of the disused Abernant Rail Tunnel.</p>

				Design work has commenced as part of this scheme.
NSA 23.3	The Heads of the Valley Cycleway & links to Hirwaun Industrial Estate	Cycle Routes		<p>Implementation of a route is complete. However, there is potential for further enhancements linked to the proposed A465 dualling between Hirwaun and Dowlais.</p> <p>The Council's Active Travel Integrated Network Map, approved by the Welsh Government in February 2018, includes proposals to improve sections of the existing route to meet current active travel standards.</p>
NSA 23.4	Pontygwaith to Maerdy	Cycle Routes		<p>This scheme is included in the SE Wales Valleys LTP.</p> <p>A proposal to extend the Rhondda Fach Community Route from Pontygwaith to Maerdy is included in the Council's Active Travel Integrated Network Map, which was approved by Welsh Government in February 2018.</p> <p>A feasibility study is being undertaken into the construction of the cycle route along the alignment of the former railway. The proposal has been the subject of a public consultation exercise. The feedback is being analysed before this scheme is further progressed.</p>
NSA 23.5	Cwmaman to Aberaman	Cycle Routes		<p>This scheme is included in the SE Wales Valleys LTP.</p> <p>The proposal to construct a new route between Cwmaman and Aberaman is included in the Council's Active Travel Integrated Network Map, which was approved by Welsh Government in February 2018.</p>
NSA 23.6	Lady Windsor to Llanwonno	Cycle Routes		<p>No further development proposals beyond LDP proposals.</p> <p>Proposal to improve sections of the route to meet current active travel standards is included in the Council's Active Travel</p>

				Integrated Network Map, which was approved by Welsh Government in February 2018.
NSA 27	Land Reclamation Schemes	Land Reclamation		The following schemes are complete: Aberaman colliery land reclamation scheme (NSA 27.1).
NSA 28	Coleg Morgannwg, Trecynon	Education		The development of the new College at Robertstown has led to the closure of this campus at Trecynon, meaning that the allocation is no longer required. The site has instead been granted permission for 87 dwellings, which will be reported on in the 2019-2020 monitoring year.
<b>Southern Strategy Area</b>				
<b>Policy</b>	<b>Location</b>	<b>Allocation Type</b>	<b>Delivery Period Expected</b>	<b>Status</b>
<b>Strategic Sites</b>				
SSA 7	Former Cwm Colliery and Coking Works, Tyn-y-Nant, Pontypridd.	Strategic Site	2014-2017	Outline planning permission for demolition of structures, retention of listed towers, site remediation, land restoration and development to provide a mix of uses including 851 residential units, primary school, revised access arrangements, car and cycle parking, servicing, structural landscaping, formation of public spaces and associated infrastructure, and public realm works was granted on 30/12/14.
SSA 8	4 Mwyndy / Talbot Green Area	Strategic Site	2014-2021	Talbot Green: outline planning permission was granted on 24/12/14 for a new town centre comprising: a 10,801sq m gross food store; petrol filling station; 35,522 sq m gross retail floor space; 600 sq m gross cafe space; 1,000 sq m financial/professional service space; 2,390 sq m gross food

				<p>and drink space; 1,400 sq m gross office space (Class B1); 750 sq m gross Class D1 space; cinema; hotel; 64 dwellings; car parking; access, re-profiling of land, landscaping and flood alleviation works.</p> <p>A section 73 application to vary the condition to allow for additional time for the submission of reserved matters for the town centre was submitted at the end of 2017. The application is currently pending a decision.</p> <p>Full planning permission was granted on 27/11/13 for phase 1 of the above, comprising a supermarket, service yard, car park, petrol filling station, customer access road and access from A473. Implementation is underway.</p> <p>An outline application for 460 dwellings, a primary school, a local centre and open space has been granted permission during 2017-2018</p> <p>Mwyndy: No proposals further to the LDP have taken place on the employment element.</p>
SSA 9	Former OCC Site, Llanilid (part)	Strategic Site	2010- 2013	<p>Planning permission approved including a section 106 16/07/15 of a hybrid planning application for outline permission for comprehensive development comprising: up to 1,850 dwellings; neighbourhood centre to include community /leisure facilities, medical centre primary school, retail /services/food and drink floor-space; B1 office/commercial floor-space; drainage, services, transport and highways infrastructure, strategic landscape areas and public open space and full permission for spine road and access onto A473, drainage and development plateaus to serve the first phase of development. In March 2019, the reserved matters application for the first phase of Parc Llanilid cleared Committee. The final decision</p>

				was dispatched in April 2019, which was for 216 dwellings and will be reported upon further in 2019-2020.
<b>Housing</b>				
SSA 10.1	Cefn Lane, Glyncoch.	Housing	2014-2017	No proposals further to the LDP.
SSA 10.2	Trane Farm, Tonyrefail.	Housing	2010-2013	Resolution to grant outline planning permission.
SSA 10.3	Collenna Farm, Tonyrefail.	Housing	2014-2017	Historic planning permission remains extant.
SSA 10.4	Bryngolau, Tonyrefail.	Housing	2014-2017	No proposals further to the LDP.
SSA 10.5	Site of the former Hillside Club, Capel Hill, Tonyrefail.	Housing	2014-2017	Outline planning permission was renewed in May 2014. Pre-application discussions were held in early 2018 with an application expected to follow.
SSA 10.6	Land east of Mill Street, Tonyrefail.	Housing	2014-2017	An application was submitted in March 2018 for the retail element of this site (A1/A3). Proposed works include the road, which it is anticipated will facilitate the housing element of the site. The application was approved in the 2019-2020 monitoring year and will be reported upon further.
SSA 10.7	Land at Gwern Heulog, Coed Ely.	Housing	2010-2013	Outline permission for residential development of the whole site (132 dwellings) and full permission for 54 dwellings were both granted 22/03/13. A Reserved Matters application for 74 dwellings was also approved on the 27.01.2016. To date, 91 dwellings are complete, with the remaining 33 under construction.
SSA 10.8	Land rear of Tylcha Wen Terrace, Tonyrefail.	Housing	2018-2021	No proposals further to the LDP.

SSA 10.9	Land part of Tylcha Ganol Farm, south of Mill Street, Tonyrefail.	Housing	2018-2021	No proposals further to the LDP.
SSA 10.10	Land east of Hafod Wen and North of Concorde Drive, Tonyrefail.	Housing	2014-2017	No proposals further to the LDP. Discussions with the landowner have however taken place recently.
SSA 10.11	Land south of Brynna Road, Brynna.	Housing	2010-2013	Pre-application discussions have been held but the site is constrained by lack of sewer capacity.
SSA 10.12	Land east of Dolau County Primary School, Bridgend Road, Bryncae	Housing	2010-2013	Development complete in 2014-2015.
SSA 10.13	West of Llechau, Llanharry.	Housing	2014-2017	Development complete in 2014-2015.
SSA 10.14	Penygawsi, Llantrisant.	Housing	2010-2013	No proposals further to the LDP.
SSA 10.15	Land south of Brynteg Court, Beddau.	Housing	2010-2013	Development is complete.
SSA 10.16	The Link Site, Pen-yr-Eglwys, Church Village	Housing	2010-2013	No proposals further to the LDP. There has however been recent interest in the site.
SSA 10.17	Glyntaff Farm, Rhydyfelin.	Housing	2014-2017	Part of site (15 dwellings) is implemented. Remainder of site (65 dwellings): no proposals further to the LDP.
SSA 10.18	Land south of The Ridings, Tonteg and east of Station Road, Church Village.	Housing	2010-2013	Phase II of the scheme witnessed the completion of 168 dwellings.
<b>Employment/Retail</b>				

SSA 14.1	Coed Ely, Tonyrefail.	Employment	2018-2021	A Reserved Matters application has been approved for the layout of highway works, which will serve the site/individual plateaus alongside the erection of a B1/B2/B8 unit.
SSA 14.2	Land south of Gellihirion Industrial Estate, Pontypridd.	Employment	2018-2021	No proposals further to the LDP.
SSA 15.1	Land adjacent to Pontypridd Retail Park. Either for comparison goods sales or for convenience goods sales	Retail	2018-2021	Proposal is complete.
SSA 15.2	Strategic Site 8: Former OCC Site, Llanilid, Llanharan.	Retail	2018-2021	Planning permission approved including a section 106 16/07/15 of a hybrid planning application for outline permission for comprehensive development comprising: up to 1,850 dwellings; neighbourhood centre to include community /leisure facilities, medical centre primary school, retail /services/food and drink floor-space; B1 office/commercial floor-space; drainage, services, transport and highways infrastructure, strategic landscape areas and public open space and full permission for spine road and access onto A473, drainage and development plateaus to serve the first phase of development.
SSA 15.3	Land east of Mill Street, Tonyrefail.	Retail	2018-2021	An application was submitted in March 2018 for the retail element of this site (A1/A3). Proposed works include the road, which it is anticipated will facilitate the housing element of the site. The application was approved during the 2019-2020 monitoring year and will be reported upon further in next year's AMR.
<b>All Other Allocations</b>				



CS8a2	The Ynysmaerdy to Talbot Green Relief Road	Transport		
SSA18.1	A473 Llanharan Bypass	Transport		<p>This scheme is included in the SE Wales Valleys LTP.</p> <p>WelTAG Stages 1 and 2 Reports have been completed and an initial public consultation exercise undertaken over the proposed route and junctions.</p>
SSA 18.2	A473 Talbot Green Bypass Dualling	Transport		Enhancements to key junctions are ongoing.
SSA 19	Rail Network and Station Improvements	Transport		<p>Various schemes included in the second National Transport Plan for Wales.</p> <p>A new station to serve the projected growth of employees working in Trefforest Industrial Estate has been proposed, located to the south of the existing station which would close. New rail operator (Transport for Wales) is taking forward this proposal.</p> <p>Under new rail franchise, TFW is also embarking on a major programme of station improvements across its network, including within RCT. Improvements cover the upgrade of facilities and provision of step free access.</p>
SSA 20	Park and Ride/Park and Share Provision	Transport		Expansion of the park and ride facility at Taffs Well has been completed. Further expansion is envisaged with the Metro/Capital Region City Deal proposals and construction of the associated new rolling stock depot.

				<p>The SE Wales Valleys LTP contains proposed schemes to increase capacity at Pontyclun and Trefforest stations, which are likely to reach capacity within the next few years. Site investigations have been undertaken at Pontyclun to determine location and cost of accommodating underground rail service apparatus.</p> <p>There is also pressure at Llanharan station - feasibility work is ongoing to identify potential for expansion of park and ride facilities.</p> <p>Current proposals for a new transport interchange at Porth, as part of the town centre regeneration strategy, will see an eventual increase in the park and ride capacity.</p>
SSA 21.1	Treforest Connect 2	Cycle Routes		<p>Complete.</p> <p>Requirements of the Active Travel (Wales) Act 2013 may identify new route proposals.</p>
SSA 21.2	Extension of Connect 2 scheme to Pontypridd	Cycle Routes		<p>Complete.</p> <p>Proposal to improve sections of the route to meet current active travel standards is included in the Council's Active Travel Integrated Network Map, which was approved by Welsh Government in February 2018.</p>
SSA 21.3	Maesycloed to Porth	Cycle Routes		<p>Complete.</p> <p>Proposal to improve sections of the route to meet current active travel standards is included in the Council's Active Travel Integrated Network Map, which was approved by Welsh Government in February 2018.</p>
SSA 21.4	Glyntaff to Nantgarw	Cycle Routes		<p>Complete.</p>

				<p>Proposal to improve sections of the route to meet current active travel standards is included in the Council's Active Travel Integrated Network Map, which was approved by Welsh Government in February 2018.</p> <p>A study is being undertaken to examine the construction of a new active travel route and links beyond Nantgarw and into Trefforest Industrial Estate.</p>
SSA 21.5	Trallwn to Cilfynydd	Cycle Routes		<p>This scheme is included in the SE Wales Valleys LTP.</p> <p>Proposal to improve sections of the route to meet current active travel standards is included in the Council's Active Travel Integrated Network Map, which was approved by Welsh Government in February 2018.</p> <p>A number of alternative route options have been drawn-up and are being considered which minimise use of the highway within Trallwn.</p>
SSA 21.6	Pontypridd to Tonyrefail via Llantrisant	Cycle Routes		<p>Construction has started on the remaining section, near Cross Inn, which will provide a continuous active travel route between Pontypridd and Llantrisant.</p>
SSA 21.7	Gyfeillion to Llanwonno	Cycle Routes		<p>No further development proposals beyond LDP proposals.</p> <p>Proposal to improve sections of the route is included in the Council's Active Travel Integrated Network Map, which was approved by Welsh Government in February 2018.</p>
SSA 24	Land Reclamation Schemes	Land Reclamation		<p>The following schemes have been completed:</p> <p>Coed Ely reclamation aftercare scheme, Tonyrefail</p> <p>Albion lower tips land reclamation scheme, Cilfynydd</p>

				Cefn-yr-Hendy land reclamation scheme, Miskin
SSA 26	Land at Beddau Caravan Park	Housing		Proposal is implemented.

## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CABINET**

**17 OCTOBER 2019**

#### **PROPOSALS FOR A DRAFT DELIVERY AGREEMENT FOR THE RHONDDA CYNON TAF REVISED LOCAL DEVELOPMENT PLAN**

#### **REPORT OF THE DIRECTOR OF PROSPERITY AND DEVELOPMENT IN DISCUSSIONS WITH THE CABINET MEMBER FOR ENTERPRISE, DEVELOPMENT AND HOUSING, COUNCILLOR BEVAN**

**AUTHOR: SIMON GALE, DIRECTOR OF PROSPERITY AND  
DEVELOPMENT**

#### **1.0 PURPOSE OF THE REPORT**

- 1.1 Cabinet agreed on the 18<sup>th</sup> June 2019 to undertake a review of the Rhondda Cynon Taf Local Development Plan (LDP) and agreed for officers to commence work on the preparation of a formal LDP Review Report and a Draft Delivery Agreement for the revision of the LDP. These key documents were then to be presented to Cabinet, prior to seeking full Council resolution of them in the Autumn.
- 1.2 Following Cabinet approval of the Rhondda Cynon Taf Local Development Plan Review Report, which concluded that a Revised LDP is required, approval is now sought for the content and conclusions of the Draft Delivery Agreement and approval to undertake targeted consultation on the document.

#### **2.0 RECOMMENDATIONS**

It is recommended that Cabinet;

- 2.1 Approve the content and conclusion of the Rhondda Cynon Taf Local Development Plan Delivery Agreement (DA) (attached as Appendix 1 of this report), which outlines the timetable and method of community involvement and engagement of a Revised Local Development Plan for Rhondda Cynon Taf.
- 2.2 Allow for the Delivery Agreement (DA) to be circulated to targeted stakeholder bodies in order to gain their formal comments on the content and conclusions of the DA. Welsh Government have already

been involved in early stages of the preparation and content of the document and will continue to be so.

- 2.3 Give authorisation to the Cabinet Member for Enterprise, Development and Housing to agree, through a delegated decision, that any necessary amendments are made to this Delivery Agreement as a result of the stakeholder engagement, prior to reporting the Delivery Agreement to full Council for approval.

### **3.0 REASONS FOR RECOMMENDATIONS**

- 3.1 The Rhondda Cynon Taf LDP was adopted in March 2011. The LDP sets out its aims, vision and objectives for the future of the County Borough, a spatial development strategy and a land use planning policy framework to enable its successful delivery. The LDP has formed the basis for decisions on new development in the County Borough, (excluding the area within the Brecon Beacons National Park) since 2011, with the plan having an end date of 2021.
- 3.2 The Council has to monitor the success of the plan and is required in accordance with the Legislation to undertake a review of it. The Council has reviewed the Local Development Plan and has reported its findings in a Review Report. The Review Report has concluded that a Revised LDP is required. This was due to a number of issues including changes in Legislation and Policy since the current plan was prepared and failure to deliver the allocations as expected.
- 3.3 Given the need to revise the LDP as indicated above it is necessary in accordance with the LDP Regulations to produce a Revised Delivery Agreement to ensure the efficient production of a Revised Plan. There have also been changes to the engagement process since the preparation of the existing LDP, which will need to be reflected in the DA. There have also been updates to methods of consultation since producing the current plan such as the rise of social media, which can be reflected in the document.

#### **What is the Delivery Agreement?**

- 3.4 A Delivery Agreement (DA) is a project management tool that must consist of two parts, the Timetable and the Community Involvement Scheme (CIS). The purpose of the DA is to establish commitment from the Local Planning Authority (LPA) to prepare a Plan and to ensure early and full engagement and involvement in the preparation of the LDP with stakeholders. The Delivery Agreement must be produced prior to the formal preparation of the LDP, and forms an important and legal part of the process for the preparation of the Plan. Once approved the Delivery Agreement commits the LPA to produce or

revise its plan in line with the timescale and community engagement processes. Following a Council resolution to approve the Delivery Agreement it must be sent to Welsh Government for approval which can take up to 4 weeks. Once confirmation is received from Welsh Government that the Delivery Agreement is approved the Council are bound to it both in terms of timescales and the Community involvement scheme. Deviations from it may be subject to scrutiny at the LDP Examination.

3.5 The DA is comprised of the following sections:

**Section A – The Project Management Timetable** for the Revised LDP: The timetable details the stages in the preparation of the LDP and how the process of plan preparation will be project managed, it sets out in a realistic manner what the Authority can do in the timescale and with its budgetary and staffing resources available and the corporate framework in which the plan will be prepared. The timetable provides a clear indication of when each stage of the plan preparation process will take place.

**Section B – The Community Involvement Scheme:** The Community Involvement Scheme (CIS) sets out the LPAs principles, strategy and mechanisms for early and continuous community stakeholder involvement in the preparation of the LDP. The purpose of the CIS is to show how, who, and when the LPA will seek the views of its stakeholders including its communities, as the LDP progresses. The CIS is written to maximise collaboration between the Council and its stakeholders, in doing so it will discharge its duty under the Well-being of Future Generations Act.

#### 4.0 **Key Issues for Consideration**

- 4.1 This following section identifies the key areas of content included in the Delivery Agreement, the Timetable, the Community Involvement Scheme, resources and budget implications.

##### **The Timetable**

- 4.2 The Timetable is a crucial element of plan preparation. It ensures that the plan is produced efficiently and in a structured way. Timeliness is even more crucial during a full revision of the LDP, following discussions with Welsh Government it is expected that preparation and delivery of a revised LDP should take no longer than 3.5 years from commencement to adoption.
- 4.3 There are two stages to the timetable, those which are definitive and those which are indicative. Definitive stages are those up to and

including the statutory deposit period. These stages of the process are under the direct control of the Council and therefore the timetable is as realistic as possible. This part of the timetable is firmer as the project management of the process can be monitored and controlled more carefully. Every effort will be made to avoid deviations from the approved timetable during these stages. Where deviations are necessary, often due to factors outside of the control of the LPA, a period of slippage is built into the process and the LPA needs to seek permission from Welsh Government to invoke this period.

- 4.4 Indicative stages are the stages beyond the statutory deposit period. The Council has less control over the later stages of the process as they are dependent on many factors such as the number of representations that need to be handled and the availability of the Planning Inspectorate. The indicative stages of the timetable will be subject to review as the LDP progresses, and the Council will endeavour to liaise with the Planning Inspectorate, informing them about the progress of the plan as it moves forward. A timescale for delivery is set out in the table below.

Stage	Time scale
Delivery Agreement	August 2019. Submission to Welsh Government March 2020
Commence Pre-deposit Preparation	April 2020
Pre-deposit (Preferred Strategy) Consultation	August/September 2021
Deposit Plan Consultation	August/September 2022
Submission (indicative)	February 2023
Examination (indicative)	June/July 2023
Adoption (indicative)	November 2023

### Community Involvement Scheme

- 4.5 The Community Involvement Scheme (CIS) specifies how the LPA intends to proactively engage with and involve local communities/stakeholders in plan preparation, as part of the revised LDP. The CIS provides information to interested parties on how the Council intends to consult with them and provides information and certainty on when and how people can have their say throughout the LDP process.
- 4.6 Rhondda Cynon Taf firmly believes that community and stakeholder engagement in the plan-making process is fundamental to the success of the revised LDP. Community involvement will be the cornerstone in addressing any contentious issues that arise as part of the process, in addition to assisting with mediation. Such engagement will also serve



to highlight the shared goals and aspirations for the County Borough and expose those areas of common ground upon which consensus can be built. The types of consultees highlighted in the document include the public, hard to reach groups, Local Members, utility providers, land owners, the development industry and key consultees such as Natural Resources Wales.

- 4.7 Engagement methods and techniques can include the creation of steering groups, the production of clear written material, social media and use of the Council's website. Should opportunities present themselves to further engage such as attending events, the team will endeavour to utilise these also.

### **Resources**

- 4.8 One requirement of the Delivery Agreement is to ensure that the LDP team has sufficient resources to prepare and deliver the LDP in the timescales identified in the DA both in terms of staff and budget. Commitment to these needs to be agreed and secured to prepare the LDP.

- 4.9 The Planning Policy Team, which is responsible for the production and delivery of the LDP, consists of:

#### **4.10 Current LDP Team**

- Development Services Manager (Planning Policy) (Grade 15) x1
- Planning Policy Team Leader (Grade 13) x1
- Senior Planning Policy Officer (Grade 11) x 1.6- 0.6 Vacant
- Planning Policy Officer (Grade 10) x1
- Planning Assistant (Grade 8) x1- Vacant

- 4.11 However, since the preparation of the current LDP the team has been reduced by 2 technical posts and a senior planner post that was downgraded. Considering this along with the shortened allowed LDP preparation process and likely contribution to the Regional Strategic Development Plan (SDP) the following amended team structure is proposed:

- Development Services Manager (Planning Policy) (Grade 15) x1
- Planning Policy Team Leader (Grade 13) x1
- Senior Planning Policy Officer (Grade 11) x 2
- Planning Policy Officer (Grade 10) x 2
- Technical Planning Assistant (Grade 7) x 1

- 4.12 Accordingly, additional staff will be needed to deliver the LDP which will result in an increase in staffing budget of £39,233 per annum.
- 4.13 As well as the LDP team, officers and expertise will be drawn from various departments within the Council, throughout the LDP process. This is likely to include support from Development Management, Countryside, Highways, Housing, Regeneration, Education, Public Health and Legal and Democratic Services, ICT and Welsh Translation.
- 4.14 The LPA will also enlist professional expertise for specialist services required in the production of a robust evidence base to support plan preparation. Whilst Council officers will endeavour to produce as much evidence in house as possible, it will nonetheless be necessary to engage external consultants to compile those highly specialist and technical studies, required in the plan-making process. Where possible opportunities for joint commissioning of evidence base work will be explored.
- 4.15 The Delivery Agreement has been compiled on the premise of solely preparing a revised LDP for Rhondda Cynon Taf. The Council are however also committed to regional working through the preparation of the Strategic Development Plan (SDP). As a result, during certain stages of the LDP preparation the team may also be required to provide input into the SDP.

### **Budget**

- 4.16 An estimated budget of £600,000 will be required for the production and implementation of the plan. It is considered that a sufficient budget is available to enable the production of the plan in line with the Delivery Agreement Timetable.

<b>Stage</b>	<b>Estimated Cost</b>
Delivery Agreement	Existing staffing and resources
Pre-deposit	£250,000
Deposit	£100,000
Submission and Examination	£200,000
Adoption and Annual Monitoring	£50,000
<b>Total</b>	<b>£600,000</b>

## Revised LDP Budget Requirements (Non Staffing)

<b>Evidence Base Requirements</b>	
Sustainability Appraisal / Strategic Environment Assessment Habitats Regulations Assessments	£70,000 plus Internal Staff Resources (Internal)
Housing Needs Assessment/ Local Housing Market Assessment	Internal + Consultants/Software £20,000
Population and Dwelling Projection Report	Internal + Consultants/Software £20,000
Urban Capacity Study	Internal
Candidate Sites Assessment	Internal
Employment Land Review	Internal + £25,000 Consultants
Retail Assessment	Internal + £25,000 Consultants
Infrastructure/Transport Needs Study	Internal + £25,000 Consultants
Urban Capacity Study	Internal
Candidate Sites Assessment	Internal
Leisure Study	Internal
Renewable Energy Study	Internal + £25,000 Consultants
Ecological Sites Identification	Internal
Greenspace Assessment	Internal
Green Wedge Assessment	Internal
Minerals Assessment	Internal
Waste Assessment	Internal
Open Space Assessment	Internal
Gypsy and Traveller Accommodation Assessment	Internal
Flooding – Strategic	Internal + £30,000
Landscape	Dependent on need
Viability Assessments	Internal + £70,000 Consultants/Software
<b>Total Evidence Base</b>	<b>£310,000</b>
<b>Other Costs</b>	
LDP Database	£20,000 Purchase of software
Formal Mapping	Internal + £10,000 Consultants (ongoing)
Consultation material and events	Internal + £10,000 costs

Examination (Planning Inspectorate & Programme Officer)	£200,000
Adoption, publication and ongoing Annual Monitoring	£50,000
<b>Total Other</b>	<b>£290,000</b>
<b>Overall Total, (Non Staffing) Budget Requirement:</b>	<b>£600,000</b>

- 4.17 The accrued, unspent LDP budget over recent years gives us a total pot of £366,000. The continuation of the annual budget of £68,000 per annum throughout the plan preparation period would then meet this need. It also allows scope for small shortfalls in estimated costs, unseen costs that may arise during the long production period of the Plan, and to meet a few ongoing commitments.

## **5.0 EQUALITY AND DIVERSITY IMPLICATIONS**

- 5.1 An Equalities Impact Assessment screening exercise has been undertaken that indicates that there are no expected negative impacts on the protected characteristics and a full assessment is not required. However, the scope of the LDP will result in some of these matters being considered further, and if necessary will develop and incorporate policies that may have a positive impact on some of these characteristics.

## **6.0 CONSULTATION / INVOLVEMENT**

- 6.1 The Delivery Agreement has been prepared in consultation with various internal Council departments. However, further, detailed consultation will take place following Cabinet agreement, with targeted stakeholder bodies. There will be no public consultation on the Delivery Agreement, although the final Welsh Government approved report will be made public during the pre-deposit stage of revised plan preparation.

## **7.0 FINANCIAL IMPLICATION(S)**

- 7.1 The overall cost of the preparation of the LDP (non staffing resources) is estimated to be £600,000. Considering banked reserves and continuing budgets, there is sufficient budget to cover these costs. A further £39,233 per annum is then required to part fund an identified necessary new post in the team structure.

## **8.0 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 8.1 The LDP will be prepared in accordance with The Planning and Compulsory Purchase Act (2004), the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended 2015), Planning Policy Wales 2018, the Planning (Wales) Act 2015 and the Strategic Environmental Assessment (SEA), Sustainability Appraisal (SA) and Habitats Regulations Assessment (HRA).

## **9.0 LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

### ***How the subject of the report will contribute to the delivery of the Council's Corporate Priorities?***

- 9.1 The production of a Local Development Plan will help to deliver the Council's three main corporate priorities of building a strong economy, promoting independence and positive lives for everyone and creating neighbourhoods where people are proud to live and work. The production of this land-use plan will help to stimulate the local economy through market and social house building, as well as providing for employment and retail development across the County Borough. Working together to shape our communities will instil a sense of pride and allow people to live and work independently, wherever they so choose. The LDP will also help to deliver the transport infrastructure that keeps the Rhondda Cynon Taf working and moving, in a sustainable way that benefits current and future generations.

### **How the Sustainable Development principle, i.e. the five ways of working has been considered?**

- 9.2 The Local Development Plan will be a key project demonstrating the 5 ways of working in action:
- Integration – the preparation of the LDP will be bring together all land use planning issues across the County Borough, involving our partners, residents, visitors, employers and service providers in the formulation of the Plan.
  - Collaboration- the LDP will be a key collaboration project for the region enabling stakeholders including residents to work together to form a Plan for the County Borough.
  - Involvement – preparation of the LDP will provide numerous opportunities to engage with our residents and customers,

including the business community and ensuring that we are listening to a wide range of views to inform the plan and decision making process.

- Prevention – the LDP provides an opportunity to understand the root causes of issues and preventing them by being proactive in our thinking and understanding the need to tackle problems at source for example by undertaking needs assessments to inform our priorities.
- Long-term – the LDP will be all about planning for the future and taking a strategic approach to ensure the County Borough is sustainable and that we understand the future need and demand for sustainable development in the region and how that is best met.

**How the subject of the report seeks to maximise the Council's contribution to seven national well-being goals?**

9.3 The LDP will contribute to the seven well-being goals by working together with other public services and third sector organisations to improve the well-being of everybody in Wales. This new approach seeks to improve public services in a sustainable way, for the benefit of all. The LDP will help to ensure:

- A Prosperous Wales – The LDP will promote a productive, creative and low-carbon society that recognises the limits of our resources and global environment, by ensuring that our finite resources are used efficiently and proportionately. It will also help to develop a skilled, well-educated population to work within an economy that generates wealth and provides employment opportunities for all.
- A Resilient Wales – The LDP will help to ensure that the region maintains and enhances a bio-diverse natural environment with healthy, functioning ecosystems that support social, economic and ecological resilience with the ability to adapt to change.
- A Healthier Wales – The LDP aims to help build a society in which people's mental and physical well-being is maximised through access to green space, and helps to foster an understanding of choices and behaviours that benefit future health.
- A More Equal Wales – The LDP will seek to enable people to fulfil their potential no matter what their background or circumstances. It also aims to help communities effectively tackle the loneliness and isolation that can often exist within many of them.

- A Wales of Cohesive Communities – The LDP, via the place-making principle, will help to foster attractive, safe, viable and well-connected communities that improve the well-being of all residents and visitors.
- A Wales of Vibrant Culture and Thriving Welsh Language – The LDP will support a society that promotes and protects our culture, heritage and Welsh language, whilst encouraging people to participate in the arts, sport and recreation.
- A Globally Responsible Wales – The LDP will contribute towards Wales being a nation which, when doing anything to improve our economic, social, environmental and cultural well-being; will take account of whether doing such a thing makes a positive contribution to our global well-being.

**Any other national strategies the subject of the report is seeking to address.**

- 9.4 The Planning Directorate in Welsh Government is working on the production of a National Development Framework (NDF), which will set out a 20-year land-use framework for Wales and replace the existing Wales Spatial Plan. Once the final NDF is published (anticipated September 2020), the Local Development Plan will need to be in general conformity with the aims and objectives of the NDF, which sits above the LDP in the development plan hierarchy within Wales.

## **10.0 CONCLUSION**

- 10.1 It is recommended that Cabinet approves the Local Development Plan Delivery Agreement and approves a targeted consultation on the document and give authorisation to the Cabinet Member for Enterprise, Development and Housing to determine, through a delegated decision report, that appropriate amendments are made to this Delivery Agreement, prior to reporting the Delivery Agreement to full Council to seek its full approval

**Other Information: -**

**Relevant Scrutiny Committee**  
Overview and Scrutiny Committee

**Contact Officer:**  
Simon Gale

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17 OCTOBER 2019**

**PROPOSALS FOR A DRAFT DELIVERY AGREEMENT FOR THE  
RHONDDA CYNON TAF REVISED LOCAL DEVELOPMENT PLAN**

**REPORT OF DIRECTOR OF PROSPERITY AND DEVELOPMENT IN  
DISCUSSIONS WITH THE CABINET MEMBER FOR ENTERPRISE,  
DEVELOPMENT AND HOUSING, COUNCILLOR BEVAN**

**Item:**

**Background Papers**

None.

Officer to contact: Simon Gale



**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**REVISION OF THE LOCAL DEVELOPMENT PLAN**  
**DRAFT DELIVERY AGREEMENT**

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## 1. INTRODUCTION

### 1.1. The Local Development Plan

- 1.1.1. The Planning and Compulsory Purchase Act 2004 requires that Local Authorities prepare a Local Development Plan (LDP) for the Local Authority area. The document provides the development strategy and policy framework for the specified plan period. It is an important land use planning document, which will guide and control development, providing the basis of how planning applications are determined. Once adopted, the LDP provides certainty to the communities of the County Borough regarding where development will be located over the plan period. The LDP will also ensure that the principles of place making and sustainability are at the heart of the plan-making process, reflecting the Well-being of Future Generations (Wales) Act 2015.
- 1.1.2. The existing LDP will continue to be the mechanism for determining planning applications and will remain so until the 31<sup>st</sup> December 2021, unless the adoption of a revised plan occurs prior to this date.
- 1.1.3. The Council is now preparing a revised LDP, the first stage of which is to prepare a Delivery Agreement in line with Regulation 9 of the LDP (Wales) Regulations 2005.

### 1.2. What is a Delivery Agreement?

- 1.2.1. A Delivery Agreement (DA) is a project management tool that must consist of two parts, the Timetable and the Community Involvement Scheme (CIS). The purpose of the DA is to establish the Local Planning Authorities (LPA) early and full engagement and involvement in the preparation of the LDP. The Delivery Agreement must be produced prior to the formal preparation of the LDP, and forms an important and legal part of the process for the preparation of the Plan. Once approved the Delivery Agreement commits the LPA to produce or revise its plan in line with the timescale and community engagement processes.
- 1.2.2. The DA is comprised of the following sections:

**Section A – The Project Management Timetable** for the revised LDP: The timetable details the stages in the preparation of the LDP and how the plan-making process will be project managed. It sets out in a realistic manner what the Authority can do in the timescale and with the budgetary and staffing resources available, as well as the corporate framework in which the plan will be prepared. The timetable provides a clear indication of when each stage of the plan preparation process will take place.

**Section B – The Community Involvement Scheme:** The Community Involvement Scheme (CIS) sets out the LPAs principles, strategy and mechanisms for early and continuous community stakeholder involvement in the preparation of the LDP. The purpose of the CIS is to show how, who, and

when the LPA will seek the views of its stakeholders including its communities, as the LDP progresses. The CIS is written to maximise collaboration between the Council and its stakeholders, in doing so it will discharge its duty under the Well-being of Future Generations (Wales) Act.

1.2.3. A glossary of terms can be found at Appendix 7

### 1.3. Stages in the Preparation of the Delivery Agreement

1.3.1. The preparation of the Delivery Agreement requires a number of steps that are set out below, along with the timescales:

- Preparation of the Delivery Agreement document including the timetable and the Community Involvement Scheme. (July–September 2019)
- Political reporting to Cabinet to seek approval of and to consult on the DA (October 2019)
- Targeted consultation of the DA (October/November 2019)
- Amendments to the DA post consultation and preparation of the final document. (November 2019)
- Political reporting of the DA and approval by resolution of the Council (November 2019)
- Submission of the DA to the Welsh Government for approval (December 2019)
- Publication of the approved DA and making the document available for public inspection. (January/February 2019)
- Review the DA on a regular basis.

### 1.4. Preparation of a Revised LDP

1.4.1. In preparation of the revised LDP, the Council will aim to achieve the following key objectives;

- Facilitating Sustainable Development by preparing and monitoring the LDP through a process that **integrates Sustainability Appraisal**, (incorporating Strategic Environmental Assessment requirements, and referred to as SA/SEA), **with plan making**.
- Basing LDP production on early and effective **community involvement**, to consider a wide range of views, with the aim of building a broad consensus on the strategy and policies for LDPs.
- Ensuring **policy integration** by producing LDPs that are internally consistent and integrated with other main policies and strategies at national, regional and local level (without unnecessary repetition).
- Delivering a **fast and responsive approach** to plan-making, with published timetables for preparation, fewer iterations of the plan before adoption, and

regular strategic monitoring and review to enable plans to better reflect the changing circumstances in contemporary Wales.

- Making plans that are **strategic, concise and distinctive** in setting out how an area will develop and change, based on a robust understanding of relationships between places, including across administrative boundaries, and that are drivers for change.
- Delivery of **sustainable development**, taking account of infrastructure requirements, availability of resources, viability and market factors.

(Welsh Government, LDP Manual (Ed. 2), 2015, p12)

- 1.4.2. Preparation of the revised LDP will include consideration of a host of guidance, policy and legislation emanating from the European, national, regional and local level. The revised LDP will also be guided by the aims and objectives set forth in the Cwm Taf Well-being Plan 2018-2023 entitled *Our Cwm Taf*. These are centred around having *thriving communities, healthy people* and a *strong economy*, with the cross cutting objective of *tackling loneliness and isolation*. The revised plan will also be influenced by the cultural, economic, environmental and social well-being goals and objectives within *Our Cwm Taf*, where they relate to land-use planning.

## 1.5. Sustainability Appraisal incorporating Strategic Environmental Assessment (SA/SEA)

- 1.5.1. The Planning and Compulsory Purchase Act 2004 (s.62) requires the LPA to undertake a Sustainability Appraisal (SA) of its revised LDP and report the findings as an integral part of the plan-making process. Policies in the plan are required to address those aspects of sustainable development that can be addressed through the land-use planning system. Consideration of social, economic and cultural implications should be fully considered.
- 1.5.2. In addition to this, Local Authorities are required to comply with European Union Directive 2001/42/EC and the Environmental Assessments of Plans and Programmes (Wales) Regulation, which require the formal Strategic Environmental Assessment (SEA) of the LDP. The scope of the SEA is limited to environmental effects.
- 1.5.3. Both first generation and revised LDPs have to be subject to an SEA. It is considered by the Welsh Government that an appropriate way of undertaking the Strategic Environmental Assessment (SEA) is to incorporate it into the SA. The SA incorporating SEA is a statutory requirement in the preparation of a revised LDP, to fully assess the social, environmental and economic implications of the Plan's strategy and associated policies. The process ensures that LDP policies reflect the principles of sustainable development, whilst taking full account of any significant effects of the Plan on the environment.

- 1.5.4. The SA process should be fully integrated into the LDP process and reflected in the timetable alongside each stage of the plan preparation process. There are elements of the SA/SEA process, which requires that specific work is undertaken and this needs to be clearly identifiable within the process. These will be reflected in the timetable and engagement plan.
- 1.5.5. There are 5 main stages in the SA/SEA process. These are set out below:
- Stage A – Scoping. This establishes the baseline evidence and sets the context and objectives.
  - Stage B – Appraisal. Developing and refining options and assessing effects.
  - Stage C – Reporting. Preparing the SA Report.
  - Stage D – Consulting. Consulting on the preferred option of the development plan and the findings of the SA Report.
  - Stage E – Monitoring. Monitoring the significant effects of implementing the development plan.

(Welsh Government, LDP Manual (Ed.2), 2015)

## 1.6. **Habitats Regulations Assessment (HRA)**

- 1.6.1. A Habitats Regulation Assessment is a legal requirement under the Conservation of Habitats and Species Regulations 2017 (the 'Habitats Regulations'). The Local Authority must undertake a Habitats Regulation Assessment (HRA) in order to assess if the policies and proposals in the LDP will have any significant effect on the integrity of European designated sites.
- 1.6.2. The HRA will not be integrated with the SA due to different legislative requirements. Engagement and consultation with Natural Resources Wales (NRW) will be undertaken throughout the HRA process.

## 1.7. **Evidence Base**

- 1.7.1. With the production of a revised LDP, there will be a corresponding need to update or renew a number of studies/documents contained within the current LDP evidence base, which underpins the plan. In line with previous AMRs, all contextual, policy and legislative changes that have occurred since the adoption of the LDP will also need to be given due consideration, as part of the evidence base updates. The list below illustrates those evidence base documents that are likely to be required, as part of the LDP full revisions process:
- Population Data and Housing Forecasts
  - Local Housing Market Assessment (LHMA)
  - Gypsy and Traveller Accommodation Needs Assessment
  - Urban Capacity Study
  - Settlement Boundary Review
  - Sustainable Settlement Hierarchy
  - Employment Land Review

- Retail Study Update
- Public Open Space Assessment
- Renewable Energy Assessment
- Transport Assessment
- Landscape

1.7.2. The list is not definitive nor exhaustive, as the need for additional evidence may present itself throughout the plan-making process.

1.7.3. Given that a number of local authorities within South East Wales are currently progressing revised plans, the Council will endeavour to explore possibilities for the joint commissioning of evidence base documents.

## **1.8. The Well-being of Future Generations (Wales) Act**

1.8.1. The Well-being of Future Generations (Wales) Act received Royal Assent in April 2015. The Act requires public bodies to think about the long-term impact of their decisions, to work more effectively with people, communities and each other, and to prevent persistent problems such as poverty, health inequalities and climate change. The Act sets seven well-being goals, which it requires that public bodies achieve. These are:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant and thriving Welsh Language
- A globally responsible Wales

1.8.2. It must be demonstrated that the LDP contributes to all of these goals, with the production of the SA alongside the plan providing an understanding of how this contribution can be maximised.

1.8.3. The Act also identifies 5 ways of working, which the LPA is required to demonstrate, these are 'long-term', 'involvement', 'integration', 'prevention' and 'collaboration'.

1.8.4. As a requirement of the Act, a Local Well-being Plan must also be produced; Rhondda Cynon Taf has the Cwm Taf Well-being Plan, 2018-2023, which has been summarised above.

1.8.5. Both the WBFGA and the Local Well-being Plan will be given full consideration through the plan preparation process, including when undertaking engagement.

## **1.9. Tests of Soundness**

- 1.9.1. The Planning and Compulsory Purchase Act 2004 requires that a LDP is subject to an independent examination, to ensure that the Plan is 'sound'. The revised LDP will be submitted to the Welsh Government, who will appoint an independent Inspector to examine the Plan. The Inspector will determine whether the Plan has been produced in accordance with the legal and regulatory requirements and whether it conforms to the Community Involvement Scheme.
- 1.9.2. The Inspector will further assess whether the Plan meets the preparation requirements and the three soundness tests, which are:
- Does the plan fit? – Is it consistent with all other plans?
  - Is the plan appropriate? – Does the plan address the issues of the area?
  - Will the plan deliver? – Will the plan be effective?
- 1.9.3. There is a fundamental need for a strong evidence base and consultation process. It is also essential to demonstrate the rationale behind the Plan's policies and to assess the outcomes. The conclusions drawn by the Inspector in the final report will be binding on the LPA. Unless the Welsh Government intervene, the LPA must accept the changes and accordingly seek to adopt the revised Plan at full Council.



## 2. THE TIMETABLE

### 2.1. Introduction

- 2.1.1. The Timetable is a crucial element of plan preparation. It ensures that the plan is produced efficiently and in a structured way. Timeliness is even more crucial during a full revision of the LDP, as the Local Development Plan Manual now sets out that the Welsh Government expect the delivery of a revised LDP to take no longer than 3.5 years (3.75 incorporating slippage) from commencement to adoption.
- 2.1.2. There are two stages to the timetable, those that are definitive and those that are indicative. Definitive stages are those up to and including the statutory deposit period. These stages of the process are under the direct control of the Council and therefore the timetable is as realistic as possible. This part of the timetable is firmer as the project management of the process can be monitored and controlled more carefully. Every effort will be made to avoid deviations from the approved timetable during these stages. Where deviations are necessary, often due to factors outside of the control of the LPA, a period of slippage is built into the process and the LPA needs to seek permission from Welsh Government to invoke this period.
- 2.1.3. Indicative stages are the stages beyond the statutory deposit period. The Council has less control over the later stages of the process, as they are dependent on many factors such as the number of representations that need to be handled and the availability of the Planning Inspectorate. The indicative stages of the timetable will be subject to review as the LDP progresses, and the Council will endeavour to liaise with the Planning Inspectorate, informing them about the progress of the plan as it moves forward.

**Table 1** – Key Stages in the preparation of a Revised LDP

Key Stage	Timescale
<b>Definitive</b>	
Delivery Agreement	August 2019 - Submission to Welsh Government March 2020
Commence Pre-deposit Preparation	April 2020
Preferred Strategy (Pre-Deposit) Consultation	August/September 2021
Deposit LDP Consultation	August/September 2022
<b>Indicative</b>	
Submit Revised LDP to the Welsh Government	February 2023
Independent Examination	June/July 2023
Adoption	November 2023

Further details on the projected timescales for plan preparation are set out in **Table 2**.

## 2.2. Management of the LDP Process

- 2.2.1. The Director of Prosperity and Development will hold overall responsibility for the delivery of the LDP. On a day-to-day basis, the Development Services Manager (Planning Policy) will be responsible for the management of the process. Under the Development Services Manager, the Planning Policy Team will be responsible for the preparation and production of the revised LDP, with Member engagement and reporting at the relevant stages.

### Resources

- 2.2.2. The Council recognises the importance of ensuring sufficient resources are available in order to efficiently and expediently deliver the LDP. The Planning Policy Team, which is responsible for the production and delivery of the LDP, consists of:

#### **Current LDP Team**

- Development Services Manager (Planning Policy) (Grade 15) x1
- Planning Policy Team Leader (Grade 13) x1
- Senior Planning Policy Officer (Grade 11) x 1.6 – 0.6 Vacant
- Planning Policy Officer (Grade 10) x1
- Planning Assistant (Grade 8) x1 – Vacant

- 2.2.3. Since the preparation of the current LDP the team has been reduced by 2 technical posts and a Senior Planner post that was downgraded. Considering this, along with the reduced timescales in which the plan needs to be prepared and likely contribution to the Regional Strategic Development Plan (SDP), the following (amended) team structure is proposed:

- Development Services Manager (Planning Policy) (Grade 15) x1
- Planning Policy Team Leader (Grade 13) x1
- Senior Planning Policy Officer (Grade 11) x 2
- Planning Policy Officer (Grade 10) x 2
- Technical Planning Assistant (Grade 7) x 1

- 2.2.4. Accordingly, additional staff will be needed to deliver the LDP which will result in an increase in staffing budget of £39,233 per annum.

- 2.2.5. As well as the LDP team, officers and expertise will be drawn from various departments within the Council, throughout the LDP process. This is likely to include support from Development Management, Countryside, Highways, Housing, Regeneration, Education, Public Health, Legal and Democratic Services, ICT and Welsh Translation.

- 2.2.6. The LPA will also enlist professional expertise for specialist services required in the production of a robust evidence base, to support plan preparation. Whilst Council

officers will endeavour to produce as much evidence as possible in-house, it will nonetheless be necessary to engage external consultants to compile those highly specialist and technical studies, required in the plan-making process. Where possible opportunities for joint commissioning of evidence base work will be explored.

- 2.2.7. The Delivery Agreement has been compiled on the premise of solely preparing a revised LDP for Rhondda Cynon Taf. The Council are however also committed to regional working, through the preparation of the Strategic Development Plan.

## 2.3. LDP Budget

- 2.3.1. An estimated budget of £600,000 will be required for the production and implementation of the plan. It is considered that a sufficient budget is achievable to enable the production of the plan, in line with the Delivery Agreement timetable.

Stage	Estimated Cost
Delivery Agreement	Existing staffing and resources
Pre-deposit	£250,000
Deposit	£100,000
Submission and Examination	£200,000
Adoption and Annual Monitoring	£50,000
<b>Total</b>	<b>£600,000</b>

Revised LDP Budget Requirements (Non Staffing)	
Evidence Base Requirements	
Sustainability Appraisal / Strategic Environment Assessment Habitats Regulations Assessments	£70,000 plus Internal Staff Resources (Internal)
Housing Needs Assessment/ Local Housing Market Assessment	Internal + Consultants/Software £20,000
Population and Dwelling Projection Report	Internal + Consultants/Software £20,000
Urban Capacity Study	Internal
Candidate Sites Assessment	Internal
Employment Land Review	Internal + £25,000 Consultants
Retail Assessment	Internal + £25,000 Consultants
Infrastructure/Transport Needs Study	Internal + £25,000 Consultants

Urban Capacity Study	Internal
Candidate Sites Assessment	Internal
Leisure Study	Internal
Renewable Energy Study	Internal + £25,000 Consultants
Ecological Sites Identification	Internal
Greenspace Assessment	Internal
Green Wedge Assessment	Internal
Minerals Assessment	Internal
Waste Assessment	Internal
Open Space Assessment	Internal
Gypsy and Traveller Accommodation Assessment	Internal
Flooding – Strategic	Internal + £30,000
Landscape	Dependent on need
Viability Assessments	Internal + £70,000 Consultants/Software
<b>Total Evidence Base</b>	<b>£310,000</b>
<b>Other Costs</b>	
LDP Database	£20,000 Purchase of software
Formal Mapping	Internal + £10,000 Consultants (ongoing)
Consultation material and events	Internal + £10,000 costs
Examination (Planning Inspectorate & Programme Officer)	£200,000
Adoption, publication and ongoing Annual Monitoring	£50,000
<b>Total Other</b>	<b>£290,000</b>
<b>Overall Total, (Non Staffing) Budget Requirement:</b>	<b>£600,000</b>

- 2.3.2. The accrued, unspent LDP budget over recent years gives us a total pot of £366,000. The continuation of the annual budget of £68,000 per annum throughout the plan preparation period would then meet this need. It also allows scope for small shortfalls in estimated costs, unseen costs that may arise during the long production period of the Plan, and to meet a few ongoing commitments.

## 2.4. Risk Assessment and Management

- 2.4.1. The Council considers that its timetable is realistic and deliverable however the timescales involved, set by Welsh Government, are challenging. There is inevitably some element of risk that cannot be foreseen, which could witness the plan deviate from the timetable, as proposed. More detail relating to risk and potential mitigation is outlined at Appendix 3.

### 3. COMMUNITY INVOLVEMENT SCHEME (CIS)

#### 3.1. Introduction

- 3.1.1. The Community Involvement Scheme (CIS) specifies how the LPA intends to proactively engage with and involve local communities/stakeholders in plan preparation, as part of the revised LDP. The CIS provides information to interested parties on how the Council intends to consult with interested parties and provides information and certainty on when and how people can have their say throughout the LDP process.
- 3.1.2. Rhondda Cynon Taf firmly believes that community and stakeholder engagement in the plan-making process is fundamental to the success of the revised LDP. Community involvement will be the cornerstone in addressing any contentious issues that arise as part of the process, in addition to assisting with mediation. Such engagement will also serve to highlight the shared goals and aspirations for the County Borough and expose those areas of common ground upon which consensus can be built.
- 3.1.3. The LDP Manual, Edition 2, states that the Key Principles that underpin community engagement in the LDP process are:
- Creating conditions for early involvement and feedback at a stage when people can recognise a chance to influence the plan;
  - Encouraging the commitment of all participants to an open and honest debate on realistic development alternatives in the search for consensus ; and
  - Recognising the need to adopt approaches for engaging the community, including business, which seeks to involve those not normally involved.

The CIS has been written with regard to achieving these principles.

#### 3.2. Lessons Learnt from the Previous Plan

- 3.2.1. During the preparation of the current LDP, various methods were employed to engage all interested parties. Such methods included the provision of clearly written information, as well as the opportunity to discuss issues, in person, with Council officers. It is considered that the previous methods of consultation were successful and did engage a wide range of individuals and organisations. This is evidenced by the amount of correspondence that the Council received during the process.
- 3.2.2. Since the original CIS however there have been numerous changes, which may make the consultation and engagement process even more effective.
- 3.2.3. The biggest change since the consultations on the previous plan, is the introduction of the Well Being of Future Generation (Wales) Act and the Cwm Taf Well-being

Plan. Therefore the consultation approaches and methods used in the production of the new plan will be in conformity with these documents.

- 3.2.4. Social media has grown exponentially since the previous plan and the Council will investigate all opportunities for the use of this platform during the LDP process.
- 3.2.5. The Council further recognises the importance of obtaining the views of the younger generation, as such the Council would like to ensure greater engagement in this regard. This has been made easier since the previous plan with the formation of the RCT Youth Forum.

### **3.3. Principles of Engagement**

- 3.3.1. The Council is committed to ensuring meaningful community involvement, therefore the Council will ensure that the principles of engagement will conform to the following standards.
- 3.3.2. Along with the principles of the Well-being Act, the principles of the Cwm Taf Well-being Plan will also be reflected. This document states:
- 3.3.3. Rhondda Cynon Taf Council has endorsed the National Principles for Public Engagement in Wales. The principles and standards have been developed and endorsed by the Welsh Government to make sure that participation happens in consistent and effective ways.

- 1. Engagement is effectively designed to make a difference** - Engagement gives a real chance to influence policy, service design and delivery from an early stage.
- 2. Encourage and enable everyone affected to be involved, if they so choose** - The people affected by an issue or change are included in opportunities to engage, as an individual or as part of a group or community, with their views both respected and valued.
- 3. Engagement is planned and delivered in a timely and appropriate way** - The engagement process is clear, communicated to everyone in a way that is easy to understand within a reasonable timescale, and the most suitable method(s) for those involved is are used.
- 4. Work with relevant partner organisations** - Organisations should communicate with each other and work together wherever possible to ensure that people's time is used effectively and efficiently.
- 5. The information provided will be jargon free, appropriate and understandable** - People are well placed to take part in the engagement process, as they have easy access to relevant information that is tailored to meet their needs

- 6. Make it easier for people to take part** - People can engage easily as any barriers for different groups of people are identified and addressed.
- 7. Enable people to take part effectively** - Engagement processes should try to develop the skills, knowledge and confidence of all participants.
- 8. Engagement is given the right resources and support to be effective** - Appropriate training, guidance and support are provided to enable all participants to effectively engage, including both community participants and staff.
- 9. People are told of the impact of their contribution** - Timely feedback is given to all participants about the views they express and the decisions or actions taken as a result; methods and forms of feedback should take account of participants' preferences.
- 10. Learn and share lessons to improve the process of engagement** - People's experience of the process should be monitored and evaluated, to measure its success in engaging people and the effectiveness of that participation. Lessons should be shared and applied in future engagements.

3.3.4. The Council is also developing Corporate Consultation Standards, which it will publish later in the year. Consultation during the LDP will be consistent with said standards.

#### **3.4. Who should be Involved?**

- 3.4.1. The LPA is committed to engaging with any person or organisation who has an interest in shaping the future of Rhondda Cynon Taf. The LDP, once adopted, will be used to guide development in the County Borough and will be a key decision making tool for the consideration of planning applications. The Council therefore encourages anyone who wishes to express their views, to do so as part of the preparation of the LDP. The Council will endeavour to ensure that the process is transparent, engaging and accessible to all.
- 3.4.2. The legal requirements for community involvement and public participation for the LDP are set out in the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005. The Council intends to meet and where possible, exceed these requirements. A list of Specific and General Consultation bodies is set out at Appendix 2.

#### **3.5. Equality**

- 3.5.1. We aim to treat everyone with dignity and respect, and to operate in an equitable manner. The Council will make every effort to ensure that the plan preparation process is accessible to all. The Council will engage as widely as possible with all

sectors of the community to reflect people from a range of backgrounds and identities.

### **3.6. Hard to Reach Groups**

- 3.6.1. There are particular sections of the community that the Council wishes to ensure are involved in the LDP process, due to their specific needs and/or the fact that they have traditionally been under represented in the planning process.
- 3.6.2. The Council will make every effort to ensure that hard to reach groups are included in the process. Hard to reach groups include:
  - Young people;
  - People with disabilities;
  - The elderly;
  - Ethnic minorities;
  - Gypsies and Travellers;
  - People with learning difficulties;
  - Homeless people; and
  - Ex-offenders.
- 3.6.3. Clearly, hard to reach groups are by definition hard to reach and it is not always possible to predict which groups will, in fact, prove difficult to consult with. In order to ensure that the community involvement process is as all-inclusive as possible, the Council will monitor and review the statutory consultation periods throughout the process. Where it is clear that groups have not been represented, the Council will seek to invite such groups into the process.
- 3.6.4. The Council intends to work with its existing partners in the community and develop new partnerships where possible. The preparation of the plan will be closely linked with the work undertaken on the Council's Corporate Plan and Well-being Plan, and where possible, utilise the partnerships that have arisen as a direct result of these plans.

### **3.7. Welsh Language**

- 3.7.1. The Welsh Language Standards were published by the Welsh Language Commissioner as a set of legally binding requirements that have applied from the 30<sup>th</sup> March 2016. The principal aim of the Welsh Language Standards is to ensure that Welsh is not treated less favourably than English, thus ensuring greater consistency in Welsh Language services. The Standards therefore allow individuals to access services via the medium of Welsh, English or bilingually. The Council published *Strategaeth Hybu's Gymraeg/Welsh Language Promotion Strategy* in September 2016, which alongside the Standards, will be adhered to at each stage of the plan-making process.

### **3.8. SA/SEA**

- 3.8.1. Although the SA/SEA approach should be integrated into the LDP preparation process, there are certain areas of work that need to be specifically prepared.



Likewise, consultation on the SA/SEA process can be integrated with other LDP consultation periods however there are specific requirements for the involvement of certain consultation bodies.

- 3.8.2. The SEA Regulations identifies the following bodies that require consultation:
- Authorities with 'environmental responsibility', known as the Consultation Bodies. In Wales these are Natural Resources Wales and CADW (SEA Regulation 14);
  - The Public (SEA Regulation 13 (2(b))); and
  - Other EU Member States where the plan is likely to have significant effects on the Country.

## **4. CONSULTATION METHODOLOGY AND TECHNIQUES**

### **4.1. Introduction**

- 4.1.1. The LPA will employ a number of consultation methods and techniques in order to facilitate community involvement throughout the plan-making process. All methods utilised have been devised in order to ensure effectual, efficient and wide reaching participation.
- 4.1.2. Whilst a number of different techniques will be used to involve the community as a whole, the Council will ensure the provision of clearly written information in accessible locations and ensure that there is the opportunity to discuss issues on a face-to-face basis.
- 4.1.3. Listed below are some of the techniques that will be used to consult on the stages of the plan.

### **4.2. STEERING GROUPS**

- 4.2.1. The LPA will host a number of discussion groups, focus groups and workshop sessions in a bid to maximise engagement and ensure a community-led approach, as far as possible. The input of other groups and organisations will also be key to the success of the revised LDP and the same techniques will be employed to secure their input.

### **4.3. LDP Member Steering Group**

- 4.3.1. The Council will establish a Member Steering Group, in order to guide the formulation of the revised LDP. This will be made up of a number of appropriate members, to be determined at a later date.

### **4.4. LDP Officer Steering Group**

- 4.5. In order to ensure that the revised LDP is sustainable and deliverable, the Council will establish a LDP Officer Steering Group. The Group will consist of Council Officers with responsibility for areas including Planning, Highways, Engineering, Drainage and Flood Management, Biodiversity, Economic Development, Housing, Education and Public Health, although this list is not exhaustive. It is anticipated that a series of sub-groups will be created beneath the umbrella of the Steering Group, to assist in key areas of policy development.

### **4.6. Developer Forum**

- 4.6.1. The LPA will also draw on the knowledge and expertise of those organisations involved in its unique Developer Forum. The Developer Forum was established in 2012, post adoption of the current LDP, to provide innovative solutions to

overcoming barriers to housing delivery. Membership of the Forum comprises representatives of volume and local house builders (operating within RCT); the Home Builders Federations; Registered Social Landlords (RSLs) (operating within RCT); National Financial Institutions; the Federation of Master Builders; and Rhondda Cynon Taf County Borough Council. The LPA will work with the Forum to establish any obstacles to development that have previously been encountered and analyse any issues that emerge, to assist in the plan-making process, in relation to the revised LDP.

#### **4.7. LDP Forums**

- 4.7.1. The Council is committed to working in partnership with the community as a whole throughout the plan making process. For this reason, it is proposed to establish LDP Forums to assist in and inform the development plan process. The Forums will play an important role in ensuring that the LDP reflects the development needs and aspirations of Rhondda Cynon Taf.
- 4.7.2. It is anticipated that the role of the Forums will be two-fold. Firstly, they will serve as a mechanism for discussion, which will allow open dialogue to take place between stakeholders on key issues of policy. Secondly, they will act as a control group for the various stakeholders in the development plan process. These Forums will be identified on a focus basis, incorporating further Council Members, Council groups, Specific and General Consultation bodies.

#### **4.8. SA/SEA Working Group**

- 4.8.1. The Council will set up a SA/SEA working group to help guide and inform the SA/SEA process.

#### **4.9. Social Media**

- 4.9.1. Social Media presents an opportunity to reach a large number of people in an efficient manner. The Council will use its existing social media platform to advertise news and stages of the plan. The use of social media will be in line with the Council's social media policy. The Council however will NOT accept representations made through social media and will NOT respond directly to posts made on any of its platforms.

#### **4.10. Website**

- 4.10.1. The Council's website will be one of the main sources of information and utilised for consultation throughout the plan process. It will be updated with information about each stage of the plan-making process, as well as hosting all the documents prepared and contain contact information for the Planning Policy Team. The website will also host consultation stages of the plan and include information such

as how to make a representation and provide the relevant forms needed to do so. The website will be kept up to date throughout the plan process.

#### **4.11. Drop-in sessions**

- 4.11.1. The LDP team will endeavour to be as accessible as possible during the LDP process. In order to assist in this, various drop-in sessions will be held during consultation periods of the LDP. These will be in accessible locations and will include evenings and weekends, in order to enable everyone who wants to engage with the Council to do so.

#### **4.12. Written Information**

- 4.12.1. The Council will produce clearly written information throughout the process, which will be available in both electronic and hard copy. The Council will also translate these documents in line with the Welsh Language Standards. Requests for these documents in different formats should be made to the Council in writing. The Council will endeavour to make the written information as accessible as possible.

#### **4.13. Document Availability (Deposit locations)**

- 4.13.1. During the various stages of plan preparation, electronic documents associated with the LDP full revision process will be available on the Council's website, at: <https://www.rctcbc.gov.uk/EN/Resident/PlanningandBuildingControl/LocalDevelopmentPlans/LocalDevelopmentPlans.aspx>. Electronic representations forms will also be available on the website, at the relevant stages of consultation. Additionally, hard copies of these documents will be available to view at the following locations:

- One4All Centre, Sardis House, Sardis Road, Pontypridd, CF37 1DU.
- One4All Centre, Aberdare Library, Green Street, Aberdare, CF44 7AG.
- One4All Centre, Porth Plaza, Pontypridd Road, Porth, CF39 9PG.
- Abercynon Library, Ynysmeurig Road, Abercynon, CF45 4SU.
- Church Village Library, Garth Olwg Community Campus, off St Illtyd's Road, Church Village, Pontypridd, CF38 1RQ.
- Ferndale Library, Yr Hwb, North Road, Ferndale, CF43 4PS.
- Hirwaun Library, High Street, Hirwaun, Aberdare, CF44 9SW.
- Llantrisant Community Library, Llantrisant Leisure Centre, Southgate Park, Llantrisant, CF72 8DJ.
- Mountain Ash Library, Oxford Street, Mountain Ash, CF45 3HD.
- Pontyclun Library, Heol-y-Felin, Pontyclun, CF72 9BE.
- Pontypridd Library, Library Road, Pontypridd, CF37 2DY.
- Rhydyfelin Library, Library Court, Poplar Road, Rhydyfelin, CF37 5LR.
- Tonypandy Library, De Winton Street, Tonypandy, CF40 2QZ.
- Treorchy Library, Station Road, Treorchy, CF62 6NN.
- Mobile Library

- 4.13.2. It should be noted that hard copy documentation will not be distributed as standard during the various stages of consultation. They will instead be available to view at the locations referenced above and on the LDP pages of the Council's website. Should individuals request hard copies; the needs of those individuals will be assessed on a case-by-case basis.

#### **4.14. Direct Contact**

- 4.14.1. Anybody who has an interest in Rhondda Cynon Taf and the LDP can and should be involved in the LDP process. The Council has a consultation database, which will hold the contact details of any individual or organisation who wishes to be kept informed of the plan process. During the various stages of the process, the Council will make direct contact with individuals and organisations via email or letter. The Council will endeavour to reduce the amount of paper used during the LDP process and therefore will, where possible, require an email address from participants. It is however understood that not everyone has an email address and therefore these individuals will be written to via post.

#### **4.15. Availability of the LDP Team**

- 4.15.1. The LDP team will endeavour to be as accessible as possible throughout the LDP process. The team are based in Sardis House in Pontypridd. The team also has a direct email address and telephone number. The team can be contacted during office hours, which are between 9.00am-5.00pm Monday to Friday (excluding bank holidays).
- 4.15.2. The Council will also endeavour to meet with community groups and/or residents as appropriate.
- 4.15.3. Contact details for the team are included at Appendix 1.
- 4.15.4. Set out above are the main consultation and engagement techniques that will be employed by the Council during the plan-making process. There will however inevitably be opportunities that arise during the LDP process to engage further with the public. The Council will explore any opportunity to do so, such as attending other Council events. Any additional engagement by the Council will be advertised at the deposit locations and on the Council's website.

#### **4.16. Interacting with the Council/Expectations of Consultees**

- 4.16.1. For comments and/or representations to be made on the revised LDP, it is essential that they are submitted during the specified timescales, to allow the LPA to give them due consideration. The timetable of relevant stages is set out earlier in the Delivery Agreement, which provides a guideline with regard to when involvement is sought. This will allow all views expressed to be considered and ultimately inform the plan-making process, where appropriate.

#### **4.17. Representation forms**

- 4.17.1. A standard representation form will be made available by the Council during consultation periods. The completion of key sections of this will be required to make a valid representation.
- 4.17.2. Should any personal details change from the point of initial contact, it is advisable to inform the LPA to ensure that you continue to remain informed of the Plan's progress. Additionally, the Council acknowledges that a change in land ownership details of Candidate Sites could occur during the process. Consequently, it is imperative that any such changes are communicated to the LPA, as a matter of urgency.

#### **4.18. Consensus Building**

- 4.18.1. The LPA will ensure that consensus is built via the engagement and consultation techniques referenced in the Community Involvement Scheme. In order to build a consensus, it is essential that stakeholders and all other interested parties are kept fully informed and engaged throughout the full revision procedure. This will be of particular importance at the outset of the process. It is however acknowledged that on occasion, consensus will not be achievable and a difference of opinion between various parties will prevail. As such, a clearly defined audit trail of decisions will be maintained, thus ensuring transparency in the decision making process.

#### **4.19. Handling of Representations and Other Data**

- 4.19.1. Representations which are received in the prescribed timescales will be handled in the following manner:
- Representation logged and given a representation number;
  - Confirmation sent to representor in receipt of the representation;
  - Representation and details of representor logged;
  - All valid representations considered and responses formulated; and
  - Local Authority's responses to representations recorded and published in accordance with the Regulations.

#### **4.20. Data Protection**

- 4.20.1. All personal information and data will be handled in line with the agreed Prosperity and Development Departments data protection and privacy policies.

#### **4.21. Late Representations**

- 4.21.1. For representations to be considered, the consultation responses for the specific stage will be required within a precise period. Late comments/representations will not be logged as valid if they fail to comply with the published timescales.

- 4.21.2. There may be extenuating circumstances in which a representation is submitted late, it will however be at the discretion of the LPA with regard to whether such comments/representations are accepted. The LPA faces a challenging timetable in the production of a revised plan; therefore, late representations have the potential to cause further and unnecessary delays, which would not be acceptable.

#### **4.22. Monitoring and Review of the Delivery Agreement**

- 4.22.1. It is proposed to monitor and review the effectiveness of the Delivery Agreement at each stage of the Local Development Plan preparation process. This will establish whether the LPA is meeting its objectives in terms of public engagement in the process, and whether or not the timescales, as indicated, are being met. The timetable allows for marginal flexibility, although amendments to the Delivery Agreement will require the approval of Welsh Government. There are other circumstances, beyond the control of the LPA, in which the Delivery Agreement may require amendment during the preparation of the revised LDP. These are:

- If the LDP process falls significantly behind schedule, i.e. 3 months or more;
- If any significant changes are required to the Community Involvement Scheme;
- Following the publication of any relevant new regulations/guidance from the EU/UK/Welsh Government, with a direct bearing on the plan preparation process (excluding draft documents);
- If there are any major changes of circumstance that materially affect the assumptions, evidence, policies or proposals contained within the Plan; and
- If there are any significant changes in the resources, which are available to undertake the plan preparation.

- 4.22.2. An updated timetable will be submitted to the Welsh Government, following the Deposit stage. This will provide the opportunity to specify a refined timescale for the 'indicative' stages of the timetable, once further details are known.

#### **4.23. Monitoring and Review of the LDP**

- 4.23.1. The Council will produce an Annual Monitoring Report (AMR) each year following the date of adoption, which will assess how effectively the policies and proposals of the plan are performing and highlight any need for modifications. The monitoring report will also include references to new or updated National Planning Guidance and any other relevant information. Once produced, the monitoring report will be made available to the public to view on the Council's website.
- 4.23.2. Following the adoption of the LDP, it is intended that the plan will be reviewed on a four-yearly cycle. A review of the SA/SEA baseline information and trends will also take place and feed into the revision.

#### **4.24. Supplementary Planning Guidance**

- 4.24.1. The revised LDP will contain sufficient policies and proposals to provide the basis for determining planning applications. The selective use of SPG will be utilised as a means of setting out more detailed thematic policies or site-specific guidance on the way in which the LDP policies will be applied. SPG does not form part of the development plan but will be derived from policies contained within the plan, thus ensuring consistency in the policies/proposals that it supplements.
- 4.24.2. Following the adoption of RCTs current LDP, a number of SPG were produced to provide support to existing LDP policy. These were:
- Design and Place-making (March 2011)
  - Design and Place-making: Access, Circulation and Parking (March 2011)
  - The Historic Environment (March 2011)
  - Design in Town Centres (March 2011)
  - A Design Guide for Householder Development (March 2011)
  - Affordable Housing (March 2011)
  - Nature Conservation (March 2011)
  - Planning Obligations (March 2011)
  - Planning Obligations (Revised) (December 2014)
  - Shopfront Design (October 2014)
  - Development of Flats (June 2015)
  - Employment Skills (June 2015)
  - Houses in Multiple Occupation (HMOs) (May 2018)
- 4.24.3. A review of all the existing SPG documents, including ones prepared more recently, will form part of the LDP full revision procedure, with amendment or revised likely in most instances.
- 4.24.4. The Council will use SPG to cover detailed and numerical guidelines where it is considered that they may change during the lifetime of the plan. This will ensure that the LDP does not become outdated in the short term and will assist with the flexibility of the plan. Where SPG will aid the understanding of the LDP, it will be prepared and consulted on in parallel. It will not however be possible to prepare all SPG in parallel and in these circumstances, SPG will be subject to a separate formal process of consultation and adoption. A report of public consultation will be prepared in respect of each SPG document.
- 4.24.5. SPG cannot be formally adopted until after the Inspector's binding report has been received and it is clear that there will be no change in the policy approach.



## 5. TIMETABLE AND PROPOSED METHODS OF ENGAGEMENT

The information below provides a detailed breakdown of the plan making process, up to and including the submission of the LDP to the Planning Inspectorate for examination. It seeks to explain the purpose of the stage, who will be engaged and the Council's expectations of consultees. The subsequent stages in the process are not directly in the control of the Council and therefore may be subject to change.

**TABLE 2**

<b>Pre-Deposit Participation (Regulation 14 &amp; 16)</b>					
<b>Stage in the LDP Preparation Process</b>	<b>Timescale</b>	<b>Who will be Involved</b>	<b>Methods of Engagement</b>	<b>Likely Outcomes &amp; Reporting Mechanism</b>	<b>Resources</b>
Review evidence base	April 2020-July 2021	RCT Steering Groups  Specific Consultation Bodies  General Consultation Bodies	Workshops  Direct Correspondence via email/letter	Preparation of formal evidence base documents  Papers approved by Council and approval for public consultation	LDP Planning Policy Team
Preparation of Issues, Objectives, Vision and Aims					Officer Steering Group
Preparation of strategy options and assessment of alternatives (Incorporating SA/SEA requirements)					Member Steering Group
Preparation of detailed background papers of LDP topics					Consultants
Preparation of Spatial Strategy and Preferred Options document					ICT
Preparation of SA Scoping report					

Pre-Deposit Participation (Regulation 14 & 16)					
Stage in the LDP Preparation Process	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
Preparation of ISA Report					
Call for Candidate Sites	May 2020 – October 2020	RCT Steering Groups  Specific Consultation Bodies  General Consultation Bodies  Other consultees  Public Landowners  Any other interested party wishing to submit land	Information made available on the Council's Website  Corporate Facebook and Twitter Accounts  Press release  Direct correspondence via email and letter	Preparation of a Candidate Sites Register	LDP Planning Policy Team  ICT  Marketing and press  Translation

Pre-Deposit Participation (Regulation 14 & 16)					
Stage in the LDP Preparation Process	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
		to the process.			
<b>SA/SEA</b>					
5 week Statutory consultation on SA/SEA Scoping report	July 2020	Statutory Consultation Bodies  SA/SEA working group	Direct correspondence via email/ letter  Workshop/meeting	Representations on Draft SA/SEA Scoping Report.  Preparation of formal evidence base documents	LDP Planning Policy Team  Consultation Bodies (SE/SEA Working Group)  SA/SEA consultants.

Pre-Deposit Public Consultation (Regulation 15 & 16)					
Stage in the LDP Preparation Process	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
Consultation on Pre-deposit documents including Preferred Strategy and the Candidate Sites Register	August 2021 (for 6 weeks)	<p>RCT LDP Steering Groups</p> <p>Specific consultation bodies,</p> <p>General consultation bodies,</p> <p>Other consultation bodies</p> <p>SA/SEA Consultation bodies</p> <p>Any other interested party.</p>	<p>Direct Correspondence via email and letter</p> <p>Documents placed on the Councils website</p> <p>Copies of all relevant documents placed in deposit locations</p> <p>Drop in sessions/exhibitions/meeting as necessary</p> <p>Documents sent to Specific and General consultation bodies</p> <p>Hard copies of the documents placed in main Council offices and libraries (deposit locations)</p> <p>Social media posts</p>	<p>Preparation of formal evidence base documents</p> <p>Details of responses received to be incorporated into a report of consultation</p>	<p>LDP Planning Policy Team</p> <p>Elected Members</p> <p>ICT</p> <p>Translation team</p> <p>Events team</p> <p>Printing costs</p> <p>Marketing costs</p>

Pre-Deposit Public Consultation (Regulation 15 & 16)					
Stage in the LDP Preparation Process	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
SA/SEA 6 week consultation on the Initial Sustainability Report	August 2021	As above	As above	Details of responses received to be incorporated into a report of consultation	SA/SEA working group  Consultants  And as above

<b>Statutory Deposit of Proposals (Regulation 17)</b>					
<b>Stage in the LDP Preparation Process</b>	<b>Timescale</b>	<b>Who will be Involved</b>	<b>Methods of Engagement</b>	<b>Likely Outcomes &amp; Reporting Mechanism</b>	<b>Likely Resources</b>
<p>6 week statutory consultation of the Deposit Draft LDP and supporting documents</p> <p>Including the updated SA/SEA</p>	August 2022 (for 6 weeks)	<p>RCT Steering Groups</p> <p>Specific consultation bodies, General consultation bodies, Other consultation bodies</p> <p>SA/SEA Consultation bodies</p> <p>Any other interested party.</p>	<p>Documents made available at deposit locations</p> <p>All relevant documents published on the Councils Website</p> <p>Documents sent to Specific and General consultation bodies</p> <p>Press release</p> <p>Corporate Facebook and twitter</p> <p>Drop in sessions/ exhibitions/</p>	<p>Details of responses incorporated into a Report of Consultation.</p> <p>Copies placed in deposit locations and on website</p>	<p>LDP Planning Policy team</p> <p>Internal consultees</p> <p>ICT</p> <p>Marketing and events</p> <p>Printing costs</p>

<b>Statutory Deposit of Proposals (Regulation 17)</b>					
<b>Stage in the LDP Preparation Process</b>	<b>Timescale</b>	<b>Who will be Involved</b>	<b>Methods of Engagement</b>	<b>Likely Outcomes &amp; Reporting Mechanism</b>	<b>Likely Resources</b>
			meetings as necessary  Site notices for site specific allocations		
Statutory Consultation on SA report	August 2022	As above	As above		As above

<b>Submission of LDP for Examination (Regulation 22)</b>					
<b>Stage in the LDP Preparation Process</b>	<b>Timescale</b>	<b>Who will be Involved</b>	<b>Methods of Engagement</b>	<b>Likely Outcomes &amp; Reporting Mechanism</b>	<b>Resources</b>
<p>Consider representations received and update consultation report</p> <p>Update the SA if necessary</p> <p>Notify all relevant parties of submission</p> <p>Submit the Deposit Draft LDP, SA/SEA, consultation report and other relevant documents to Welsh Government</p>	<p>Indicative date: February 2023</p> <p>(Actual to be agreed with PINS)</p>	<p>Welsh Government</p> <p>Planning Inspectorate Wales</p> <p>RCT Steering Groups</p> <p>Specific consultation bodies</p> <p>General consultation bodies</p> <p>Other consultation bodies</p> <p>SA Consultation Bodies</p> <p>Those persons who have requested notification when the LDP is submitted</p> <p>Any other interested party.</p>	<p>Direct correspondence Via email and letter</p> <p>Information provided on the Council's website</p> <p>Hard copies available at deposit locations</p>	<p>Updated Consultation report</p> <p>Updated SA if necessary</p> <p>Report of Consultation reported to Council</p> <p>Submission of Deposit LDP and supporting documents to Welsh Government</p>	<p>LDP Planning Policy Team</p> <p>Printing costs</p>



<b>Independent Examination (Regulation 23)</b>					
<b>Stage in the LDP Preparation Process</b>	<b>Timescale</b>	<b>Who will be Involved</b>	<b>Methods of Engagement</b>	<b>Likely Outcomes &amp; Reporting Mechanism</b>	<b>Resources</b>
Notification of independent examination in line with regulation 23	Indicative date: April 2023  (Actual to be agreed with PINS)	RCT Steering Groups  Specific consultation bodies  General consultation bodies  Other consultation bodies  Those persons who have made valid representations  Planning Inspectorate  Programme Officer  Any other interested parties	Formal notification given by direct correspondence and information provided on the Council's website	N/A	LDP Planning Policy Team  Consultants
Independent Examination	Indicative date: June 2023  (Actual to be agreed by PINS)	All those interested individuals and organisations that have made representations at the Deposit Stage of the Plan	Round Table discussions  Formal written and oral submission	Inspectors report	Programme officer  Cost of examination

Independent Examination (Regulation 23)					
Stage in the LDP Preparation Process	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
		Planning Inspectorate			Administrative costs

<b>Receipt of the Inspectors Report (Regulation 24)</b>					
<b>Stage in the LDP Preparation Process</b>	<b>Timescale</b>	<b>Who will be Involved</b>	<b>Methods of Engagement</b>	<b>Likely Outcomes &amp; Reporting Mechanism</b>	<b>Resources</b>
Receipt of Inspectors report	Indicative date: October 2023  (Actual to be agreed with PINS)	Any persons who has asked to be notified.  RCT Steering Groups	Inspectors report made available on the Councils website  Copies of the report made available in deposit locations  Press release  Corporate Facebook and twitter	Advise Council of receipt of Inspectors report	Cost of printing

<b>Adoption (Regulation 25)</b>					
<b>Stage in the LDP Preparation Process</b>	<b>Timescale</b>	<b>Who will be Involved</b>	<b>Methods of Engagement</b>	<b>Likely Outcomes &amp; Reporting Mechanism</b>	<b>Resources</b>
Formally adopt the LDP as the Development Plan for the County Borough within 8 weeks of receipt of Inspectors Report	November 2023	Those who have asked to be notified  Cabinet  Council	LDP, adoption statement and the Sustainability Appraisal report to be published on the Council's website  Documents available in deposit locations  Adoption statement sent to those who have asked to be notified  Press release  Corporate Facebook and Twitter	Full Council prior to final adoption	Costs of printing  Marketing

Adoption (Regulation 25)					
Stage in the LDP Preparation Process	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
Formal publication of the SA Report	Indicative date:		As above		Cost of printing

## Appendix 1

### CONTACT DETAILS

The Planning Policy Team can be contacted using any of the following methods:

Email: [ldp@rctcbc.gov.uk](mailto:ldp@rctcbc.gov.uk)

Telephone: 01443 281129

Post:

Planning Policy Team

Floor 2

Sardis House

Sardis Road

Pontypridd

Rhondda Cynon Taf

CF37 1DU.

## Appendix 2 – List of Consultation Bodies

The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 defines General Consultation Bodies and Specific Consultation Bodies as follows:-

General Consultation Bodies are:	Specific Consultation Bodies are:
<ul style="list-style-type: none"> <li>- voluntary bodies, some or all of whose activities benefit any part of the LPA's area;</li> <li>- bodies which represent the interests of different racial, ethnic or national groups in the LPA's area;</li> <li>- bodies which represent the interests of different religious groups in the LPA's area;</li> <li>- bodies which represent the interests of disabled persons in the LPA's area;</li> <li>- bodies which represent the interests of persons carrying on business in the LPA's area; and</li> <li>- bodies which represent the interests of Welsh culture in the LPA's area;</li> </ul>	<ul style="list-style-type: none"> <li>- Natural Resources Wales</li> <li>- Network Rail Infrastructure Limited</li> <li>- insofar as the Secretary of State exercises functions previously exercisable by the Strategic Rail Authority, the Secretary of State,</li> <li>- the National Assembly,</li> <li>- a relevant authority any part of whose area is in or adjoins the area of the LPA,</li> <li>- any person <ul style="list-style-type: none"> <li>(i) to whom the electronic communications code applies by virtue of a direction given under section 106(3)(a) of the Communications Act 2003, and</li> <li>(ii) who owns or controls electronic communications apparatus situated in any part of the area of the LPA (where known),</li> </ul> </li> <li>- if it exercises functions in any part of the LPA's area— <ul style="list-style-type: none"> <li>(i) a Local Health Board,</li> <li>(ii) a person to whom a licence has been granted under section 6(1)(b) or (c) of the Electricity Act 1989,</li> <li>(iii) a person to whom a licence has been granted under section 7(2) of the Gas Act 1986,</li> <li>(iv) a sewerage undertaker,</li> <li>(v) a water undertaker;</li> </ul> </li> </ul>

The tables that follow comprise the Specific Consultation Bodies, UK Government, General Consultation Bodies and Other Consultees as required by LDP Wales. The tables also include parties who have either requested inclusion directly or been suggested as useful additions by third parties.

The Council undertook targeted consultation on the Delivery Agreement with stakeholders. Suggestions made for additional consultees have been added to this list following the consultation.

These groups will play an important role in the development of the LDP and the Council will ensure that they are kept involved throughout the process.

It must be stressed that this list is not exhaustive or exclusive. The Council welcomes all suggestions, either directly from organisations themselves or individuals, on any interest group, organisation or body who may wish to be included on the database. It is anticipated that the list will grow continuously throughout the development of the LDP.

The Council maintains an LDP Consultation Database, which includes interested parties. The Council is happy to include any individual who wishes to be kept abreast of the LDP process.

Should any party/individual wish to be removed from the LDP databases, they should contact the Development Planning Team directly.

At stages of plan preparation, the Council will consult with those consultation bodies listed below:

#### **Specific Consultation Bodies:**

<b>Specific Consultation Bodies (including UK Government Departments)</b>
British Telecom
CADW
Cwm Taf University Health Board
Department for Business, Energy and Industrial Strategy
Department for Transport
Dwr Cymru Welsh Water
Glamorgan-Gwent Archaeological Trust
Home Office
Ministry of Defence
National Grid Company plc
National Grid Wireless
Natural Resources Wales
Network Rail Infrastructure Limited
Office of the Secretary of State for Wales
Telecommunications Operators (inclusive of EE, Vodafone, O2, Three, Tesco Mobile, NTL, Open reach and Virgin Media)
Transco
Wales and West Utilities
Welsh Government (inclusive of the Planning Division)
Welsh Water
Western Power Distribution



<b>South East Wales and Other Local Authorities and Bodies</b>
Blaenau Gwent County Borough Council
Brecon Beacons National Park Authority
Bridgend County Borough Council
Caerphilly County Borough Council
Cardiff Capital Region
Cardiff Capital Region Strategic Planning Panel (when established)
City of Cardiff Council
Merthyr Tydfil County Borough Council
Monmouthshire County Borough Council
Neath Port Talbot
Newport City Council
Powys County Council
Torfaen County Borough Council
Vale of Glamorgan

<b>Town and Community Councils in Rhondda Cynon Taf</b>
Gilfach Goch Community Council
Hirwaun and Penderyn Community Council
Llanharan Community Council
Llanharry Community Council
Llantrisant Community Council
Llantwit Fardre Community Council
Pontyclun Community Council
Pontypridd Town Council
Rhigos Community Council
Tonyrefail Community Council
Ynysybwll and Coed y Cwm Community Council

<b>Community Councils in Adjoining Authorities</b>
Aber Valley Community Council
Blaengwrach Community Council
Coychurch Higher Community Council
Glyn Neath Town Council
Llanfrynach Community Council
Llangan Community Council
Nelson Community Council
Ogmore Valley Community Council
Pencoed Town Council
Pendoylan Community Council
Penllyn Community Council
Pentyrch Community Council
Penyrheol, Trecenydd and Energlyn Community Council
Peterston-Super-Ely Community Council
Tongwynlais Community Council
Welsh St Donats Community Council
Ystradfellte and Pontneddfechan Community Council

## General Consultation Bodies:

<b>General Consultees – Voluntary Organisations in RCT</b>
Age Connects Morgannwg
Citizen's Advice Rhondda Cynon Taff
Council for Wales of Voluntary Youth Services – Fernhill Youth Project
Home Start Rhondda Cynon Taff
Interlink RCT
Penywaun Building Communities Trust
TraVol Community Transport
Valleys Kids/Plant y Cymoedd
Wales Council for Voluntary Action (WCVA)
Women's Aid RCT

<b>General Consultees – Ethnic Minority Groups</b>
Friends, Families and Travellers
Gypsies and Travellers Wales
Showman's Guild of Great Britain (Wales and Northern Ireland)
The Equality and Human Rights Commission
The Gypsy Council
The National Federation of Gypsy Liaison Groups (Wales)
Traveller Law Reform Project
Travelling Ahead
VALREC (Valleys Race Equality Council)

<b>General Consultees – Religious Organisations</b>
Cardiff Buddhist Centre
Catholic Church in England and Wales
Evangelical Movement of Wales
Kingdom Hall of Jehovah's Witnesses, Miskin, Pontyclun
Mountain Ash Congregation of Jehovah's Witnesses
Muslim Council for Wales
Pontypridd Congregation of Jehovah's Witnesses
Presbyterian Church of Wales
Representative Body of the Church in Wales
Rhondda Congregation of Jehovah's Witnesses
South Wales Baptist Association
The Apostolic Church, UK
The Islamic Centre, Aberdare
The Salvation Army
Trealaw Quakers
UK Islamic Mission
United Reform Church
Wales Synod – The Methodist Church in Wales

<b>General Consultees – Disability Groups</b>
Accessible Wales
British Deaf Association (Wales)
Disability Arts Cymru
Disability Law Service
Disability Resource Centre
Disability Rights Commission Wales
Disability Sport Wales
Disability Wales
Disabled Persons Transport Advisory Committee
Guide Dogs for the Blind
Learning Disability Wales
Mencap Cymru
MS Society Cymru
National Federation of the Blind
Partially Sighted Society
Rhondda Cynon Taff Access Group
Rhondda Cynon Taf People First
Royal National Institute for the Blind (RNIB Cymru)
Sense Cymru
Wales Council for Deaf People
Wales Council of the Blind
Whizz-Kidz

<b>General Consultees – Arts and Culture</b>
Arts Connect
Arts Factory
Cymdeithas yr Iaith
LMT Academy of Performing Arts
Menter Iaith
Model House, Llantrisant
Muni Arts Centre
Rhondda Cynon Taff Community Arts
Rhondda Theatre Group
Spectacle Theatre Ltd
Stagecoach Performing Arts, Pontypridd
Stardreams Musical Theatre Company
Urdd Gobaith Cymru

## Other Consultation Bodies:

Other Consultees as Stated in the LDP Manual	
Airport Operators- Cardiff Airport	Freight Transport Association
British Aggregates Association	Gypsy and Travellers Law Reform Coalition
British Geological Survey	Gypsy Council
Canal and River Trust	Health and Safety Executive
CBI	Home Builders Federation
Centre for Ecology and Hydrology	Institution of Civil Engineers
Chambers of commerce	Local community, conservation and amenity groups and Civic Societies- see separate list below.
Chartered Institute of Housing	Local Transport operators – See separate list below
Chartered Institute of Waste Management	Mineral Products Association Wales
Civil Aviation Authority	National Farmers Union of Wales
Coal Authority	National Grid
Commission for Racial Equality	One Voice Wales
Country Land and Business Association	Planning Aid Wales
Crown Estate Office	Police
Design Commission for Wales	Post Office Property Holdings
Disability Rights Commission	Public Health Wales
Disability Wales	Rail Freight Group
Disabled Persons Transport Advisory Committee	Royal Institute of Chartered Surveyors
Electricity, Gas and Telecommunications Companies – see separate list below	RTPI Cymru
Environmental groups at a national and regional level –See separate list below	Sports Council for Wales
Environmental Services Agency (Waste)	Train Operating Companies- See separate list below
Equality and Human Rights Commission	Wales Council for Voluntary Action
Farmers Union of Wales	Wales Environmental Link
Federation of Small Businesses	Welsh Environmental Services Association
Fields in Trust	Welsh Language Commissioner
Fire and Rescue Services Welsh Ambulance Service South Wales Fire and Rescue Service	Welsh Water DWR Cymru

<b>Environmental Groups – Local, National and Regional</b>	
Campaign for the Protection of Rural Wales (CPRW)	The National Allotment Society
Centre for Ecology and Hydrology, Natural Environment Research Council	The National Trust
Coed Cymru, Welsh Woodlands and Timber	The Open Spaces Society
Friends of the Earth (Cymru)	The Wildlife Trust of South and West Wales (Glamorgan)
Glamorgan Bird Club	Wales Environment Link
Glamorgan Gwent Archaeological Trust	Welsh Environmental Services Association
Just Mammals Consultancy	Welsh Historic Gardens Trust
RSPB Cymru	Wildfowl and Wetlands Trust

<b>Local Transport Providers including Rail</b>	
Bus Users UK	Network Rail
Cardiff Bus Company	New Adventure Travel
Edwards Coaches	Stagecoach South Wales
First Call Travel	Thomas of Rhondda
First Cymru Buses	Transport for Wales
Globe Coaches	Traveline Cymru
Great Western Railway	TraVol Community Transport
Harris Coaches	Veolia Transport (including Bebb Travel & Pullman Coaches)
Keolis Amey	Village & Valleys Community Transport
N.A.T Group (South Wales)	

<b>Local Community, Conservation Groups and Civic Societies</b>	
Cynon Valley History Society	Pontypridd YMCA
Cynon Valley Ramblers	Rhondda Civic Society
Hirwaun YMCA	Taff Ely Ramblers
Mountain Ash YMCA	

<b>Electricity, Gas and Telecommunications</b>	
Arbed Am Byth	Ofgem
British Gas (Transco) (Wales)	SSE (Scottish and Southern Energy)
Celtic Energy	Western Power Distribution
Mobile UK	

<b>Education</b>	
Cardiff University	University of Glamorgan
Coleg Morgannwg	University of South Wales
Coleg Y Cymoedd	WEA Cymru (Adult Learning Wales)

<b>Housing Associations</b>	
Cynon Taf Housing Association	Rhondda Housing Association
Hafod Housing Association	Trivallis Housing Association
Linc Cymru	Wales & West Housing Association
Newydd Housing Association	Welsh Federation of Housing Associations
Pobl Group/ Seren Housing	

<b>Elderly Persons Organisations</b>	
Age Alliance Wales	Care & Repair Cymru
Age Connects Wales	Older People's Commissioner for Wales
Age Cymru	

<b>Ex-Offender Groups</b>	
Apex charitable trust	Trailblazers
Nacro	Unlock
Probation service??	Women in Prison
Rhondda Cynon Taf Youth Offending team	Working Chance
SOVA	Working Links
St Giles Trust	YMCA?
Step Together	

<b>Gypsy and Traveller Groups</b>	
Cardiff Gypsy sites group	The Gypsy and Traveller Law Reform Group
Friends Families and Travellers	Travelling Ahead
Gypsies and Travellers Wales	Welsh Government Gypsy and Traveller Policy Officer
Gypsy Council	

<b>Homelessness Organisations</b>	
Crisis	Salvation Army
Cymorth Cymru	Shelter
Emmaus South Wales	Solar Cymru
Huggard	The Wallich
Llamau	YMCA

<b>House Builders</b>	
ASD Build	Jehu
Atlantic Dwellings	Kier Living
Barratt Homes	Leaders Romans Group
Bellway Homes (Wales) Ltd	Lewis Homes
Bovis Homes	Llanmoor Homes
Charles Church (Wales)	Lovells

Davies Brothers (Wales) Limited	Morganstone
Davies Homes	Persimmon Homes
Delta Property	Redrow Homes
Edenstone Homes	Swallow Hill Homes
Enzo's Homes	Taylor Wimpey
Federation of Master Builders	Tirion Homes
Harris Land and Development	WDL Homes
Home Builders Federation	

Planning Consultants and Land Agents	
Alan Stuckey Architects	Lichfields
Alder King	LRM Planning Ltd
Amity Planning	Mango Planning
Asbri Planning	Prospero Planning
Barton Wilmore	RPS
Boyer Planning	Savills
Boyer Planning	Stephen George architects
Capita	Stephen Waldron Architect
DPP Planning	The Urbanists
G Powys Jones	Turley
Geraint John Planning Ltd	WPM Planning and Development
Jenkins Best	WYG
Knight Frank	

Political	
Assembly Member for Cynon	Member of Parliament for Pontypridd
Assembly Member for Ogmore	Member of Parliament for Rhondda
Assembly Member for Pontypridd	Members of the European Parliament
Assembly Member for Rhondda	Plaid Cymru
Assembly Member for South Wales Central	The Welsh Conservatives
Assembly Member for South West Wales	The Welsh Liberal Democrats
Future Generations Commissioner for Wales	UKIP Wales
Member of Parliament for Cynon	Wales Green Party
Member of Parliament for Ogmore	Welsh Labour Party

Other Bodies	
Action on Hearing Loss	New Horizons Mental Health and Emotional Wellbeing Resource Centre
Active Travel Cymru	NFU Cymru
Active Wales	NHS Wales Shared Services Partnership
Addoldai Cymru (Welsh Religious Buildings Trust)	Planning Aid Wales
Arts Council for Wales	Planning Inspectorate, Wales

British Aggregates Association	Public Health Network Cymru
British Astronomical Association (Campaign for Dark Skies)	Ramblers Cymru
British Trust for Ornithology	Renewable Energy Association
British Waterways	Road Haulage Association
Chartered Institute of Housing (Cymru)	Road Safety Wales
Citizens Advice Bureau	Royal Mail Property Holding
Community Land Advisory Service Cymru (CLAS)	Royal Society of Architects in Wales
Confederation of Passenger Transport	Society for the Protection of Ancient Buildings
Confederation of UK Coal Producers	South East Wales Energy Agency
Consumer Council for Wales	Sports Council for Wales
Crown Estates Commissioners	Sustrans Cymru
Cwm Taf Public Services Board	TARMAC Ltd
DB Cargo UK (formerly EWS)	The Civic Trust for Wales
Energy Savings Trust Wales	The Royal Mint
Football Association of Wales	Welsh Association of Motor Clubs
Hanson Aggregates	Welsh Local Government Association (WLGA)
Living Streets (UK)	Welsh Rugby Union
National Federation for the Blind	Young Builders Trust, Building Futures (UK) Ltd

<b>Children and Young People</b>	
Action for Children	The Arc Youth and Community Project
Children in Wales	The National Library of Wales
Girl Guiding Cymru	The Prince's Trust in Wales
Llwynypia Boys and Girls Club	Young Wales
Penygraig Boys and Girls Club	Youth Cymru
Play Wales	Youth Hostel Association England and Wales
Scouts Cymru	

<b>Leisure and Tourism</b>	
Ibis	Travel Lodge
Premier Inn	Visit Wales
Sport Wales Chwaraeon Cymru	Wales Activity Tourism Organisation
Tourism Wales	Wales Tourism Alliance

<b>Commercial</b>	
Aberdare Chamber of Trade	Institute of Directors, Wales
Business in Focus	Pontypridd BID
Business Wales (South Wales Regional Centre)	Retail consortium
Campaign for Real Ale (Camra)	South Wales Chamber of Commerce
Chamber of Commerce	Town Centre Forums



Federation of Small Businesses, Wales	Treforest Growth
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### Appendix 3 – Risk Management

There are a few main likely outcomes of failing to proceed with LDP preparation as indicated:

The Assembly Government has reserve powers in relation to plan preparation and adoption, which it can use when local planning authorities are clearly failing to progress plan preparation.

Promoters of major development proposals may seek to pursue planning permission for their sites, in advance of consideration through the LDP and to the detriment of the proper long term planning of the Borough.

Some of the main risks to the LDP not proceeding in accordance with the proposed timetable are included in the table below

Risk	Potential Risk	Mitigation
No plan coverage after the expiry of the current LDP in December 2021	There will be a period of time when there will be no LDP in place. All planning applications and appeals will have to be judged against National Policy.	Ensuring the timetable set out in the DA are adhered to.  Ensure that colleagues in development management are prepared and provide support with PPW.
The publication of revised planning guidance by the Assembly Government	Changes needed to the content of the LDP	Ensure that the WG legislative programme is followed through the plan preparation and that the LDP is in general conformity with WG policy.  Liaise with WG colleagues throughout the LDP preparation process.
A reduction in the resources and budget available for the project	Timetable slippage	Ensure there is corporate support for the delivery of the LDP.  Consider additional resources available from the wider division
Any inability of Service Areas to provide necessary input as required;	Timetable slippage	Liaise with colleagues throughout the plan process to keep them informed of when their input will be required to allow them to forward plan

Risk	Potential Risk	Mitigation
Unavailability of meetings and/or agenda time of Cabinet, Development Control Committees and Council, at the necessary times, to consider reports and approve necessary documents, or inability to agree plan proposals;	Timetable slippage	Liaise with Cabinet/Council office to consider timescales and take account of this in the timetable.  Ensure that the LDP is a Corporate priority.
Inability of translators or printers to deliver documents, plans and publicity material in accordance with the approved programme;	Timetable slippage	Liaise with colleagues in translation early to ensure they can take account of the translation needs of the LDP in their forward planning.  Consider additional resources and buy in where necessary
The volume or significance of responses to consultations being so great as to require a longer period than projected to respond to their implications	Extra time needed to process and respond to representations.  Timetable slippage	Early engagement and consultation with consultees to endeavour to build consensus.  Consider bringing additional resources
Political Change/ elections	Time table slippage or abortive work	Ensure that the revised LDP is a Corporate priority
The ability of statutory consultees to respond within a set timeframe given their resource constraints.	Timetable slippage	Early engagement with the consultees to allow them to forward plan the periods when their input is required.
Legal challenge	Adopted LDP may be subject to challenge in the courts and quashed	Ensure that all the Regulations and legislation are adhered to.

## Appendix 4 – Profile and Characteristics of the Local Population

### Population

Population	
Total	234,410
Females	119,775
Males	114,635

Age Structure	%
Aged 0-4	6.16
Aged 5-7	3.47
Aged 8-9	2.13
Aged 10-14	5.92
Aged 15	1.20
Aged 16-17	2.49
Aged 18-19	2.65
Aged 20-24	6.90
Aged 25-29	6.32
Aged 30-44	19.46
Aged 45-59	19.57
Aged 60-64	6.59
Aged 65-74	9.38
Aged 75-84	5.55
Aged 85-89	1.44
Aged 90+	0.72

### Cultural

Ethnicity	%
White (British)	96.29
White (Irish)	0.248
White Gypsy or Irish Traveller	0.022
Other White	0.806
Mixed (White and Black Caribbean)	0.234
Mixed (White and Black African)	0.081
Mixed (White and Asian)	0.179
Other Mixed	0.146
Asian/British Asian (Indian)	0.279
Asian/British Asian (Pakistani)	0.113
Asian/British Asian (Bangladeshi)	0.045
Asian/British Asian (Chinese)	0.454
Asian/British Asian (Other Asian)	0.399
Black/African/Caribbean/Black British (African)	0.486
Black/African/Caribbean/Black British (Caribbean)	0.042
Black/African/Caribbean/Black British (Other Black)	0.029
Other Ethnic Group (Arab)	0.068
Any Other Ethnic Group	0.070

Religion	%
Christian	50.50
Muslim	0.45
Buddhist	0.22
Hindu	0.17
Pagan	0.09
Sikh	0.078
Jewish	0.037
Other Religion	0.27
No Religion	40.76
No Religion Stated	7.40

Welsh Language Knowledge of Welsh (Aged 3+)	%
No skills in Welsh	80.4
Can speak Welsh	12.3
Can understand spoken Welsh only	4.2
Other combinations of Welsh skills	3.3
Can Speak Welsh (of the 12.3% who can speak Welsh)	%
Can speak Welsh but cannot read or write	1.64
Can speak and read but cannot write Welsh	0.90
Can speak, read and write Welsh	9.71

## Health

Health Classification	%
Day-to-day activities limited a lot	14.46
Day-to-day activities limited a little	11.38
Day-to-day activities not limited	74.15
Day-to-day activities limited a lot (Age 16-64)	6.86
Day-to-day activities limited a little (Age 16-64)	6.21
Day-to-day activities not limited (Age 16-64)	50.93

General Health	%
Very good health	44.85
Good health	29.66
Fair Health	15.87
Bad Health	7.42
Very bad health	2.17

Provision of Unpaid Care	%
Provides no unpaid care	87.35
Provides 1 to 19 hours unpaid care a week	6.68
Provides 20 to 49 hours unpaid care a week	1.95
Provides 50 or more hours unpaid care a week	4.00

# Employment and the Economy

<b>Economic Activity (All Persons)</b>	<b>%</b>
Economically active: Employee – Part-time	13.40
Economically active: Employee – Full-time	35.58
Economically active: Self-employed	6.41
Economically active: Unemployed	4.71
Economically active: Full-time student	3.08
Economically inactive: Retired	16.03
Economically inactive: Student (including full-time students)	5.76
Economically inactive: Looking after home or family	4.07
Economically inactive: Long-term sick or disabled	8.63
Economically inactive: Other	2.29
Unemployed: Age 16-24	1.64
Unemployed: Age 50-74	0.68
Unemployed: Never worked	0.85
Long-term Unemployment	1.93

<b>Economic Activity (Females)</b>	<b>%</b>
Economically active: Employee – Part-time	21.26
Economically active: Employee – Full-time	27.78
Economically active: Self-employed	2.95
Economically active: Unemployed	3.36
Economically active: Full-time student	3.34
Economically inactive: Retired	17.78
Economically inactive: Student (including full-time students)	5.45
Economically inactive: Looking after home or family	6.98
Economically inactive: Long-term sick or disabled	8.34
Economically inactive: Other	2.71
Unemployed: Age 16-24	1.11
Unemployed: Age 50-74	0.38
Unemployed: Never worked	0.66
Long-term Unemployment	1.51

<b>Economic Activity (Males)</b>	<b>%</b>
Economically active: Employee – Part-time	5.36
Economically active: Employee – Full-time	43.56
Economically active: Self-employed	9.95
Economically active: Unemployed	6.08
Economically active: Full-time student	2.81
Economically inactive: Retired	14.24
Economically inactive: Student (including full-time students)	6.07
Economically inactive: Looking after home or family	1.08
Economically inactive: Long-term sick or disabled	8.93
Economically inactive: Other	1.86
Unemployed: Age 16-24	2.17

Unemployed: Age 50-74	0.99
Unemployed: Never worked	1.03
Long-term Unemployment	2.37

<b>Economic Activity – Hours Worked</b>	<b>%</b>
Part-time: 15 hours or less worked	8.25
Part-time: 16-30 hours worked	20.87
Full-time: 31-48 hours worked	61.46
Full-time: 49 or more hours worked	9.41
Males: Total	52.11
Males: Part-time: 15 hours or less worked	2.53
Males: Part-time: 16-30 hours worked	4.76
Males: Full-time: 31-48 hours worked	37.20
Males: Full-time: 49 or more hours worked	7.60
Females: Total	47.89
Females: Part-time: 15 hours or less worked	5.71
Females: Part-time: 16-30 hours worked	16.11
Females: Full-time: 31-48 hours worked	24.25
Females: Full-time: 49 or more hours worked	1.81

<b>Economic Activity – Year Last Worked</b>	<b>%</b>
In employment	57.73
Not in employment: Total	42.27
Last worked in 2011	1.05
Last worked in 2010	4.20
Last worked in 2009	2.78
Last worked in 2008	2.14
Last worked in 2007	1.61
Last worked in 2006	1.49
Last worked in 2001-2005	5.88
Last worked before 2011	14.15
Never worked	8.96

<b>Employment by Industry</b>	<b>%</b>
Agriculture, forestry and fishing	0.22
Mining and Quarrying	0.33
Manufacturing	12.56
Electricity, gas, steam and air conditioning supply	0.86
Water supply, sewerage, waste management and remediation activities	1.10
Construction	10.38
Wholesale and retail trade, repair of motor vehicles and motor cycles	15.01
Transport and storage	3.90

Accommodation and food service activities	5.00
Information and communication	1.76
Financial and insurance activities	2.97
Real estate activities	1.12
Professional, scientific and technical activities	3.33
Administrative and support service activities	4.08
Public administration and defence, compulsory social security	7.66
Education	10.10
Human health and social work activities	15.36
Other	4.19

<b>Occupational Groups</b>	<b>%</b>
Managers, Directors and Senior Officials	10.4
Professional Occupations	16.2
Associate Professional and Technical Occupations	11.3
Administrative and Secretarial Occupations	9.0
Skilled Trades Occupations	13.1
Personal Service Occupations	10.7
Sales and Customer Service Occupations	8.0
Process Plant and Machine Operatives	9.2
Elementary Occupations	11.4

## Education

<b>Education – Qualifications Highest Qualification Attained</b>	<b>%</b>
No qualifications	31.77
Level 1 qualifications (1-4 GCSEs or equivalent)	14.05
Level 2 qualifications (5+ GCSEs or equivalent)	15.65
Apprenticeship	3.53
Level 3 qualifications (2+A-levels or equivalent)	11.42
Level 4 qualifications and above (Degree level or above)	19.55
Other qualifications (Vocational/work-related/foreign)	4.02

## Householder

<b>Household Space and Accommodation Type</b>	<b>%</b>
Unshared dwelling	99.981
Shared dwelling: Two household spaces	0.0085
Shared dwelling: Three or more household spaces	0.0104
Household spaces with at least one usual residents	94.637
Household spaces with no usual residents	5.3623
Whole house or bungalow: Detached	14.501
Whole house or bungalow: Semi-detached	26.546
Whole house or bungalow: Terraced (including end-terrace)	50.398



Flat, maisonette or apartment: Purpose-built block of flats	6.625
Flat, maisonette or apartment: Part of converted/shared home	0.985
Flat, maisonette or apartment: In commercial building	0.805
Caravan or other mobile or temporary structure	0.137

<b>Tenure</b>	<b>%</b>
Owned: Owned outright	36.46
Owned: Owned with a mortgage or loan	34.54
Shared ownership (part owned and part rented)	0.15
Social rented: Rented from Council (Local Authority)	6.86
Social rented: Other	6.86
Private rented: Private landlord or letting agency	12.38
Private rented: Other	1.27
Living rent free	1.48

<b>Household Composition</b>	<b>%</b>
One person household: Aged 65 and over	13.22
One person household: Other	16.76
One family only: All aged 65 and over	7.92
One family only: Married or same-sex civil partnership couple: No children	12.35
One family only: Married or same-sex civil partnership couple: Dependent children	13.77
One family only: Married or same-sex civil partnership couple: All children non-dependent	7.27
One family only: Cohabiting couple: No children	4.10
One family only: Cohabiting couple: Dependent children	5.19
One family only: Cohabiting couple: All children non-dependent	0.62
One family only: Lone parent: Dependent children	8.97
One family only: Lone parent: All children non-dependent	4.12
Other household types: With dependent children	2.12
Other household types: All full-time students	0.74
Other household types: All aged 65 and over	0.32
Other household types: Other	2.53

<b>Household Size</b>	<b>%</b>
1 person in household	29.98
2 people in household	33.78
3 people in household	17.26
4 people in household	13.41
5 people in household	4.12
6 people in household	1.16
7 people in household	0.19
8 or more people in household	0.09

<b>Number of Bedrooms</b>	<b>%</b>
No bedrooms	0.18
1 bedroom	5.25
2 bedrooms	22.57
3 bedrooms	56.38
4 bedrooms	13.23
5 or more bedrooms	2.39

<b>Household by Deprivation Dimensions</b>	<b>%</b>
Household is not deprived in any dimension	37.71
Household is deprived in 1 dimension	30.00
Household is deprived in 2 dimensions	25.84
Household is deprived in 3 dimensions	8.91
Household is deprived in 4 dimensions	0.54
<p>*Note – A household is deprived in a dimension if they meet one or more of the following conditions:</p> <ul style="list-style-type: none"> <li>• Employment: where any member of a household, who is not a full-time student, is either unemployed or long-term sick.</li> <li>• Education: no person in the household has at least level 2 education and no person aged 16-18 is a full-time student.</li> <li>• Health and Disability: any person in the household has general health that is 'bad' or 'very bad' or has a long-term health problem.</li> <li>• Housing: the household's accommodation is either overcrowded, with an occupancy rating 1 or less, or is in a shared dwelling or has no central heating.</li> </ul>	

<b>Household Language</b>	<b>%</b>
All people aged 16 and over in household have English or Welsh as a main language	98.36
At least one but not all people aged 16 and over in household have English or Welsh as a main language	0.78
No people aged 16 and over in the household but at least one person aged 3 to 15 has English or Welsh as a main language	0.10
No people in household have English or Welsh as a main language	0.76

<b>Central Heating</b>	<b>%</b>
No central heating	1.27
Gas central heating	90.66
Electric (including storage heaters) central heating	1.78
Oil central heating	0.64
Solid fuel (for example wood, coal) central heating	1.97
Other central heating	0.66
Two or more types of central heating	3.02

## Transport

<b>Car or Van Availability</b>	<b>%</b>
No cars or vans in household	27.07
1 car or van in household	42.60
2 cars or vans in household	23.40
3 cars or vans in household	5.33
4 or more cars or vans in household	1.60

<b>Travel to Work</b>	<b>%</b>
Work mainly at or from home	1.61
Train	2.43
Bus, minibus or coach	2.32
Taxi	0.17
Motorcycle, scooter or moped	0.26
Driving a car or van	40.70
Passenger in a car or van	4.74
Bicycle	0.26
On foot	4.93
Other method of travel to work	0.27
Not in employment	42.27

# Appendix 5 - WELSH INDEX OF MULTIPLE DEPRIVATION

## Overall Index of Multiple Deprivation

WIMD Rank	Electoral Division	SOA Lower Layer Name
472	Aberaman North	Aberaman North 1
322		Aberaman North 2
683		Aberaman North 3
398	Aberaman South	Aberaman South 1
253		Aberaman South 2
208		Aberaman South 3
900	Abercynon	Abercynon 1
37		Abercynon 2
463		Abercynon 3
1178		Abercynon 4
1025	Aberdare East	Aberdare East 1
686		Aberdare East 2
717		Aberdare East 3
272		Aberdare East 4
1310	Aberdare West/Llwydcoed	Aberdare West/Llwydcoed 1
706		Aberdare West/Llwydcoed 2
520		Aberdare West/Llwydcoed 3
430		Aberdare West/Llwydcoed 4
757		Aberdare West/Llwydcoed 5
1791		Aberdare West/Llwydcoed 6
1291	Beddau	Beddau 1
648		Beddau 2
1695		Beddau 3
1586	Brynna	Brynna 1
936		Brynna 2
338	Church Village	Church Village 1
1737		Church Village 2

WIMD Rank	Electoral Division	SOA Lower Layer Name
789	Cilfynydd	Cilfynydd 1
775		Cilfynydd 2
184	Cwm Clydach	Cwm Clydach 1
459		Cwm Clydach 2
667	Cwmbach	Cwmbach 1
81		Cwmbach 2
1612		Cwmbach 3
571	Cymmer	Cymmer 1
792		Cymmer 2
94		Cymmer 3
71		Cymmer 4
697	Ferndale	Ferndale 1
540		Ferndale 2
393		Ferndale 3
586	Gilfach Goch	Gilfach Goch 1
75		Gilfach Goch 2
28	Glyncoch	Glyncoch 1
460		Glyncoch 2
612	Graig	Graig 1
385		Graig 2
981	Hawthorn	Hawthorn 1
396		Hawthorn 2
889	Hirwaun	Hirwaun 1
776		Hirwaun 2
180		Hirwaun 3
611	Llanharan	Llanharan 1
1473		Llanharan 2
1532	Llanharry	Llanharry 1
210		Llanharry 2

WIMD Rank		Electoral Division	SOA Lower Layer Name
1768		Llantrisant Town	Llantrisant Town 1
1821			Llantrisant Town 2
990			Llantrisant Town 3
1768		Llantwit Fardre	Llantwit Fardre 1
1821			Llantwit Fardre 2
1600			Llantwit Fardre 3
1535			Llantwit Fardre 4
431		Llwyn-y-pia	Llwyn-y-pia 1
161			Llwyn-y-pia 2
97		Maerdy	Maerdy 1
60			Maerdy 2
1038		Mountain Ash East	Mountain Ash East 1
559			Mountain Ash East 2
366		Mountain Ash West	Mountain Ash West 1
96			Mountain Ash West 2
421			Mountain Ash West 3
15		Penrhiwceiber	Penrhiwceiber 1
258			Penrhiwceiber 2
456			Penrhiwceiber 3
297			Penrhiwceiber 4
804		Pentre	Pentre 1
1424			Pentre 2
204			Pentre 3
523			Pentre 4
270		Pen-y-graig	Pen-y-graig 1
638			Pen-y-graig 2
109			Pen-y-graig 3
620			Pen-y-graig 4

WIMD Rank		Electoral Division	SOA Lower Layer Name
92		Pen-y-waun	Pen-y-waun 1
9			Pen-y-waun 2
1750		Pont-y-clun	Pont-y-clun 1
1844			Pont-y-clun 2
1785			Pont-y-clun 3
1024			Pont-y-clun 4
1605		Pontypridd Town	Pontypridd Town 1
1202			Pontypridd Town 2
794		Porth	Porth 1
1166			Porth 2
482			Porth 3
374			Porth 4
696		Rhigos	Rhigos
746		Rhondda	Rhondda 1
593			Rhondda 2
1063			Rhondda 3
250		Rhydfelen Central/Ilan	Rhydfelen Central/Ilan 1
17			Rhydfelen Central/Ilan 2
185			Rhydfelen Central/Ilan 3
1117		Taffs Well	Taffs Well 1
1046			Taffs Well 2
1469		Talbot Green	Talbot Green 1
373			Talbot Green 2
1362		Ton-teg	Ton-teg 1
1723			Ton-teg 2
1233			Ton-teg 3
512		Tonypandy	Tonypandy 1
749			Tonypandy 2

WIMD Rank		Electoral Division	SOA Lower Layer Name
436		Tonyrefail East	Tonyrefail East 1
715			Tonyrefail East 2
66			Tonyrefail East 3
1386			Tonyrefail East 4
280		Tonyrefail West	Tonyrefail West 1
1498			Tonyrefail West 2
192			Tonyrefail West 3
668	New		Tonyrefail West 4
768		Trallwng	Trallwng 1
1203			Trallwng 2
711			Trallwng 3
643		Trealaw	Trealaw 1
106			Trealaw 2
438			Trealaw 3
690		Treforest	Treforest 1
1099			Treforest 2
1305			Treforest 3
499		Treherbert	Treherbert 1
164			Treherbert 2
153			Treherbert 3
414			Treherbert 4
952		Treorchy	Treorchy 1
600			Treorchy 2
367			Treorchy 3
608			Treorchy 4
860			Treorchy 5
5		Tylorstown	Tylorstown 1
214			Tylorstown 2
131			Tylorstown 3

WIMD Rank		Electoral Division	SOA Lower Layer Name
1608		Tyn-y-nant	Tyn-y-nant 1
548			Tyn-y-nant 2
137			Tyn-y-nant 3
127		Ynyshir	Ynyshir 1
691			Ynyshir 2
252		Ynysybwl	Ynysybwl 1
750			Ynysybwl 2
1679			Ynysybwl 3
553		Ystrad	Ystrad 1
547			Ystrad 2
391			Ystrad 3
215			Ystrad 4

## Appendix 5 – Responses to targeted Consultation

[illegible]

## Appendix 6 - Glossary of Terms

<b>Term</b>	<b>Definition</b>
<b>Adopted Plan</b>	The final version of the Local Development Plan (LDP).
<b>Adoption</b>	The final stage of LDP plan-preparation, where the LDP becomes the statutory development plan for the area it covers.
<b>Annual Monitoring Report (AMR)</b>	The AMR is a yearly report that monitors and assesses the extent to which the strategy and associated policies within the LDP are being implemented. The document is used to determine whether any revisions to the LDP are necessary.
<b>Baseline</b>	A description of the present state of an area that can be compared with future data.
<b>Candidate Site</b>	A site put forward for consideration within the LDP. All candidate sites will be assessed against specific criteria to determine their suitability for inclusion within the Plan, as a potential allocation.
<b>Community</b>	People living in a defined geographical area, or who share other interests and therefore form communities of interest.
<b>Community Involvement Scheme (CIS)</b>	Sets out the project plan and policies of the LPA for involving local communities, including businesses, in the preparation of the LDPs. The CIS is submitted to the Welsh Government for approval, as part of the Delivery Agreement.
<b>Consensus Building</b>	A process of dialogue with communities and other interested parties to understand relevant viewpoints and to seek agreement, where possible.
<b>Consultation</b>	A formal process in which comments are invited on a particular topic or draft document, usually within a specific period.
<b>Council</b>	The 'Council' in this instance is taken to mean Rhondda Cynon Taf County Borough Council.
<b>Delivery Agreement (DA)</b>	A document comprising the Local Planning Authority's (LPA) timetable for the preparation of the LDP, together with its Community Involvement Scheme (CIS), submitted to the Welsh Government for agreement.
<b>Deposit</b>	A formal six week stage in the plan making process, whereby individuals/organisations can make representations on the LDP. Representations pertaining to the 'soundness' of the plan can be examined by the independent Inspector.
<b>Deposit Plan</b>	This is a full draft of the LDP that undergoes a formal consultation period prior to it being submitted to the Welsh Government for public examination.
<b>Development Control Policies</b>	A suite of criteria-based policies, which will ensure that all development within the area meets the aims and objectives set out in the strategy.



<b>Term</b>	<b>Definition</b>
<b>Duly Made</b>	Representations to the LDP, which are made in the correct manner and within the specified consultation period, will be considered 'duly made'.
<b>Engagement</b>	A proactive process, that seeks to encourage the involvement and participation of the community and other interested parties in the decision making process.
<b>Evidence Base</b>	Reports, data and other information that provides the basis for plan preparation and the LDPs vision, objectives, policies and proposals, justifying the soundness of the policy approach of the LDP.
<b>Examination</b>	The examination in public of the Deposit LDP, Deposit representations, the report of consultation, the SA/SEA and the evidence base documents by the independent Inspector, appointed by the Welsh Government.
<b>Habitat Regulation Assessment (HRA)</b>	Habitats Regulations Assessment (HRA) relates to the assessment of the impacts of a plan (or project) against the nature conservation objectives of European designated sites for any likely significant effects. HRA also ascertains whether the proposed plan would adversely affect the integrity of the site.
<b>Indicator</b>	A measure of variables over time, often used to measure progress in the achievement of objectives, targets and policies.
<b>Inspector's Report</b>	The Report compiled by the Inspector at the conclusion of the LDP examination. The Inspector's Report, which is binding on the Council, contains recommendations on the content of the final LDP. The Council must adopt the LDP in the manner directed by the Inspector.
<b>Involvement</b>	A generic term that relates to community involvement, which includes both participation and consultation techniques.
<b>Local Development Plan (LDP)</b>	The LDP is a land-use planning document that includes the vision, objectives, strategy, proposals, policies and allocations for key areas of change/protection. Allocations, along with a number of other proposals are represented geographically on the LDP proposals map. The LDP is a statutory development plan that all LPAs in Wales are required to produce.
<b>Local Planning Authority (LPA)</b>	The LPA is the planning authority responsible for the preparation of the LDP, i.e. County or County Borough Council or National Park Authority. In this case, Rhondda Cynon Taf County Borough Council.
<b>Local Strategic Partnership</b>	A partnership of stakeholders that comprises service providers, private, community and voluntary sector companies/organisations, that work in partnership to identify and meet local needs in a holistic way, typically through producing and employing community strategies.
<b>Objective</b>	A statement of what is intended, specifying the desired direction of change in trends.

Term	Definition
<b>Participation</b>	A process whereby stakeholders and the community can engage directly with the plan-making process, to guide decision-making.
<b>Planning Inspectorate (PINS) (Wales)</b>	The Wales branch of the Planning Inspectorate is the independent body that will be responsible for the formal examination of the LDP.
<b>Planning Policy Wales (PPW)</b>	The document sets out the national planning policies for Wales, as produced by the Welsh Government.
<b>Pre-Deposit</b>	Stages of the preparation and consultation of the LDP before the Deposit Plan is finalised and approved by the Council.
<b>Preferred Strategy</b>	The preferred strategy sets out the broad, strategic direction for the LDP, inclusive of the preferred level of growth and the distribution for said growth, via the spatial strategy. It also includes the vision and objectives of the LDP.
<b>Press Release</b>	Sent to the Welsh media, including newspapers, radio and television news stations, as appropriate. Note: Media may choose not to print or broadcast an item.
<b>Regulation</b>	The regulations that provide the framework for LDP plan preparation are set out in Welsh Statutory Instruments.
<b>Report of Consultation</b>	A consultation report is one of the documents that are required as part of the independent examination. An 'initial consultation report' is also required at pre-deposit stage.
<b>Representations</b>	Comments received in relation to the LDP, either in support of, or in opposition to elements of its content.
<b>Review Report</b>	A document that provides an overview of those issues that have been considered as part of the full review process. It identifies changes that are likely to be required to the LDP, based on evidence. It further expresses the type of revision procedure to be followed in revising the LDP.
<b>Scoping</b>	A process of deciding the scope and level of detail of the Sustainability Appraisal (SA), including the sustainability effects and options that need to be considered, the assessment methods to be used and the structure and contents of the SA report.
<b>Soundness Tests</b>	For an LDP to be adopted, it must be determined to be 'sound' by the independent Inspector. The tests of soundness are set forth in PPW. The three tests are consistency, coherence and effectiveness.
<b>Stakeholders</b>	Individuals whose interests are directly affected by the LDP (and/or SA/SEA) and whose involvement is generally through representative bodies.
<b>Strategic Environmental Assessment (SEA)</b>	Generic term used internationally to describe environmental assessment, as applied to policies, plans and programmes. The SEA Regulations require a formal <i>environmental assessment of certain plans and programmes, including those in the field of planning and land use.</i>

<b>Term</b>	<b>Definition</b>
<b>Strategic Development Plan (SDP)</b>	A Strategic Development Plan is a new plan in the development plan hierarchy in Wales, as introduced by the Planning (Wales) Act, 2015. It is a tool for regional planning, covering cross-boundary issues, such as housing and transport.
<b>Submission</b>	When the LDP, Sustainability Appraisal Report and the Habitats Regulations Assessment are formally submitted to the Welsh Government for examination by the independent Inspector, appointed by the Welsh Government.
<b>Supplementary Planning Guidance (SPG)</b>	Provides more detailed and/or site specific guidance on the application of LDP policies by supplementing certain policies. SPG does not form part of the development plan and is not subject to independent examination.
<b>Sustainability Appraisal (SA)</b>	Tool for appraising policies to ensure they reflect sustainable development objectives (i.e. economic, environmental and social factors). Each LPA is required by S62(6) of the 2004 Act to undertake sustainability appraisal of its LDP. This form of sustainability appraisal fully incorporates the requirements of the SEA Directive and Regulations.
<b>Sustainability Appraisal Report</b>	A document required to be produced as part of the sustainability appraisal process to describe and appraise the likely significant effects on sustainability of implementing the LDP, which also meets the requirement for the Environmental Report under the SEA Regulations. S62(6) of the 2004 Act requires each local planning authority to prepare a report of the findings of the sustainability appraisal of the LDP.
<b>Sustainable Development</b>	Development that meets the needs of the present without compromising the ability of future generations to meet their own needs. (Well-being of Future Generations (Wales) Act 2015).
<b>Well-being of Future Generations (Wales) Act 2015</b>	The Well-being of Future Generations (Wales) Act 2015 is legislation that requires public bodies, such as local authorities to put long-term sustainability at the forefront of their thinking to make a difference to lives of people in Wales. Local authorities must work towards the seven well-being goals and enact the five ways of working set out in the Act.
<b>Workshop</b>	Where members of the public have the opportunity to engage in group debates and practical exercises with a written or drawn 'output'.

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**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17 OCTOBER 2019**

**COMMUNITY INFRASTRUCTURE LEVY ('CIL')**

**REPORT OF DIRECTOR OF PROSPERITY AND DEVELOPMENT IN  
DISCUSSIONS WITH THE CABINET MEMBER FOR ENTERPRISE,  
DEVELOPMENT AND HOUSING, COUNCILLOR BEVAN**

AUTHOR: Jim Bailey, Development Services Manager

**1.0 PURPOSE OF THE REPORT**

- 1.1 The purpose of this report is to seek Cabinet's approval of the contents of the CIL Annual Monitoring Report including an extension of time to the approved strategic spend on Ffynnon Taf Primary School and amend the Regulation 123 List.
- 1.2 To advise Members of the pre-scrutiny by the Finance & Performance Scrutiny Committee in respect of the Community Infrastructure Levy.

**2.0 RECOMMENDATIONS**

- 2.1 It is recommended that Cabinet:
  - (1) Approve the CIL Annual Monitoring Report (Appendix A)
  - (2) Approve the amended Regulation 123 List (Appendix B) for publication on the Council website for a period of 28 days and consultation as set out in paragraph 5.9
  - (3) Approve the subsequent adoption of the amended Regulation 123 List if no adverse comments are received.

**3.0 REASONS FOR RECOMMENDATIONS**

- 3.1 To enable the Council to continue to operate a Community Infrastructure Levy in accordance with the statutory regulations.

## 4.0 BACKGROUND

- 4.1 The Community Infrastructure Levy Regulations 2010 (as amended) require the Council to produce an **annual report detailing CIL income and expenditure** (Appendix A). Set out in paragraph 5.2 below is the details of the fourth of these annual reports since the Council introduced CIL in December 2014.
- 4.2 The Community Infrastructure Levy Regulations 2010 (as amended) also require the Council to publish an Infrastructure List (known as the Regulation 123 List). The List should set out the infrastructure, which the Council considers it is likely to apply CIL revenue to.
- 4.3 At the meeting of the Cabinet held on 23 July 2015, Members agreed the process for formulating, monitoring and revising the Regulation 123 list, which includes that the relevant Scrutiny Committee/Group review the operation of the list and consider the annual 123 list and annual CIL financial monitoring report and make recommendations to Cabinet where appropriate.

## 5.0 MATTERS FOR CONSIDERATION

### CIL INCOME & EXPENDITURE

- 5.1 The Regulations require that CIL income must be split into three parts:
- 80% to be applied to infrastructure to support growth of the Council's area (known as the 'Strategic CIL' and is to be spent on items on the Regulation 123 List).
  - 15% to be passed to the Community/Town Council in whose boundary the development that paid CIL is located for the provision of local infrastructure improvements of other measures that support the development of the area.
  - 5% to be applied towards implementation and ongoing administration.
- 5.2 The total CIL income received in 2018/19 was £301,043.83
- 80% as Strategic income = £242,789.54
  - 15% Local income = £43,202.07
  - 5% Administration income = £15,052.22
- Strategic income carried forward from 2017//18 was £394,779.23  
Balance of strategic CIL income £637,568.77
- 5.3 The **annual monitoring report** at Appendix A provides a breakdown of the CIL receipts received and the distribution of 15% of CIL receipts to Community/Town Councils.
- 5.4 There has been no expenditure of Strategic CIL income to date however, Cabinet agreed on 20th September 2018 to spend £395,000 of Strategic CIL on Ffynnon Taf Primary School with the work due for completion by autumn 2019. This project has been delayed as additional Welsh Government funding

has been obtained to build a new community hall as part of the same project. The entire project is anticipated to be completed by autumn 2020 and will include a new build extension (4 classrooms and a hall) and refurbishments to the current school buildings for school and community use. The £395,000 Strategic CIL money is proposed to be spent by end 2020/21.

#### THE REGULATION 123 LIST

- 5.5 Whilst some amendments are needed to the Council's updated **Regulation 123 List** (considered at Cabinet on 21<sup>st</sup> November 2017) the broad thrust of the List remains the same in that it proposes highway and education projects that support and mitigate the growth anticipated through the Council's Local Development Plan.
- 5.6 There are four proposed changes to the highway projects part of the list. The first is to remove the part signalisation of the A473 Cross Inn roundabout as being no longer necessary, as the signalisation of the A473/A4119 roundabout has resolved the issues on the subject roundabout. The second is the removal of the A4119/B4595 signals – capacity enhancements due to the work having been undertaken in stages and is now complete (subject to some minor contract remedials). The third is to add Llanharan Community Route – which is the construction of new active travel routes to create a continuous link from Bridgend to Talbot Green. Routes to serve proposed new residential and commercial developments as well as existing facilities and trip attractors such as Llanharan railway station, local schools and employment sites. The fourth is to add Trefforest Industrial Estate – which is the construction of new active travel routes through the centre of Parc Nantgarw with links off this route to various facilities and trip attractors such as Coleg y Cymoedd and the new DWP offices.
- 5.7 There are no proposed changes to the education elements in the List.
- 5.8 Attached at Appendix C is a table, which sets out in detail what schemes have been removed, which have been added and the reasons for the change.
- 5.9 It is recommended that Cabinet approve the updated **Regulation 123 List** (Appendix B) for publication on the Council web-site for 28 days and if there are no adverse comments received then the 123 List can be adopted. It is further recommended the notification of the consultation be sent to all elected Members, Town and Community Councils and to the Members of the Council's Developers Forum.

#### **6.0 PRE – SCRUTINY**

- 6.1 As outlined within the Committee's Terms of Reference, pre-scrutiny and monitoring of the CIL is a role placed on the Finance and Performance Scrutiny Committee.
- 6.2 In light of this role, Pre-scrutiny on the CIL was undertaken by the Committee on the 26th September 2019 prior to Cabinets consideration.

6.3 At the meeting Committee Members discussed the draft report and subsequent 123 List and provided comments. An overview of these comments are set out below:

- Potential for an increase in CIL receipts in future years following an increase in residential developments since the schemes introduction;
- The effect of CIL on tourism
- Retrospective payments of CIL

## **7.0 EQUALITY AND DIVERSITY IMPLICATIONS**

7.1 There are no direct implications as a result of this financial report, however, the equality and diversity implications of any infrastructure schemes that will be funded by CIL will be considered in the development of those projects.

## **8.0 CONSULTATION**

8.1 As set out in paragraph 5.9 above.

8.2 The CIL Annual Monitoring Report was presented to the Finance and Performance Scrutiny Committee on 26 September 2019 and Members agreed the recommendations as listed above in paragraph 2.1.

## **9.0 FINANCIAL IMPLICATION**

9.1 No additional budget requirements and the CIL receipts and spend for the year 2017/18 is set out at Appendix A.

## **10.0 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

10.1 The report and appendices have been prepared in accordance with the Community Infrastructure Levy Regulations 2010 (as amended).

## **11.0 LINKS TO THE COUNCILS CORPORATE PLAN / OTHER CORPORATE PRIORITIES / FUTURE GENERATIONS - SUSTAINABLE DEVELOPMENT**

11.1 Infrastructure funded through CIL will support the Building a Strong Economy and Creating Neighbourhoods Where People are Proud to Live and Work priorities in the Corporate Plan.

## **12.0 CONCLUSIONS**



- 12.1 CIL receipts have been relatively low over the first four years of its implementation. This is partly as a result of development being undertaken in the first few years of the implementation of the Council's Charging Schedule being granted planning permission prior to CIL being implemented. It should also be noted that for those significant sites in CIL residential Charging zones 2 and 3 that are not already built or already benefiting from planning permission there are a few strategic sites that should be forthcoming in the near future. There are also a small number of sites that are unlikely to come forward in the near future due to significant deliverability and viability concerns. It is proposed to undertake a full review of the operation of CIL as part of the forthcoming review of the Council's Local Development Plan.
- 12.2 The minor changes to the Regulation 123 List are considered appropriate to assist in funding schemes that support growth in the County Borough.

**Other Information:-**

***Relevant Scrutiny Committee***

Finance and Performance Scrutiny Committee

***Contact Officer:***

Simon Gale

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17 OCTOBER 2019**

**COMMUNITY INFRASTRUCTURE LEVY ('CIL')**

**REPORT OF DIRECTOR OF PROSPERITY AND DEVELOPMENT IN  
DISCUSSIONS WITH THE CABINET MEMBER FOR ENTERPRISE,  
DEVELOPMENT AND HOUSING, COUNCILLOR BEVAN**

**Item:**

Background Papers

None.

Officer to contact: Simon Gale



rhondda cynon taf  
community infrastructure levy  

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*ardoll seilwaith cymunedol*

(CIL)

CIL Regulations 2010 (as amended)

Regulation 62

Monitoring Report 2018/19

## **Regulation 62 – Monitoring Report 2018/19**

### **Background**

Rhondda Cynon Taf (RCT) Council's Community Infrastructure Levy (CIL) Charges took effect on 31 December 2014 and the Council is both a CIL Charging and a CIL Collecting Authority. Regulation 62 of the CIL Regulations 2010 (as amended) requires CIL Charging Authorities to produce an annual report detailing CIL income and expenditure. This is Rhondda Cynon Taf's fourth annual report covering the period 1 April 2018 to 31 March 2019.

### **Allocation of CIL**

CIL income is required to be allocated as follows:

- Up to 5% of CIL can be applied towards implementation and ongoing administration
- 15% of CIL is passed to the Community/Town Council in whose boundary the development that paid the CIL is located, for the provision of local infrastructure improvements or other measures to support the development of the area (referred to as local CIL).
- 80% of CIL is to be applied to strategic infrastructure to support the growth of the CIL Charging Authority's area (referred to as Strategic CIL).

### **Total CIL Income**

Total CIL income in 2018/19 was £301,043.83

Details of each CIL receipt and how it is apportioned is attached at Appendix A.

Strategic 80% (to be spent on items on Regulation 123 List)

Strategic Income in 2018/19 was £242,789.54

Strategic income carried forward from 2017/18 was £394,779.23

Balance of Strategic CIL income £637,568.77

Local 15%

Local CIL income in 2018/19 was £43,202.07

Rhondda Cynon Taf has 12 Community/Town Council areas, which are Gilfach Goch, Hirwaun, Llanharan, Llanharry, Llantrisant, Llantwit Fardre, Pontyclun, Pontypridd, Rhigos, Taffs Well, Tonyrefail and Ynysybwl

Local CIL (15%) income received between 1<sup>st</sup> April 2018 and 30<sup>th</sup> September 2018 was £17,401.24 passed to the relevant Community/Town Council in October 2018

£25,800.83 received between 1<sup>st</sup> October 2018 and 31<sup>st</sup> March 2019 passed to the relevant Community/Town Council in April 2019.

Balance for areas where there is no Community/Town Council 2018/19 was £2,218.36

The amount passed to each Community/Town Council is set out in Appendix B.

Administration 5%

Administrative Income in 2018/19 was £15,052.22

Administrative income carried forward from 2017/18 was £24,600.59

Balance of Administration Income £39,652.81

CIL carried forward to 2019/20

The amount of CIL carried forward to 2019/20 is set out in the following table:

CIL CARRIED FORWARD	AMOUNT
Strategic CIL	£637,568.77
Local CIL	£25,800.83 (paid in April 2019) Areas where there is no Town/Community Council £2,218.36
Administrative CIL	£39,652.81

Appendix A –CIL INCOME RECEIVED IN 2018/2019

Date received	Planning Application Reference	Site Address	CIL Charge Development Type	Amount	Admin	Strategic	Local (Town Community Council)
03/04/18	17/0562	Phase 2A Duffryn Tce, Tonyrefail	Zone 2	£4,355.81	£217.78	£3,484.66	£653.37
09/04/18	16/0501	Fir Tree Hollow, Castell-y-mwnws, Llanharry	Zone 3	£6,293.34	£314.68	£5,191.99	£786.67
02/05/18	16/0763	Danygraig, main Road, Tonteg	Zone 3	£10,719.25	£535.96	£8,575.40	£1,607.89
03/05/18	17/1359	Ynysangharad Surgery, Pontypridd	Zone 3	£314.31	£15.73	£251.42	£47.16
04/05/18	15/0733	Bryncae Stores and Post Office, Bridgend Road, Llanharan	Retail	£11,201.12	£560.05	£9,247.18	£1,393.89
04/05/18	17/0462	Land North Nant Arian, Church Village	Zone 3	£41,243.32	£2,062.17	£32,994.65	£6,186.50

03/05/18	17/1101	Nisa, Llantrisant Rd, Llantwit Fardre	Retail	£16,848.69	£842.42	£13,861.47	£2,144.80
11/05/18	16/0771	Former Hirwaun Nursery School site, Hirwaun	Retail	£24,507.45	£1,225.37	£19,605.96	£3,676.12
05/06/18	16/1269	11 Cwrt Pentwyn, Llantwit Fardre	Zone 3	£7,631.83	£381.58	£6,345.41	£904.84
28/09/18	17/0462	Land North Nant Arian, Church Village	Zone 3	£41,243.32	£2,062.17	£32,994.65	£6,186.50
04/10/18 and 21/03/19	17/1338	Land adj 26 Llywnmadoc St, Pontypridd	Zone 2	£17,350 and £2,500	£992.50	£16,255.00	£2,602.50
05/11/18	13/0633	Former Police Station site, Cardiff Road, Taffs Well	Zone 3	£5,145.24	£257.27	£4,116.18	£771.79
05/11/18	15/1616	Land adjacent Woodland Heights, Cemetery Road, Ty Rhiw, Taffs Well	Zone 3	£18,717.46	£935.88	£15,487.56	£2,294.02



20/11/18	17/0562	Phase 2C Duffryn Tce, Tonyrefail	Zone 2	£2,106.11	£105.31	£1,684.86	£315.94
09/01/19	17/0562/10	Phase 2d, Duffryn Terrace, Tonyrefail	Zone 2	£2,106.11	£105.31	£1,684.86	£315.94
21/01/19	17/0462	Land North Nant Arian, Church Village	Zone 3	£41,243.32	£2,062.17	£32,994.65	£6,186.50
31/01/19	18/0663/10	5 Lionel Terrace, Rhydyfelin	Zone 2	£1,155.77	£57.79	£924.62	£173.36
21/02/19	18/0736/10	Former Hillside Club site, Tonyrefail	Zone 2	£40,043.05	£2,002.15	£32,034.44	£6,006.46
28/02/19	17/0462	Phase 2c Duffryn Terrace, Tonyrefail	Zone 2	£2,106.11	£105.31	£1,684.86	£315.94
28/02/19	17/0462	Phase 2b, Duffryn Terrace, Tonyrefail	Zone 2	£2,106.11	£105.31	£1,684.86	£315.94
19/03/19	17/0462	Phase 2d, Duffryn Tce, Tonyrefail	Zone 2	£2,106.11	£105.31	£1,684.86	£315.94

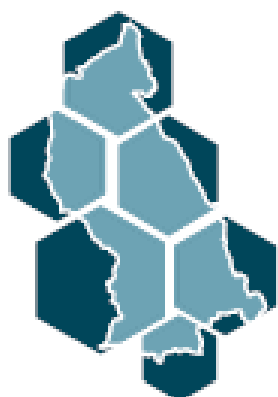
\*Note: Under Regulation 88, surcharges cannot be apportioned to community/town councils and must be split 5% administration and 95% strategic infrastructure.

#### Appendix B – CIL INCOME LOCAL INFRASTRUCTURE COMMUNITY/TOWN COUNCILS

Community/Town Council	15% received in 2018/19 to be passed to local council	Amount paid in October 2018	Amount paid in April 2019	Balance
Gilfach Goch	£0	££0	£0	£0
Hirwaun	£3,676.12	£3,676.12	£0	£0
Llanharan	£1,393.89	£1,393.89	£0	£0
Llanharry	£786.67	£786.67	£0	£0
Llantrisant	£0	£0	£0	£0
Llantwit Fardre	£23,217.03	£10,844.03	£12,373.00	£0
Pontyclun	£0	£0	£0	£0
Pontypridd	£2,823.02	£47.16	£2,775.86	£0
Rhigos	£0	£0	£0	£0
Taffs Well	£3,065.81	£0	£3,065.81	£0
Tonyrefail	£8,239.53	£653.37	£7,586.16	£0
Ynysybwl	£0	£0	£0	£0

Non-Community Council/Town Council area	£0	£0	£0	£2,218.36 (carried forward from 17/18) to be spent in Aberaman South Ward
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rhondda cynon taf  
**community infrastructure levy**  
*ardoll seilwaith cymunedol*

**Regulation 123 List of Infrastructure**  
**List Updated XXXXX 2019**

In accordance with the requirement of Community Infrastructure Levy Regulations 2010 (as amended) the following table comprises the Rhondda Cynon Taf County Borough Council Infrastructure List. The list includes the infrastructure the Council considers it is likely to apply Community Infrastructure Levy (CIL) revenue to:

**Education Projects:**

- New/additional education provision to serve the land at Mwyndy / Talbot Green;
- New/additional education provision to serve Trane Farm, Tonyrefail;
- New/additional education provision to serve Station Road, Church Village
- New/additional education provision to serve Taffs Well
- New/additional education provision at the former open cast site north of A473, Llanilid
- New/additional education provision at Ystrad Barwig Farm, Llantwit Fardre

**Transportation Projects:**

- Provision of the A473/A4119 Talbot Green to Ynysmaerdy Relief Road;
- A4119/A4093 roundabout, Tonyrefail – partial signalisation, widening of northbound approach, entry and circulatory widths and widening of the A4093 entry;
- A4059 southbound approach to Asda roundabout capacity enhancement
- Llanharan By-pass
- Cynon Gateway (A465)
- Mountain Ash Cross Valley Link
- South Coed Ely Link Dualling - upgrade the A4119 between Talbot Green and Coedely to dual carriageway standard
- A4119 Castell Mynach signalised junction
- Llanharan Community Route – Construction of new active travel routes
- Trefforest Industrial Estate – Construction of new active travel routes

***Please note:***

*The Regulation 123 list is not prioritised and projects can be added to the list or removed at the discretion of the Council, subject to appropriate consultation.*

*The inclusion of a project or type of infrastructure on the list does not signify a commitment from the Council to fund (either in whole or part) the listed project or type of infrastructure. The order of the list does not imply any preference or priority*

*Infrastructure not contained within the Regulation 123 List may be required by developer contributions or in-kind via a section 106 agreement. Such contributions will accord with Regulation 122 and 123 of the Community Infrastructure Levy Regulations 2010*

The proposed changes to the Council's Regulation 123 list are set out in the following table:

<b>Infrastructure Requirement</b>	<b>Proposed Amendment</b>	<b>Reason For Amendment</b>
<b>Education Projects:</b>		
New/additional education provision to serve the land at Mwyndy / Talbot Green;	To remain unaltered	N/A
New/additional education provision to serve Trane Farm, Tonyrefail	To remain unaltered	N/A
New/additional education provision to serve Station Road, Church Village	To remain unaltered	N/A
New/additional education provision to serve Taffs Well	To remain unaltered	N/A
New/additional education provision at the former open cast site north of the A473, Llanilid	To remain unaltered	N/A
New/additional education provision at Ystrad Barwig Farm	To remain unaltered	N/A
<b>Transportation Projects:</b>		
Partial signalisation of the A473 Cross Inn roundabout	Remove from list	No longer necessary as the signalisation of the A473/A4119 roundabout has resolved the issues that were arising on the subject roundabout
A4119/B4595 signals – provision of direct link between the A4119(n) and the B4595(e), removal of corresponding left turn at the junction and optimisation of the signals	Remove from list	Has been upgraded in stages and is now complete
Provision of the A473/A4119 Talbot Green to Ynysmaerdy Relief Road	To remain unaltered	N/A
A4119/A4093 roundabout, Tonyrefail – partial signalisation, widening of northbound approach, entry and circulatory widths and widening of the A4093 entry	To remain unaltered	N/A
A4059 Southbound approach to Asda roundabout – capacity enhancement	To remain unaltered	N/A

Llanharan By-Pass	To remain unaltered	N/A
Cynon Gateway (A465)	To remain unaltered	N/A
Mountain Ash Cross Valley Link	To remain unaltered	N/A
South Coed Ely Link Dualling - upgrade the A4119 between Talbot Green and Coedely to dual carriageway standard	To remain unaltered	N/A
A4119 Castell Mynach signalised junction	To remain unaltered	N/A
Llanharan Community Route – Construction of new active travel routes	Add to list	To create a continuous link from Bridgend to Talbot Green. Route to serve proposed new residential and commercial developments as well as existing facilities and trip attractors such as Llanharan railway station, local schools and employment sites
Trefforest Industrial Estate – Construction of new active travel routes	Add to list	Through the centre of Parc Nantgarw with links off this route to various facilities and trip attractors such as Coleg y Cymoedd and the new DWP offices



## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CABINET**

**17 OCTOBER 2019**

### **WARMER HOMES: A FUEL POVERTY STRATEGY FOR RHONDDA CYNON TAF**

#### **REPORT OF THE DIRECTOR OF PROSPERITY AND DEVELOPMENT, IN DISCUSSIONS WITH THE RELEVANT PORTFOLIO HOLDER COUNCILLOR R BEVAN**

AUTHOR: Derek James – Service Director for Prosperity And Development

#### **1.0 PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is to set out the Council's Fuel Poverty Strategy for the period 2019 - 2023.

#### **2.0 RECOMMENDATIONS**

It is recommended that the Cabinet:

- 2.1 Approve the Council's Fuel Poverty Strategy 2019-2023 (Appendix 1).

#### **3.0 REASONS FOR RECOMMENDATIONS**

- 3.1 The need to have a Fuel Poverty Strategy for RCT is to help mitigate the effects of fuel poverty for Rhondda Cynon Taf residents due to the high numbers of pre 1920s solid walled terraced homes and pre-fabricated housing types that exist in the County Borough.
- 3.2 This strategy will provide a framework for investment, actions and interventions by the Council and its partners for the next four years in order to mitigate fuel poverty, improve the energy efficiency of homes and reduce carbon emissions.
- 3.3 Actions to mitigate fuel poverty have a direct correlation with the Council's plan to achieve zero carbon, through improving energy efficiency of homes which reduces carbon emissions, and promoting behavioural change with residents.

#### **4.0 BACKGROUND**

- 4.1 In Wales a household is defined as being in fuel poverty if it spends more than 10% of its income to heat their home to a satisfactory comfort level.
- 4.2 This definition of fuel poverty does not however capture families that 'under heat' their homes due to the inability to afford a comfortable heating standard. These families can be at greater risk of suffering further consequences of cold related illnesses from living in cold homes.
- 4.3 There are three main factors that contribute to fuel poverty:
1. Household income
  2. Energy prices
  3. The energy efficiency of homes
- 4.4 When faced with fuel poverty, households often react in the following ways:
- They use less energy than they need, potentially making existing health problems worse and making them more vulnerable to other cold related illnesses.
  - They try to meet their energy needs by rationing other essential items such as food (heat or eat).
  - They borrow money to pay their energy bills and/or fall into debt.
- 4.5 New fuel poverty figures released by Welsh Government highlight that 12% of homes in Wales are in fuel poverty (2018) and 20% of households living in pre 1919 properties are in fuel poverty. In RCT there are above national averages of pre 1964 housing types which can present a high risk of fuel poverty. Energy bills for households are continuing to rise year on year and this trend is expected to continue. Tackling fuel poverty remains a grave issue when there are still 1,800 Excess Winter Deaths (EWDs) in Wales with 540 of these being due to people living in cold homes.
- 4.6 Living in a cold home has a direct impact upon health conditions, especially for those households that contain elderly people and/or children. Within RCT 30% of households contain a child and 40% of households have an occupant over 65 years old. It is estimated that cold housing costs the NHS in Wales £67m per year (The Cost of Poor Housing in Wales, BRE and Shelter 2011). However, when factors such as poor educational attainment and reduced life chances caused by living in a cold home are taken into account, the total cost to society is estimated at much more.

- 4.7 Improving the energy efficiency of homes can also significantly improve their appearance and condition, which can be one of the more visible signs of local regeneration. Capital energy efficiency schemes can also bring social capital benefits through community benefits for local training and job opportunities and also a better quality of life for residents by contributing to a sense of ownership and pride in their communities.
- 4.8 Over the last 10 years, the Council has delivered a range of approaches and interventions to help mitigate the number of households living in fuel poverty.

These include:

- Levering in **£26.4 million** of external investment into the County Borough (including £8M Welsh Government funding for Arbed, Warm Homes and Vibrant & Viable Places, and £17.6M through external Energy Company Obligations) to enable/deliver domestic capital energy efficiency schemes.
- Installation of over **8,000** energy efficiency measures to over **7,000** homes in both private sector and social rented homes i.e. cavity wall and loft insulation, boilers etc.
- Provision of grants to enable delivery of free or discounted energy efficiency measures to areas/households most at risk of fuel poverty.
- Delivery of the Councils tariff switching service called 'RCT Switch' and Dwr Cymru's discounted tariff schemes.
- Employment of a full time Housing Energy Officer to provide energy advice and assistance on utility bills and behavioural change. This service alone has helped residents save over **£500,000** per year on energy bills.
- Development of the Councils 'Energy Hub' Service to provide inward and outward referrals between the Council and partner agencies such as Citizen's Advice, Welsh Government's NEST Scheme.

## **5.0 THE STRATEGY**

- 5.1 Whilst it is acknowledged that good progress has been made over the last 10 years, the Council will continue to work towards mitigating the effects of fuel poverty. As such, a strong strategic approach is required which has objectives that are clear, deliverable and will make a difference now and for future generations.
- 5.2 To achieve this, the strategy sets out three key objectives that translate directly into a series of projects and actions:

- 1. To provide advice and assistance to maximise household disposable income**

This includes:

- Continue to expand the energy advice service to a one stop energy referral 'hub' to improve access to other services and link with the development of the Council's Community Hubs.
- Provide energy advice for behavioural change to residents, young people, community groups, schools and local forums.
- Launch a new advertising and marketing campaign to include social media and website marketing.
- Provide advice and support to private landlords to improve minimum EPC levels to a 'C' level by 2030 in line with Government's standards.

## **2. To reduce energy bills**

This includes:

- Expand the delivery of RCT's in house tariff switching service - 'RCT Switch'.
- Provide advice and support for utility debts including water assist (allowing people to switch supplier freely and/or debt write off).
- Identify households who would benefit from digital inclusion projects and refer to projects to assist in seeking cheaper online offers.
- Provide behavioural advice to householders and promote cheaper methods of energy bill payments (i.e. pre-payment to direct debit payments).
- Support communities to develop 'Local Area Energy Plans' to identify local innovative options for low carbon energy systems and/or reduce energy costs.

## **3. To improve the energy efficiency of homes and decarbonisation.**

This includes:

- Enabling the delivery of external capital grant schemes i.e. NEST, ECO funding, Arbed funding which mainly includes implementing insulation, heating, lighting and renewable energy measures where appropriate. This includes assisting households that are heated by sources other than gas i.e. coal, electric or oil, to enable a connection to a gas network or other sources of renewables.
- Investigate and develop energy projects that bolt on to other types of grant assistance available from the Council's Capital Housing Programme i.e. incorporate energy efficiency measures as part of any Disable Facilities Grant (DFG), Minor Repair Assistance Grants where appropriate.
- Create and develop options for off gas projects including gas connections and/or renewables (where possible).
- Investigate planning options to deliver energy schemes. This would include promoting renewable energy on new planning applications for all housing developments.

- Working in partnership with housing associations and the private sector to achieve where possible whole community cross tenure approaches.

5.3 A biennial action plan will be produced which will ensure that the strategic aims of the Strategy are delivered and key actions are undertaken.

## **6.0 EQUALITY AND DIVERSITY IMPLICATIONS**

6.1 An equality and diversity screening exercise has been undertaken and a full impact assessment is not required at this time. Requirements for any specific assessments will be undertaken on an ongoing basis as strategy actions are delivered.

## **7.0 CONSULTATION**

7.1 A consultation exercise is not required at this stage but may be required as actions within the strategy are delivered.

## **8.0 FINANCIAL IMPLICATION(S)**

8.1 There are currently no financial implications aligned to this report. All the projects and actions can be progressed within existing resources.

## **9.0 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

9.1 The delivery of the aims of the strategy will in some cases require further advice from Procurement and Legal Services which will be sought on a project by project basis.

## **10.0 LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

10.1 Investment in housing provides an ongoing stimulus to the local economy, by encouraging spending and local supply chains. Reducing energy bills also creates more disposable income for residents that could be spent in local economies.

10.2 Maximising income helps improve prosperity of residents while also making them more resilient to future rises in energy bills/fuel poverty. Improving the energy efficiency of homes 'future proofs' homes for future generations by reduces the risk of fuel poverty for future occupants and reducing the impact of climate change by reducing carbon emissions.

10.3 As such, this strategy will contribute to the delivery all three of the Council's Corporate Plan priorities of economy, people and place. The Strategy will also assist the Council to contribute to all seven wellbeing goals that 'The Well Being of Future Generations (Wales) Act 2015' puts in place as follows:

1. **A globally responsible Wales** - Making homes more energy efficient reduces carbon emissions but decisions around products can also impact upon future generations by considering the 'embedded carbon' within certain products and/or using more sustainable products helps protect the environment for the future and reduces carbon footprints.
2. **A Prosperous Wales** - reducing the amount of money people pay on energy bills helps create more disposable income, along with referral pathways for residents to income maximisation projects and/or training.
3. **A Resilient Wales** - Improving property energy efficiency conditions, reducing energy bills and providing advice to other support services/grant funding helps i.e. priority services registers assists with fuel poverty proofing for the future. Residents become more resilient to rising energy bills and power cuts.
4. **A healthier Wales** – improved housing conditions and warmth has a positive impact upon health conditions, in particular cardiovascular and respiratory conditions, but also mental health and well-being.
5. **A more equal Wales** – Warmer homes also contributes to helping people to fulfil their full potential and improves factors such as education when people have a warm, comfortable area to study.
6. **A Wales of cohesive communities** – schemes and interventions are delivered area based across all tenures and as such benefiting all residents.
7. **A Wales of vibrant culture & thriving Welsh Language** – capital energy schemes can protect the 'heritage' of local homes by improving and protecting the traditional terraced homes in the borough.

10.4 In addition to this, many actions set out within the strategy seek to respond to the issues set out in the Committee on Climate Change Report – Net Zero, and the Council's Corporate Plan.

## **11.0 CONCLUSION**

11.1 This report sets out the aims of the Council's Fuel Poverty Strategy for the period 2019 -2023.

11.2 The Council is already taking a proactive approach to achieving affordable warmth and mitigating fuel poverty within RCT and has made resources available to tackle these issues. This strategy will provide a framework for all fuel poverty activity to provide an evidenced based, co-ordinated and collaborative approach to decrease the number of households who are living in or who are at risk of fuel poverty in the borough and to reduce carbon emissions.

**Other Information:-**

***Relevant Scrutiny Committee***  
Overview & Scrutiny Committee

***Contact Officer***  
Derek James

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17 OCTOBER 2019**

**WARMER HOMES: A FUEL POVERTY STRATEGY FOR RHONDDA CYNON TAF**

**REPORT OF THE DIRECTOR OF PROSPERITY AND DEVELOPMENT, IN DISCUSSIONS WITH THE RELEVANT PORTFOLIO HOLDER CLLR R BEVAN**

**Item:**

**Background Papers**

None.

Officer to contact: Derek James





2019-  
2023

# Warmer Homes: A Fuel Poverty Strategy for Rhondda Cynon Taf



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## INTRODUCTION & BACKGROUND

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### What is Fuel Poverty?

In Wales a household is defined as being in fuel poverty if it would be required to spend more than 10% of its income (including housing benefit, income support for mortgage interest or council tax benefits) in order to maintain a satisfactory heating regime. Households who are required to spend more than 20% are considered to be in severe fuel poverty.

This definition of fuel poverty does not however capture families that 'under heat' their homes due to the inability to afford a comfortable heating standard. These families can be at greater risk of suffering further consequences of cold related illnesses from living in cold homes. A lack of heating can also have a significant impact upon damp and mould conditions in the home, which can cause or exacerbate health problems especially respiratory conditions for the young or the elderly.

The three main factors which influence whether a household is in fuel poverty are;

- 1) Household income
- 2) Energy prices
- 3) The energy efficiency of their home

When faced with fuel poverty households often react in the following ways;

- They use less energy than they need, potentially making existing health problems worse and making them more vulnerable to other cold related illnesses
- They try to meet their energy needs by rationing other essential items such as food
- They borrow money to pay their energy bills and/or fall into debt

A report produced by the Department of Energy and Climate (May 2015) highlighted that the following groups of people are at the greatest risk of fuel poverty;

- Low income households
- Those living in homes built before 1964
- Those without access to main gas
- Those using pre-payment meters
- Elderly or disabled residents

Figures released by WG highlights that 12% of households in Wales are in fuel poverty and that 20% of households living in houses built pre 1919 are in fuel poverty. In RCT the majority of housing types are pre 1964 and 73% of homes are D rated or below on their Energy Performance Certificates. This highlights the poor energy efficiency of some of the homes in the county borough. This coupled with rising energy bills for households presents a high risk of fuel poverty for some of our residents. Tackling fuel poverty remains a grave issue when there are still 1,800 Excess Winter Deaths (EWDs) in Wales with 540 of these being due to people living in cold homes.

In RCT we are continuing to respond by targeting homes that are more at risk of fuel poverty i.e. pre 1964 housing types, those that are less energy efficient and houses located in areas with higher levels of income deprivation.

## Achievements from the last Affordable Warmth Strategy

It has been 10 years since the Council and its partners launched the first Affordable Warmth Strategy for Rhondda Cynon Taf (RCT), and during this time there has been significant progress. Since 2007 there has been a total of **£26.4 million** of external investment levered into the borough for energy efficiency and fuel poverty schemes (£8.8 million of Welsh Government funding via Arbed, Warm Homes and Vibrant & Viable Places and £17.6 million through external energy company obligations).

This has enabled the installation of over **8,000** energy efficiency measures to over 7,000 homes in both private sector homes (owner occupied and private rented) and social rented homes across the borough. These energy efficiency measures have potentially saved residents over **£1.6m** on energy bills per year over the lifetime of the measures (based upon average savings by the Energy Savings Trust). However, as 73% of homes still remain rated D or below on their energy performance certificates, further action is still required to continue to make progress towards mitigating the effects of fuel poverty for residents.

An Energy Advisor post was created to provide energy advice as a joint initiative with Care & Repair and this has continued to be funded by the local authority. The Energy Advisor role provides assistance to the most vulnerable households including assisting with debt write off, tariff switching and referrals to other sources of assistance. This role has helped households to save over **£500,000** per year on energy bills based on advice and assistance given to date (based upon average savings by the Energy Saving Trust). Energy advice is also offered to homes when receiving energy measures to help residents maximise their savings, but is also provided as a stand-alone service for households to save money on energy bills and make savings through behavioural changes.

The Annual NEST Reports show that RCTCBC is always one of the top areas in Wales in terms of referral rates, but also more importantly has very high installation rates compared to other areas. This indicates that eligible households are being referred successfully.

## WHY SHOULD WE ACT?

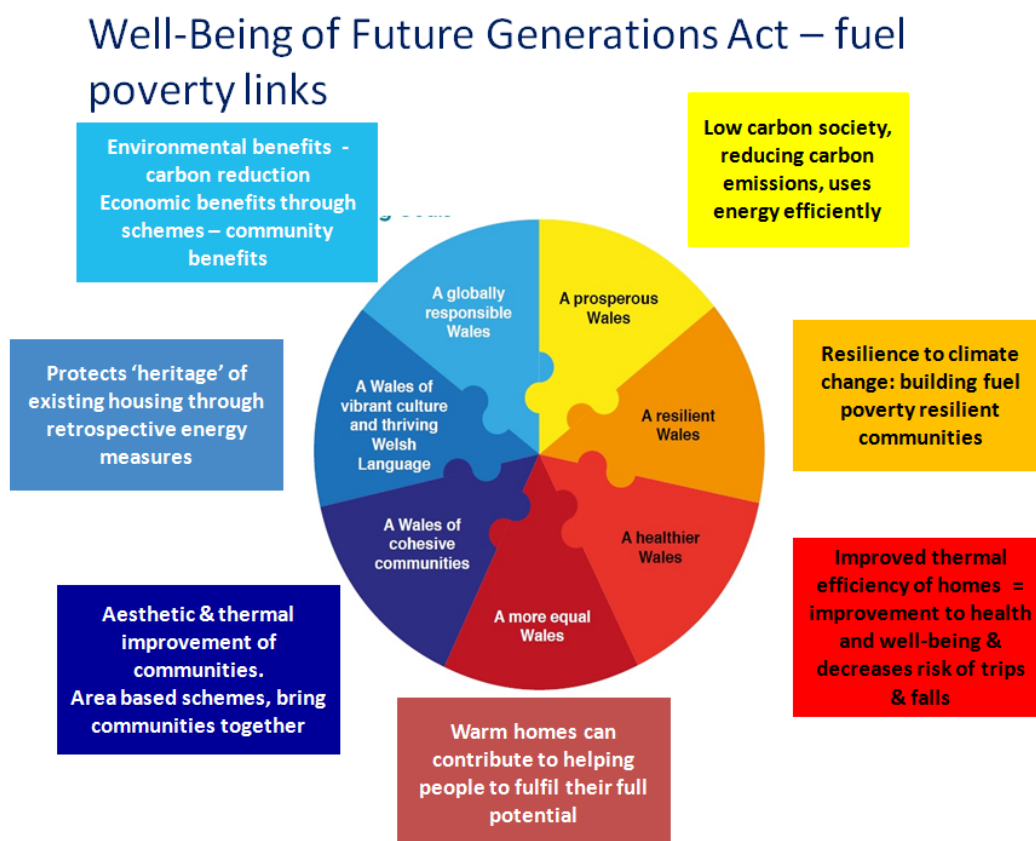
### Statutory Responsibility

Fuel poverty cannot be tackled in isolation and is integral to the delivery of other objectives including building prosperous and resilient communities, improving health and well-being of residents, regenerating communities and improving property conditions as well as reducing carbon emissions.

The domestic sector largely contributes to the level of carbon emissions and actions to tackle fuel poverty has the potential to help deliver other Government and Council strategies around achieving zero carbon and the decarbonisation of homes.

Many households are not aware they are in fuel poverty, or how to access advice and support and some vulnerable households disengage from all services and can become hard to reach. The full list of relevant statutory plans, policies and regulations are shown in *Appendix 1*.

Tackling fuel poverty is also a key factor which contributes to the delivery of the 7 wellbeing goals of the future Generations and Well Being Act as follows;



### Improving Health

Living in a cold home has a direct impact upon health conditions, especially for households that contain elderly people, children, particularly those under five, disabled people and people with limiting long terms health conditions. Within RCT 11% of households contain

a child under 5 with a total of 30% of households with a dependent child. 40% of households have an occupant over 65 years of age with 45% of these being over 75 years old. This shows that in RCT there are a large proportion of residents that are more likely to be in fuel poverty and more vulnerable to the effects of living in a cold home.

## **Creating Prosperous & Resilient Communities**

Tackling fuel poverty in RCT has the potential to regenerate communities by supporting and/or creating local employment in the energy efficiency sector for the local supply chain, creating economic growth in RCT. Energy efficiency schemes improve conditions creating a healthier living environment, whilst also potentially increasing the life span of homes. In addition to this, delivery of capital energy schemes have achieved further community benefits such as apprenticeships, training schemes and digital inclusion projects all helping to improve employability and access to work.

Reducing money spent on energy bills creates more disposable income that can be spent in the local economy and is an effective and sustainable way of lifting a household out of fuel poverty. Improving the energy performance of homes is an effective way of making communities more resilient by fuel poverty proofing homes for current and future generations.

## **Type of Housing**

The majority of housing stock in the borough is pre 1920 traditional terraced housing, followed by pre-fabricated post war housing. These housing types are considered to be 'harder to treat' compared to other homes in the area with cavity walls.

Many of the 'hard to heat' homes, are also located in areas with lower income levels and/or higher levels of residents with disabilities/health conditions meaning a greater risk of fuel poverty and related health issues from living in cold homes. 'Hard to heat' homes are also some of the most difficult to treat due to the nature of the expensive energy measures and enabling works required.

In the last 10 years there have been 4,816 new housing units completed in RCT (with a small proportion of these being conversions of existing homes) this equates to only 4.6% of all homes. Therefore, the majority of homes that still exist may require retrofitting projects to raise the energy efficiency and tackle fuel poverty.

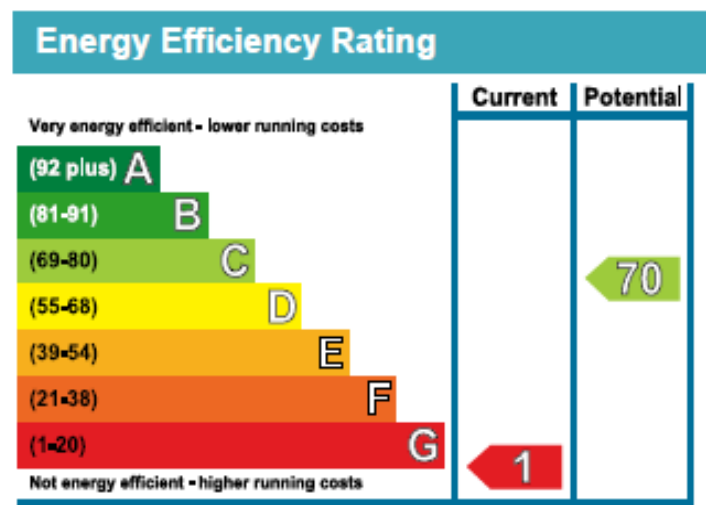
## **Energy Performance**

All Energy Performance Certificates are required to be logged for homes upon sale or a change of tenancy for rented homes. The EPC gives you the Energy Efficiency rating of a property. The SAP is the Standard Assessment Procedure approved by the Government for assessing the energy performance of a home.

SAP ratings are recorded on a scale from 1 to 100 and calculates the Energy Efficiency Rating. The higher the SAP rating the more energy efficient the home is, which means that it will have lower fuel costs and lower carbon dioxide (CO2) emissions.

To date there have been approximately 68,000 EPCs logged in RCT, 73% of these homes are rated as having an energy performance of D or below, demonstrating the poor energy

efficiency of homes in RCT. It is appreciated however, that this figure only represents a proportion of homes in RCT.



*Actual example of an EPC from a property in RCT*

## OUR PLAN TO TACKLE FUEL POVERTY

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This strategy has identified three main strategic objectives to help mitigate the effects of fuel poverty for Rhondda Cynon Taf residents. These are:

1. Provide advice and assistance to maximise household disposable income
2. Reduce energy prices
3. Improve the energy efficiency of homes and decarbonisation

This strategy sets out the Council's objectives and actions for the next five years in order to have maximum impact for residents whilst also achieving value for money. The Council also intends to re-establish partnerships with local stakeholders including housing associations, and the voluntary sector to deliver actions in collaboration and create new innovative, bespoke approaches to achieving our strategic objectives.

The development of local area energy plans will play a vital role in identifying and developing cost effective low carbon energy systems to meet future energy demand and support **carbon reduction** objectives. It will also provide the opportunity for communities to benefit from and shape its future energy system to improve the area; generate economic growth; attract investment, and importantly create a better, healthier and cleaner environment for residents and future generations.

## DELIVERY PLAN

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To deliver the objections and actions, the Council has sourced data from the FRESH database, which brings together not just low-income information, but EPC data and also health data for certain households that are most at risk of fuel poverty. This level of data assists with evidence based pro-active targeting of interventions, tailored to the needs of communities, to achieve maximum outcomes as well as being cost effective. The data will also provide robust supporting evidence for external bids for both revenue and capital funding to deliver energy schemes.

The Strategy cannot be undertaken in isolation and there are many partners that are delivering other projects such as anti-fuel poverty and income maximisations projects. Identifying vulnerable residents who are at most risk is the first step to tackling fuel poverty, therefore working with other partners to target these groups is vital to identify those that are harder to reach. It is intended that a stakeholder group be established to bring partners together, develop a delivery plan and monitor and review the implementation of the plan.

### STRATEGIC OBJECTIVE 1 – PROVIDE ADVICE AND ASSISTANCE TO MAXIMISE HOUSEHOLD DISPOSABLE INCOME

Understanding the financial difficulties and social welfare problems a household has helped discover the underlying causes of poverty and how to overcome the root cause. Increasing household disposable income is not only a key component of tackling fuel poverty but also for assisting households to be more resilient to increasing energy bills and poverty in general.



## **Actions**

- Map current anti-poverty, resilience projects and income maximisation projects and services available both within the Council and its partners operating in the locality.
- Continue to expand the energy advice service to a one stop energy referral 'hub' to improve access to other services and link with the development of the Council's Community Hubs.
- Provide energy advice for behavioural change to residents, young people, community groups, schools and local forums.
- Provide Energy Champion training to professionals and residents in communities.
- Provide assistance for households with poor health and develop and deliver collaborative projects with health services – GP practices, prescription advice, Care & Repair and other relevant agencies.
- Launch a new advertising and marketing campaign to include social media and website marketing.
- Provide advice and support to private landlords to improve minimum EPC levels to a 'C' level by 2030 in line with Government's standards.
- Investigate and develop fuel bank projects (as required).

## **STRATEGIC OBJECTIVE 2 – REDUCE ENERGY BILLS**

The price households pay for energy is a very important factor in determining a household's risk of fuel poverty especially when coupled with lower income and poor energy efficiency of homes. Even though there are over 60 energy providers in the marketplace many households still don't switch their tariff and are paying more than they need to for their energy. An impartial, trusted tariff switching service is a key factor in helping households reduce their energy prices.

Homes that are not connected to the gas network and/or are heated by other sources, such as oil, tend to be more expensive to heat and further compound the risk of fuel poverty. Therefore, renewable energy options are required to assist these homes in addition to connection to the gas grid.

## **Actions**

- Expand the delivery of in house tariff switching service - 'RCT Switch'.
- Provide advice and support for utility debts including water assist (allowing people to switch supplier freely and/or debt write off).

- Identify households who would benefit from digital inclusion projects and refer to projects to assist in seeking cheaper online offers.
- Provide behavioural advice to householders and promote cheaper methods of energy bill payments (i.e. pre-payment to direct debit payments).
- Contribute to the delivery of smart meter roll out projects – to also assist with pre-payment households.
- Support communities to develop 'Local Area Energy Plans' to identify local innovative options for low carbon energy systems and/or reduce energy costs.
- Offer energy advice as part of any capital measures scheme.
- Seek funding options for properties off the gas network.

### **STRATEGIC OBJECTIVE 3 – IMPROVE ENERGY EFFICIENCY OF HOMES & DECARBONISATION**

Heat accounts for over 40% of energy consumption from homes and making homes more energy efficient and cheaper to heat increases disposable income for the occupants. Interventions for homes not connected to the gas network need to include more renewable energy options in addition to gas connection projects.

Improving the energy efficiency of homes includes a range of factors but the main improvements are gained from thermal insulation and heating as well as options for renewable energy products. Although private and public grant funding along with loans can be sourced for certain energy measures there are still gaps in eligibility and funding resulting in many homes still finding these unaffordable. Therefore, a strategic approach to delivery is vital to source the best deal, bring funding streams together and maximise outcomes to meet local needs.

Increasing the energy performance of homes contributes to the delivery of the wider carbon reduction agenda along with achieving added value from schemes such as community benefits, which aim to leave a legacy in communities.

#### **Actions**

- Enable delivery of external capital grant schemes i.e. NEST, ECO funding, Arbed funding which mainly includes implementing insulation, heating, lighting and renewable energy measures where appropriate.
- Establish and deliver ECO flexible eligibility of ECO (ECO Flex) which allows the Local Authority to enable the delivery of discounted or free energy efficiency measures by accessing ECO flex funding.
- Investigate and develop energy projects that bolt on to other types of grant assistance available from the Council's Capital Housing Programme i.e.

incorporate energy efficiency measures as part of any Disable Facilities Grant (DFG), Minor Repair Assistance Grants where appropriate.

- Seek options for private rented tenants/landlords where excess cold and/or damp & mould hazards exist.
- Consider creating a heating grant from within the Capital Grants Programme to target household who are not eligible for other types of grant assistance but may still be in full poverty i.e.no working heating systems.
- Investigate and develop projects for district heating systems and or other renewable energy sources in conjunction with other decarbonisation/net zero carbon projects.
- Create and develop options for off gas projects including gas connections and/or renewables (where possible).
- Investigate and develop options for park homes i.e. static caravan sites
- Assist with enabling communities to become more resilient (especially those at vulnerable and at risk through power cuts and flooding) and contribute to delivery of the wider anti-poverty agenda.
- Investigate planning gain options to deliver energy schemes
- Assist eligible households to access Home Improvement Loans.
- Research approaches for affordability and security of energy supply.

## Appendix 1 Statutory Obligations

### Wales

- Warm Homes and Energy Conservation Act 2000. Eradicate fuel poverty by 2018, as far as it is reasonably practicable in all households in Wales.
- Fuel Poverty Strategy 2010. A new Fuel Poverty Plan is currently under development by WG.
- One Wales: One Planet (2009). A vision where within the lifetime of a generation Wales will only be using its fair share of the earth's resources. Renewable energy plays an integral part in achieving this vision.
- Building Resilient Communities 2013. An anti-poverty strategy being trialled in the Cwm Taf and Aneurin Bevan Health Trusts and so this presents an opportunity for fuel poverty actions and services to link in with this area of work and provide tailored approaches to these households.
- Better Homes, Better Wales, Better World: Decarbonising existing homes in Wales July 2019

### UK

- Housing Health & Safety Rating System (HHSRS) is a risk assessment procedure and does not set a particular standard. It takes into account potential hazards of a dwelling in relation to any persons using it and hazards relating to fuel poverty are excess cold and damp & mould. Both hazards can be related to the poor energy performance of homes.
- Energy Efficiency Policies including Energy Performance Certificates (EPCs), Feed in Tariffs (FITs), Value Added Tax concession from 20% to 5%, Energy Company Obligations and The Green Deal Programme.
- Energy Company Obligation (ECO) energy efficiency policy (DECC 2014) a carbon reduction target placed upon the biggest energy suppliers, resulting in funding available for energy efficiency measures. The current ECO3 period runs from October 2018 until 2022.
- The Green deal Programme, a government initiative that enables households to install energy efficiency measures with no initial outlay and which are paid back through savings on energy bills subject to them meeting the 'golden rule'. At present there seems to be no finances available through the scheme but the funding model/mechanism is still in place.
- Business, Energy & Industrial Strategy (BEIS) [‘The Clean Growth Strategy: Leading the way to a low carbon future’](#) October 2017 sets out how the whole country can benefit from low carbon economic opportunities through the creation

of new technologies and new businesses, which creates jobs and prosperity across the UK, while meeting targets to tackle climate change.

- The Bonfield Review December 2016 undertook an independent review into consumer advice, protection, standards and enforcement for energy efficiency and renewable energy in existing domestic homes.
- The State of the Energy Market report 2017 (Ofgem) also assesses the UK's progress towards reducing emissions overall. The report also examines the overall cost of energy bills, and identifies which customers are struggling to pay them.
- The Kyoto Protocol ensures that the UK is committed to reducing its greenhouse gas emissions by 80% of 1990 levels by 2050, to around 170 megatonnes of carbon dioxide equivalent gases
- Net Zero: The UK's contribution to stopping global warming. Committee on Climate Change May 2019
- Clean Growth – Transforming Heating. Overview of Current Evidence December 2018

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## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CABINET**

**17<sup>th</sup> OCTOBER 2019**

### **HWB TRANSFORMATION PROGRAMME FUNDING**

#### **REPORT OF THE DIRECTOR OF FINANCE AND DIGITAL SERVICES IN DISCUSSION WITH THE RELEVANT PORTFOLIO HOLDER (CLLR NORRIS)**

**AUTHORS: Tim Jones, Service Director ICT & Digital & Elaine Pritchard,  
ICT Service Support Manager (01443) 562271**

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

- 1.1 The purpose of the report is to advise Members of the receipt of funding from Welsh Government as part of the Hwb transformation programme for improving the use of digital technology for teaching and learning in schools.

#### **2. RECOMMENDATIONS**

- 2.1 It is recommended that Cabinet:
  - i. Note the information contained within the report;
  - ii. Note the receipt of £3.99 million funding for financial year 2019/20 from the Welsh Government;
  - iii. Agree to the approach outlined in section 6.

#### **3. REASONS FOR RECOMMENDATIONS**

- 3.1 To advise Members of the receipt of grant monies, conditions on expenditure and proposals for spend.

#### **4. BACKGROUND**

- 4.1 Over a number of years through the Hwb programme, the Welsh Government, working in collaboration with all local authorities across Wales, has made significant digital investment in areas including high

speed broadband, in-schools infrastructure such as WiFi/Networks and the HWB digital learning platform.

- 4.2 In anticipation of the forthcoming changes to Education in Wales such as the inclusion of digital competence at the heart of the curriculum, a detailed independent assessment of school networks was recently undertaken by Welsh Government. The assessments identified areas of improvement for in-school infrastructure across Wales to help address and/or alleviate any potential constraints faced by schools when exploiting ICT to deliver teaching and learning in the classroom.
- 4.3 Following recent discussions between the Welsh Government and the Society of IT Managers (SOCITM) Cymru group, an intervention plan has been developed, which will deliver extensive investment that seeks to build upon previous investments and learning from work already taking place across Wales.
- 4.4 Equitable funding is to be provided across all of Wales to support all schools to achieve a minimum level of ICT standards and consistency as part of a proposed 3 to 4 year programme. The funding is set at £50million in 2019/20 across Wales with further funds to be provided for the duration of the programme; however it is anticipated that funding will be reduced year on year with a requirement for an ongoing sustainable funding model to be implemented by each Local authority.
- 4.5 For Rhondda Cynon Taf, the funding has been confirmed as £3.99M for 2019/20.
- 4.6 Funding will be allocated against set waves of eligible spend and all works must be completed to meet set standards before work may commence in any school on the next wave. Once any work has been initiated on the next wave, a Local authority would not be eligible to seek further funding for a prior wave. The waves of eligible funding and delivery are:
  - Core Infrastructure e.g. cabling, broadband, network switches, cabinets and WiFi access points
  - Mobile Device Management e.g. solutions to ensure that all school devices may be efficiently maintained with centrally controlled and up to date patches, software updates and appropriate security controls
  - Software Licencing e.g. acquire relevant software licences
  - User Devices e.g. laptops, tablets, desktop computers
  - Teaching & Learning Tools e.g. digital casting, projection and screens
  - Curriculum Delivery & Support e.g. staff and learners enhance their ability to exploit technology as part of the curriculum



- 4.7 The Welsh Government is establishing a national EdTech Catalogue to allow for the ease of procurement of the above items and to also maximise the opportunity to deliver economies of scale across Wales and to ensure alignment with defined national ICT standards.
- 4.8 An element (15%) of the Council's allocation will be funding to support initiating, managing and delivery of the overall programme. The remaining 85% must be spent upon the EdTech Catalogue items.

## **5. PROGRAMME REQUIREMENTS**

- 5.1 The Welsh Government is seeking a number of principle commitments from each local authority which will underpin the significant work required for the programme and to build a sustainable model of ICT within schools for future years.

Specifically the Welsh Government is requesting each local authority to:

- Undertake and maintain readiness/baseline assessments of schools to inform a holistic Council delivery plan and strategy, with regular (minimum six monthly) reports to Welsh Government
- Take strategic responsibility for all maintained schools ICT infrastructure and services and act as a single point of contact for the HWB programme
- Ensure all Hwb programme funding allocations are aligned to strategic plans and budgeting cycles
- Be accountable for all ICT financial capabilities and sustainability plans as a direct result of the Hwb programme funding

- 5.2 The key milestones set for delivery during 2019/20 are:

- (i) Return of the Memorandum of Agreement and the Grant Award Letter returned – 31 October 2019
- (ii) Council delivery plan defining proposed spend for all schools – 31 October 2019
- (iii) Programme funding claimed in full - 31 March 2020

## **6. PROGRESS TO DATE & NEXT STEPS**

- 6.1 Preparatory work is well underway with initial Headteacher briefings undertaken and discussion with the School Budget Forum to progress a

consultation paper on how to best build a financially sustainable model for ICT in schools in years beyond the proposed programme.

- 6.2 The requirements to meet the key milestones (as set out at para 5.2 (i) and (ii)) are well underway with baseline inventory details being finalised to inform the Council's delivery plan. Indications are that due to the age of the majority of our current schools core infrastructure, spend will likely be concentrated on an initial wave of replacing this to a modernised and fit for purpose platform.
- 6.3 To underpin the programme, lead Council Officers are engaging with schools, the Regional Education Consortium and the Welsh Government to develop a strategy for future ICT & Digital delivery within our schools.
- 6.4 A core delivery team will be established to manage and deliver the programme, which will form part of the Council's wider digital work. Monitoring delivery will be aligned to existing governance arrangements via the Digital Leadership Group.

## **7. EQUALITY AND DIVERSITY IMPLICATIONS**

- 7.1 An Equality Impact Assessment (EqIA) screening form has been prepared for the purpose of this report. This exercise has shown that a full EqIA is not required.

## **8. CONSULTATION**

- 8.1 Consultation with key stakeholders with regard to the programme has been undertaken. Further engagement will be undertaken with stakeholders in the planning and delivery of the project.

## **9. FINANCIAL IMPLICATION(S)**

- 9.1 The funding allocation is £3.99 million for financial year 2019/20. Of this 15% can be used to support the delivery of the programme, with 85% to be spent on items to be procured via the established Welsh Government EdTech catalogue. The 85% of the funding is being held by Welsh Government.

## **10. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 10.1 There are no legal implications as a result of the recommendations set out in this report.

## **11. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

- 11.1 The proposals support the Council's Corporate Plan Economy priority, specifically the theme Rhondda Cynon Taf's schools will be amongst the best in the country, with all children achieving the best they can.

The proposals also support the Well-being of Future Generations Act in the following ways:

- **A prosperous Wales** – provides the platform that allows for more innovative teaching and learning for the development of children and young people's digital skills and in turn, employability skills.
- **A healthier Wales** – by children and young people accessing relevant and accurate information to support them in their decision making, building aspiration and independence through online tools and research materials.
- **A more equal Wales** – equality of provision and access for all children and young people irrespective of social demographics.
- **A Wales of cohesive communities** – By providing the infrastructure and access to the latest technologies where pupils and young people can collaborate effectively and safely with schools, further and higher education establishments along with businesses nationally and internationally. This will allow pupils and young people to learn together, receive advice and support and collaborate on projects together.

## **12. CONCLUSION**

- 12.1 The allocation of funding as part of the Hwb transformation programme will support improvement in the use of digital technology for teaching and learning in schools. It provides additional support to the ongoing transformation of Digital Services within Rhondda Cynon Taf.

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## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CABINET**

**17<sup>th</sup> OCTOBER 2019**

### **THE DIGITAL WORK PROGRAMME - UPDATE**

#### **REPORT OF THE DIRECTOR OF FINANCE AND DIGITAL SERVICES IN DISCUSSION WITH THE RELEVANT PORTFOLIO HOLDER (CLLR NORRIS)**

**AUTHOR:** Tim Jones, Service Director, Digital & ICT (01443) 562271  
Ceri Evans, Programme Manager, Tel. 01443 562272

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

- 1.1 The purpose of the report is to provide an update on the Digital Work Programme which underpins the objectives stated in the Council's Digital Strategy 2020.

#### **2. RECOMMENDATIONS**

It is recommended that Cabinet:

- 2.1 Note the progress of the actions within the Digital Work Programme to deliver the Council's Digital Strategy 2020; and
- 2.2 Agrees to receive a future report that brings forward a new Digital Strategy for 2020 and beyond, as well as recommendations for further delivery actions as part of a next phase of the Digital Work Programme.

#### **3 REASONS FOR RECOMMENDATIONS**

- 3.1 To ensure that Cabinet Members are fully briefed on the progress to date against the delivery actions of the Digital Work Programme.

#### **4. BACKGROUND**

- 4.1 To ensure the Council is well placed to take maximum advantage of a continually expanding digital world, Cabinet agreed the Council's Digital Strategy at its meeting on 22<sup>nd</sup> June 2017. The Strategy aims to deliver transformational change across the five strategic digital strands of resident, skills, workplace, visitor and business; with its intended outcomes aligned to the Corporate Plan priorities and, at an all Wales

level, support the Welsh Government's "Delivering a Digital Wales" strategy.

- 4.2 Cabinet at its meeting on 21<sup>st</sup> June 2018, agreed a report that recommended an initial phase of the Digital Work Programme (link below) to support the ongoing delivery of the Council's Digital Strategy.  
<https://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Meetings/Cabinet/2018/06/21/Reports/AgendaItem7DigitalStrategyWorkProgrammeRequirements.pdf>
- 4.3 Overview & Scrutiny at its meeting on 5<sup>th</sup> February 2019, received and considered a report on the Digital Work Programme and acknowledged the adequacy of progress against the programme actions, alongside the governance arrangements that were in place.  
<https://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Meetings/OverviewandScrutinyCommittee/2019/02/05/Reports/AgendaItem4DigitalWorkProgrammeReport.pdf>
- 4.4 Cabinet at its meeting on 21<sup>st</sup> March 2019 agreed, as a key action within the Digital Work Programme, the relocation of the Council's Datacentre from Ty Bronwydd to Rhondda Fach Leisure Centre.  
<https://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Meetings/Cabinet/2019/03/21/Reports/Item5DigitalStrategyWorkProgrammeDatacentreRelocation.pdf>

## **5. UPDATE ON PROGRESS ON THE DIGITAL WORK PROGRAMME**

- 5.1 Since the work programme was approved in June 2018, the Council has made positive progress in implementing the actions in line with its Digital Strategy and put a number of building blocks in place to better position itself over the medium to longer term.

The progress updates against these actions are detailed below in line with our Digital Strategy Themes.

- 5.2 **Digital Resident** – on-line services are being redesigned providing news, information and transactions that are bilingual, easy to use and convenient on any device (24/7). The shift toward digital services has accelerated, enabled by an active Social Media presence, timely communications, multiple 'report/request/apply' features, and dedicated customer websites.

The approach is to offer an on-line service for all. This helps to free up resources to meet the needs of more vulnerable customers. The same principle is applied to internal customers (staff) by promoting self-service opportunities via the Council's intranet 'Inform'.

Table 1 demonstrates customer demand and take up of on-line services in 2018/19

Corp Plan Objective	2018-19 Data
By 2020 the majority of customer interaction with the Council will be via the web and other self-service channels which will be quicker, bilingual and more flexible.	<b>Interactions: 87.8% via website vs other channels</b>
	<b>Transactions: 464,878 on-line - 62% of total</b>

- 5.2.1 During 2018/19 and into 2019/20 we have improved and increased on-line services through the Council's Website. Improvements include the introduction of High Street Rate Relief Applications, Sports Club Mapping Information, Planning Enforcement Requests, Waste 'sign-up' schemes and Leisure Calculator. Future on-line initiatives for this year include Nappy Scheme, Registrations, Empty Property Grant Applications, Taxi Licensing and Drainage applications.
- 5.2.2 Self-service (kiosk) opportunities are being developed and improved at public access points including the provision of a self 'check in' point for One4aLL appointments in Porth Plaza, a 'report it' kiosk in Canolfan Pennar. In 2018/19, the Council's payment kiosks took payments totalling over £1.3M via 13,868 transactions. These kiosks are being upgraded to enable contactless payments and receipt of the new style £20 notes. In addition, a new payment kiosk will be installed at the new Llys Cadwyn development to allow customers to make payments outside of One4aLL/Library opening hours.
- 5.2.3 A procurement exercise has recently been concluded and a supplier appointed for the replacement of the Council's Customer Relationship Management (CRM) system, which plays a significant role in managing and improving the customer experience from initial contact through to service delivery. During 2019/20 and 2020/21 the new system will be implemented enabling the processing of high-volume requests and the ability to manage customer enquires requested through multiple channels in a seamless manner.
- 5.2.4 During Qtrs 3&4 2019/20 a review will be undertaken on options required to upgrade the existing contact centre telephony platform.

- 5.2.5 The Council has bid and been awarded funding from the Integrated Care Fund to further enable the deployment of digital Assistive Technology to support vulnerable clients and independent living.

The funding will allow an increase in equipment, expanded monitoring and response services from January 2020. This will support digital solutions to those clients who are in need of immediate assistance and help avoid crisis.

- 5.3 **Digital Skills** - work continues through a range of initiatives to support the improvement of digital skills. This includes:

- 5.3.1 Supporting schools in delivering digital requirements of the curriculum and competency framework, progressing the 21<sup>st</sup> Century schools programme of work and the Microsoft Imagine Academy to enable teacher and learner developments.

- 5.3.2 Continuing to support to our residents to develop and utilise digital skills as part of Digital Fridays. Weekly two-hour sessions are being delivered from venues across the County Borough, helping with a range of digital activities from setting up email accounts, use of social media to more specific areas such as assistance with on-line services.

- 5.3.3 Digital skills courses have also continued to be delivered by the Council's Adult Education Services that include Computers for Beginners, iPads & Tablet tutorials and pre-employment courses. During this year 48 courses have been run, with over 380 enrolments.

- 5.3.4 A pilot project involving the use of tablets with customers who use the @homelibraryservice is being finalised. The project will enable customers to download the books they require, when they need them rather than waiting for the monthly visit from the community librarian. The pilot is due to commence in December 2019 with a review to be undertaken, prior to any potential wider roll-out from March 2020.

- 5.3.5 Investment in new equipment and facilities to support the development of digital skills has also been made with the opening of the Hwb at Ferndale which includes a new training room, IT equipment and the development of a digital skills training room at Canolfan Pennar.

- 5.3.6 From a strategic perspective, the Welsh Government is initiating a Schools medium term transformation programme for improving the use of digital technology for teaching and learning in schools. It has also launched Digital 2030 - a framework for digital learning in the post-16 sector that covers further education, work-based and adult learning in Wales. Capital funding of £50m and £5m respectively has been allocated across Wales during 2019/20 for these initiatives which we will seek to maximise to the benefit of the County Borough.



- 5.4 **Digital Workplace** – our drive toward creating a new digital working environment to undertake day to day duties has continued aligned closely with the Council's accommodation strategy. Our workplace objectives have been focused around the delivery of agile working throughout the organisation and the digital tools required to enable this.

To ensure sufficient pace has been maintained, prioritisation has been given to mobilisation, whereby officers have been provisioned with devices such as laptops and tablets; this provides them with the ability to work from any location, support more efficient working practices and also ensures the timely realisation of accommodation efficiencies within the Council.

Following mobilisation, a secondary digitisation phase will be initiated designed to provide a clear emphasis in driving digital processes and improvements within the workplace. For example, through the use of digital forms, Apps and workflow to reduce the need for paper, re-keying and enable greater field working.

- 5.4.1 As part of Agile Working, key accommodation moves have been enabled and realised a desk reduction of circa 50% within Children's Services, 40% in Public Health & Protection and 30% in Education. A more recent approach of implementation on a site by site basis continues to meet at least a 30% reduction target.

There are now approximately 1,200 officers who are mobilised and able to work from a variety of locations as part of Agile Working. Work continues with project initiation at Ty Sardis, followed by Ty Glantaff (plus depots) and Clydach Vale. Implementations are targeted for completion by 31<sup>st</sup> March 2020.

- 5.4.2 To further support our Agile working agenda the Council is driving forward digital working 'in the field' through Mobile Apps and other initiatives.

To date, the Food Hygiene Service has been digitised to allow staff to capture information digitally through a tablet device whilst at a customer location, removing the need for the same information to be manually collected on traditional paper forms and reducing administration. Work is nearing completion (Qtr3 2019/20) to implement the solution more widely within Pollution, Trading Standards, Housing and other key areas in Public Health and Protection that will enable circa 100 staff.

Work is being finalised with Catering Services, to provide an App to enable officers to undertake kitchen assessments in all Schools. This will

digitise some existing manual processes and provide a more efficient system. This is planned to be launched during October 2019.

A Mobile App is in the process of being developed with Social Care that enables service providers and service users to access disparate information on one collaborative digital platform. The Orb Mobile App allows key information to be digitally organised in conjunction with on-line services to support specific needs of users.

Opportunities within other service areas for example Highways, are being scoped for the use with field work Mobile Apps and will form part of an implementation plan that will be developed in Q4.

- 5.4.3 Microsoft Office 365 (O365) was procured in May 2019 as a suite of productivity & collaboration tools to assist services to further drive digital improvement in the workplace. The tools provide opportunities for cloud file storage, document sharing, instant messaging, resource planning, voice/video conferencing and the controlled ability to create digital forms, apps and workflows.

Between May and September 2019 a series of O365 pilots have been initiated across the Council to better understand the benefits and to learn lessons that will inform further service implementations. Over 230 staff have been part of the pilots that have included teams within Finance & Digital Services, Children's Services, Public Health & Protection, Human Resources and Public Relations/Communications.

Early feedback has been positive and demonstrated benefits of using O365 tools. Following greater assessment of this learning it is planned to commence Council wide adoption during Qtr 3 2019/20.

- 5.4.4 In addition there have been several other digital projects supported or delivered over the recent period, these include:

- Digital Meeting Room Improvements
- Text Help - Text to Speech functionality
- Hybrid Mail
- Intelligent Scanning
- Coroner System
- Client Finance System
- HR & Payroll System
- Wales Community Care Information System (WCCIS)

- 5.5 **Digital Business** – Following on from the completion and approval of Prosperity & Development's Business Engagement Strategy, an action plan has been formulated to improve the way our services engage with and support businesses; primarily through greater digitisation.
- 5.5.1 Work is underway to identify services and methods of engagement which can be fully digitised for the benefit of the Council and business user. In order to make progress on the consolidation and better use of business data to improve business support, staff are currently being provided with advanced training in Data Analytics to provide current and future opportunities to maximise the use of data.
- 5.5.2 We are piloting digital platforms consistently to share news on programmes, initiatives and new sources of funding, and continuing to support Superfast Business Wales in publicising events and workshops to improve businesses' digital skills. This also provides support to Cardiff University and Welsh Government in publicising their partnership Digital Maturity Strategy, which assesses the health of the Welsh digital-business landscape.
- 5.6 **Infrastructure** - Underpinning all the activity in the Digital Work Programme, the Council's digital infrastructure continues to be refreshed and improved. This will provide greater capability, resilience and capacity to enable a more sustainable platform for wider improvement.
- 5.6.1 The investment programme has enabled several infrastructure modernisation upgrades that include:
- Refresh and updates of 'End of life' servers and increase storage capacity to be completed October 2019.
  - Integrated local Council systems to Cloud technology to allow for current and future transition.
  - Firewalls installed (key enabler for use of Cloud technology e.g. O365).
  - Council Desktop PCs and Laptops updated and refreshed to support workplace Digital Initiatives.
  - New WiFi access points at key Council sites to provide greater capacity and resilience. A new simplified WiFi configuration for ease of access is being implemented during October & November 2019.
  - Telephony Systems being modernised in line with Agile Working, Accommodation Strategy and 21<sup>st</sup> Century Schools.
  - Broadband upgraded to a minimum of 100mb at all Schools.

- 5.6.2 Plans are now in place for the relocation of the Council's Datacentre, alongside ICT & Digital staff to Rhondda Fach Leisure Centre. This move will also support future plans for the Ty Bronwydd site.

The staff offices have been completed with a phased migration of staff commenced to coincide with the Datacentre facility move. To date approximately a third of all staff have relocated with all staff planned for movement by end of Qtr3.

Work has commenced on the new Datacentre, with the completed facility scheduled to be handed over to the Council in early November. Services are in the process of being engaged to agree the physical migration dates for business applications during November and December, with a target of all systems to be migrated to Rhondda Fach by the end of December 2019.

- 5.6.3 In April 2019 a delegated decision was made to implement free to use public access WiFi to designated town centres to enhance the experience for our residents and visitors. Following a collaborative procurement process (alongside CCTV provision) free to access WiFi is being implemented to seven town centres. The first two towns of Aberdare and Mountain Ash are being launched in October 2019. The remaining towns of Ferndale, Pontypridd, Porth, Tonypany and Treorchy will be completed in Q3 2019/20.

- 5.7 **Information & Data** - Significant work has been undertaken with regards to safeguarding, securing, processing and managing Council information and data, specifically to ensure compliance with the EU General Data Protection Regulation (GDPR) that came into force in May 2018. Work continues to provide ongoing corporate assurance alongside a high level of improvement activity with our Schools.

- 5.7.1 A comprehensive review of organisational data management arrangements was undertaken between November 2018 and February 2019. One of the key recommendations from this review was to make better use and exploit our data, whereby we continue to evolve more towards a data-driven, decision-making organisation and realise the full potential of the data assets.

- 5.7.2 Following this recommendation, a pilot is being undertaken within Adult Services to understand how better data analytics and detailed customer insight could potentially improve future service provision. The work includes profiling certain spend within Social Care, overviews of client volumes and an analysis of residential care admissions. The pilot is due to be completed Qtr 3, with recommendations for any next steps to be made following this.

- 5.8 **Digital Strategy 2020 onward** - The current Digital Strategy sets out our direction to the 31<sup>st</sup> March 2020 however to ensure we continue the positive digital progress made to date, it is proposed that the Service Director for ICT & Digital, in conjunction with key officers, brings forward a proposed new strategy that sets out our ambitions and aspirations beyond 2020.

## **6 EQUALITY AND DIVERSITY IMPLICATIONS**

- 6.1 A full Equality Impact assessment is not required as this was considered as part of the overarching Digital Strategy agreed previously by Cabinet.

## **7 CONSULTATION**

- 7.1 Consultation with key stakeholders with regard to the programme has been undertaken. Further engagement will be undertaken with stakeholders in the delivery of all the projects.

## **8 FINANCIAL IMPLICATION(S)**

- 8.1 The programme of work is being delivered in line with the resources allocated. Close monitoring will continue to ensure the Council makes best use of the investment allocated to this area.

## **9 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 9.1 There are no legal implications as a result of the recommendations set out in this report.

## **10 LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

- 10.1 The proposals are aligned to the Council's Corporate Plan commitment of providing more flexible services through use of the web and self-service channels to support increased user satisfaction. The proposals also support the Well-being of Future Generations Act in the following ways:
- The well-being goals of: 'a Wales of cohesive communities' by enabling residents, businesses and visitors to be digitally connected and 'a prosperous Wales' through the efficient use of resources and the development of skills and a well-educated population; and

- The sustainable development principles of 'involvement' in helping us shape digital services and support in line with what stakeholders require and 'prevention' through supporting vulnerable clients.

## **11 CONCLUSION**

- 11.1 This report sets out an update on the Digital Work Programme and demonstrates positive progress against its key actions that will support the ongoing transformation of Digital Services at Rhondda Cynon Taf.

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**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17th OCTOBER 2019**

**FRONTLINE SERVICES - HIGHWAYS IMPROVEMENT SCHEMES**

**REPORT OF THE GROUP DIRECTOR PROSPERITY, DEVELOPMENT AND  
FRONTLINE SERVICES IN DISCUSSIONS WITH THE LEADER OF THE COUNCIL,  
COUNCILLOR A MORGAN.**

**Author:** Roger Waters, Service Director Frontline Services.  
Tel 01443 494702

**1. PURPOSE OF THE REPORT**

- 1.1 Further to the approval of the Council's Three Year Capital Programme 2019/20 - 2021/22 on 6<sup>th</sup> March 2019 (Council), subsequent approval of the Supplementary Capital Programme on 21<sup>st</sup> March 2019 (Cabinet) and Highways Improvement Schemes on 18<sup>th</sup> June 2019 (Cabinet) this report further updates on the progress made to date and sets out the next phase in respect of the Highway Improvement Scheme.

**2. RECOMMENDATIONS**

It is recommended that Members:

- 2.1 Note the continued excellent progress made to date as detailed within this report.
- 2.2 Note the additional schemes brought forward for implementation.

**3. BACKGROUND**

**3.1 Highways Improvements**

- 3.1.1 The Highways Network represents the most significant asset of the Council, valued in excess of £3.4Bn and comprises of carriageways, footways, structures (bridges, retaining walls, culverts, etc.), street lighting, traffic signals and signs, safety barriers, highway drainage, etc.
- 3.1.2 At its meeting of 6<sup>th</sup> March 2019, Council approved the budget for the Highways Improvement schemes.
- 3.1.3 The network has now benefitted from eight years of enhanced levels of investment and this critically important additional funding will continue into 2021/22, improving and protecting the fabric of the highways network and dealing with the impact of winter weather conditions.

- 3.1.4 Continued enhanced levels of investment in our carriageway and footway assets means that interventions can be undertaken in a more pro-active manner where more efficient and cost effective preventative maintenance is carried out rather than expensive reactive treatments and reconstruction of roads where they have become life expired.

### **3.2 Progress to Date**

- 3.2.1 Progress in the first six months of 2019/20 has been excellent with 77 carriageway schemes and 21 footway schemes having already been completed to the combined value of £6.3 million.
- 3.2.2 On 21<sup>st</sup> March 2019 Cabinet agreed to delegate authority to the Group Director, in consultation with the Leader of the Council and the Director of Finance and Digital Services, to extend activity to approve additional projects during the financial year where capacity exists for accelerated planning and delivery in accordance with the purpose of the wider programme.
- 3.2.3 Given the excellent in-year progress made it is proposed to undertake additional schemes as listed in Appendix 1. The value of the additional schemes is approximately £5.84 million.
- 3.2.4 It is proposed these schemes be supplemented by a £0.500M allocation to carry out patching in advance of next seasons surface dressing, a £0.500M allocation to allow strategic patching on busy main roads, a £0.050M allocation to essential highway improvement repairs and £0.025M allocation towards improvements in disabled access.

### **4. EQUALITY AND DIVERSITY IMPLICATIONS**

- 4.1 Equality and Diversity issues will be considered as part of determining the final detail of the proposed schemes.

### **5. CONSULTATION**

- 5.1 There are no consultation requirements relating directly to the report but the proposed schemes will (or have) involve varying degrees of consultation, some of which will relate to statutory processes (such as Traffic Regulation Orders). Members have noted that liaison and communication at project level has been extremely good.

### **6. FINANCIAL IMPLICATIONS**

- 6.1 The funding allocation to support schemes contained within the Highway Improvement Scheme was agreed by Cabinet on the 21<sup>st</sup> of March 2019 as part of the three year Capital Programme 2019/20 to 2021/22. This report does not commit any additional spend over and above the agreed allocation of £23.5 million.
- 6.2 Funding will be realigned within the three year Capital Programme as necessary between the financial years.



## **7. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 7.1 There are no legal implications as a result of the recommendations set out in this report.

## **8. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

- 8.1 The Highways Investment Programme supports the Council's Corporate Plan Priority 'Place – creating neighbourhoods where people are proud to live and work'.
- 8.2 The programme is wide ranging. It deals with the maintenance of transport assets created in order to meet travel demand. The programme supports enhanced connectivity to link homes with employment opportunities, education and health facilities, and to act as a catalyst for development and regeneration. In conjunction with grant applications, a range of sustainable and active travel opportunities are promoted.
- 8.3 The programme supports the Well-Being goals fostering prosperity and resilience with inclusive and sustainable transport options supporting more cohesive and vibrant communities.

## **9. CONCLUSION**

- 9.1 The above programme continues the enhanced levels of investment under the RCTInvest initiative, delivering sustained improvements to the resilience and durability of our highways and transportation infrastructure, promoting sustainable transport opportunities and network efficiency.
- 9.2 The improvements to the standard of our network are supporting continued reductions in the Council's exposure to claims for slips, trips and falls on the highway network with the level of claims now at the lowest level ever experienced within RCT.
- 9.3 Frontline Services will coordinate and deliver significant investment in a number of important areas during 2019/20 and beyond and the proposed additional programme of schemes will further improve the condition of our highway network.
- 9.4 RCT is one of the few councils that continues to make significant investments in maintaining and improving our highways and transportation infrastructure. The table below demonstrates the level of progress that has been made since 2010/11.

<b>Indicator</b>	<b>2010/11 Indicator</b>	<b>2018/19 Indicator</b>
THS011a – percentage of A class roads requiring maintenance	16.2%	4.9%
THS011b – percentage of B class roads requiring maintenance	15.2%	6.5%
THS011c – percentage of C class roads requiring maintenance	15.3%	3.0%
THS012 – percentage of all classified roads requiring maintenance	15.7%	4.8%

9.5 The programme is as always subject to minor changes due to possible engineering difficulties or programming and coordination undertakers.

\*\*\*

## Traditional Surfacing

Street No	Street Name	Town		Budget(£)
	Cwmaman Road	Aberaman	Traditional	89600
	Duke Street	Aberdare	Traditional	100000
	Werfa Close	Abernant	Traditional	19200
	Heol Clwyddau	Beddau	Traditional	49920
	Heol hensol	Beddau	Traditional	57600
	Cefnpennar Road	Cefnpennar	Traditional	50000
	Oakland Crescent	Cilfynydd	Traditional	35360
	Marion St	Clydach Vale	Traditional	72800
	Emlyn St	Clydach Vale	Traditional	15000
	Tegfan	Ferndale	Traditional	84480
A4233	Ffaldau Terrace	Ferndale	Traditional	451000
	Grovers Close	Glyncoch	Traditional	33600
	Halt Road	Hirwaun	Traditional	57600
	Heol pantgwyn	Llanharry	Traditional	96000
	Swan St	Llantrisant	Traditional	32000
	Ffynon Las / Eisteddfa Road	Llwynypia	Traditional	60800
	Wilson Place	Maerdy	Traditional	56000
A4059	New Road	Mountain Ash	Traditional	10000
	Fforest Road	Mountain Ash	Traditional	25000
a473	Nantgarw Hill	Nantgarw	Traditional	137500
	Heol y Bwnsi	Nantgarw	Traditional	10000
A4059	Chapel Road	Penderyn	Traditional	40000
	Edward St	Penrhiwceiber	Traditional	17280
	Lewis Street	Pentre	Traditional	35200
	Burns Way	Penycoedcae	Traditional	46400
	Gilfach Road	Penygraig	Traditional	53760
	Bransby Road	Penygraig	Traditional	11520
	Brynyhyfryd Ave	Penygraig	Traditional	48000
	Fishtails	Perthcelyn	Traditional	60480
	Aldergrove St	Porth	Traditional	45120
	Pant Place / River St	Taffs Well	Traditional	45000
A4119	Talbot Green Interchange	Talbot Green	Traditional	140000
	Fairways View	Talbot Green	Traditional	24960
	Co-operative Street	Ton Pentre	Traditional	25920
	Llantrisant Road	Tonyrefail	Traditional	35000
	Cross St	Trallwn	Traditional	9000
	Rhiwgarn estate	Trebanog	Traditional	150000
	New Park Crescent	Treforest	Traditional	16640
	Prospect Place	Treorchy	Traditional	54400
	Brynheulog Terrace	Tylorstown	Traditional	57600
	Gwernllwyn Terrace	Tylorstown	Traditional	70400
A4233	East Road	Tylorstown	Traditional	40000
	Heol Ida	Tynant	Traditional	53760
	Main Road	Tynewydd	Traditional	44800
	Homerton Street	Tyntetown	Traditional	10000

	Augustus Street	Ynysybwl	Traditional	40768
			Total	2719468

### Surface Treatment

Street No	Street Name	Town		Budget(£)
	Surface Dressing rural lanes	Various	Surface Dressing	500000
a4058	Carne St / Llewellyn St	Pentre	Microasphalt	180000
a4058	Hopkinstown Road	Hopkinstown	Microasphalt	189000
a4054	Glyntaff Road	Glyntaff	Microasphalt	138600
b4273	Robert St / Ynysybwl Road	Ynysybwl	Microasphalt	259200
	Ynyscynon Road	Trealaw	Microasphalt	63000
b4275	Cemetery Road	Cwmdare	Microasphalt	72000
b4275	John St	Abercwmboui	Microasphalt	45900
a4054	Cardiff Road	Taffs Well	Microasphalt	45000
b4278	Barn Hill	Tonyrefail	Microasphalt	34200
	The Avenue	Cefnpennar	Microasphalt	36000
	Hospital Road	Pontypridd	Microasphalt	18900
	Abernant Road	Abernant	Microasphalt	57600
	Cemetery Road	Treorchy	Microasphalt	10000
	Park View Terrace	Abercwmboui	Microasphalt	27000
	East Road	Ferndale	Microasphalt	65000
			Total	1741400

### Footway Works

Street No	Street Name	Town		Budget(£)
	Cwmbach Footway	Cwmbach		150000
	Southgate Footway	Llantrisant		200000
	Penywaun Footways	Penywaun		100000
	Blaenllechau access improvements	Ferndale		15000
	River Terrace	Treorchy		25000
	Brynfab	Rhydyfelin		50000
	Marion Street	Clydach vale		20000
	Ely Valley Road	Coedely		50000
	Birchgrove St	Porth		15000
	Rhiwgarn Estate	Trebanog		100000
	Beddau / Tynant access improvements	Beddau		15000
	Glyncoch Footways	Glyncoch		125000
	Investiture Estate	Tonyrefail		100000
	Graigwen Estate	Pontypridd		50000

	Trehafod Road	Trehafod		15000
	Conway Drive	Cwmbach		42000
	Ty Fry	Aberdare		48000
	Pryce Street	Mountain Ash		16000
	Ffaldau terrace	Ferndale		120000
	Duffryn St	Ferndale		30000
	Kenry St	Tonypandy		25000
	Oak St	Gilfach		71800
			Total	1382800





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**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17<sup>TH</sup> OCTOBER 2019**

**LICENSING ACT 2003 -  
NEW STATEMENT OF LICENSING POLICY 2020 – 2025**

**REPORT OF THE DIRECTOR OF PUBLIC HEALTH, PROTECTION AND  
COMMUNITY SERVICES IN CONSULTATION WITH THE CABINET  
MEMBER, COUNCILLOR RHYS LEWIS**

**Author(s):** Rhian Hope, Health Protection and Licensing Service Manager  
Martyn Owen, Assistant Licensing Manager

**1. PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is to consider revisions proposed by the Director of Public Health, Protection & Community Services to the Council's Statement of Licensing Policy and seek endorsement of the Draft New Statement of Licensing Policy (Alcohol, Entertainment and Late Night Refreshment) 2020 – 2025.

**2. RECOMMENDATIONS**

It is recommended that the Cabinet:

- 2.1 Note the recommendation of the Licensing Committee on the 10<sup>th</sup> September 2019 and endorse the Draft Statement of Licensing Policy (Alcohol, Entertainment and Late Night Refreshment) 2020-2025;
- 2.2 Commend the revised Statement to Licensing Policy (Alcohol, Entertainment and Late Night Refreshment) 2020-2025 to Council for approval with a view to the new Statement taking effect from the 7<sup>th</sup> January 2020.

**3. BACKGROUND**

- 3.1 The current Statement of Licensing Policy took effect 7th January 2015 for a period of 5 years, which reflected the statutory period that the policy could be in force without review.
- 3.2 Whilst the policy has been subject to informal review throughout its currency with changing legislation and guidelines, no substantial

amendments have been made and the policy was deemed 'fit for purpose' until this formal review.

- 3.3 The date for statutory formal review and publication of revisions is now approaching and it is necessary for a new policy to be adopted by Full Council. The proposed new Policy is provided at Appendix 1 and should take effect from 7<sup>th</sup> January 2020.
- 3.4 This Statement of Licensing Policy is intended to provide clear guidance on licensing matters to applicants, licensees and the public; ensuring sensible and robust enforcement of the objectives is maintained, while promoting economic growth for local businesses, whilst enabling the community to make constructive representations should the need arise.
- 3.5 Members should note that since the last revision of the Statement of Licensing Policy, the Statutory Guidance, issued under Section 182 of the Licensing Act 2003 has been amended, and now provides further guidance on matters to be contained in the Policy.
- 3.6 Having regard to the aforementioned, whilst it is recognised that several legislative changes need to be incorporated, the fundamental direction of the policy does not need significant amendment.

#### **4. SUMMARY OF KEY CHANGES**

- 4.1 The key changes to the policy which have been incorporated are:
  - Layout and structure of the report to allow a more user friendly viewing, and more consideration of the Guidance issued under section 182 of the Licensing Act 2003, published in 2018.
  - Recognition of the Council's Corporate Plan, Wellbeing of Future Generations (Wales) Act 2015 and the Corporate Enforcement Policy.
  - A change of the aims and purpose to reflect those contained within the section 182 Guidance.
  - Strengthened consideration of safeguarding of children and the vulnerable.
  - Inclusion of the Home Office as a Responsible Authority since 6<sup>th</sup> April 2017, as a result of the Licensing Act being amended through the Immigration Act 2016.
  - Recognition of the health implications of alcohol and linking into that associated with the underage;

- More information regarding the deregulation of entertainment through the Live Music Act 2012 and the Deregulation Act 2015;
- Powers to suspend and revoke Personal Licences when the holder is convicted of a relevant offence, introduced through amendments to the Licensing Act 2003 made by the Policing and Crime Act 2017.
- Introduction into the Policy of Late Night Levy and Early Morning Restrictions Orders, introduced through the 'Police Reform and Social Responsibility Act 2011'.
- Introduction of Public Space Protection Orders (PSPO) and exclusion zones.
- Introduction of the Community Alcohol Partnership (CAP).
- Mention of Provisional Statement and Interim Authority Notice.
- Petitions – no longer accept all names on the list as individuals making representations.
- A focus on information sharing and partnership working is evident throughout the Policy document.

## **5. CONSULTATION**

5.1 Whilst there is a statutory requirement to consult on the policy revisions, discretion is afforded to the Licensing Authority to consider the level of consultation necessary, and to be mindful of the modifications proposed. Due regard was given to resource implications, process and costs associated with the same.

5.2 The consultation process consisted of the following:-

- Prior to the preparation of a draft policy, a Licensing Policy Meeting was held on Wednesday 1<sup>st</sup> May 2019. All responsible authorities were invited including South Wales Police, South Wales Fire & Rescue Service, Environmental Health, Licensing Authority, Trading Standards, Child Protection and Cwm Taf Morgannwg Health Board. The meeting was considered a proportionate and practical way to engage the views of practitioners, ensuring their views were incorporated into a draft revision.

- Following the above meeting, a draft Statement of Licensing Policy was prepared. The draft policy was forward to all Responsible Authorities, as well as members of the trade and local councillors.
- The draft policy was also subject to a public consultation whereby the policy was published online and advertised via local authority social media. Hard copies were distributed to local libraries, with advertising being placed in windows or on walls, as well as at the reception of the licensing offices. The public consultation lasted 6 weeks, and ended on 4<sup>th</sup> August 2019.
- Three public workshops, one in each area of Rhondda, Cynon & Taf took place to allow any person who had queries of the draft policy to speak with licensing officers. The meetings were advertised via social media and were held at:-
  - Ystrad Rhondda Fawr Leisure Centre on 2<sup>nd</sup> July 2019
  - Llantrisant Leisure Centre on 24<sup>th</sup> July 2019
  - Abercynon Leisure Centre on 25<sup>th</sup> July 2019

The meetings were poorly attended by the public. South Wales Police attended two, during which a discussion was had as to whether knife crime should be included, and an officer from Cwm Taf Morgannwg attended another and provided further evidence on alcohol related harms.

- A special licensing meeting was held on 29<sup>th</sup> July 2019 with the Licensing Committee invited to scrutinise the draft policy. During this meeting a number of points were questioned by members, such as
  - Including hyperlinks to be added for the corporate enforcement policy and Well-being of Future Generations (Wales) Act
  - Wording amended within reference to the Live Music Act
  - Maps and pages realigned as some were incorrect
  - Inclusion of litter in Late Night Refreshment Section – public nuisance
  - Concerns involving some signage within the area surrounding Aberdare PSPO exclusion zone
  - Use of proforma letters instead of petitions to be considered.

## **6. CONSIDERATIONS AND AMENDMENTS FOLLOWING THE CONSULTATION**

- 6.1 Following the various consultation events the following considerations have been taken.

- Hyperlinks have been added for the Corporate Enforcement Policy and relevant legislation.
  - Consideration given to the wording with the Live Music Act within Section 11, to ensure it reflected fully the wording of the legislation.
  - More recent statistics and information included about alcohol related harms in RCT.
  - The wording within the crime and disorder replaces 'guns' with 'weapons' to reflect any article which may be used as a weapon.
  - Maps and pages realigned to reflect the contents page.
  - Strengthened the paragraph to include litter in Late Night Refreshment.
  - The use of proforma letters instead of petitions was considered alongside changes to how petitions will be handled. Details of how to submit objections will be publicised on the Council website going forward.
- 6.2 Following the final review of the Statement of Policy, the views of the Licensing Committee were sought on the 10<sup>th</sup> September 2019 and the Committee recommended the Draft Statement of Licensing Policy (Alcohol, Entertainment and Late Night Refreshment) 2020-2025 for further consideration by Cabinet.

## **7. EQUALITY AND DIVERSITY IMPLICATIONS**

- 7.1 An Equality Impact Assessment (EqIA) screening form has been prepared for the purpose of this report. It has been found that a full EqIA is not required.
- 7.2 The report does not impact on any one group more than others, except for in a positive nature towards children. The safeguarding of children is a significant consideration for Rhondda Cynon Taf County Borough Council as well as one of the key licensing objectives. This report is compiled with the intention of keeping children safe and minimising the risk of them coming to harm through contact with alcohol whether it be directly or indirectly.

## **8. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 8.1 Section 5 of the Licensing Act 2003 requires a licensing authority to prepare and publish a Statement of Licensing Policy at least every five years. The current statement of licensing policy expires on 7<sup>th</sup> January 2020.
- 8.2 The process for the adoption of the Statement of Licensing Policy is subject to statutory control. It must be approved by Full Council and published in the final format at least 4 weeks prior to it taking effect.

- 8.3 In order to meet the statutory timeframe, and subject to any recommendation by Cabinet, the Statement of Licensing Policy is scheduled for consideration by Full Council on 27<sup>th</sup> November 2019.

## **9. FINANCIAL IMPLICATION(S)**

- 9.1 There are no financial implications.

## **10. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT**

- 10.1 Due regard has been made to the five ways of working, as contained within the Wellbeing of Future Generations (Wales) Act 2015, when preparing, reviewing, consulting on and publishing this strategy. The policy is consistent with the Act and specifically identifies with three of the five ways of working.
- 10.2 The authority has **collaborated** with other local authorities and partners when considering this policy for a consistent approach which meets the needs of the local Borough.
- 10.3 Consultation and **involvement** of various partners, agencies and the public and engagement has been undertaken with the Licensing Committee to ensure a policy that is fit for purpose. **Involvement** with the trade and the public is also paramount to achieving a thriving but safe licensed trade in RCT.
- 10.4 The licensing objectives are wholly consistent with the '**prevention**' approach advocated in the Act and this proposed policy seeks to promote each of the objectives as far as reasonably practicable to the benefit of the community and licence holders as appropriate.

## **11. CONCLUSION**

- 11.1 The new proposed Statement of Licensing Policy 2020-2025 reflects the current nature of the licensing trade within RCT. A new Policy must be in place by the 7<sup>th</sup> January 2020 however the Policy will remain a living document and can be revised further during the next 5 year period as circumstances dictate.

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17<sup>TH</sup> OCTOBER 2019**

**LICENSING ACT 2003 -  
NEW STATEMENT OF LICENSING POLICY 2020 – 2025**

**REPORT OF THE DIRECTOR OF PUBLIC HEALTH, PROTECTION AND  
COMMUNITY SERVICES IN CONSULTATION WITH THE CABINET  
MEMBER, COUNCILLOR RHYS LEWIS**

**Background papers:**

Licensing Committee – 10<sup>th</sup> September 2019

**Officer to contact:**

Rhian Hope, Health Protection and Licensing Service Manager  
Martyn Owen, Assistant Licensing Manager

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**Rhondda Cynon Taf  
County Borough Council**

# **Statement of Licensing Policy**

**(Alcohol, Entertainment &  
Late Night Refreshment)**

**2020 - 2025**

**Date effective from: 7<sup>th</sup> January 2020**

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## **1. INTRODUCTION**

- 1.1 The Licensing Act 2003 came into force on 24th November 2005. Section 5 of the Licensing Act 2003 (as amended) places a requirement on each Licensing Authority to prepare and publish a Statement of Licensing Policy to outline how the authority will exercise its licensing functions under the Act in respect of licences for the sale of alcohol, provision of entertainment and provision of late night refreshment.
- 1.2 The Statement of Licensing Policy must be renewed every 5-year period. The Licensing Authority will also regularly review the Policy and revise if required within this period.
- 1.3 Rhondda Cynon Taf County Borough Council (RCTCBC) is the Licensing Authority for the County of Rhondda Cynon Taf. Within this document, RCTCBC may also be referred to as 'the Council'.
- 1.4 The Licensing Authority makes this Licensing Policy Statement in accordance with section 5 of the Act. In compiling this Statement of Licensing Policy the Licensing Authority has taken into account the Licensing Act 2003 together with the 'Guidance issued under section 182 of the Licensing Act 2003' ("the Guidance") issued by the Secretary of State for Culture, Media and Sport.
- 1.5 The Licensing Authority may also depart from this Policy and the Secretary of State's Guidance if there are circumstances appropriate to do so to promote the licensing objectives. Should the Licensing Authority do so, full reasons will be provided.
- 1.6 The Key purpose of the Licensing Policy is as follows:-
  - To inform licensing applicants of the parameters under which the Licensing Authority will make licence decisions and how a licensed premises is expected to operate within an area. (However, each application must be considered on merit);
  - To inform residents & businesses of the parameters under which the Licensing Authority will make licensing decisions – and therefore how their needs will be addressed.
- 1.7 The Licensing Act regulates licensable activities through premises licences, club premises certificates, temporary event notices and personal licences.
- 1.8 The licensable activities as specified within the Act are:-
  - The sale by retail of alcohol

- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment

- 1.9 The Council in adopting this Policy recognises both the needs of residents for a safe and healthy environment to live and work and the importance of safe and well run premises to the local economy and vibrancy of the County Borough.

However, it should be recognised that this policy covers a wide variety of premises and activities carried on in them including theatres, cinemas, restaurants, pubs, nightclubs, registered members' clubs, village halls and community centres, as well as off-licences, late night food premises/ takeaways and vehicles selling hot food or hot drink after 11pm.

- 1.10 To achieve this the Licensing Authority seeks to curtail the negative elements of the licensed economy through providing advice, support, imposing conditions, which actively promote the licensing objectives, and through proactive enforcement.
- 1.11 This Policy does not override the right of any person to make an application and to have that application considered on its own merits. In addition, it does not undermine the right of any person to make representations on an application or to seek a review of a licence where a legal provision is available for them to do so.
- 1.12 The Council acknowledges that licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or authorisation concerned. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night-time economy.
- 1.13 Alcohol use and its consequences remain a major public health challenge in Wales, the UK and elsewhere. The harmful use of alcohol ranks among the top five risk factors for disease, disability and death throughout the world. The enforcement of an effective, alcohol licensing policy within Rhondda Cynon Taf plays a crucial role in minimising alcohol related harms within our communities.

## **2. LICENSING OBJECTIVES**

- 2.1 RCTCBC will carry out its functions with a view to promoting the four licensing objectives. The objectives are:-
- **Prevention of crime and disorder**
  - **Protection of Public safety**
  - **The prevention of public nuisance**

- **The protection of children from harm**

- 2.2 RCTCBC Licensing Authority will consider each objective with equal importance. RCTCBC Licensing Authority will proactively promote these licensing objectives through the adoption, implementation and enforcement of this Policy.
- 2.3 There are no other statutory licensing objectives, so the promotion of the four objectives is a paramount consideration at all times.
- 2.4 The Licensing Authority will also have regard to other Council policies and initiatives that have been introduced to tackle issues that may influence crime and disorder or any of the other licensing objectives, such as Public Space Protection Orders (PSPO).

### **3. THE COUNTY BOROUGH OF RHONDDA CYNON TAF**

- 3.1 Rhondda Cynon Taff covers an area of the South Wales Valleys stretching from the Brecon Beacons in the north, to the outskirts of Cardiff in the south. It comprises a mixture of urban, semi-suburban and rural communities, situated in mountains and lowland farmland.
- 3.2 Rhondda Cynon Taf is the second largest Local Authority in Wales, formed in 1996 from the former Boroughs of Rhondda, Cynon Valley and Taf Ely (part). The County Borough covers an area of 424 square kilometres with an estimated population of 239,127 (2017). The area has 75 electoral wards.
- 3.3 Townships include Pontypridd, Llantrisant, Aberdare, Mountain Ash, Tonypany and Porth, however there are numerous smaller commercial areas situated throughout the Borough, consistent with the communities they serve.
- 3.4 The area is land locked and lies between the County Boroughs of Powys, Merthyr, Neath Port Talbot, Caerphilly, Vale of Glamorgan, Bridgend and Cardiff.
- 3.5 Strategic highway links with the wider regions are provided by the M4, A470 and A465. A range of bus and rail services provides public transportation links across the region.
- 3.6 The Council has a Corporate Plan with a vision *“for a County Borough that has high aspirations, is confident and promotes opportunity for all”*, and a purpose *“to provide strong community leadership and effective services for the people of Rhondda Cynon Taf to enable them to fulfil their potential and prosper”*.  
<https://www.rctcbc.gov.uk/EN/Council/Performancebudgetsandspending/Councilperformance/RelatedDocuments/CorporatePlan201620/CorporatePlan201620.pdf>

The Corporate Plan also takes account of the requirements of the Wellbeing of Future Generations (Wales) Act 2015 <http://www.legislation.gov.uk/anaw/2015/2/contents/enacted> and the seven associated national goals. This licencing policy will consider the values of the Corporate Plan.

3.7 A map of the Borough is shown below:-



#### **4. OTHER AIMS AND PURPOSE**

- 4.1 The legislation also supports other key aims and purposes and should be principal aims for all parties involved in licensing for the promotion of the licensing objectives. The licensing authority will have regard to these key aims in its decision making.

They are:

- Protecting the public and local residents from crime, anti-social behaviour and noise nuisance associated and caused by irresponsible licensed premises;
- Giving the police and licensing authorities the powers they need to effectively manage and police the night time economy and take action against those premises that are causing problems;
- the important role which pubs and other licensed premises play in our local communities by minimising the regulatory burden on the business, encouraging innovation and supporting responsible premises;
- Providing a regulatory framework for alcohol that reflects the needs of local communities and empowers local authorities to make and enforce decisions about the most appropriate licensing strategies for their local area.
- Encouraging greater community involvement in licensing decisions and giving local residents the opportunity to have their say regarding licensing decisions that may affect them.

#### **5. CONSULTATION**

- 5.1 This Statement of Licensing Policy has been drawn up after consultation with:

- South Wales Police
- South Wales Fire and Rescue Services
- RCT Trading Standards
- RCT Environmental Health Department
- Persons/bodies representing local holders of Premises Licences
- Persons/bodies representing local holders of Club Premises Certificates
- Persons/bodies representing local holders of Personal Licences
- Local businesses and their representatives
- Local residents
- Children's Safeguarding Unit
- Cwm Taf Local Health Board
- RCT Community Safety Department
- The Events Safety Advisory Group

- 5.2 The consultation took place between 25th June – 4<sup>th</sup> August 2019. During the consultation period copies of the draft policy were placed in the public libraries of the



County Borough as well as being available at Ty Elai council offices. Three consultation events were held, one in each of the districts, as well as a Special meeting of the committee members to discuss the policy.

- 5.3 The full list of comments made and the consideration by Licensing Authority of those comments is available by request to: Licensing Department, Ty Elai, Dinas Isaf East, Williamstown, Tonypany, CF40 1NY.
- 5.4 The policy was given final approval at a meeting of the Full Council on the \*\*\*\*\* and was published via our website on the \*\*\*\*\*.
- 5.5 The policy will remain in force for a maximum period of five years from 7<sup>th</sup> January 2020. The policy will then be subject to review and further consultation prior to the expiry of the five-year period. The Authority may revise the Policy at any time during the five-year period if it considers it appropriate to do so and will consult on any substantial revisions to the Policy.

## **6. DUPLICATION**

- 6.1 The Licensing Authority recognises the need to avoid duplication of existing legislation and other regulatory regimes that place obligations on employers and operators.
- 6.2 This will be reflected by the commitment to only attach conditions to the licence that will promote the licensing objectives. However, it is recognised that the primary legislation of other agencies will not always adequately address specific issues that arise as a result of licensable or ancillary activity associated with a premises. In such circumstances, supplementary conditions may be imposed that will be proportionate to the promotion of the licensing objectives.

## **7. DISCRIMINATION**

- 7.1 The Equality Act 2010 places a legal obligation on public authorities to have regard to the need to eliminate unlawful discrimination, to advance equality of opportunity and to foster good relations between all persons.
- 7.2 The Licensing Authority will not tolerate discrimination towards any section of the public on the grounds of colour, race, ethnic or national origin, disability, religious beliefs, sexual orientation or gender.

## **8. INFORMATION SHARING**

- 8.1 The Council will share information about licensable activities with responsible authorities and other relevant stakeholders in order to enable:
- the development of an overarching view of all licensable activity across the Borough;
  - the identification of risks;

- information and intelligence to be fed back to the Council (and to other licensing authorities) to support it to carry out its regulatory responsibilities;
- 8.2 The Council recognises that shared regulation depends on effective partnerships and collaboration and that the exchange of information is an important aspect of this and benefits all parties. Where the Council is required or wishes to exchange information with other persons/bodies, the information will be relevant and it will be appropriate, necessary and proportional to do so for the purposes of carrying out its functions under the Act to enable those other persons/bodies to carry out their functions under the Act.
- 8.3 The exchange of information will be undertaken in accordance with the Data Protection Act 2018, the General Data Protection Regulation (GDPR) and subsequent guidance published by the Information Commissioner's Office (ICO).

## **9. LOCAL LICENSING PRINCIPLES**

- 9.1 The Council aims to provide a clear, consistent and responsive service to prospective and current licence/notice holders, members of the public and other relevant stakeholders.
- 9.2 The Council will seek to build and maintain good liaison and working relationships with the Responsible Authorities, including sharing relevant information and, where appropriate, investigating offences.
- 9.3 The Council aims to ensure that all relevant Responsible Authorities give full consideration to applications and that the most appropriate Responsible Authority provides advice to the applicant and where necessary, take the opportunity to submit formal representations to the Council. The Licensing Team will provide guidance and assist Responsible Authorities to submit representations.
- 9.4 RCTCBC, as the Licensing Authority, is also a Responsible Authority. The Licensing Team, acting as a Responsible Authority will, when necessary, make representations on applications to ensure that all four licensing objectives are being properly promoted.
- 9.5 The Council will be mindful of the needs of the applicant but this will be balanced against the clear duty that the Council has to ensure that the licensing objectives are promoted and the Council's desire to ensure the overall purpose of this Policy is delivered.
- 9.6 In all cases, licence applications and notices will be considered and determined on their own individual merits.
- 9.7 The Council will make general advice, relating to its functions under the Act, available through its website. In addition, on request, the Council will provide specific advice about compliance to prospective and actual licence/notice holders

and will advise the public on what activities they may undertake without the need for specific licences/notices.

## **10. LICENSING ACTIVITIES**

10.1 The Licensing Act regulates licensable activities through premises licences, club premises certificates, temporary event notices and personal licences. The licensable activities under the Act are:

(A) *The sale by retail of alcohol* (including sales made via the internet or mail order). This includes the sale to the public of alcohol in wholesale quantities.

(B) *The supply of alcohol to members of qualifying clubs.*

(C) *The provision of regulated entertainment.* The definition of 'regulated entertainment' is set out in Schedule 1 of the Act and includes:

- a performance of a play
- a film exhibition
- an indoor sporting event
- boxing or wrestling events
- a contest, exhibition or display which combines boxing or wrestling with one or more martial arts (combined fighting sports)
- a performance of live music
- the playing of recorded music (except incidental music)
- a performance of dance
- entertainment of similar description to live music, the playing of recorded music and performance of dance, but only where provided as entertainment in the presence of an audience

(D) *The provision of late night refreshments* (i.e. the supply of hot food or drink between 11pm and 5am). This applies to any premises, including mobile vehicles.

## **11. DEREGULATION**

11.1 The Live Music Act 2012 ( <http://www.legislation.gov.uk/ukpga/2012/2> ) resulted in deregulatory changes to the Licensing Act. Paragraphs 16.1 to 16.72 of the Secretary of State's Guidance covers at length examples of regulated entertainment that has been deregulated, some key examples are as follows:

a) Live music - no licence is required for a performance of unamplified live music between 0800hrs and 2300hrs on any premises. Further, no licence is required for a performance of amplified live music between 0800hrs and 2300hrs on premises that have a licence to sell alcohol on the premises.

b) Recorded music – no licence is required for a performance of recorded music between 0800hrs and 2300hrs on any day on premises that have a licence to sell alcohol on the premises and is performed to an audience of no more than 500 persons.

11.2 The Live Music Act 2012 and Deregulation Act 2015. <http://www.legislation.gov.uk/ukpga/2015/20/contents/enacted> amended the Licensing Act 2003 by deregulating aspects of the performance of live and recorded music if the following criteria are satisfied.

- Where a performance of live (amplified or unamplified) and/or recorded music—whether amplified or unamplified – takes place before 0800 and after 2300 on any day
- Where a performance of amplified live and/or recorded music does not take place either on relevant licensed premises, or at a workplace that is not licensed other than for the provision of late night refreshment
- Where a performance of amplified live and/or recorded music takes place at relevant licensed premises, at a time when those premises are not open for the purposes of being used for the supply of alcohol for consumption on the premises
- Where a performance of amplified live and/or recorded music takes place at relevant licensed premises, or workplaces, in the presence of an audience of more than 500 people or
- Where a licensing authority intentionally removes the effect of the deregulation provided for by the 2003 Act when imposing a condition on a premises licence or certificate because of a licence review.

11.3 The Licensing Act 2003 (Descriptions of Entertainment) (Amendment) Order 2013 (from 27<sup>th</sup> June 2013) deregulates aspects of the performance of a play, performance of dance and indoor sporting events. It deregulates-

- performance of plays / dance for audiences of up to 500 people, between the hours of 08:00 and 23:00 (with the exception of dancing for which a Sexual Entertainment Venue Licence is required);
- indoor sporting events for audiences of up to 1000 people, between the hours of 08:00 and 23:00; and
- It clarifies that Combined Fighting Sports (Mixed Martial Arts etc.) are a form of Boxing and Wrestling and will continue to be regulated.

11.4 Applicants, licence holders or members of the public who are unclear whether an activity is licensable or not should contact that licensing authority for information.

## **12. PROMOTION OF THE LICENSING OBJECTIVES**

12.1 When carrying out its functions and exercising its powers under the licensing Act the Licensing Authority will aim to promote the licensing objectives at all times. In promoting these licensing objectives, the authority aims to encourage a safe, crime free environment where everyone can enjoy the full range of licensable activities offered.

12.2 The licensing objectives are:

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm

12.3 Each licensing objective is of equal importance, they are the only factors that can be taken into account in determining an application and any conditions attached to a licence.

12.4 The Authority will require applicants to take appropriate and proportionate measures to promote the licensing objectives.

12.5 The below licensing objectives are the principles with which applicants should reference when making applications.

### **• PREVENTION OF CRIME AND DISORDER**

12.6 The Authority will endeavour to reduce crime and disorder throughout the district in accordance with its statutory duty under s.17 of the Crime and Disorder Act 1998.

#### **Partnership working**

12.7 The Licensing Authority looks to the police as the main source of advice on crime and disorder, it should be noted however that any responsible authority under the 2003 Act could make representations with regard to any of the licensing objectives if they have evidence to support such representations. South Wales Police strongly advocates the use of CCTV for deterring and preventing crime and disorder, and emphasises the importance of such conditions on all operating schedules for licensed premises. The presence of CCTV both inside and immediately outside the premises, which can prevent crime and disorder, anti-social behaviour and assist in the investigation and detection of offences.

12.8 The Licensing Authority will also work with South Wales Police and other partners such as community safety to manage and prevent offences within the night-time economy, in an effort to promote a healthy, diverse and safe community.

- 12.9 Within certain areas of the Borough, the licensing authority utilise street pastors and taxi marshals to assist with the safe dispersal of revellers leaving the clubs. The authority would expect all responsible licence holders to embrace these procedures and assist the authorities in the efforts.
- 12.10 In the exercise of its functions, the Licensing Authority seeks to co-operate with the Security Industry Authority ("SIA") as far as possible and will consider adding relevant conditions to licences where appropriate. The SIA also plays an important role in preventing crime and disorder by ensuring that door supervisors are properly licensed and, in partnership with police and other agencies, that security companies are not being used as fronts for serious and organised criminal activity. This may include making specific enquiries or visiting premises through intelligence led operations in conjunction with the police, local authorities and other partner agencies. Similarly, the provision of requirements for door supervision may be appropriate to ensure that people, who are drunk, appear intoxicated by drugs, drug dealers, known sex predators or people carrying weapons do not enter the premises and ensuring that the police are kept informed and / or paramedics called where there are health concerns.
- 12.11 The prevention of crime includes the prevention of immigration crime including the prevention of illegal working in licensed premises. The Licensing Authority will work with Home Office Immigration Enforcement, as well as the police, in respect of these matters. Licence conditions considered appropriate for the prevention of illegal working in licensed premises might include requiring a premises licence holder to undertake right to work checks on all staff employed at the licensed premises or requiring that a copy of any document checked as part of a right to work check are retained at the licensed premises.

- **PUBLIC SAFETY**

- 12.12 Licence holders have a responsibility to ensure the safety of those using their premises, as a part of their duties under the 2003 Act. This concerns the safety of people using the relevant premises rather than that of public health, which is addressed in other legislation.

#### Fire Safety

- 12.13 Fire precautions and means of escape from licensed premises are particularly important. Large numbers of people, some of whom may be under the influence of alcohol, must be safely contained, managed and, if necessary, evacuated from premises. The attachment of conditions to a premises licence or club premises certificate will not in any way relieve employers of the statutory duty to comply with the requirements of other legislation including the Health and Safety at Work etc. Act

1974, associated regulations and especially the requirements under the Management of Health and Safety at Work Regulations 1999 and the Regulatory Reform Fire Safety Order 2005 to undertake risk assessments. Employers should assess the risks, including risks from fire, and take measures necessary to avoid and control these risks.

#### Risk Assessments

- 12.14 When addressing public safety, an applicant or licence holder should initially identify any particular issues (having regard to their particular type of premises and/or activities), which are likely to adversely affect the promotion of the public safety objective. Such steps as are required to deal with these identified issues may be suitable to include within the applicant's Operating Schedule.
- 12.15 It is recognised that special issues may arise in connection with outdoor and large-scale events. Risk assessment should be used to assess whether any measures are necessary in the individual circumstances of any premises.

#### Disability

- 12.16 Consideration should be given to matters to ensure that:
- when disabled people are present, adequate arrangements exist to enable their safe evacuation in the event of an emergency
  - disabled people on the premises are made aware of those arrangements
  - disabled people may have physical and / or mental problems which should be considered
- 12.17 A policy to manage capacity should be adopted to prevent overcrowding and patrons possibly becoming injured or even aggressive through accidental jostling.
- 12.18 Environmental Health (safety) officers may be able to provide advice to licence holders to ensure this objective is promoted.

#### **• PREVENTION OF PUBLIC NUISANCE**

- 12.19 The Licensing Act 2003 covers a wide variety of premises, including cinemas, concert halls, theatres, nightclubs, public houses, cafes, restaurants, fast food outlets and takeaways. Each of these premises presents a mixture of risks, with many common to most premises and others unique to specific operations. It is important that premises are constructed or adapted and maintained to acknowledge and safeguard occupants and neighbours against these risks, as far as is practicable.
- 12.20 Public nuisance is not narrowly defined in the 2003 Act and retains its broad common law meaning. It may include issues around nuisance, noise, disturbance, light

pollution, noxious smells, vermin and pest infestations and accumulations of rubbish and litter.

12.21 The Licensing Authority recommends that applicants and licensees apply a higher standard of control to minimise the potential for any public nuisance that may arise from their operation of the premises where:

- They are located in a residential or noise sensitive area
- They have or are proposing extended open hours

12.22 Where a premises is situated in close proximity to residential property it is strongly advised that the operating schedule include details of sound insulation measures that have been or will be taken to ensure that noise will not cause public nuisance. Applicants (and current licence holders) will be required to clearly demonstrate that the acoustic integrity of the premises is suitable so that noise will not be audible in nearby residential properties.

**The Council's Environmental Health Officers would welcome reapplication enquiries on how to mitigate public nuisance from licensed activity, such as noise arising from entertainment, patrons in designated smoking areas, provision of litterbins etc.**

12.23 The Licensing Authority recognises that beyond the immediate vicinity of the premises, the control that a licence holder can exert over its customers diminishes and individuals who engage in anti-social behaviour are accountable in their own right. The licensing regime is not a mechanism for the general control of nuisance and anti-social behaviour by individuals once they are beyond the direct control of the licence holder. However, the authority does recognise that dispersal policies can assist in this area, and encourages applicants to include these within their operating schedule.

12.24 The licensing authority will avoid unnecessary or disproportionate measures to limit noise nuisance, however recommend that the following measures (or similar) be considered:

- A simple requirement to keep doors and windows at the premises closed;
- Limiting live music to a particular area of the building;
- Moving the location and direction of speakers away from external walls or walls that abut private premises;
- Installation of acoustic curtains;
- Fitting rubber seals to doorways;
- Installation of rubber speaker mounts;
- take measures to ensure that music will not be audible above background level at the nearest sensitive location;
- undertake routine monitoring to ensure external levels of music are not excessive and take appropriate action where necessary;
- Noise limiters on amplification equipment used at the premises (if other measures have been unsuccessful).



- Display prominent, clear and legible notices at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly.
- The use of explosives, pyrotechnics and fireworks of a similar nature that could cause disturbance in surrounding areas are restricted.
- The placing of refuse – such as bottles – into receptacles outside the premises takes place at times that will minimise the disturbance to nearby properties.

- **PROTECTION OF CHILDREN FROM HARM**

12.25 The protection of children from harm includes the protection of children from moral, psychological and physical harm. This includes not only protecting children from the harms associated directly with alcohol consumption but also wider harms such as exposure to strong language and sexual expletives (for example, in the context of exposure to certain films or adult entertainment).

12.26 The Council expects licensed businesses to work actively to prevent:

- Child sexual exploitation
- The sale or supply of alcohol to persons under the age of 18
- The sale or supply of alcohol to adults seeking to purchase on behalf of persons under the age of 18
- The sale or supply of any other age restricted products to underage persons
- Access by children to gambling activities
- Access by children to any entertainment of a sexual nature

Child Sexual Exploitation

12.27 Child sexual exploitation involves children being groomed and then sexually abused. The Council recognises that child sexual exploitation is a major child protection issue across the UK.

12.28 The Council takes a strict “zero tolerance” approach in respect of child sexual exploitation and expects licensed businesses to do the same. Conditions may be added by way of a review of a licence if there is a specific CSE issue at the premises.

12.29 Measures designed to prevent underage sales and other harmful activities will have the secondary effect of preventing child sexual exploitation by reducing or removing opportunities for abusers to groom children for sexual purposes.

Underage Sales and Age Verification

12.30 The Council expects licenced premises to work rigorously to prevent the sale or supply of alcohol to children. The mandatory licence conditions include a condition that requires all premises licensed to sell or supply alcohol to adopt an age verification policy whereby those who appear to be under 18 are asked to provide photographic ID to prove their age before selling or supplying them with alcohol.

- 12.31 The Council encourages licensed businesses to go further than the requirements of the mandatory conditions and asks premises which are licensed for the sale or supply of alcohol to adopt the voluntary “challenge 25” scheme. This scheme requires members of staff who carry out sales of alcohol to request photographic ID from anyone who appears to be under the age of 25 years. This does not preclude anyone over the age of 18 from purchasing alcohol, but does provide a much clearer framework for staff members in deciding when to ask for ID.

The Licensing Authority supports the use of the following for proof of age verification:

- “Pass” accredited proof age cards
- Driving Licence
- Passport
- Home Office Biometric identity card
- Military Identity Card

- 12.32 Applicants for premises licences or other permissions to sell or supply alcohol are encouraged to include the challenge 25 scheme within their operating schedule and it will be included as a condition, where appropriate.

- 12.33 Holders of premises licences and other permissions to sell or supply alcohol and their designated premises supervisors must ensure that all staff employed at their premises receive regular training. Training must include child protection issues and the prevention of underage sales and proxy sales.

12.34 Proxy Sales

The Licensing Authority is aware that young person’s attempt to obtain alcohol from licensed premises via proxy purchases, where adults purchase alcohol and supply it to an underage person. Proxy sales may occur even where the licensee has implemented an adequate system of age verification to prevent direct underage sales.

Applicants will be expected to identify steps to prevent such proxy sales taking place.

- 12.35 Where proxy sales are identified as a problem at a particular premises, or in a particular area, (perhaps characterised by groups of young person’s congregating near to the premises), consideration should be given to the imposition of conditions in order to reduce incidence of proxy sales.

Such measures could include:-

- A refusal to sell alcohol to persons who are known to have supplied alcohol to young person’s previously;
- A requirement to mark alcohol containers with stickers, so as to identify the business that sold them;
- Require a personal licence holder to be present for retail sale of alcohol at specified times;

- A mechanism for challenge of persons suspected of purchasing alcohol for young persons

12.36 Responsible Licence holders will be expected to provide adequate signage to deter proxy sales. The Licensing Authority strongly recommends that licence holders make clear that proxy purchasers will be banned from the premises and face the threat of prosecution. Licensees are encouraged to notify the Licensing Authority if they become aware of proxy sales issues at their premises, so that both parties can work together to address the problem.

12.37 Licenced premises MUST NOT use irresponsible drinks promotions, especially where they appear to be directed at the younger person.

#### Children in licensed premises

12.38 The Licensing Authority recognises the great variety of premises for which licences may be sought. Access by children to all types of premises will not be limited unless it is considered necessary to do so in order to protect them from physical, moral or psychological harm.

12.39 When deciding whether to limit access to children the Licensing Authority will judge each application on its own individual merits. Examples that may give rise to concern in respect of children include premises:

- where entertainment of an adult or sexual nature is provided
- where there is a strong element of gambling taking place
- with a known association with drug taking or dealing
- where there have been convictions of the current management for serving alcohol to minors or with a reputation for allowing underage drinking
- where the supply of alcohol for consumption on the premises is the exclusive or primary purpose of the services provided at the premises

12.40 In such circumstances as listed above the Licensing Authority would expect the applicant to suggest restrictions in relation to access for children. If such restrictions are not contained within the operating schedule and if relevant representations are made, the Licensing Authority will consider applying conditions deemed necessary to meet the licensing objectives.

12.41 Conditions may be imposed, if not covered in other legislation, on licences for premises where children will be present at places of regulated entertainment to the effect that sufficient adult staff must be present to control the access and egress of children and to ensure their safety. Where children may be present at an event as

entertainers there may be a requirement for there to be a nominated adult responsible for such child performers at such performances.

12.42 The options available for limiting access by children would include:

- a limit on the hours when children may be present
- a limitation or exclusion when certain activities are taking place
- the requirement to be accompanied by an adult
- access may be limited to parts of the premises but not the whole
- age limitation (for under 18s).

12.43 The Licensing Authority will not impose any condition that specifically requires access for children to be provided at any premises. Where no restriction or limitation is imposed, the issue of access will remain a matter for the discretion of the individual licence holder or club.

#### Display of Films and theatrical entertainment

12.44 In the case of premises giving film exhibitions, the Licensing Authority expects the holders of premises licences or other permissions to include in their operating schedules arrangements for restricting children from viewing age-restricted films classified according to the recommendations of the British Board of Film Classification or the Licensing Authority itself.

12.45 In relation to theatrical entertainment, it may be necessary to impose a condition to restrict the admission of children to theatres that are incorporating adult entertainment in their productions. It may also be necessary where entertainment is provided specifically for children, to consider whether a condition should be attached requiring the presence of a sufficient number of adult staff to ensure the wellbeing of children during an emergency.

### **13. PLANNING**

13.1 The Planning Authority within RCTCBC is a Responsible Authority under the Licensing Act 2003, and can make representations on applications or call reviews of existing licenses, based on any of the four licensing objectives.

13.2 There is a clear distinction and separation between the Licensing Authority and the Planning Authority, but there are also complementary disciplines. Planning primarily controls the development and use of land, whereas Licensing is concerned with the operation and management of the premises upon that land.

- 13.3 However, the 'prevention of crime and disorder' and the 'prevention of public nuisance' are shared concerns of the planning and licensing authorities.
- 13.4 The Licensing Authority advise applicants to check for/or obtain the relevant planning permission to allow the required activities.
- 13.5 It is ultimately the responsibility of the applicant/licence holder to ensure that operations at premises are compliant with both planning permissions and licensing authorisations.

#### **14. FIRE & RESCUE SERVICE**

- 14.1 South Wales Fire and Rescue Service (SWFRS) is a Responsible Authority. The prime consideration within the Licensing Act of (SWFRS) is to promote the objective of 'public safety'.
- 14.2 The Licensing Authority recommends that all premises (including those used for temporary events) carry out a fire risk assessment by a competent person. Where a premises licence is held this assessment should be in written form.
- 14.3 The Local Authority will work closely with SWFRS and share information relevant to the promotion of the licensing objectives.
- 14.4 For further information on fire safety at events click on the link below,  
<https://www.southwales-fire.gov.uk/your-safety-wellbeing/your-community/outdoor-event-planning/>

or alternatively the business fire safety website <https://www.southwales-fire.gov.uk/your-safety-wellbeing/in-business/>

#### **15. HOME OFFICE - IMMIGRATION**

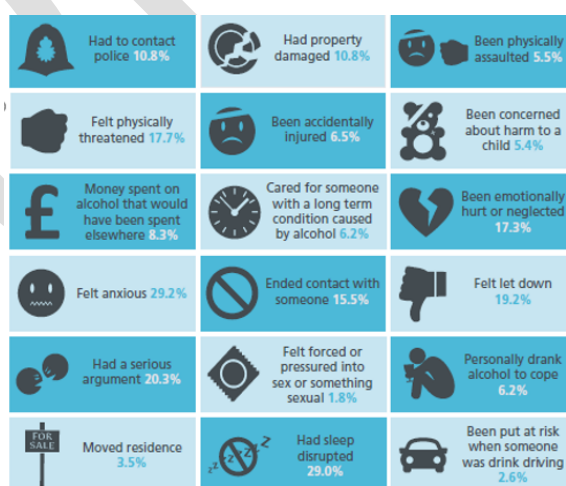
- 15.1 The Home Office is a Responsible Authority. The licensing authority will work closely with the Immigration Enforcement and Compliance unit within the Home Office to assist in the prevention of illegal working, as well as combating the issues of trafficking and modern slavery.
- 15.2 Illegal working breaches the promotion of 'prevention of crime and disorder'.
- 15.3 The licensing authority will conduct joint inspections with the Home Office and will seek to pro-actively share information to assist in the promotion of the licensing objectives.
- 15.4 The licensing authority recommends that licence holders check and copy documentation of all staff members showing their entitlement to work in the UK.

During inspections of premises, officers may ask to see evidence of this, to which any responsible licence holder will be able to provide copies of the identity documents.

## 16. HEALTH AUTHORITY

- 16.1 Health Boards in Wales have been named Responsible Authorities on alcohol licencing since the 2003 licensing act was amended in 2012. Cwm Taf Morgannwg University Health Board (CTMUHB) acts as one of the responsible authorities for RCT.
- 16.2 Alcohol is a major preventable cause of death and illness in Wales, with around 1500 deaths attributable to alcohol each year (1 in 20 of all deaths) (Public Health Wales Observatory, 2019)
- 16.3 Alcohol is more harmful than many illicit and legal drugs of abuse, and its use is far more widespread. It is the third highest of twenty-six risk factors for ill- health, behind only tobacco, high blood pressure and high body mass index (Public Health Wales Observatory, 2018). The harmful use of alcohol is a causal factor in more than 200 disease and injury conditions (World Health Organization, 2018).
- 16.4 In addition, the social harms of alcohol misuse are numerous including violence, injury, family, work and financial problems, often leading to further health harms.

Alcohol consumption is often seen as a problem that affects individual drinkers rather than other people. Research by Public Health Wales and Liverpool John Moore's University identified that almost 60% of adults in Wales had experienced at least '*one harm*' from someone else's drinking in the last 12 months. The harms experienced by others are highlighted in the infographic below (Quigg, Bellis, Grey, et al. 2016).



\* Based on 2013 population adjusted prevalence in adults aged 18 years and older in Wales.

- 16.5 Alcohol consumption in the UK has increased over the past decade, as have deaths and diseases related to alcohol. Many of those affected by alcohol are unaware of how it is harming their health until the disease process is well established.

- 16.6 Reducing the availability of alcohol has been identified by the World Health Organisation (WHO) as one of the 'best buys' for preventing alcohol related harm.
- 16.7 The use of the licensing process to regulate the number and location of outlets selling alcohol is, therefore, a key element of prevention.
- 16.8 Within Rhondda Cynon Taf, where approximately 17% of our geographical area is ranked within the 10% most deprived areas in Wales and across the Borough, there are marked differences in the health of different parts of our population (Welsh Government, 2015).
- 16.9 A significant gap has been identified in how long individuals are expected to live their lives in good health when comparing our most and least deprived areas. Men living in the most deprived areas of RCT suffer ill health for around 15.1 years longer than those living in the least deprived areas, and women 13.3 years. A contributing lifestyle factor will be alcohol.
- 16.10 Recent data identifies Rhondda Cynon Taf to have the second highest alcohol attributable and alcohol specific mortality rates in Wales, when compared with other local authority locations (Public Health Wales Observatory, 2019).
- 16.11 The Health Behaviour in School-aged Children Survey and School Health Research Network Student Health and Wellbeing Survey in 2017/18 reported that 9% of children aged 11-16 in Cwm Taf report drinking alcohol at least once per week. 56% of children report having more than one drink when they drink alcohol; this is the highest figure of all health board locations in Wales. Approximately 10% of children in Cwm Taf reported 'being drunk' in the previous 30 days.
- 16.12 In Cwm Taf, alcohol specific hospital admissions in the under 18 year olds are the highest across all the Welsh Health Boards (*PHW Observatory, 2014*).
- 16.13 The use of effective licensing is a key component of the prevention alcohol related harm. The regulation of outlets selling alcohol including consideration of the location of premises, opening hours, pricing and enforcement of age restrictions can help achieve this.

## **17 SAFEGUARDING**

- 17.1 Licence holders are in a responsible position. The Council expects licence holders to promote all the objectives one of them being 'The protection of children from harm'. The Council would expect any responsible licence holder to report something that may raise concern to them. The information below is to help not just licence holders, but all staff working within the licensing trade to report to the relevant authorities, matters of concern that could relate to the safety of children, young people and adults

with care and support needs, particularly as it relates to child sexual exploitation, abuse, modern day slavery and human trafficking.

- 17.2 The Licensing Authority is helping to tackle child sexual exploitation, abuse, modern day slavery and human trafficking by working together with key partners. The Licensing Authority is a participant in Multi Agency Child Sexual Exploitation (MACSE) and Cwm Taf Multi Agency Safeguarding Hub (MASH) meetings, and works closely with the Cwm Taf Safeguarding Board.
- 17.3 Safeguarding is everyone's responsibility and through partnership working, the Council aims to identify such exploitation to protect children, young people and adults with care and support needs, and disrupt the activities in order to hold perpetrators of abuse to account.
- 17.4 The Council places the highest priority on the protection of children and vulnerable people from this kind of harm and expects all licence holders and potential licence holders to take cognisance of all national guidance in relation to preventing this kind of activity taking place at their premises.
- 17.5 The authority will work proactively to undertake test purchase operations in partnership with South Wales Police and Trading Standards officers in order to ascertain whether premises have sufficiently robust policies and procedures in place to safeguard children.
- 17.6 The Authority would expect any responsible licence holder to constantly review their policies and practices to maintain promotion of the licensing objectives.
- 17.7 Where it is brought to the authority's attention that any licensed premises is continually exposing children and vulnerable people to harm, the authority – in consultation with other responsible authorities – will look to take immediate remedial action to prevent further harm, by utilising any or all of the powers at its disposal.

If you have reason to suspect that a child is being abused or at risk of abuse it is your responsibility to report your concerns to and share information with South Wales Police (Tel: 101) and RCTCBC Monday - Friday 8.30am - 5.00pm (Tel: 01443 425006) or out of hours team on (01443 743665).

Further information about Cwm Taf Safeguarding Children Board can be found at: <https://www.rctcbc.gov.uk/EN/Council/Partnerships/Workingwithothers/CwmTafSafeguardingBoard.aspx>

- 17.8 The Licensing Authority would expect all responsible applicants for grants or variations of their premises licence or club premises certificate to outline robust measures to protect children from harm.



## **18      CHILDREN IN LICENSED PREMISES**

- 18.1 The protection of children from harm includes the protection of children from moral, psychological and physical harm. This includes not only protecting children from the harms associated directly with alcohol consumption but also wider harms such as exposure to strong language and sexual expletives (for example, in the context of exposure to certain films or adult entertainment). The Secretary of State's Guidance to the Licensing Act 2003 also makes clear that the authority must also consider the need to protect children from sexual exploitation when undertaking licensing functions.
- 18.2 It is recommended that applicants make clear in their operating schedules the activities and times at which the events would take place to help determine when it is not appropriate for children to enter the premises. Consideration should also be given to the proximity of premises to schools and youth clubs so that applicants take appropriate steps to ensure that advertising relating to their premises, or relating to events at their premises, is not displayed at a time when children are likely to be near the premises.
- 18.3 Responsible licence holders or applicants when preparing an operating schedule will be expected to set out the steps to be taken to protect children from harm when on the premises. It is advised that any person wishing to hold events for children provide the authority and South Wales Police with a detailed risk assessment of that event including how the event will be managed, staffing levels for the event and how any child will be prevented from being exposed to any harm.
- 18.4 The authority will give considerable weight to representations about child protection matters particularly from the Cwm Taf Safeguarding Children's Board who act as the Responsible Authority under the Act for matters relating to child protection. The authority will also give serious consideration to any such representations from all other Responsible Authorities.
- 18.5 These representations may include, amongst other things, the use of health data about the harms that alcohol can cause to underage drinkers. Where a responsible authority or other person, presents evidence to the licensing authority linking specific premises with harms to children (such as ambulance data or emergency department attendances by persons under 18 years old with alcohol- related illnesses or injuries); this evidence will be considered, and the licensing authority will also consider what action is appropriate to ensure this licensing objective is effectively enforced.
- 18.6 In relation to applications for the grant of a licence in areas where evidence is presented on high levels of alcohol-related harms in persons aged under 18, the licensing authority will consider what robust conditions may be appropriate to ensure that this objective is promoted effectively.

- 18.7 The Licensing Act makes it an offence to permit children under the age of 16 who are not accompanied by an adult to be present on premises being used exclusively or primarily for the supply of alcohol for consumption on those premises.
- 18.8 Responsible licence holders who wish to allow children on their premises will be expected to ensure that access is restricted where appropriate. This would include, ensuring that all children are accompanied and that they do not have access to or sight of alcohol.
- 18.9 The 2003 Act requires that any premises showing films must ensure that children are not able to view age restricted films (as classified by the British Board of Film Classification). Responsible licence holders or applicants who intend to show films should outline suitable robust measures on how they will protect children from exposure to this potential harm. The authority may impose suitable conditions if it believes it is required for the promotion of the four licensing objectives.
- 18.10 Where a large number of children are likely to be present on any licensed premises, for example a children's pantomime, disco/rave or similar event, the authority recommends all children be supervised by an appropriate number of adults and the premises have measures in place to prevent any child being exposed to harm.
- 18.11 Premises operators may also apply their own admissions policy to their premises. If a venue has carried out a risk assessment that deems it appropriate to exclude children the premises operators may also apply their own admissions policy. If a premises has carried out a risk assessment that deems it appropriate to exclude children or young persons from their premises then that is a matter for them.
- 18.12 It is recommended that all premises operators risk assess their venues accordingly against the nature of the licensable activities they intend to carry out.
- 18.13 Events where there is a mixture of persons under the age of 18 years and persons over 18 years have historically shown to be problematic and difficult to control and manage, leading to exposure to alcohol to those under the age of 18 years. Such events can have an adverse impact on a young person's well-being as well exposing them to unacceptable levels of harms.

## **19 CUMULATIVE IMPACT ASSESSMENT**

- 19.1 The Licensing Authority does not currently believe that a special policy on cumulative impact is required within the Borough. The aim of a Cumulative Impact Assessment (CIA) is to limit the growth of licensed premises where the promotion of the licensing objectives is undermined within a specific area.
- 19.2 Should the authority satisfy itself after considering all evidence as well as consulting in accordance with Section 5(3) of the Act, then it may implement a special policy of

cumulative impact within an area. Such a policy will be continuously reviewed to ensure the facts remain relevant.

- 19.3 Should this policy be adopted, the licensing authority will make assumptions that any further application to grant or vary a licence within the said area will be refused, that said the authority will still consider the application and should the applicant demonstrate that the new licence would not add to the cumulative impact then this will be given full consideration.
- 19.4 The Licensing Authority will review the need for a special policy on cumulative impact at least every five years as part of the review of this policy to see if circumstances have changed.
- 19.5 It should be noted that the absence of such a policy does not prevent any responsible authority or interested party making representations on an application that the said premises will potentially give rise to a negative cumulative impact on any of the licensing objectives.

## **20 EARLY MORNING RESTRICTION ORDERS (EMROs)**

- 20.1 Early Morning Restriction Orders (EMROs) are designed to address recurring problems such as high levels of alcohol-related crime and disorder in specific areas at specific times; serious public nuisance; and other instances of alcohol-related anti-social behaviour that is not directly attributable to specific premises. This power was allowed on the licensing authority through the Police Reform and Social Responsibility Act 2011.
- 20.2 An EMRO applies;
- to the supply of alcohol authorised by premises licences, club premises certificates and temporary event notices;
  - for any period beginning at or after 12am and ending at or before 6am. It does not have to apply on every day of the week, and can apply for different time periods on different days of the week;
  - for a limited or unlimited period (for example, an EMRO could be introduced for a few weeks to apply to a specific event);
  - to the whole or any part of the licensing authority's area;
- 20.3 An EMRO will not apply;
- to any premises on New Year's Eve (defined as 12am to 6am on 1 January each year);
  - to the supply of alcohol by those who provide hotel or similar accommodation to their residents between 12 am and 6am, provided the alcohol is sold at those times only through mini-bars and/or room service; and
  - to a relaxation of licensing hours by virtue of an order made under section 172 of the 2003 Act.

- 20.4 An EMRO is a powerful tool in tackling issues that negatively affect the night-time economy and more so the licensing objectives. The licensing authority will consider carefully the potential impacts any such implementation will have on licenced premises.
- 20.5 It is not currently the view of the Licensing Authority that an EMRO is required to be introduced within the Borough at present time. However, the situation within the Borough remains under constant review and should information suggest it be deemed required, the Authority in consultation with partners - may decide that an EMRO is an appropriate measure to take to address issues of crime and disorder associated with the night-time economy.

## **21 LATE NIGHT LEVY**

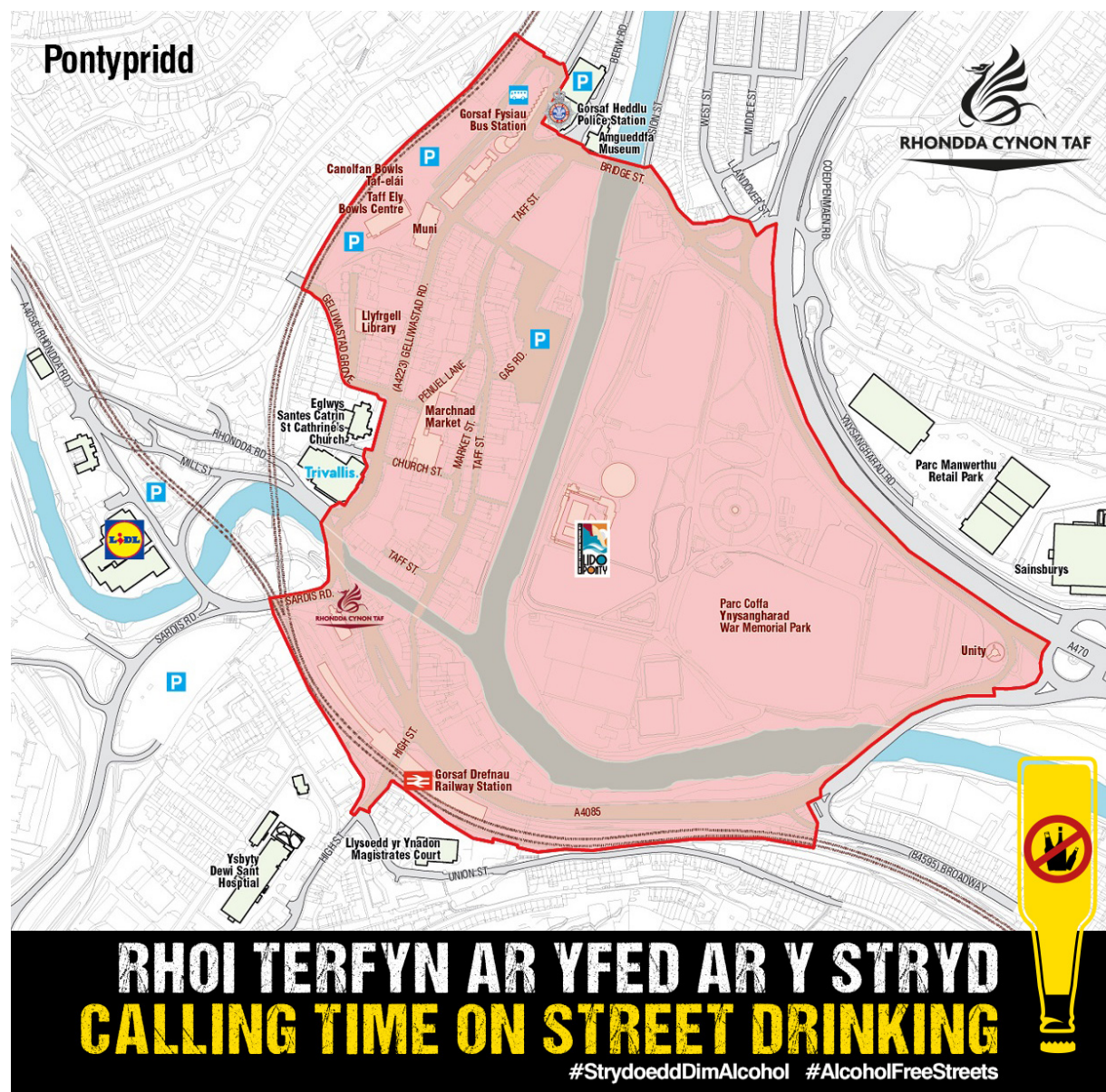
- 21.1 The late night levy enables the Authority to raise contributions towards the cost of policing the night-time economy. The levy is payable by the holders of any premises licenced to sell alcohol between the hours of midnight and 06.00hrs. Any proposal to introduce such a levy must be evidenced and approved by full Council.
- 21.2 It is not currently the view of the Authority that a late night levy is required within the Borough. If this view was to change, then the Authority will follow the guidance issued by the Home Office and consult the persons or businesses that will be affected.

## **22 PUBLIC SPACE PROTECTION ORDER (PSPO)**

- 22.1 A Public Space Protection Order (PSPO) is applicable to all public places in the County Borough of Rhondda Cynon Taf. This does not ban or make it illegal to carry alcohol or to drink alcohol in a public place as long as drinking is done responsibly.
- 22.2 The **County-wide** alcohol controls **will not** make it an offence to drink alcohol in a public place however failure to comply with a request by a Police Constable or authorised officer in relation to public drinking or to surrender alcohol, without reasonable excuse, is an offence.
- 22.3 A previously adopted countywide Designated Public Place Order (DPPPO) automatically became a PSPO on the 20<sup>th</sup> October 2017 through the enactment on the Anti-Social Behaviour, Crime and Policing Act 2014 and was then approved by the Council. This Act introduced new powers including the use of PSPO. The new orders are more flexible and can be applied to a much broader range of issues, with local authorities having the ability to design and implement their own prohibitions or requirements where certain conditions are met.
- 22.4 Of the 22 local authorities in Wales, Rhondda Cynon Taf ranks second highest for the rate of alcohol use. In relation to drug use, Rhondda Cynon Taf ranked 11<sup>th</sup> (slightly below the Wales average). Alcohol accounts for 62% of referrals to substance use treatment services in Cwm Taf, with other drugs making up the remaining 38% of referrals.

- 22.5 Cwm Taf has the highest rate of alcohol related deaths in Wales. According to Public Health Wales (2015), Cwm Taf had the highest incidence of alcohol related deaths in both males and females and the second highest rate of hospital admissions in Wales due to alcoholic liver disease.
- 22.6 Safer Town Centres is one of the priorities for Rhondda Cynon Taf Community Safety Partnership. Over recent years the local authority and key partners have run proactive operations designed to disrupt ASB, detect licensing offences, deter environmental criminal activity, enforce parking restrictions and address perceived problems within the Town Centres of Pontypridd and Aberdare. A crime perception survey is carried out annually in Aberdare and Pontypridd Town Centre to assess the impact we are having in our towns. The 2016/17 Town Centre Survey was carried out in Aberdare and Pontypridd and of 326 responses, 89 (27%) of those saw alcohol as the single biggest cause of crime and disorder within the town centres.
- 22.7 Due to the above findings, an Intoxicating Substance Exclusion Zone was created within the remit of the PSPO that is applicable in defined areas of Pontypridd and Aberdare Town Centres (refer to the Maps on pages 29 & 30). This prohibits persons within the Exclusion Zone from ingesting, inhaling, injecting, smoking or otherwise using intoxicating substances in public places. The prohibition shall not have any effect in relation to an activity, premises or curtilage (e.g. a beer garden or permitted pavement seating area) authorised to be used for the supply of alcohol by licence or club premises certificate, so would not impede these legitimate business functions.
- 22.8 The prohibition also includes a wavering option to allow for public drinking at organised events within these locations (e.g. The Big Bite, Christmas Markets) via applications made for temporary event notices through the Council's Licensing Team.
- 22.9 In relation to the Exclusion Zones within Pontypridd and Aberdare Town Centres, where a Police Constable or authorised officer reasonably believes a person has been or intends to take intoxicating substances in breach of the prohibition they will be committing an offence.
- 22.10 A Police Constable or authorised officer may issue a fixed penalty notice to anyone believed to have committed an offence in relation to a PSPO. The Council, in varying the PSPO, specified the amount of fixed penalty fine payable in respect of relevant offences at no more than £100.

## 22.11 Map of Pontypridd PSPO Exclusion Zone .



## 22.12 Map of Aberdare Exclusion Zone



# Aberdâr Aberdare



## **23 COMMUNITY ALCOHOL PARTNERSHIP (CAP)**

- 23.1 Rhondda Cynon Taf currently has two CAP initiatives, one in Porth and one in Pontypridd. Both have been very well received and continue to assist young people within the areas. Overtime other areas may be included.
- 23.2 CAP encourages local partnership working to tackle underage alcohol misuse and associated anti-social behaviour. CAP is unique in that it recognises that retail is part of the solution and has been shown to be more effective than enforcement alone.
- 23.3 CAP brings together a range of local stakeholders with a shared interest in preventing underage drinking and encouraging responsible drinking among young adults. CAP partners vary but will typically include police, trading standards, relevant local authority departments such as public health, licensing, community engagement and youth services, schools, local charities, housing associations, resident associations and alcohol retailers/licensees.
- 23.4 The CAP has set the following objectives and developed an action plan to address each of the objectives:-
- Reduce alcohol related anti-social behaviour and associated issues that affect the public, local businesses and transport links.
  - Reduce supply of alcohol to under 18's from parents/family and via proxy purchasing.
  - Reduce alcohol sales to young people under 18.
  - Improve the health and knowledge of young people with regards to alcohol consumption, making them aware of the consequences and risks associated with drinking alcohol
  - Improve general understanding of alcohol strengths and the number of units safe to consume in accordance with the governments safe drinking message.
  - Develop a responsible retailing ethos and effective partnership approach in the CAP area.

### **23.5 Education**

Education is the single most important element of any CAP's action plan. Education will take many forms and is targeted at several key audiences, as follows:

### **23.6 Children and teenagers**

Schools are encouraged to follow an alcohol education programme of their choice, preferably one that has been evaluated with proven results, such as the Alcohol Education Trust "Talk about Alcohol" or those that feature on the Mentor ADEPIS website of recommended programmes. In addition we positively encourage CAP schools to use interactive, innovative ways of teaching about alcohol including peer mentoring, Theatre in Education, school action days involving a range of local agencies, Dragon's Den- type competitions to encourage pupils to present team-based creative solutions to reducing alcohol harm and visiting speakers with special expertise or knowledge.



### 23.7 Parents

Parental education is of particular importance given that parents are the single most common supply route of alcohol for under 18s. Increasingly we find that schools in CAP areas are recognising the importance of engaging with parents and many this year included relevant information and materials in newsletters, twitter pages, signposting to services and display of pupil-designed leaflets/posters.

### 23.8 Enforcement

CAPs focus on both the supply and the demand side of underage drinking and treat retailers & licensees as part of the solution and not part of the problem. The enforcement activity is informed by all stakeholders, who share information and co-ordinate their response. Appropriate and proportionate enforcement is encouraged in CAP schemes but usually only as a backstop after all efforts to educate have been exhausted. Compliancy testing (not test purchasing) but mystery shopping using over 18s is positively encouraged in CAPs to establish compliance with Challenge 25. If weaknesses are found, remedial action (in the form of training and signage) is offered. If all efforts at supporting a licensed premises fail then enforcement remains an option and at that point a test purchase may be considered necessary.

### 23.9 Business Engagement

CAP champions the use of Challenge 25 and PASS and supports independent retailers/licensees with training including conflict resolution, identifying fake ID and how to make a challenge. A CAP scheme will ensure that all messages and literature are coordinated across the CAP area, targeting specific groups where appropriate.

### 23.10 Diversiory Activity

CAP encourages scheme partners to conduct an early assessment of the provision of leisure and diversiory activities for young people in the area. Partners are urged to consult young people about the appropriateness of the activity on offer and to look at ways to increase accessibility (by signposting on social or other media and also by offering discounted or free sessions) and using whatever funding is available locally, often with some match funding from CAP. As well as enhancing young people's confidence, mental and physical health and well-being, diversiory activity is also an excellent opportunity to deliver alcohol education in an informal setting. The process of consulting with young people gives them a sense of ownership and sends an important message that their voice matters.

## 24 PUBWATCH

24.1 The Pub watch initiative is aimed to provide a safer drinking environment in all licensed premises where "people should be able to enjoy a good night out safely and responsibly without fear of being the victim of alcohol-related crime and disorder."

24.2 The licensing authority strongly recommends licensed premises participate in the local Pub watch schemes. Pub watch enables licensees to take collective action, while working in partnership with enforcement bodies to promote good practice.

- 24.3 RCTCBC and South Wales Police participate in pub watch meetings throughout the whole of the Borough. For further information, contact the licensing authority.

## **25 MOBILE, REMOTE, INTERNET AND OTHER DELIVERY SALES**

- 25.1 The Licensing Authority shall have due regard to sales of alcohol which are made remotely, by mobile methods, internet or by other delivery sales. The Authority acknowledges that while delivery services for the sale of alcohol is a valid business, it also recognises that this activity can cause rise to young people accessing alcohol and questions in terms of whether it adequately protects children and young people from alcohol-related harm.
- 25.2 Responsible licence holders and applicants would suggest robust operating schedules to show promotion of the licensing objectives. It is recommended that new applicants and those with existing premises who are looking to expand into this area seek advice from the Licensing Authority or the police as it might be appropriate for provisions in the operating schedule for age verification and restriction of delivery times and quantities.
- 25.3 Any responsible applicant would include age verification procedures at both the point of sale and delivery stages. Retailers should ensure that delivery staff have appropriate training around requesting and identifying proof of age, and should implement these procedures as standard.

## **26 PETROL FILLING STATIONS**

- 26.1 Section 176 of the Licensing Act prohibits alcohol sales from premises that are used primarily as a garage (or are part of premises used primarily as a garage) and are used for one or more of the following: retail sale of petrol/ diesel; sale/maintenance of motor vehicles.]
- 26.2 If premises that are primarily used as a garage are granted a licence, that licence is of 'no effect' and alcohol may not lawfully be sold.
- 26.3 The Licensing Authority must therefore be satisfied whether or not any premises is used primarily as a garage before the grant of a licence.
- 26.4 Applicants must demonstrate at the time of application that their premises are not primarily used as a garage and must submit evidence such as sales and/or footfall for a minimum period of 2 years prior to the application.
- 26.5 Where information does not exist, such as for new premises or where the trading period is less than 2 years and there is insufficient evidence to establish primary use, the Licensing Authority will have regard to relevant information available at the time of determination and deal with each case on merit.

- 26.6 Whilst a premises licence exists at such a business within RCT, the licensing authority may randomly ask the business operator to provide evidence of primary use.

## **27 LATE NIGHT REFRESHMENT ESTABLISHMENTS**

- 27.1 Late night food outlets can be a major contributor to crime and disorder and anti-social behaviour. Applicants who wish to provide hot food or drink between the hours of 2300hrs and 0500hrs, are advised to demonstrate that their proposed operation will not exacerbate issues of crime and disorder in that locality.
- 27.2 The authority looks towards responsible licence holders to share a partnership approach.
- 27.3 Applicants for a late night refreshment licence are advised to take cognisance of the Secretary of State's Guidance and to include appropriate and proportionate measures within their operating schedule to assist in actively promoting the licensing objectives.
- 27.4 Public nuisance can often occur from takeaways being sited in residential areas. This could be in relation to the use of delivery vehicles, the congregating of customers and accumulations of rubbish and litter outside the premises.
- 27.5 Applicants are expected to make an assessment of their proposed locality and implement measures to avoid disturbing local residents. The authority recommends implementation of a dispersal policy to avoid congregation.
- 27.6 Responsible licence holders would show efforts being made to begin closing the premises prior to the closing time to dissuade the public from gathering and trying to enter the premises thus causing potential issues for management.
- 27.7 Delivery drivers should respect the neighbours and not cause any undue nuisance, such as slamming of doors, music emanating from cars and responsible parking.

## **28 LICENSING HOURS**

- 28.1 The Licensing Authority, through the exercise of its licensing functions shall not seek to restrict the trading hours of any particular premises unless it is considered appropriate to promote one or more of the licensing objectives. Each application will be considered individually on its own merits.
- 28.2 Where there are relevant representations against an application and the Licensing & Regulatory Sub-Committee believes that granting the licensing hours proposed would undermine the licensing objectives then it may reject the application or grant it with appropriate conditions and/or different hours from those requested.
- 28.3 In the interests of reducing crime, disorder and anti-social behaviour, the Licensing Authority recommends that applicants demonstrate a responsible approach to

alcohol sales by ending such sales a minimum of 30 minutes prior to premises terminal hour (closing time). This demonstration of social responsibility may be reinforced by conditions in an operating schedule or may be imposed by the Licensing Authority on receipt of relevant representations.

28.4 When considering the terminal hour for individual premises the Licensing Authority will consider:-

- Avoidance of concentrations of persons late at night;
- The potential for conflict & anti-social behaviour in the vicinity;
- The ability of local transport providers to clear patrons from the area;
- The proximity of residential premises and potential impact on licensable activity on residents and their property
- History of activity associated with premises, with particular relevance to complaints

## **29. TEMPORARY EVENTS NOTICE (TENS)**

29.1 The Temporary Events process is a permissive regime, in so far as this is a Notice and not an application.

29.2 The Licensing Act allows for small-scale events (no more than 499 people at a time and lasting for no longer than 168 hours) to proceed without the need for a premises licence.

There are two forms of Notices which can be served on the authority:-

- Standard Temporary Event Notice (TEN). The TEN must be served on the Licensing Authority and a copy served on the Police and Environmental Health, as Responsible Authorities no later than ten clear working days before the event is to begin. To avoid confusion, the ten working days does not include weekends, public holidays, the day of receipt of the TEN and the day of the event itself.
- Late Temporary Event Notice (LATE TEN) The late TEN must be served on the Licensing Authority and a copy served on the Police and Environmental Health, as Responsible Authorities no later than 5 working days before the first day of the event and no earlier than 9 working days before the first day of the event

29.3 A temporary event notice may be given for any individual premises up to 15 times in a calendar year. 'Premises' can mean any place, it does not have to be a building with a formal address.

29.4 Each temporary event notice must last no longer than 7 days, or 168 hours, and there must be 24 hours between each individual temporary event notice at a premises. For the purposes of a TEN 'a day' is considered to be 00:00hrs to 23:59hrs.

29.5 The maximum total duration of events which can be authorised by TENS at an individual premises is 21 days in a calendar year.

- 29.6 Multiple TENs may be given at the same time, if for example an individual is planning multiple events throughout the year and is planning ahead. Each individual event must be on a separate notice and accompanied by the correct fee.
- 29.7 Personal licence holders may give up to 50 TENs in a calendar year, up to 10 of which may be late TENs. Non personal licence holders may give up to 5 TENs in a calendar year, 2 of which may be late TENs. Associates, relatives and business partners of an individual giving a TEN are considered to be the same person in relation to these restrictions. Therefore, for example, two business partners who held personal licenses could not apply for 100 TENs between them, they would be limited to 50.
- 29.8 Only the Police and Environmental Health may object to the staging of a temporary event. If they believe that any of the four licensing objectives will be undermined by the event, they will issue an 'Objection Notice'.
- 29.9 Where an Objection Notice is received in relation to a standard TEN, a licensing Panel will be held to determine the notice within seven working days of the Objection Notice being issued. The Licensing Authority will notify all relevant parties of the time and venue for the hearing. A hearing will not always be necessary if an agreed modification can be made beforehand.
- 29.10 Where an Objection Notice is received in relation to a Late TEN, the event will automatically be refused authorisation. There is no right of appeal in this instance.
- 29.11 The Licensing Authority recommends three months' notice be given of the intention to hold such temporary events in the interests of public safety and in order to allow it to help organisers to plan their events. Any longer period than this may mean that organisers do not have all the details available at the time the notice is submitted, and allowing any lesser time may mean that planning for the event could be rushed.
- 29.12 For events that will be carried out on council land, it is highly recommended that the organisers first obtain relevant written permission to use the land.
- 29.13 For events held on RCTCBC owned land, permission to use the land will be required from the landowner i.e. 'highways' or 'parks' divisions even if the organiser is in possession of a TEN.
- 29.14 The Licensing Authority has established an Events Safety Advisory Group consisting of the Emergency Services and other statutory agencies such as the highways authority, to advise and to co-ordinate planning for public events held within the County Borough, whether or not a Premises Licence or a Temporary Event Notice is needed.
- 29.15 Organisers of temporary events are advised to contact the Council's Licensing Officers for advice at the earliest opportunity when planning events. Where necessary, the advice of the Events Safety Advisory Group can be obtained, or discussions can be held with the Police in order to avoid any unnecessary objections being made.

- 29.16 When relevant representations are received from the Police or Environmental Health, the Act requires that a hearing of the Licensing Act Sub Committee will be held in order to determine the notice, unless all parties are in agreement that this is not necessary. The Council proactively encourages and supports all parties to attempt to negotiate and mediate during the consultation period in order to remove the need for a hearing. The Police or Environmental Health may contact the party providing the notice in order to negotiate a mutually satisfactory agreement that allows the proposed licensable activities to proceed. Any proposed modification must be agreed by the Police, Environmental Health and the individual providing the notice.
- 29.17 Where a TEN is submitted which exceeds either the permitted number of TENs at an individual premises, or the number an individual person may apply for, the notice will not be valid and the Council will issue a counter notice to the notice giver no later than 24 hours before the beginning of the event.
- 29.18 TENs may be withdrawn if an event is no longer going ahead. This must be done no later than 24 hours before the start of the event. If the notice is not withdrawn within this time period, the notice will count towards the premises' and the individual's permitted numbers of notices in that calendar year. The fee for submitting the notice will not be refunded.

### **30. PERSONAL LICENCES**

- 30.1 A personal licence has effect indefinitely unless it is surrendered, the holder of the licence ceases to have the right to work in the UK, the licence is revoked, forfeited or suspended by order of a court.
- 30.2 The Licensing Authority will seek to grant applications for personal licences so long as they meet the application criteria outlined in the Licensing Act. However, if an applicant has been convicted of a relevant offence or has been subject to an Immigration penalty that may undermine the prevention of crime and disorder licensing objective, South Wales Police or Home Office Immigration may make representations against the grant of the application. A list of relevant offences can be found at <https://www.legislation.gov.uk/ukpga/2003/17/schedule/4>.
- 30.3 No application will be processed and considered until all information required is received and full payment is made.
- 30.4 Where relevant representations are received, the Licensing Authority will hold a hearing in accordance with the regulations and timescales outlined in the Act. The Licensing Committee will then make a determination on the application taking into account the relevant representations received.
- 30.5 When a Personal Licence holder moves address, they must notify the authority that issued their licence. Failure to do so is an offence under the Licensing Act 2003.

30.6 When a Personal Licence holder is convicted of a relevant offence or has paid an immigration penalty, they must notify the authority who issued their personal licence so that their licence can be endorsed to that effect. The notification must be made as soon as reasonably practicable. Failure to do so is an offence under the Licensing Act 2003.

30.7 Where a Personal Licence holder is convicted of a relevant offence or has paid an immigration penalty then the licensing authority will look to take action under Section 132A of the Licensing Act, which may lead to suspension of the personal licence for a period of up to six months or revoke it.

### **31. ANNUAL FEES**

31.1 Premises licenses are subject to an annual fee which is due each year on the anniversary of the date of original grant of the premises licence. Annual fees are determined by the non-domestic rateable value of the premises.

31.2 The council however will issue a reminder letter if payment of the annual fee is not made on time, a further reminder letter will be issued, and should non payment remain at this stage, the premises licence will be suspended 48 hours from the date of the letter.

31.3 The responsibility for ensuring payment of annual fees is made on time lies entirely with the premises licence holder.

31.4 Premises with suspended licences will be monitored by the Council. Any premises found to be carrying on licensable activities with a suspended licence may be subject to further enforcement.

31.5 Premises licences will remain suspended until full payment of the annual fee is received. Where payment is made by cheque or BACS, the licence will remain suspended until the payment has cleared. Once payment is received the licence holder will be informed the licence is no longer suspended.

31.6 Annual fees paid by cheque will not be considered paid until such time as the cheque has cleared.

31.7 Payment of the annual fee is the responsibility of the current premises licence holder. Any unpaid annual fees that may have accrued previously will be the responsibility of the current licence holder and not any previous licence holder(s).

31.8 Should a transfer of licence be granted, the licence will still remain suspended until full payment is received. It is the responsibility of the 'incoming' applicant to ensure they know all details relating to the licence.

- 31.9 Annual fees are non-refundable. Outgoing premises licence holders will not be eligible for a refund of any part of an annual fee paid by them. Similarly, if a premises licence is surrendered or lapses, no part of the annual fee will be refundable.

## **31. THE GAMBLING ACT**

- 32.1 The provision of gaming machines and certain forms of low-stakes gambling (i.e. poker and bingo) are permitted in alcohol-licensed premises and qualifying clubs under the Gambling Act 2005. The type of gambling allowed, stakes and prizes are specified in regulations and are set at levels that are designed to keep this form of gaming a low-risk, sociable activity. Generally, such gaming should be ancillary to the primary use of the premises. The Authority may investigate a premises where it believes that gaming is becoming the dominant activity or is having a detrimental effect on the licensing objectives.

The Council has adopted a Gambling Act Policy that stands separate from this Licensing Policy.

<https://www.rctcbc.gov.uk/EN/Business/LicencesandPermits/Streettradinglicences/RelatedDocuments/StatementofPolicy20192022UPDATED.pdf>

## **32. APPLICATIONS- GENERAL PRINCIPLES**

- 33.1 No application for premises licence, club premises certificate, transfer of licence, vary a licence will be processed until such a time as all required fields on the application form are completed, all required documentation is received and a full payment fee is by RCTCBC. If payments are by cheque or BACS the application will not be processed, until the money is received within RCTCBC.
- 33.2 For all grants or full variations, applications must be accompanied by a plan of the premises, highlighting the proposed licensable area. Failure to provide correct documentation or fee will render the application invalid. The licensing authority will only accept a full application bundle. When this is received, the authority will forward to all responsible authorities as detailed within the Licensing Act.
- 33.3 It is the responsibility of the applicant to ensure that any application applied for, is correctly completed in accordance with licensing regulations.
- 33.4 The licensing authority may conduct a 'letter drop' to local residents when applications are received, but will primarily rely on the blue notice and advert within the local newspaper to raise awareness.
- 33.5 Applicants will be encouraged to make themselves aware of any relevant local crime prevention strategies, planning policies or local crime prevention and alcohol reduction strategies; and to have considered them, where appropriate, when formulating their operating schedule.



- 33.6 Whilst many applications will be resolved without the need for a committee hearing, any matters or representations that are not resolved within each consultation period will result in a hearing before the Licensing Authority Sub-Committee to determine the outcome.
- 33.7 The licensing authority strongly recommends that applicants seek advice from the responsible authorities prior to submitting any application, especially for a grant of a licence or full variation and request to attend a pre-application meeting.
- 33.8 Details of how to apply can be found the RCTCBC licensing web page.
- 33.9 The Council promotes responsible applicants to engage with it in an open and cooperative way and to disclose anything that the Council would reasonably expect to know.

### **33. REPRESENTATIONS**

- 34.1 A relevant representation is one that is written and:
- Is about the likely effect of grant of the licence on the promotion of the licensing objectives;
  - Has been made by a Responsible Authority or other person as defined by the 2003 Act, within the relevant time period as prescribed by regulation;
  - Has not been withdrawn; and
  - In the case of representations made by any person who is not a Responsible Authority, that they are not in the opinion of the Licensing Authority considered as frivolous or vexatious (or repetitious in respect of a review).
- 34.2 The Licensing Authority will determine whether a representation is frivolous or vexatious and will apply the below ordinary interpretation;
- A representation may be considered vexatious if it appears intended to cause aggravation or annoyance, whether to a competitor or other person, without reasonable cause or justification.
  - Frivolous representations would be essentially categorised by a lack of seriousness. Frivolous representations would concern issues which, at most, are minor and in relation to which no remedial steps would be warranted or proportionate.
- 34.3 There is no requirement for a Responsible Authority or other person to produce a recorded history of problems at premises to support their representations, and in fact this would not be possible for new premises.
- 34.4 For representations in relation to variations to be relevant, they should be confined to the subject matter of the variation.
- 34.5 The Licensing Authority will attempt mediation between the relevant parties wherever it may be permitted or appropriate, to avoid unnecessary hearings. It may also extend the normal time limits for hearings where it is considered in the public

interest to do so (for example where all parties are on the point of reaching agreement)

- 34.6 The Licensing Authority cannot accept anonymous representation. Full details of all representations must be made available to the applicant; however the Licensing Authority may consider withholding personal details in exceptional circumstances which justify such action.
- 34.7 In general, if a person wishing to make representation prefers to remain anonymous to the applicant, they may ask their local councillor to make representation on their behalf. In these circumstances, the Councillor will be asked for the details of the person in order to satisfy the Council that they are entitled to comment on the application, however they will not be passed on to the applicant.
- 34.8 The Council will treat petitions received as one representation from the named person organising it, but acknowledging its support by the other signatories. The licensing authority will only correspond with the author of a petition and will not relay information to each name on the document.
- 34.9 The licensing authority recommends that any person who wishes to submit representations does so in written form, and include full details of the reasons for the representations and full contact details.

### **35. COMPLAINTS**

- 35.1 The council will accept and consider each complaint on its own merits.
- 35.2 The council recommends that complainants provide full details of the issues, and how they impact on the licensing objectives, as well as providing contact details such as name, address and contact number. An officer may wish to contact the complainant during the course of an enquiry.
- 35.3 The licensing authority recommends that complainants with concerns relating to noise nuisance provide as much detail as possible such as specific times, where the noise emanated from, where the noise was heard and became a problem, and if possible to record the noise.

### **36. ENFORCEMENT**

- 36.1 The licencing authority will carry out enforcement in line with the RCTCBC corporate enforcement policy  
<http://inform/en/policiesandprocedures/otherpolicies/corporateenforcementpolicy.pdf> with consideration to the Regulators Code 2013.
- 36.2 Licensing officers will routinely conduct inspections of licensed premises to ensure compliance with the licence conditions, and check that all the licensing objectives are

being promoted. Inspections may be carried out in partnership with other Responsible Authorities.

- 36.3 The Licensing Act places a responsibility on all Responsible Authorities, licence holders and prospective licence holders to actively promote the four licencing objectives.
- 36.4 To ensure the best outcome is achieved, the licensing authority will actively work with all other responsible authorities and will share information that is necessary and proportionate to promote the objectives.
- 36.5 The licensing authority will work with colleagues in Trading Standards to conduct test purchases on premises, with a view to ceasing the sale of alcohol to those underage. Any person or premises identified to sell alcohol to children may face further enforcement.
- 36.6 Where complaints have been received which undermine the licensing objectives licensing officers will look at each on their own merits.
- 36.7 Early intervention and pro-active engagement between premises licence holders and the licensing authority plays a key role in upholding the standards expected. Upon any complaint or evidence of non-compliance with conditions of a licence, the licensing authority will strive to work with the licence holder to combat the issues. Officers may formulate an action plan. Should the licence holder not assist in the process to promote the licensing objectives, then the licencing authority along with relevant responsible authorities may consider taking enforcement action.
- 36.8 The action that the Council decides to take will be influenced by the particular circumstances of the case, and this is likely to include the attitude of the business or person. Such action may include a review of the licence, which will bring the licence holder before a sub-committee who will decide on the appropriate action to take, whether it be to impose more stringent conditions, suspend the licence or revoke the licence.
- 36.9 If offences are found to have taken place on licensed premises, the seriousness of the offence will be taken into consideration as well as any historical issues of non-compliance or criminality that have taken place on the premises.
- 36.10 When considering what enforcement action to take, the authority will always consider the most appropriate and proportionate step to take as detailed within the corporate enforcement policy. The prime aim being to promote the licensing objectives.
- 36.11 The authority is not required to wait for offences to occur before deciding it needs to take appropriate action. Case law – notably *East Lindsey District Council v Abu Hanif* – states that the promotion of the licensing objectives requires a prospective consideration of what is warranted in the public interest having regard to the twin considerations of prevention and deterrence. Similarly, the Secretary of State’s Guidance to the Licensing Act makes clear that there is no requirement for the

Authority to wait for the outcome of any criminal proceedings before it initiates appropriate enforcement action.

### **37. LICENCE REVIEWS**

37.1 The Licensing Act 2003 enables the Council to deal with problematic premises by way of reviewing the licence. This is a powerful tool to deal with such measures. Responsible Authorities or other persons such as residents can apply to the Licensing Authority for a Review of the Licence or Certificate should a matter arise at the premises in connection with any of the four licensing objectives. Such events may include, continued noise problems, underage sales of alcohol, frequent problems or disorder, allegations of crime taking place at the premises.

37.2 Following receipt of a Review application, a 28 day consultation period will begin. A Licensing Sub Committee will then determine the application during a hearing; the options available to the Committee being:-

- Take no further action.
- Issue a warning to the licence holder
- Modify the conditions of the Premises Licence
- Exclude a licensable activity from the scope of the Licence
- Remove the Designated Premises Supervisor
- Suspend the Licence for up to 3 months
- Revoke the Licence

37.3 In cases of serious crime and disorder at premises, the Police may apply for a summary review. On receipt of such an application, the Authority has 48 hours to determine whether any interim steps are required. Alternatively, the police also have powers to serve a closure notice on premises in circumstances such as serious incidents of crime, disorder, and nuisance.

37.4 In the case of persistent underage sales Trading Standards also have closure powers.

### **38. DELEGATION OF FUNCTIONS**

38.1 The powers of the Licensing Authority under the Act may be carried out by the authority's Licensing Committee, by a Sub-Committee or by one or more officers acting under delegated authority. The Licensing Committee will consist of between 10 and 15 elected members of the Council and will establish sub committees consisting of 3 members of the committee. The Council's delegation of functions follow the Home Office Guidance issued under Section 182 of the Licensing Act and the council scheme of delegation.

38.2 In situations where representations have been made and an agreement has been reached between all relevant parties to amend the application (i.e. to add conditions) the Licensing Authority reserves the right to not hold a hearing and issue the licence as per the agreement (in such situations the application will be considered

‘uncontested’). This will only be done when the proposed amendments promote the licensing objectives and consideration will be given to the potential for any party to be disadvantaged. A list of delegation functions is set out below:

<b>Matter to be dealt with</b>	<b>Full Committee</b>	<b>Sub-Committee</b>	<b>Officers</b>
Application for personal licence		If objection made	If no objection made
Application for personal licence with unspent convictions		All cases	
Application for premises licence/club premises certificate		If a relevant representation made	If no relevant representation made
Application for provisional statement		If a relevant representation made	If no relevant representation made
Application to vary premises licence/club premises certificate		If a relevant representation made	If no relevant representation made
Application for minor variation of premises licence/club premises certificate			All cases
Application to vary designated premises supervisor		If a police objection made	All other cases
Request to be removed as designated premises supervisor			All cases
Application for transfer of premises licence		If a police objection made	All other cases
Applications for interim authorities		If a police objection made	All other cases
Application to review premises licence/club premises certificate		All cases	
Decision on whether a complaint is irrelevant frivolous vexatious etc.			All cases
Decision to object when local authority is a consultee and not the relevant authority considering the application		All cases	
Determination of an objection to a temporary event notice		All cases (except addition of conditions)	Addition of conditions consistent with existing Licence
Decision whether to consult other responsible authorities on minor variation application			All cases
Suspension of premises licence/club premises certificate for non-payment of annual fee			All cases
Review of Statement of Licensing Policy	All cases (Full Council)		
Implementation of a Late Night Levy	All cases (Full Council)		
Creation of an Early Morning Restriction Order	All cases (Full Council)		

### **39. PREMISES LICENCE**

- 39.1 A premises licence authorises the use of any premises (which is defined in the Licensing Act as a vehicle, vessel or moveable structure or any place or part of any premises) for licensable activities. Vehicle means:-
- a vehicle intended or adapted for use on roads
  - a vessel includes a ship, boat, raft or other apparatus constructed or adapted for floating on water
  - a moveable structure is any structure capable of being moved
  - any place includes areas such as parks, playing fields or streets
  - a premises is a building or other permanent structure
- 39.2 A premises licence is required if any of the licensable activities are carried out on or from one of the above types of premises. The licensable activities are:
- Sale by retail of alcohol
  - Provision of regulated entertainment
  - Provision of late night refreshment
- 39.3 A premises licence has effect until:
- the licence is revoked as a result of a licence review
  - it is suspended as the result of a licence review
  - the licence is surrendered by the licence holder
  - the licence holder dies
  - the licence holder lacks mental capacity
  - the licence holder becomes insolvent
  - the licence holder is a company which is dissolved
  - the licence holder ceases to have the right to work in the UK
  - the end of any specified limited period for which it was granted
- 39.4 The Council will suspend a premises licence where the relevant annual fee has not been paid. A premises licence does not have effect whilst it is suspended.

### **40. SURRENDER OF A PREMISES LICENCE**

- 40.1 Where a premises licence holder wishes to surrender their premises licence, they must give written notice to the Council which must be accompanied by the premises licence. If the premises licence is not available, the notice to surrender must be accompanied by a statement of reasons for failure to provide the licence. From the date the Council receives a notice to surrender a premises licence, the licence will lapse and will not be effective.

## **41. REINSTATEMENT OF A PREMISES LICENCE**

41.1 A premises licence may be reinstated where a premises licence has been surrendered, and in the following circumstances where no interim authority notice has effect:

- the licence holder dies
- the licence holder lacks mental capacity
- the licence holder becomes insolvent
- the licence holder is a company which is dissolved
- the licence holder ceases to have the right to work in the UK

41.2 A premises licence may be reinstated by any person who would be eligible to apply for a premises licence within 28 days of the premises licence being surrendered or one of the above points having effect. (The transfer of a premises licence process should be followed).

## **42. PROVISIONAL STATEMENT**

42.1 An application for a provisional statement may be made where a premises is being, or is about to be, constructed, extended or altered for the purpose of being used for licensable activities, and the applicant is unable to complete the operating schedule of the premises licence application. This may be due to unknown factors regarding the operation of the premises in the early stages of the construction, extension or alteration.

42.2 A provisional statement does not authorise licensable activities if issued. It exists to provide some assurance to investors, who may otherwise be unwilling to commit funds to the development that a premises licence covering the requested licensable activities is likely to be granted once the building was complete.

42.3 Where an applicant is able to satisfy all the requirements of a premises licence application, but the premises is not yet built, the Council strongly encourages applications for a premises licence to be made, rather than a provisional statement.

## **43. INTERIM AUTHORITY NOTICE**

43.1 Interim authority notices can be given following the lapse of a premises licence as a result of the death, incapacity or insolvency of the licence holder, or change of their immigration status and where no application to reinstate the licence though transfer has been made.

43.2 Any person who is a freeholder or leaseholder of the premises, or who has a connection to the former holder of the premises licence may, during the first 28 days from the day after the licence lapsed, give the Council an interim authority notice:

- where the former licence holder has died, their personal representative is most likely to be the executor of their estate

- where the former licence holder lacks capacity to hold the licence, their personal representative is most likely to be the person who has enduring or lasting power of attorney
- where the former licence holder has become insolvent, their personal representative is their insolvency practitioner

43.3 The person giving the notice must have the right to work in the UK. Only one interim authority notice may be given in respect of any premises licence.

#### **44 CLUB PREMISES CERTIFICATE**

44.1 A club premises certificate is intended to permit licensable activities in a premises used by a club (see below description). Where a premises is used for club purposes, and also has areas where general public admission is permitted, or areas are available for hire to the general public, the Council strongly encourages applications to be made for a single premises licence to cover the entire premises, rather than a club premises certificate to cover members areas and a premises licence to cover non-member areas. This avoids the cost of two annual licence fees for the premises and consolidates the licensable activities under one authorisation.

44.2 A club premises certificate authorises the use of any premises (which is defined in the Act as a vehicle, vessel or moveable structure or any place or part of any premises) occupied by, and habitually used for the purposes of, a qualifying club for licensable activities.

- Vehicle means a vehicle intended or adapted for use on roads
- A vessel includes a ship, boat, raft or other apparatus constructed or adapted for floating on water
- A moveable structure is any structure capable of being moved
- Any place includes areas such as parks, playing fields or streets
- A premises is a building or other permanent structure

44.3 In order to be a 'qualifying club' the following conditions must be met:

- There must be a period of at least two days between new members applying for, or being nominated for, membership and their admission to the members only facilities of the club;
- Where there is no application or nomination process to become a member, there must still be two days between a person becoming a member and being given admission to the facilities of the club;
- The club is established and conducted in good faith as a club;
- The club has at least 25 members;
- Alcohol is not supplied, or intended to be supplied, to members on the premises otherwise than by or on behalf of the club.

44.4 Where a qualifying club applies for a club premises certificate to authorise the supply of alcohol, the following further conditions must also be met:



- The purchase of alcohol for the club and the supply of alcohol by the club are managed by committee whose members are elected members of the club and are aged 18 and over;
- No individual person, directly or indirectly, may receive or derive any financial, or other, benefit from the supply of alcohol.

44.5 In order to determine that a club is established and conducted in good faith, the Council requires the following evidence to accompany an application for a club premises certificate:

- Details of the arrangements for purchasing alcohol – there must be no restrictions placed on the club's freedom of purchase
- Details of the rules or arrangements under which money, property or any gain arising from the operation of the club is for the benefit of the club or charitable, benevolent or political purposes and does not benefit any other individual or organisation
- Detail of arrangements in place for giving member information about the finances of the club, and any accounts and/or other records kept to ensure the accuracy of that information
- Details of the nature of the premises occupied by the club

#### **45 SURRENDER OF A CLUB PREMISES CERTIFICATE**

45.1 Where a club premises certificate holder wishes to surrender the certificate, they must give written notice to the Council which must be accompanied by the club premises certificate. If the certificate is not available, the notice to surrender must be accompanied by a statement of reasons for failure to provide the certificate. From the date the Council receives a notice to surrender a club premises certificate, the certificate will lapse and will not be effective.

#### **46 WITHDRAWAL OF A CLUB PREMISES CERTIFICATE**

46.1 Where it appears to the Council that a club which holds a club premises certificate is no longer a qualifying club the Council will give a notice to the club notifying them that the club premises certificate no longer has effect. Where a notice of withdrawal is given because it appears to the Council that the club has fewer than 25 members, the notice will have effect after a period of three months from the date the notice is given. Where the club has increased its members in the three-month notice period to the required number, the notice will not take effect.

#### **47 NEW AND FULL VARIATION PROCESS**

47.1 The procedure for making a new application and changes to an existing Premises Licences or Club Premise Certificates are very similar. Both involve the same advertising procedure, a 28 day consultation period and the application is determined by the Licensing Sub-Committee if relevant representations are received. If no relevant representations are received then the application is automatically granted at the end of the consultation period.

In brief, applicants must:

- Submit a completed application on the prescribed application form to RCTCBC Licensing Authority with the required fee and a plan of the premises. The application form must include an Operating Schedule.
- Advertise the application in a prominent position at or on the premises on a pale blue coloured notice of at least A4 size with a minimum font size of 16, for not less than 28 consecutive days starting on the day following the day on which the application was submitted to the Licensing Authority.
- Advertise the application within 10 working days (starting on the day following the day on which the application was submitted to the Licensing Authority) in a local newspaper circulating in the RCT area.
- If the application includes the retail or supply of alcohol, the consent of the individual Personal Licence holder who wishes to be the Designated Premises Supervisor (DPS) is required with the application.

The application will be advertised on the RCTCBC website.

- 47.2 All applicants for the grant or variation of a Premises Licence or Club Premises Certificate are expected to demonstrate within their Operating Schedules how they intend to promote each of the four licensing objectives. The proposals included in the Operating Schedule will form the main body of conditions to be applied to the licence or certificate (if granted).

#### **48 MINOR VARIATION PROCESS**

- 48.1 Small changes to a Premises Licence or Club Premises Certificate that will not affect adversely on the licensing objectives can be dealt with via the 'Minor Variation' process, which is a scaled down version of the full variation process detailed above, with a reduced fee.
- 48.2 Examples that this process be used for are (not exhaustive):
- Small changes to the structure or layout of a premises;
  - Additional authorisations required for late night refreshment or regulated entertainment (such as live music, performance of plays or film exhibitions);
  - Small changes to licensing hours (see below for changes that relate to alcohol);
  - Revisions, removals and additions of conditions (this could include the removal or amendment of out of date, irrelevant or unenforceable conditions, or the addition of volunteered conditions).

48.3 Minor variation applications will not apply to:

- Substantial changes to the premises;
- Varying the Designed Premises Supervisor;
- Authorising the sale by retail of alcohol;
- Authorising the supply of alcohol at any time between 23:00 and 07:00 hours;
- Authorising an increase in the amount of time on any day during which alcohol may be sold by retail.

In brief, applicants must:

- Submit a completed application on the prescribed application form to RCTCBC Licensing Authority with the required fee. If you are applying for a variation to the layout of your premises, you must include a revised plan of the premises.
- Advertise the application in a prominent position at or on the premises on a white notice of at least A4 size with a minimum font size of 32 for the header and 16 for the content, for not less than 10 working days starting on the day following the day on which the application was submitted to the Licensing Authority.

48.4 On receipt of a minor variation application, the Licensing Authority will consider the application and consult the relevant responsible authorities as it considers appropriate. In deciding on the application, the Licensing Authority will consider any relevant representations received within the statutory time limit (ten working days from the day after the application was received by the Licensing Authority). The Licensing Authority will either grant the application or refuse it where it considers that the proposed application could adversely affect any of the four licensing objectives.

48.5 Applications that have been rejected under the minor variations process can then be the subject of a full variation application or a revised minor variation application. The refusal of a minor variation does not affect or pre-determine any subsequent variation application in respect of the same premises.

## 49 **CONDITIONS**

49.1 The Licensing Authority cannot impose conditions of its own volition. Conditions will only be attached in the following circumstances:

- Mandatory conditions under the Licensing Act 2003 or introduced by regulation under the Act which will have effect in all circumstances regardless of if they appear on the Licence

- If they are consistent with the applicant's operating schedule, or agreed/offered by the applicant during the application process
- When considered appropriate, reasonable and proportionate after relevant representations have been received and not withdrawn.

49.2 Conditions are crucial in setting the parameters within which premises can lawfully operate. Any contravention of a condition on a premises licence or club premises certificate is a criminal offence so it is essential that conditions are worded clearly, precisely and unambiguously. In addition, conditions must:

- be appropriate, reasonable and proportionate
- be enforceable
- not duplicate other statutory requirements
- be relevant to the particular type, location and character of the premises concerned
- not be standardised
- should be justifiable and capable of being met
- not replicate offences set out in the Act or in other legislation
- be written in a prescriptive format

49.3 Responsible applicants would seek technical advice from the appropriate responsible authorities when preparing their Operating Schedules as this will enable any problems to be resolved at an early stage and will reduce the likelihood of representations.

49.4 Often many of the conditions volunteered by applicants are poorly worded, unclear or ambiguous and therefore unenforceable. Such conditions will be suitably reworded by the Licensing Authority to enable clear, transparent and enforceable conditions.

**LIST OF RESPONSIBLE AUTHORITIES FOR THE PURPOSE OF THE LICENSING ACT**

- **Home Office (Immigration Enforcement)**  
Alcohol Licensing Team, Lunar House, 40 Wellesley Road, Croydon, CR9 2BY  
[Alcohol@homeoffice.gsi.gov.uk](mailto:Alcohol@homeoffice.gsi.gov.uk)
- **Cwm Taf University Health Board**  
Corporate Services Dept, Headquarters, Ynysmeurig House, Navigation Park, Abercynon, CF45 4SN  
Telephone: 01443 744800
- **RCTCBC Trading Standards**  
Ty Elai, Dinas Isaf East, Williamstown, Tonypany, CF40 1NY  
[Tradingstandards@rctcbc.gov.uk](mailto:Tradingstandards@rctcbc.gov.uk)
- **Chief Officer for Police**  
South Wales Police Licensing Department, Pontypridd Police Station, Berw Road, Pontypridd, CF37 2TR
- **South Wales Fire and Rescue Service**  
Chief Fire Officer, Forest View Business Park, Llantrisant, CF72 8LX  
[firesafety@southwales-fire.gov.uk](mailto:firesafety@southwales-fire.gov.uk)
- **RCTCBC Public Health Food, Health & Safety Team**  
Ty Elai, Dinas Isaf East, Williamstown, Tonypany, CF40 1NY  
[Food.HealthandSafety@rctcbc.gov.uk](mailto:Food.HealthandSafety@rctcbc.gov.uk)
- **Health & Safety Executive**  
Government Buildings, Ty Glas, Llanishen, Cardiff, CF14 5SH
- **RCTCBC Licensing Authority**  
Ty Elai, Dinas Isaf East, Williamstown, Tonypany, CF40 1NY  
[Licensing.section@rctcbc.gov.uk](mailto:Licensing.section@rctcbc.gov.uk)

- **The Local Planning Authority**  
Sardis House, Sardis Road, Pontypridd, CF37 1DU  
[LicensingConsultations@rctcbc.gov.uk](mailto:LicensingConsultations@rctcbc.gov.uk)
- **RCTCBC Public Health Pollution Team**  
Ty Elai, Dinas Isaf East, Williamstown, Tonypany, CF40 1NY  
[EnvironmentalPollution@rctcbc.gov.uk](mailto:EnvironmentalPollution@rctcbc.gov.uk)
- **Cwm Taf Safeguarding Board**  
Ty Catrin, Unit 1, Maritime Industrial Estate, Pontypridd, CF37 1NY  
[ChildrensSafeguardingHub@rctcbc.gov.uk](mailto:ChildrensSafeguardingHub@rctcbc.gov.uk)

## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CABINET**

**17<sup>TH</sup> OCTOBER 2019**

### **COUNCIL AND ARTS COUNCIL OF WALES INVESTMENT IN THE ARTS**

**REPORT OF THE DIRECTOR OF PUBLIC HEALTH, PROTECTION AND COMMUNITY SERVICES, IN DISCUSSIONS WITH THE CABINET MEMBER FOR STRONGER COMMUNITIES, WELL-BEING AND CULTURAL SERVICES, COUNCILLOR RHYS LEWIS**

**Author:** Caroline O'Neill, Strategic Arts & Culture Manager – 01443 570031

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

- 1.1 The purpose of the report is to provide Members with information on the Council and Arts Council of Wales capital and revenue investments to the arts in Rhondda Cynon Taf during 2018/19 and 2019/20 to-date.

#### **2. RECOMMENDATIONS**

It is recommended that Cabinet:

- 2.1 Note the contents of the report regarding the investment to the arts in Rhondda Cynon Taf.
- 2.2 Consider whether further information is required.

#### **3. REASONS FOR RECOMMENDATIONS**

- 3.1 That the Members are informed of the capital and revenue investments made by the Council and the Arts Council of Wales to the arts across the County Borough.

#### **4. BACKGROUND**

- 4.1 The Arts Service consists of the Coliseum Theatre and the Park & Dare Theatre (collectively known as RCT Theatres) and an Arts & Creative Industries Team.

- 4.2 In 2010, RCT Theatres were recognised as an Arts Council of Wales Arts Portfolio Wales client and once again in 2015, resulting in revenue funding from the Arts Council of Wales annually.
- 4.3 There are a further two Arts Council of Wales Arts Portfolio Wales clients in Rhondda Cynon Taf - Artis Community Cymuned and Valleys Kids.
- 4.4 The Arts Council of Wales National Lottery funding has enabled the Arts Service, organisations and artists to develop arts projects across Rhondda Cynon Taf.
- 4.5 The Arts Service's Youth Arts and SONIG Youth Music Industry programmes are commissioned by the Resilient Families Services Families First programme.

## **5. THE ARTS SERVICE AND COUNCIL FINANCIAL INVESTMENT**

- 5.1 The Arts Service core budget in 2018/19 of £965,840 consisted of £945,840 revenue and £20,000 capital. In 2019/20 the total core budget is £994,370, consisting of £974,370 revenue and £20,000 capital.
- 5.2 In 2018/19 a further £70,000 capital investment was received to undertake the following works at RCT Theatres:
- Replacement carpet in auditorium at the Park and Dare Theatre;
  - Refurbishment of dressing rooms at the Park and Dare Theatre.
- 5.3 A further capital investment of £161,992 has been secured in 2019/20 to undertake the following works at RCT Theatres:
- Development of new studio space and bar in the Park and Dare Theatre's Lounge Bar area;
  - Refurbishment of kiosk area at the Coliseum Theatre;
  - Refurbishment of gentlemen's ground floor toilets and dressing room facilities at the Coliseum Theatre.
- 5.4 The Arts Service received £25,000 revenue contribution during 2018/19 to secure high-profile events as part of the RAFT festival, resulting in live events from Only Men Aloud (with local support) and Jools Holland and his Rhythm and Blues Orchestra at the Park and Dare Theatre.
- 5.5 The Park and Dare Theatre programmed West End star Kerry Ellis (with local support) and comedian Omid Djalili as part of RAFT 2019 with £15,000 revenue contribution received.



- 5.6 Revenue funding of £94,350 was awarded in 2018/19 and will be received again in 2019/20 from the Resilient Families Services Families First programme for the commissioning of the Arts Services Arts and Creative Industry Team's Youth Arts and SONIG Youth Music Industry programmes. Appendix 1 and Appendix 2 shows the impact on young people of participation in the arts.

## **6. THE COUNCIL AND THE ARTS COUNCIL OF WALES FINANCIAL INVESTMENT**

### **6.1 Arts Portfolio Wales**

- 6.1.1 Rhondda Cynon Taf Council's Arts Services RCT Theatres are an Arts Council of Wales Arts Portfolio Wales client and received £150,821 revenue funding in 2018/19 and will be receiving the same amount in 2019/20.
- 6.1.2 The RCT Theatres are awarded this annual revenue funding for their status as a Venue and Production House. Appendix 3 includes a review of a production funded by this.
- 6.1.3 The only other Local Authority run venues to receive annual revenue funding from the Arts Council of Wales are Blackwood Miners Institute (Caerphilly County Borough Council) and Theatr Clwyd (Flintshire County Council).

### **6.2 National Lottery: Capital**

- 6.2.1 Through participating in the Arts Council of Wales Resilience programme (a programme for its Arts Portfolio Clients to future-proof their business), £95,000 capital funding contribution has been secured to undertake the development of the new studio space and bar in the Park and Dare Theatre's Lounge Bar area.
- 6.2.2 The circa £4million redevelopment of the Pontypridd YMCA has secured funding from the Arts Council of Wales, Welsh Government and the Council.

### **6.3 National Lottery: Revenue**

- 6.3.1 The Council has successfully secured Arts Council of Wales National Lottery funding for the following projects during 2018/19 and 2019/2020, as a lead organisation or in collaboration with a key partner:
- £48,250 awarded for the Arts Services SONIG Youth Music Industry programmes Forte 4, a unique music artists development programme for young people, delivered with partners across South

Wales and a research element to look at the feasibility of extending the programme throughout Wales. £30,000 has been awarded for Forte 5 during 2019/20.

- £5,000 awarded to develop the Arts Services RCT Theatres co-production of 'Ned and the Whale' with its artists in residence, Flossy and Boo. This production was then chosen as part of Arts Council of Wales' #ThisisWales programme at Edinburgh Fringe Festival 2019.
- £4,840 awarded to develop the Arts Services RCT Theatres and Bale and Thomas' co-production 'The Night Porter'.
- £16,433 awarded to develop the Arts Services RCT Theatres and Flossy and Boo's co-production 'The Ramshackel's Brilliant Adventure'.
- £16,450 awarded to research and develop a co-production between Yeah Yeah Theatre and Arts Services RCT Theatres and a further £17,350 secured in 2019/20.
- £24,800 awarded to develop Hip Hop Theatre as a collaboration between Avant Theatre CIC and the Arts Service.

6.3.2 During 2018/19 and 2019/20, there has been an allocation of revenue investment totalling £145,773.

#### **6.4 Creative Learning through the Arts**

6.4.1 The Arts and Creative Industries Team has also worked collaboratively with Arts Active Trust to secure Arts Council of Wales Creative Learning through the Arts funding to develop the Central South Education Consortia Arts and Education Network - A2 Connect. In 2018/19, £200,000 was awarded and a further £150,000 in 2019/20.

6.4.2 A2 Criw Celf visual arts project for the Central South region is managed by the A2 Connect Arts and Education Network and has been awarded £185,235 for 2019/20 delivery.

### **7. RCT SCHOOLS AND ARTS COUNCIL OF WALES INVESTMENT**

7.1 Many schools in the County Borough have successfully been awarded funding through the Arts Council of Wales Creative Learning through the Arts programme.

7.2 The Creative Learning through the Arts programme has three funding options for schools: Lead Creative Schools, its Go and See and

Creative Collaborations schemes which are two funding options under the Experiencing the Arts fund.

### **7.3 Lead Creative Schools**

7.3.1 The Lead Creative Schools scheme aims to promote new ways of working for schools giving them the opportunity to develop an innovative and bespoke programme of learning designed to improve the quality of teaching and learning.

7.3.2 Two schools were awarded a Lead Creative Schools grant for school to school support in 2018/19 to expand their reach and the impact of their works as a Lead Creative School.

- i) Gwaunmeisgyn Primary School was awarded £8,000 to work with Maesybryn.
- ii) Coedpenmaen Primary School was also awarded £8,000 to work with Heol y Celyn.

7.3.3 Three schools were awarded a Lead Creative Schools grant for school to school support in 2019/20 to expand their reach and the impact of their works as a Lead Creative School.

- i) Hafod Primary School was awarded £8,000 to work with Ynyshir Primary School.
- ii) Ysgol Gynradd Gymraeg Aberdare was awarded £8,000 to work with Ysgol Penderyn Community Primary School.
- iii) Llwynypia Primary School was awarded £8,000 to work with Pontrhondda Primary School.

### **7.4 Go and See**

7.4.1 This funding scheme can be used to fund visits to high-quality arts events in galleries, theatres, arts centres and other venues. Events could include visits to performances and exhibitions or visits to experience art professionals developing and creating their work.

7.4.2 Twenty three schools were awarded funding through the Go and See scheme during 2018/19, totalling £11,875.

7.4.3 Nine schools have been awarded funding through the Go and See scheme to date in 2019/20, totalling £4,479.

## **7.5 Creative Collaborations**

- 7.5.1 This strand focuses on arts, cultural and creative activities that are out of the ordinary and not run-of-the-mill. There is an expectation that projects will be innovative and have significant **collaboration** between arts or creative sector organisations, teachers and learners.
- 7.5.2 During 2018/19, Vision Fountain CIC were successfully awarded a grant of £13,701 to work with Gelli and Penyrenglyn Primary Schools for an audio-visual storytelling project entitled 'Dragon's Dream'.
- 7.5.3 During 2019/20, Tylorstown Primary School have been awarded £9,900.

## **8. OTHER ARTS COUNCIL OF WALES INVESTMENT IN RCT**

### **8.1 Arts Portfolio Wales**

- 8.1.1 Valleys Kids and Artis Community Cymuned continue to receive annual revenue funding from the Arts Council of Wales.
- 8.1.2 Valleys Kids received £122,383 in 2018/19 and it remains the same for 2019/20.
- 8.1.3 Artis Community Cymuned received £199,960 in 2018/19 and it remains the same for 2019/20.

### **8.2 National Lottery: Revenue**

- 8.2.1 Three individual artists residing in Rhondda Cynon Taf were awarded grants by the Arts Council of Wales during 2018/19, totalling £24,200. A further five artists have been supported financially during 2019/20 to date, totalling £18,045.
- 8.2.2 One RCT based organisation was awarded a grant of £5,000 in 2018/19 to specifically deliver a project within the County Borough.
- 8.2.3 One organisation has been awarded a grant of £15,000 in 2019/20 to date to specifically deliver a project within the County Borough.
- 8.2.4 Many national organisations and production companies were awarded grants during 2018/19 stating Rhondda Cynon Taf as one of the areas served by their provision. The total grants awarded were £430,252.
- 8.2.5 To date in 2019/20, £136,218 has been awarded to national organisations serving Rhondda Cynon Taf.

### **8.3 Strategic Award: Sharing Together**

- 8.3.1 This funding is to support strategic initiatives aimed at encouraging the creation of new networks and the strengthening of existing networking opportunities.
- 8.3.2 Wales Arts Review were awarded £2,490 during 2018/19 for the development of its Young Critics and Youth Arts Forum.

### **8.4 Strategic Award: Arts and Health**

- 8.4.1 The Arts Council of Wales recognises that in order to carry on making an impact and creating new experiences for people to reap the health benefits of art experiences, it is important to work together and make the most of existing frameworks across Wales.
- 8.4.2 The Arts Council of Wales now have a Memorandum of Understanding with the Welsh NHS Confederation and work closely with Public Health Wales and with participants in the Cross Party Group on Arts and Health in the National Assembly.
- 8.4.3 The Arts Council of Wales have invested £25,000 in Cwm Taf Morgannwg University Health Board as part of its capacity building programme within Health Boards across Wales.
- 8.4.4 The investment will support the expansion of the Arts & Health Team at Cwm Taf University Health Board, through the funding of Year 1 of a full-time Arts & Health Co-ordinator (Band 6). This role will be managed within the Planning & Partnerships Team and will focus on implementing Cwm Taf's Creative Arts Health & Wellbeing Strategy. Cwm Taf UHB will cover the shortfall for the post as partnership funding.

## **9. COMMITMENT TO DEVELOPING THE ARTS IN PONTYPRIDD**

- 9.1 The Council is currently working with Awen Cultural Trust as preferred tenant to agree lease terms for the building and to potentially develop a significant capital investment programme to reopen the Muni Arts Centre as a vibrant venue for entertainment and events to serve Pontypridd and the wider region. Awen Cultural Trust are committed to working with the Council to provide a programme of arts and cultural events complimentary with the Council's venues.
- 9.2 The Council is making a £1.5m capital funding contribution to the £4m redevelopment of Pontypridd YMCA. The project will create a state of the art multi – purpose facility within a prominent position in the main commercial area of Pontypridd Town Centre. A major redevelopment, the building will be fully accessible and create new and improved

facilities including a suite of dedicated arts facilities. The project will involve the YMCA working in partnership with Artis Community and also includes a £2.28m capital funding contribution from the Arts Council of Wales.

## **10. Potential Challenges**

### **10.1 Resilient Families Programme: Families First Commission**

10.1.1 The Youth Arts and SONIG Youth Music Industry programmes are delivered through this commission. SONIG celebrated 20 years in 2020.

10.1.2 The commission enables the delivery of arts and creative industries engagement activity for children and young people and the employment of 5 part-time posts; and:

- SONIG Co-ordinator;
- Youth Arts Co-ordinator x 2;
- Young Promoters Network Co-ordinator;
- Performance Officer.

10.1.3 The programme is currently commissioned until March 31<sup>st</sup> 2020.

10.1.4 A decommissioning or decrease of commission would impact on provision of opportunities for children and young people to engage with and participate in the arts, as well as loss of knowledge and expertise within the Arts and Creative Industries Team

### **10.2 New ACW National Lottery Guidelines**

10.2.1 Arts Council of Wales have recently concluded a consultation on the future direction for their National Lottery funding, which coincided with their new corporate plan 'For the Benefit of All.'

10.2.2 The publication of the outcome of the consultation in 'Transformation and Change' states that Arts Council of Wales will "only consider funding to Arts Portfolio Wales organisations if a) they're the only ones who can deliver a particular project; and b) that they meet a higher threshold test in demonstrating quality, innovation and public benefit."

10.2.3 The new Arts Council of Wales Lottery Funding Guidelines will be published on October 7<sup>th</sup> 2019.

10.2.4 A restriction on the availability of lottery funding for the Arts Service and its RCT Theatres would impact on opportunities for residents to engage with and participate in arts and creative industries activity,

such as music industry career development and live theatre productions created with and of relevance to them.

### **10.3 Arts Council of Wales Investment Review 2019/20**

10.3.1 The Arts Council of Wales will be issuing its draft Terms of Reference to undertake its third investment review to determine which arts organisations are to be included in its revenue-funded Arts Portfolio from April 2021.

10.3.2 The Arts Council of Wales have stated that the Lottery consultation responses will be considered when framing the terms of reference for the investment review.

10.3.3 The loss of or reduction to revenue-funding received and our Arts Portfolio status will impact on the live programme at RCT Theatres, co-production and production work, arts marketing and promotion, participation activity and staff.

### **10.4 Creative Learning through the arts**

10.4.1 The current action plan and funding commitment is for the five year period from 2015 to March 2020. Further information about the programme can be seen at Appendix 4.

10.4.2 As yet, there has been no announcement from the Arts Council of Wales with regards to the programme and funds available post March 2020.

10.4.3 If this programme were to be discontinued or a reduction in funding available, this would have an impact on schools accessing creative expertise and opportunities that would be key in supporting the new Expressive Arts curriculum.

## **11. EQUALITY AND DIVERSITY IMPLICATIONS**

11.1 An Equality Impact Assessment is not needed because the contents of the report are for information purposes only.

## **12. CONSULTATION/INVOLVEMENT**

12.1 No consultation exercise has been required.

## **12. FINANCIAL IMPLICATION(S)**

13.1 There are no financial implications aligned to the recommendations in this report.

**14. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

14.1 There are no legal implications aligned to this report.

**15. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

15.1 Investment in the arts and creative industries across the County Borough contributes to the Council's corporate priorities:

- Economy – such as providing targeted arts and creative industries opportunities for young people supporting them into education, employment and training, developing transferable skills through being creatively active, supporting increase in educational attainment, supporting and developing artists and; providing cultural experiences within our town centres.
- People – such as providing targeted opportunities for children and young people accessing the Resilient Families Service, looked after children, those at risk of exclusion/offending, and developing cultural experiences for positive health and wellbeing.
- Place – such as providing opportunities to engage with and participate in the arts and creative industries within our communities, town centres and parks and; developing themed bespoke projects, such as on the importance of recycling.

15.2 The investment contributes to the seven national wellbeing goals, particularly:

- A Wales of vibrant culture and thriving Welsh language;
- A prosperous Wales;
- A healthier Wales;
- A Wales of cohesive communities.

15.3 The investment is consistent with the sustainable approach promoted by the Wellbeing of Future Generations (Wales) Act through the five ways of working:

- Long-term – capital and revenue investment seeks to achieve a long-term and sustainable arts and creative industries infrastructure with the Borough;
- Prevention – engagement and participation opportunities offering early intervention and prevention support;
- Integrated – contributing to a range of local, regional and national strategic priorities, by adopting an integrated and coherent approach;



- Collaboration - through working across Council services and public, private and third sector agencies, locally, regionally and nationally;
- Involvement – through consultation, feedback, advisory groups and professional networks.

## **16. CONCLUSION**

- 16.1 This report notes the financial investment for the arts by the Council and the Arts Council of Wales within Rhondda Cynon Taf during 2018/19 and 2019/20.
- 16.2 Investment has enabled residents to be creatively active, supporting their health and well-being, educational attainment, employment, and supporting communities.
- 16.3 Investment has strengthened the arts infrastructure within the County Borough, redeveloping its theatres and supporting professional artists.
- 16.4 It is hoped that access to funding from a range of sources will continue to be available so that residents can continue to benefit from engagement with the arts in all its forms.

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17<sup>TH</sup> OCTOBER 2019**

**REPORT OF DIRECTOR PUBLIC HEALTH, PROTECTION & COMMUNITY SERVICES IN DISCUSSIONS WITH THE CABINET MEMBER FOR STRONGER COMMUNITIES, WELL-BEING AND CULTURAL SERVICES, COUNCILLOR RHYS LEWIS**

**COUNCIL AND ARTS COUNCIL OF WALES INVESTMENT IN THE ARTS**

**Background Papers**

None

**Officer to contact: Caroline O'Neill, Strategic Arts & Culture Manager –  
01443 570031**

**INDIVIDUAL CASE STUDY (JM)**

**1. Description of the Course**

The Fortitude through Music Course is a pre pre-employability course aimed at young people 16-24 who are Not in Education, Employment or Training. The course is run for 8 weeks for two days a week where young people are engaged through music. This includes a variety of activities including industry based seminars, career research, speed networking with people in the industry, song writing, playing and developing instrumental skills, recording music and a music video and performing in a performance. This course is accredited via Asdan Expressive Arts Short Course and aims to re-engage any young people into taking their next step towards employment or training.

**2. General Background of participant (History):**

The young person was referred to us through the Drop In centre, the centre is run through social services 16+ team which aims to engage anyone who has been involved in their services to participate in activities a few times a week to strengthen the bonds between social workers and young people. The young person is a very polite young woman who is attending college in Aberdare studying childcare. She has taken part in the sessions at the Drop In and from there took the opportunity to enrol onto the Fortitude through Music Course. She has been in care and is now living in sheltered accommodation, she has some financial barriers and can be easily coerced into acting inappropriately with friends around. This can result in her fighting and arguing with other people.

**3. Describe what the participant was like at the beginning of this study**

At the beginning of this study the participant was reluctant to attend however after a few phone calls she started attending afternoon sessions that just included the music sessions. She attended alone and was very quietly spoken, she only communicated with other participants when necessary and it was evident that she lacked in confidence to speak and sing along with the band. She had taken part in another music session at the Drop In but we had noticed that she didn't actively take part in this, she just sat and watched.

**4. Activity involved in and what you did**

The participant was involved in the Fortitude through Music course at Aberdare Rugby Club. The participant was interested in singing but had to be encouraged to sing. When a song was chosen we sat together to learn the song as she hadn't heard it before, she was very quiet to start with and when she went back into the group she didn't really sing along.

She was involved in the song writing aspect of the course but didn't voice her ideas much, as the weeks went by she introduced a friend to the course which encouraged her to be a little more confident in general.

She performed two songs with the band at the performance and was a backing singer for the other participants.

**5. How did the participant change during the activity  
(e.g. improved confidence, time keeping attitude to staff/others)**

We saw improved confidence in the participant every week noticing that she was participating a little more in all activities and turning up earlier as the weeks went by. She originally said she could only attend one afternoon a week which grew to a full day and then two full days. She made friends easily with other participants when she felt comfortable and was a pleasure to work with.

She built relationships with the tutors and was confident enough to ask for help when needed. She easily completed the Asdan accreditation and took the time to understand how she could use it for the future.

She demonstrated personal development by learning words to songs herself without being instructed to and learnt to manage her anxieties around performing more effectively.

**6. What next for the participant:**

The participant would like to continue working with us creatively so we will be inviting her to attend any future music and arts projects both at the Drop In centre and in the community. She wants to study in college until she can gain her qualifications in childcare that will enable her to get work as a nursery assistant.

**HOT JAM MUSIC SONG-WRITING BOOTCAMP CASE STUDY**

**Why / How participants were chosen?**

Participants had previously taken part in courses and have been taking lessons with Hot Jam practitioners in school. The course was also advertised on social media (Twitter, Facebook and schools). The course information was sent to officers in the council and various community associations to aid in recruiting participants. The participants contacted us if they were interested in attending.

**Project Outcomes**

The main project outcomes are: to learn to write original songs; learn how to structure a song and to memorise what has been written to perform at the showcase. The aims are to be able to work in a team together; listen to each other; allow everyone's ideas to come together; and to learn stage craft and presence; to improve confidence and self-esteem.

**What was delivered, where & when? Who supported project?**

The Hot Jam song-writing boot camp held at the Park & Dare Theatre is where young aspiring musicians attend to be coached by professional musicians, form new relationships and improve transferable life skills like communication, teamwork and confidence. The young people have the choice of undertaking drum/ bass/ guitar tuition, singing coaching, improving performance skills and learning how to write songs. Taking all of these activities into account they then work towards showcasing their talents and what they have learnt over the duration of the course.

**Pen picture, how many did we reach & geographical info**

22 young people between ages 11-16, in full time education

3 young people being supported into education, employment and training (targeted 16-24's)

All from RCT

**Outcomes achieved**

Each group wrote an original song to perform on stage and also played some cover songs, most of the bands successfully performed three songs. They played and developed their instrumental skills, developed their stage craft, and built the confidence to perform really well on stage. The feedback forms showed that 100% were proud of their involvement and 80% noted a higher quality feeling about life in general than before the course. 17 out of 17 family members said that the project had a positive impact on their family life and 100% also said that they feel the project has a positive impact on the participant.

### **Links to Wellbeing goals**

20 young people out of 25 young people asked demonstrated on our feedback forms that they felt better after the project than before.

16 young people said that they were proud of their involvement and 9 said they strongly agree.

### **Quotes - Participants**

'I loved it.'

'Everything was so good.'

'Very good.'

'It was fun.'

'Great fun, look forward to it all summer, really enjoyed.'

'Thank you so much to the teachers. They help us loads and I have loads of confidence by the end.'

### **Quotes –Family members at showcase**

'We are very proud of (participant name) and the confidence that this course has given her. The teachers and tutors have been very supportive and seemed to have helped all of the students embrace their talents.'

'This is the third year we have been and it's the best one yet.'

'Brilliant! Long may it continue. Teachers should be supported to enable them to bring out the musical talent in young people. Keep music alive in the valleys.'

'On a daily basis she has spoken about her worries and excitement on this course. I know she thoroughly enjoys it EVERY year! Love seeing her develop.'

### **What's next for participants?**

The 22 young people will be invited to future song writing boot camps and signposted to other arts related activities. One band will be supported through SONIG's Young Promoters Network. One young person will continue vocal coaching that she has been supported into via SONIG Youth Music Industry. The 3 being supported into education, employment and training will receive a one to one mentoring meeting to see how they can be supported further.

**Theatre Review: Exodus (RCT Theatres co-production with 2018 Artist in Residence, Motherlode)**

[\(http://getthechance.wales/2018/10/10/review-exodus-motherlode-by-judi-hughes/\)](http://getthechance.wales/2018/10/10/review-exodus-motherlode-by-judi-hughes/)

Suspend your disbelief and fly Exodus airways

4 out of 5 stars

Motherlode are a relatively new theatre company, directed by writer and dramatist Rachael Boulton. After training in London, she says “coming back home is the best thing I ever did”, her connection to and understanding of Valleys life in Wales is reflected in their new play Exodus.

The work shows us life on two levels – one of four very different people, drawn together by circumstance, who bravely take the chance to escape everyday Valleys life to go to Cuba in a light aircraft (don’t expect realism here!) and the more detailed experience of the female character, a manager in Peacocks whose main job is to discipline, hire and fire people in the shop. In true Valleys style she describes how, in between family crises, she tries to keep her own job and do it well. On orders from above she has the difficult task of disciplining a woman who is clearly on the edge and this doesn’t end well for either of them.

Exodus is a devised work, developed by the whole team under Rachael Boulton’s directions. Because of that and because they are genuinely skilled performers, the actors quickly inhabit their roles and are able to make their ridiculous ambition to fly to Cuba, using the local high street as a runway, almost believable. Each has their own story to tell, conveyed with humour, energy and a solo violin.

With underlying serious issues about the struggles and problems of working class Valleys people, Rachael Boulton and her team have created a funny, clever, relevant and thought provoking piece of theatre that strikes a chord with its audience; a reaction that can be heard in their laughter and the warmth of their response. With just a few tweaks, it could enjoy the success of its predecessor ‘The Good Earth’.

The strong Valleys accent of Mary meant that I sometimes missed words so although very important, it could be toned down slightly. If there is other criticism to be had, for me it was the programme. Whilst presented in a clever format, it wasn’t easy to read with small print and colours that are difficult to discern for people with sight impairment. There was also scant information on the company’s website about the cast and the background to the show. I’d really like to know the full backstory to Exodus and the ambitions of

Motherlode. Oh and if you're going to use stage smoke, do it properly or not at all – the intermittent wisps that I presume were meant to represent clouds didn't do anything except distract.

Motherlode is supported by RCT Theatres and was created and performed at the Coliseum, Aberdare as part of their 80th anniversary celebrations. In my opinion this is the best way forward for local theatres, to support their own and create strong Welsh drama, already internationally renowned and requiring constant investment. Their support of Motherlode should be applauded and I hope that the Arts Council of Wales, who helped to fund this show, are able to give the company much more support in the future.

Exodus is not laugh-out-loud like a Frank Vickery play, but it does have echoes of the same concern and observation of the lives of Valleys people; their humour, their frustrations, their sorrow and their sheer resilience and ambition that lifts them out of their everyday lives. Hopefully a new generation of theatre goers will be able to appreciate it and fill the theatres like Frank did. Suspend your disbelief and climb aboard Exodus airways, it's better than Easyjet!



**ARTS COUNCIL OF WALES PROGRAMME 'CREATIVE LEARNING THROUGH THE ARTS': FURTHER INFORMATION**

- Annual Report 2017/18: Creative Learning Through the Arts – an action plan for Wales  
<http://2018.creativelearning.arts.wales/>
- Evaluation of the Creative Learning Through the Arts programme: Report 3 Interim Evaluation Report  
<https://gov.wales/sites/default/files/statistics-and-research/2019-04/evaluation-of-the-creative-learning-through-the-arts-programme-report-3.pdf>

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## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CABINET**

**17<sup>TH</sup> OCTOBER 2019**

### **ENGAGEMENT ON THE COUNCIL'S BUDGET 2020/21**

#### **REPORT OF THE SERVICE DIRECTOR OF DEMOCRATIC SERVICES AND COMMUNICATION, IN DISCUSSION WITH THE RELEVANT PORTFOLIO HOLDER, CLLR M WEBBER.**

**Author:** Chris Davies, Corporate Policy & Consultation Manager  
01443 424069

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

- 1.1 The purpose of the report is to inform Cabinet of the proposed approach to resident engagement and consultation in respect of the 2020/21 budget and new draft Corporate Plan 2020-2024.

#### **2. RECOMMENDATIONS**

It is recommended that the Cabinet:

- 2.1 Consider the success achieved through last year's approach to the budget consultation, with our ongoing commitment to face to face engagement and increased use of our online tools.
- 2.2 Consider the intention for the budget consultation to run alongside and complement a consultation on the new draft Corporate Plan, linking in where appropriate to avoid duplication, for example the events and forums will seek views on the budget as well as the corporate plan priorities.
- 2.3 Support the Council's statutory requirements regarding consultation on the Council Tax Reduction Scheme and Council Tax levels will be met via the proposed approach.
- 2.4 Support the budget consultation process taking place during the autumn of 2019, with the dates to be confirmed following clarification of the likely Welsh Government budget settlement timescales.
- 2.5 Authorise the Service Director – Democratic Services & Communications to plan the necessary timeline of engagement once the

details of the Provisional Local Government Settlement are known, in consultation with the appropriate Cabinet Member & Director of Finance & Digital Services.

### **3. REASONS FOR RECOMMENDATIONS**

- 3.1 To provide residents with the opportunity, via a range of methods, to provide feedback to the Cabinet on the 2020/21 budget setting process and new draft corporate plan.

### **4. BACKGROUND**

- 4.1 In previous years the Council has undertaken a comprehensive approach to its annual budget consultation, involving a large number of residents and key stakeholders.
- 4.2 The approach has developed to include a wide range of face to face events in the community across the County Borough, as well as the development of an online budget simulator which gives residents and service users the opportunity to set the budget themselves and engage in a more interactive way.
- 4.3 The number of people we have engaged with has increased as the methods of engagement have developed. The approach has seen the number of people involved in the process rise from 144 in 2016/17 to 1,560 in 2018/19, and this increasing to over 4,000 people in last year's 2019/20 consultation process.
- 4.4 The widespread approach we use and the range of views we capture provides senior managers and Cabinet with the necessary information they need to inform budget setting for the year ahead. In addition, we have found that the information we collect is also valuable for service managers to use for their service planning and development.
- 4.5 It is therefore proposed that the approach outlined in section 5 below is utilised for the 2020/21 budget consultation process.

### **5. PROPOSED APPROACH**

- 5.1 The 2020/21 budget consultation will include:
- 5.2 The use of an online budget simulator providing information on the services the Council provides and the potential consequences of

increasing or reducing funding to services to set a legally balanced budget.

- 5.3 The use of social media to provide information to residents and service users and encourage engagement and feedback regarding the Council's budget and investment areas.
- 5.4 An online survey to collect responses on Council investments, the new draft Corporate Plan, Council Tax levels and the Council Tax Reduction scheme.
- 5.5 Face to face town centre, library, community hub and leisure centre roadshows. A number of these community drop in events will give residents the opportunity to engage with and speak to Cabinet Members and senior officers regarding the Council's budget and investment priorities.
- 5.6 Engagement with young people via Rhondda Cynon Taf's county wide Youth Forum.
- 5.7 Engagement with older people via the Older Persons Advisory Group.
- 5.8 A presentation and collection of views at the Disability Forum.
- 5.9 Consultation with the Finance and Performance Scrutiny Committee and the School Budget Forum.
- 5.10 In addition to the above, all members have had opportunity over recent months at Cabinet and through Full Council to engage in the ongoing work on the Council's Medium Term Financial Planning arrangements.

#### Council Tax, Council Tax Reduction Scheme and Investment Priorities

- 5.11 The proposed approach will ensure the Council's duty to consult regarding Council Tax and the Council Tax Reduction Scheme are met as well as providing residents and service users with the opportunity to feedback on the Council's investment priorities.

#### Corporate Plan Engagement

- 5.12 The Budget consultation will run alongside the Corporate Plan engagement. The Council launched its first Corporate Plan 'The Way Ahead' in 2016 and we have now drafted a new Corporate Plan 2020 – 2024 "*Making a Difference*" for consultation.
- 5.13 Views will be captured via a new website that will include details of the proposed priorities and a set of key commitments that will provide a

framework for the Council to follow. In addition, we will be linking the approach to the budget consultation and asking for views on the priorities at all budget engagement events and Forum meetings, as well as including a number of questions in our online budget survey.

## **6. EQUALITY AND DIVERSITY IMPLICATIONS**

- 6.1. Opportunities to get involved in the budget consultation will be provided via a range of methods including online, at accessible roadshow events and specific engagement for young people and older people. The consultation will also involve the Council's Disability Forum.
- 6.2 The online budget simulator is accessible on mobile phones and tablet devices, and residents without internet access or smart phone/tablet devices can visit a local library to access the online budget simulator or request a hard copy of the budget consultation questionnaire.

## **7. CONSULTATION**

- 7.1 The recommendations outlined in the report seek to ensure a range of engagement opportunities are provided to residents and service users as part of the budget consultation process.

## **8. FINANCIAL IMPLICATION(S)**

- 8.1 There are no financial implications directly aligned to this report.

## **9 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 9.1 The Council has a statutory duty to consult on Council Tax and the Council Tax Reduction Scheme which will be met under the approach to budget consultation outlined in this report.

## **10. LINKS TO CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

- 10.1 The budget setting process clearly impacts on the delivery of all Council services which will contribute in turn to the delivery of the Council's new Corporate Plan (when approved).
- 10.2 As discussed above, the consultation on the new draft Corporate Plan will run alongside the budget consultation and the feedback received will be taken into account as part of its development, with the plan being introduced from 2020 onwards.

## **11. CONCLUSION**

- 11.1 The comprehensive approach undertaken in the last few years has led to increased engagement in the budget consultation process through a more interactive and varied approach.
- 11.2 The proposed approach for the 2020/21 budget consultation seeks to continue the positive work in this area by ensuring that all residents and service users have every opportunity to provide feedback on these important issues, including the new draft Corporate Plan, via a wide range of methods.
- 11.3 The results of the consultation will be presented to senior officers and Cabinet Members early in the new year to inform the construction of a proposed 2020/21 Revenue Budget Strategy and development of a new Corporate Plan.

### **Other Information:-**

***Relevant Scrutiny Committee: Overview & Scrutiny & Finance and Performance***

***Contact Officer: Chris Davies 01443 424069***

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## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CABINET**

#### **FOOD REGISTER WORKING GROUP REPORT**

#### **REPORT OF THE SERVICE DIRECTOR OF DEMOCRATIC SERVICES & COMMUNICATION & IN CONSULTATION WITH THE FINANCE AND PERFORMANCE SCRUTINY COMMITTEE.**

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

The purpose of this report is to provide the Cabinet with the findings and recommendations of the Food Register Scrutiny Working Group, which was established to deal with a 'Food Register in RCT' following the Notice of Motion that was considered by full Council at its meeting held on the [24<sup>th</sup> October 2018](#).

##### **2. RECOMMENDATIONS**

2.1 It is recommended that Cabinet consider the following recommendations of the Scrutiny Working Group:-

1. Note the work of the scrutiny Working Group as detailed within the report;
2. Agree in principle to each of the 5 recommendations referenced below, subject to further consideration by the Cabinet Portfolio holder for this area, following which a detailed response is provided to the Finance & Performance Scrutiny Committee.
  - i. That a bespoke directory of food producers and suppliers is available online to be used by businesses and consumers to identify local food producers and source food products from within RCT;
  - ii. That additional resources are provided within the Regeneration Service in respect of business engagement to ensure that the directory would meet and enhance business needs and to maintain the directory on an ongoing basis;
  - iii. That the Web Development Team identify a suitable landing page for the directory and associated information and to develop an appropriate model;

- iv. That a specific marketing and publicity campaign is rolled out to support the directory in order to encourage participation; and,
  - v. That specific controls are incorporated into the directory to only allow participation by compliant businesses, such as businesses who have attained a minimum of a three in respect of a food hygiene score, as referred to in paragraph 3.13 of the report.
3. Agree that an update report be presented to a meeting of Council.

### **3. BACKGROUND**

- 3.1 On the 24<sup>th</sup> of October 2018, Full Council considered the following Notice of Motion to establish a Food Register in RCT and stood in the names of County Borough Councillors P. Jarman and E. Stephens:-

***“We should all play our part in supporting our local economy and SME’s who make up the majority of it. In an effort to better support our local food production companies, this Council will create a food produce register. The register will list all local food and drink producers in the County Borough of Rhondda Cynon Taf with the aim of encouraging and promoting an increase in the marketing and consumption of local produce, thereby supporting the local economy”.***

<https://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Meetings/Council/2018/10/24/Minutes/Minutes24.10.18.pdf>

- 3.2 Following discussion, it was resolved to refer the Notice of Motion to the appropriate Scrutiny Committee i.e. Finance and Performance Scrutiny Committee. At the meeting of the Committee on the 11<sup>th</sup> of December 2018, it was resolved to establish a Working Group to consider the Notice of Motion further and identify any recommendations:-

<https://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Meetings/FinanceandPerformanceScrutinyCommittee/2018/12/11/Minutes/M11.12.18.pdf>

- 3.3 In order to advance the matter, the inaugural meeting of the Working Group was subsequently arranged for the 3<sup>rd</sup> of April 2019 with an invitation to all Members of the Finance and Performance Scrutiny Committee together with the proposer and seconder of the Notice of Motion, Councillors P Jarman and E. Stephens respectively.
- 3.4 The Working Group Members consisted of County Borough Councillors J. Williams (Chair), E. Stephens, A. Fox, J. Elliott, R. Yeo and Co-opted Member Mr J. Fish.
- 3.5 At its inaugural meeting, the Working Group was presented with a report by the Director, Public Health, Protection & Community Services outlining the

current arrangements for maintaining a register of food businesses in the County Borough and advised Members of the ways in which the information is currently being used by the Public Protection Service and Regeneration Service to promote local food businesses.

3.6 Following discussion, Members agreed that further clarification was needed from the proposer and seconder in respect of the aim and scope of the Notice of Motion.

3.7 Subsequently, a second meeting of the Working Group took place on the 24<sup>th</sup> of July 2019 and Members were presented with a second report from the Director, Public Health, Protection & Community Services outlining potential options for the creation of an online database of food businesses in the County Borough, which could promote local food producers and retailers.

3.8 Members of the Working Group were presented with three options:-

- To enhance the use of the statutory food premises register; or,
- The creation of an online directory of food producers and suppliers in RCT; or,
- To improve signposting and use of existing online resources.

3.9 The Working Group considered the benefits of each option and agreed that the creation of an online directory of food producers and suppliers in RCT would capture the spirit of the Notice of Motion and could be used by businesses and consumers across RCT to identify local food producers and source food products.

3.10 The Working Group acknowledged the current arrangements in place and it was established that no such directory exists at present. It was agreed that the statutory food register does not contain the type of information required to compile an online directory, such as product specific details, range of products, costs, and opening hours.

3.11 Members considered that the creation of a directory would require detailed project specification and business engagement to ensure that it would meet and enhance business needs and acknowledged that participation in the directory would be on a voluntary basis due to GDPR constraints. Ultimately, the Working Group acknowledged that participation may be low unless a specific marketing and publicity campaign was put in place to support the directory and encourage participation.

3.12 The Working Group agreed that the directory should only allow participation by compliant businesses and controls would need to be incorporated into the model e.g businesses must have attained a minimum of a 3 food hygiene score to be included in the directory. It was agreed that the directory would become out of date without regular ongoing maintenance and that additional resources would be required to maintain the register and ensure data accuracy.

#### **4. CONCLUSION**

- 4.1 The proposal within the Notice of Motion is to consider producing and maintaining an online directory of food producers and suppliers and the Working Group resolved to determine the feasibility of the options for the production of an online resource.
- 4.2 The Working Group acknowledged that the Council already maintains a statutory food business register and Members considered how to improve the information already available.
- 4.3 Ultimately, the Working Group agreed on the creation of an online directory of food producers and suppliers in RCT with a view to promoting and improving the economic growth of local food companies.
- 4.4 Following the conclusion of the Working Group, Members agreed that the proposed recommendations, as referred to in sections 2.2 of the report, have fully addressed the aim and scope of the Notice of Motion. The Working Group proposed for the above recommendations to be presented for consideration by the Cabinet. In doing so it acknowledged the possible revenue implications of the preferred option.

#### **5. EQUALITY AND DIVERSITY IMPLICATIONS**

- 5.1 Equality and diversity implications will be considered as part of the Working Group's recommendations and any subsequent implementation arrangements.

#### **6. CONSUTLATION**

- 6.1 Consultations were undertaken with key officers from the Public Health department.

#### **7. FINANCIAL AND RESOURCE IMPLICATIONS**

- 7.1 Financial and resource implications will be considered as part of the Working Group's recommendations and any subsequent implementation arrangements

#### **8. LINKS TO THE COUNCILS CORPORATE PLAN AND FUTURE GENERATIONS – SUSTAINABLE DEVELOPMENT**

- 8.1 The proposals in this report are consistent with the priorities of the Council's Corporate Plan, in particular "Place – creating neighbourhoods where people are proud to live and work".
- 8.2 The outputs of the Strategy will also assist the Council contribute to the wellbeing goals that 'The Wellbeing of Future Generations (Wales) Act 2015' has put in place:-

- A prosperous Wales
- A resilient Wales
- A Wales of cohesive communities
- A globally responsible Wales

**LOCAL GOVERNMENT ACT 1972  
as amended by**

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL  
FINANCE AND PERFORMANCE SCRUTINY WORKING GROUP REPORT: FOOD  
REGISTER IN RCT**

**REPORT OF THE SERVICE DIRECTOR OF COMMUNICATIONS AND  
DEMOCRATIC SERVICES.**

Contact Officers: Sarah Handy (Graduate Scrutiny Research Officer) Tel No; (01443) 424099.

[Finance & Performance](#) – 26<sup>th</sup> September 2019

Council - [24<sup>th</sup> October 2018](#).

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET.**

**17th OCTOBER 2019.**

**RECYCLING IN COMMUNAL AREAS - WORKING GROUP**

**REPORT OF THE SERVICE DIRECTOR OF DEMOCRATIC SERVICES AND COMMUNICATION IN DISCUSSION WITH THE PUBLIC SERVICE DELIVERY, COMMUNITIES & PROSPERITY SCRUTINY COMMITTEE.**

**1. PURPOSE OF THE REPORT**

- 1.1 The purpose of this report is to provide the Cabinet with the findings and recommendations of the Scrutiny Working Group, which was established to deal with 'Recycling in Communal Areas' following a [presentation](#) by the Group Director- Prosperity, Development & Frontline Services at its meeting held on the 27<sup>th</sup> of September 2018.

**2. RECOMMENDATIONS**

It is recommend that Cabinet:-

- 2.1 Note the work of the scrutiny Working Group as detailed within the report.
- 2.2 Agree in principle to each of the recommendations contained within the report ( and for ease of reference listed below), subject to further consideration by the Cabinet Portfolio holder for this area, following which a detailed response is provided to Public Service Delivery, Communities & Prosperity Scrutiny Committee.
- i. To continue progressing with the theme of 'Rhyd Recycle Rescue' in the trial area of Rhydyfelin where by residents are encouraged to want to take ownership and change their recycling habits;
  - ii. Direct the Council's legal department to establish the suitability of data sharing and/or Service Level Agreements and to act upon it as appropriate; to consider establishing a formal agreement between RCT officers and Social Housing Landlords to meet formally on a regular basis;
  - iii. That Waste Services continue to be consulted on major planning applications, as appropriate and that Waste Services are consulted with prior to any new residents taking occupancy;
  - iv. To research and review any alternatives to collecting bulky items to address the fly tipping concerns in Rhydyfelin;

- v. To research and review if recycling participation improves by delivering recycling bags to every resident in the trial area, for example, an agreed allocation of bags every quarter;
- vi. To provide social landlords with equipment for their inductions, for example, food bins, recycling bags and leaflets, as and when required;
- vii. To review the locations for the current BCP's in Rhydyfelin and distribute letters to residents to remind them as to where their BCP is and the consequences of disposing their waste at another site and to consider similar trials in other areas;
- viii. To review the signage and the design of BCP's and the style/size of bins required;
- ix. To use in-cab technology to identify recycling habits and trends, such as 'WEBASPX' to identify properties that require further awareness/enforcement;
- x. To consider assisted collections to residents with mobility issues;
- xi. To consider developing a formal arrangement between all schools across the County Borough and Waste Services to raise awareness on the importance of recycling efficiently and disposing waste appropriately;
- xii. The development of an appropriate pilot scheme in Rhydyfelin, such as coloured refuse bags or the 'Red/Amber/Green' letter scheme and to use 'WEBASPX' to identify properties/areas of concern; a project plan will be developed to outline the timescales for identification of the trial areas, a communication timeline, a 'go live' date, follow up consultation and monitoring;
- xiii. To consider progressing with the 'Hackney Bin trial' in Rhydyfelin and if recycling quality improves to consider a roll out into other areas across the County Borough;
- xiv. That further investigation is given to the option of using CCTV at communal bin collection points as a deterrent to disposing of contaminated recycling, excess black bags and bulky items;
- xv. That successful prosecutions in respect of those residents who continuously refuse to recycle should be promoted and publicised by appropriate means to act as a deterrent to other residents; and,
- xvi. That an extra two enforcement officers are provided within the Waste Service department to meet and enhance the needs of the service. In doing so, the group acknowledges the possible revenue implications to the Council, yet for the reasons and benefits outlined within the report, it is recommended that such resources are additionally funded to prevent any detriment to the service area.



### **3. BACKGROUND**

- 3.1 At the meeting of the Public Service Delivery, Communities & Prosperity Scrutiny Committee held on the 27<sup>th</sup> of September 2018, Scrutiny received a [presentation](#) in respect of Communal Area Recycling from the Group Director- Prosperity, Development & Frontline Services, who outlined the barriers facing the service area, particularly when collecting from bin collection points (BCP's) across the County Borough.
- 3.2 The Public Service Delivery, Communities & Prosperity Scrutiny Committee **resolved** to set up a Working Group, tasked with improving communal area recycling across RCT.
- 3.3 The Working Group Members comprised of County Borough Councillors S. Bradwick (Chair), T. Williams (Vice Chair), D. Owen-Jones, G. Hughes, M. Weaver, W. Owen, W. Treeby, S. Pickering, G. Stacey and D. Grehan.
- 3.4 At its inaugural meeting on the 15<sup>th</sup> November 2018, the Scrutiny Working Group looked to establish two sub groups to oversee two specific programmes of work:-
- Recycling and the role of Social Landlords; and
  - Recycling Enforcement issues
- 3.5 At that meeting, nominations were also sought for each sub group. It was agreed that a nominated chair, with the support of a lead officer, would organise the sub group's activities.

### **4. FINAL REPORT OF THE SCRUTINY WORKING GROUP**

- 4.1 Attached is the final report of the Working Group, which contains the findings and recommendations, following the review that was undertaken between November 2018 to July 2019.
- 4.2 The Working Group were informed of the current barriers facing the Council in respect of enforcement and that due to the transient nature of HMOs , licencing conditions can be difficult to monitor and enforce.
- 4.3 The Working Group also recognised that a formal agreement between Waste Services and Planning should be formed to improve designs at new housing developments and estates across RCT.
- 4.4 The overarching Working Group received and considered the interim report on enforcement issues and agreed that the enforcement recommendations be considered as part of a wider project involving the main housing providers in RCT, as can be seen in the recommendations contained in the attached report.
- 4.5 Officers from the Council's Waste Services department have been heavily involved in this process. Extensive research culminated in the roll out of a

‘Community Engagement Day’ in Rhydyfelin, as referenced in the attached report.

- 4.6 The Working Group are confident that the recommendations will go some way to improving the current situation with a positive impact for residents across the County Borough and for our future generations.
- 4.7 The final report of the Scrutiny Working Group was presented to the Public Service Delivery, Communities & Prosperity Scrutiny Committee on the 12<sup>th</sup> September 2019. The Working Group held discussions in respect of the recommendations and in particular recommendation 16 relating to the provision of two additional enforcement officers to be provided to the Waste Service department.
- 4.8 Concern was raised that should that particular recommendation be implemented at this time, it could have a potential detrimental impact on resources elsewhere within the service area. In view of this, a motion was put forward that a caveat be attached to recommendation 16 as follows:-

*‘that consideration of recommendation 16 is delayed until after the Council’s Revenue Budget (Provisional Settlement) is known.’*

- 4.9 A vote was taken on the matter, the motion fell and it was resolved to submit the recommendations in their entirety, as set out in the report, for the consideration of the Cabinet.

## **5. CONCLUSION**

- 5.1 The review of the issues surrounding ‘Recycling in Communal Areas’ has culminated in the recommendations listed in the attached Working Group report, which will allow Cabinet Members to form an evidenced based view on this important matter.

## **6. EQUALITY AND DIVERSITY IMPLICATIONS**

- 6.1 Equality and diversity implications will be considered as part of the Working Group’s recommendations and any subsequent implementation arrangements.

## **7. CONSUTLATION**

- 7.1 A consultation was undertaken in partnership with Newydd Housing Association, as referenced in the attached report.

## **8. FINANCIAL AND RESOURCE IMPLICATIONS**

- 8.1 Financial and resource implications will be considered as part of the Working Group’s recommendations and any subsequent implementation arrangements

**9. LINKS TO THE COUNCILS CORPORATE PLAN AND FUTURE GENERATIONS – SUSTAINABLE DEVELOPMENT**

- 9.1 The proposals in this report are consistent with the priorities of the Council's Corporate Plan, in particular "Place – creating neighbourhoods where people are proud to live and work".
- 9.2 The outputs of the Strategy will also assist the Council contribute to the Wellbeing goals that 'The Wellbeing of Future Generations (Wales) Act 2015' has put in place:-
- A prosperous Wales
  - A resilient Wales
  - A Wales of cohesive communities
  - A globally responsible Wales.

**LOCAL GOVERNMENT ACT, 1972**

**as amended by**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985  
RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL  
COUNCIL**

**List of Background Papers**

**REPORT OF THE DIRECTOR OF COMMUNICATIONS & DEMOCRATIC SERVICES**

Item – Recycling in Communal Areas Working Group Report

**Freestanding Matter**

Contact Officer: - Mrs S. Handy (Graduate Scrutiny Research Officer) The Pavilions,  
Cambrian Park, Clydach Vale, CF40 2XX, Tel. No. (01443) 424099.

# RECYCLING WORKING GROUP



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## **FOREWORD**



From the very start, the Public Service Delivery, Communities & Prosperity Scrutiny Committee recognised the importance and responsibility that came with this scrutiny review. Back in 2018, as part of our committee work programme we had identified the need to consider in depth the issues caused by communal recycling areas for the wider environment of the communities we as Councillors represent. The committee received a [presentation](#) from the Group Director - Prosperity, Development & Frontline Services in respect of 'Communal Area Recycling', which highlighted the number of barriers faced by waste services, particularly when collecting from bin collection points (BCP's) across the County Borough.

With these barriers in mind, and in order for the Council to meet its statutory recycling target of 70% by 2024/25, the Committee agreed to create a Working Group to assist in taking forward a Communal area recycling strategy, with the view to developing recommendations for consideration by the Council's Cabinet.

When we began our work last November, we could not have anticipated the frustrations this matter sometimes causes. In conjunction with this, recycling is a key priority for the Council and it is hoped that through the findings of this Working Group and our subsequent sixteen recommendations we can help make a difference.

That said, as a Working Group, we are conscious that in this current financial climate, there will always need to be a balance between practical solutions and additional financial resources when the Cabinet consider any scrutiny recommendations; we recognise that the Council already prioritises the continued improvement of recycling across the County Borough. This has made our work even more relevant and we have consulted with many stakeholders along the way to ensure we conducted our research in a thorough and proper manner to provide recommendations, which we believe will make a positive and tangible difference to recycling performance in RCT for the Cabinet to consider.

Our thanks goes to the six major housing providers that assisted us with our research, with particular reference to Newydd Housing Association, who worked with the Council's streetcare services to set up a pilot and form a unique partnership to tackle the issues in Rhydyfelin, culminating in a positive '[Rhyd Recycling Rescue](#)' event, which allowed us to engage with residents young and old, to tackle this important issue. Such engagement has been valuable to us as a Working Group to assist in ensuring our findings and recommendations were sustainable, fit for purpose and help make a real difference to the communities for all its residents, with a positive impact for the Council too. Early reports suggest that there has already been an improvement in the Rhydyfelin area and long may this continue. Following the success of the trial in Rhydyfelin, it is hoped that further pilot schemes will be rolled out across the County Borough.

I would like to thank all Members of the Working Group and Officers for their diligence, dedication, passion and valuable input into this Working Group review over the last 9 months. I am also grateful to my Vice- Chair, County Borough Councillor T. Williams, for chairing the Enforcement Sub Group. I would like to place on record my personal thanks to Sarah Handy and Julia Nicholls, our dedicated Scrutiny Officers, for all their hard work and dedication. Special thanks also goes to Nicola Jones, the Waste Services Strategic & Ops Officer, for her outstanding commitment, hard work and support.

As a group, we are confident that our findings and recommendations will improve the current situation with a positive impact for residents of the County Borough and for our future generations with a positive environmental impact through increased recycling and awareness.

***County Borough Councillor S. Bradwick***

**Chair**



## **MEMBERSHIP**

The Working Group comprised of the following Members of the Public Service Delivery, Communities & Prosperity Scrutiny Committee:-



**Cllr S. Bradwick (Chair)**



**Cllr T. Williams (Vice-Chair)**



**Cllr D. Owen-Jones**



**Cllr G. Hughes**



**Cllr M. Weaver**



**Cllr W. Owen**



**Cllr W. Treeby**



**Cllr S. Pickering**



**Cllr G. Stacey**



**Cllr D. Grehan**

## **TERMS OF REFERENCE AND METHODOLOGY**

### **1. Introduction**

- 1.1 The Scrutiny Working Group was established as a result of a [presentation](#) that was provided to the Public Service Delivery, Communities & Prosperity Scrutiny Committee on the 27<sup>th</sup> of September 2018.
- 1.2 Members of the Committee were asked to consider how Waste Services could meet the Council's statutory recycling target of 70% by 2024/25 and to determine the feasibility of the Council's long-term waste management strategy.
- 1.3 On the 27<sup>th</sup> of September 2018, the Public Service Delivery, Communities & Prosperity Scrutiny Committee **resolved** to set up a Working Group, tasked with improving communal area recycling across RCT.

### **2 Terms of Reference and methodology**

- 2.1 At its inaugural meeting on the 15<sup>th</sup> of November 2018, the following key points were incorporated into the terms of reference:-

#### **That the working group consider:-**

- The Strategic Approach taken to understand the issue of recycling in communal areas across the County Borough;
- Current policy and practice within Rhondda Cynon Taf in respect of recycling in communal areas and the options available to mitigate the impact of contamination within these areas;
- The extent to which the options and approaches available are deployed currently and their relative effectiveness;
- The emerging issues concerning recycling in communal areas, with particular reference to the role of social housing landlords;
- The impact contamination in communal areas has on the overall municipal recycling targets;
- The impact of the Council's residual waste policy upon recycling in communal areas;
- How to improve the service for residents of communal housing;
- The development of a Service Level Agreement between the Local Authority and Social Landlords;
- Planning guidance for refuse and recycling provision in future developments; and,
- Making appropriate recommendations.

#### **How will this be done:-**

- Review the current position in relation to collection methods and arrangements for communal areas across the County Borough;
- Understand the financial Incentives available to the Authority;
- Understand the Enforcement Powers available to the Authority and the policies and practices that apply to their current use;
- Consider the activity and performance information related to the various approaches available and review their relative effectiveness;
- Consider the emerging issues which may be of impact with particular reference to the role of social housing landlords across the County Borough;
- Establish the views of residents in relation to the challenges and current issues associated with recycling in communal areas; and,
- Consider other 'Good Practice' schemes / case studies/ approaches within other Local Authorities

### Potential Stakeholders:-

- Council Officers (Streetcare Services/Highways/Planning/Enforcement);
- Residents;
- Social Housing Landlords; and,
- Local Members

### Where will this be done:-

- Meetings at Council offices;
- Site Visits/Accompany Streetcare Services Staff on their recycling collections;
- Meetings out in the community

2.2 The Working Group of the Public Service Delivery, Communities & Prosperity Scrutiny Committee undertook scrutiny of 'Recycling in Communal Areas' over a 9 month period between November 2018 and July 2019.

2.3 An [interim report](#) was presented to the Cabinet on the 9<sup>th</sup> April 2019 and it was **resolved** ([Minute No 141 refers](#)):-

i.To acknowledge the Interim report of the Scrutiny Working Group;

ii.That a community recycling engagement event is held at one of the following areas, which have been identified as areas of poor recycling and high levels of black bag waste, in partnership with the Social Housing Landlords and the Council's Streetcare Services team:-

- Rhydyfelin;

iii.To consider progressing an appropriate pilot scheme in one of the above areas, such as the coloured refuse bags scheme/ or the 'Red/Amber/Green' letter scheme;

iv.To direct the Council's legal department to undertake meetings with the Housing Associations in respect of data sharing and/or Service Level Agreements; and,

v.That Waste Services are consulted on major planning applications, as appropriate.

2.4 In view of the decision taken by the Cabinet, the Working Group undertook preparatory work in respect of a 'Community Engagement Day' in Rhydyfelin.

### **3. BACKGROUND**

- 3.1 At the meeting of the Public Service Delivery, Communities & Prosperity Scrutiny Committee held on the 27<sup>th</sup> of September 2018, Scrutiny received a [presentation](#) in respect of Communal Area Recycling from the Group Director- Prosperity, Development & Frontline Services, who outlined the barriers facing the service area, particularly when collecting from bin collection points (BCP's) across the County Borough.
- 3.2 In order to meet the Council's statutory recycling target of 70% by 2024/25, the Council needs to implement various changes to its collection methods and targeting communal areas could mean the Council captures material that is more recyclable and in turn increase its percentages.
- 3.3 Scrutiny learned that the key issues for consideration in respect of the communal area recycling are lack of ownership, the inability to identify offenders of contamination and the potential for becoming magnets for fly tipping. The Group Director advised the Committee that for all residents to comply with the waste allowances and guidelines, those areas of concern would need to be reviewed and potentially a long term waste strategy would need to be taken forward.
- 3.4 The Working Group Members comprised of County Borough Councillors S. Bradwick (Chair), T. Williams (Vice Chair), D. Owen-Jones, G. Hughes, M. Weaver, W. Owen, W. Treeby, S. Pickering, G. Stacey and D. Grehan.
- 3.5 At its inaugural meeting on the 15<sup>th</sup> November 2018, the Scrutiny Working Group looked to establish two sub groups to oversee two specific programmes of work:-
- (i) Recycling and the role of Social Landlords; and
  - (ii) Recycling Enforcement issues
- 3.6 At that meeting, nominations were also sought for each sub group. It was agreed that a nominated chair, with the support of a lead officer, would organise the sub group's activities.
- 3.7 The Social Landlords Sub Group comprised of County Borough Councillors S. Bradwick (Chair), D. Owen-Jones, G. Hughes, M. Weaver and W. Owen respectively.
- 3.8 The Enforcement Sub Group comprised of County Borough Councillors T. Williams (Acting Chair of the Enforcement Sub Group), W. Treeby, S. Pickering, G. Stacey and D. Grehan respectively.

### **4. LICENCING IN HMOs AND COMMUNAL AREA RECYCLING**

- 4.1 On the 13<sup>th</sup> December 2018, the Head of Public Protection advised the Social Landlords Sub Group in respect of the relationship between Houses in Multiple Occupations (HMOs) and communal area recycling.
- 4.2 The Working Group were informed of the current barriers facing the Council in respect of enforcement and that due to the transient nature of HMOs , licencing conditions can be difficult to monitor and enforce.

➤ Outcome:

- 4.3 The Working Group recognised that extra staff resources are needed to manage HMOs and to enforce licencing conditions across the County Borough. Members agreed to submit this recommendation to the Executive and concluded that extra resources would benefit the residents of RCT by ensuring that licencing conditions are adhered to, thereby creating a cleaner and safer environment for the service users across the County Borough.

**5. PLANNING AND WASTE SERVICES (JOINT WORKING)**

- 5.1 On the 24<sup>th</sup> of January 2019, the Social Landlords Sub Group considered how the Planning department could assist the Council to improve waste management across the County Borough.
- 5.2 The Working Group recognised that a formal agreement between Waste Services and Planning should be formed to improve designs at new housing Developments and estates across RCT.

➤ Outcomes:

- 5.3 Waste Services and Planning have now agreed an improved way of communicating to ensure large, new housing developments consider waste management as a key factor at design stages and use the knowledge of Waste employees during consultation periods.
- 5.4 Waste now receive formal notification from Planning on developments of 10+ dwellings. Waste have the opportunity to view the plans and meet the contractors if serious concerns are raised; for example, if bin collection points are not accessible. The plans are emailed to the recycling department where they are sent to the Area Manager for comment.
- 5.5 Waste Services need to make responses in all cases even where no collection concerns are apparent.
- 5.6 Members of the Working Group agreed that recommendations in respect of joint working should form a part of the Working Group's final recommendations to the Executive. It was recognised that improvements in respect of waste management in new housing estates would benefit the residents of RCT by creating neighbourhoods where people are proud to live and work.

**6. SUB GROUP - ENFORCEMENT**

- 6.1 The Enforcement Sub Group concluded its work on the 21<sup>st</sup> February 2019 and made recommendations to the overarching Scrutiny Working Group, as set out in Appendix 1 of this report.
- 6.2 The overarching Working Group received and considered the interim report on enforcement issues and agreed that the enforcement recommendations be considered as part of a wider project involving the main housing providers in RCT.

**7. SUB GROUP – SOCIAL LANDLORDS**

7.1 Initial desktop research was undertaken to evaluate the current procedures in place in respect of communal area recycling across the UK and beyond. These findings were used to formulate lines of enquiry with other Local Authorities and Social Housing providers across the County Borough.

7.2 On the 7<sup>th</sup> February 2019, the Social Landlords Sub Group held one to one meetings with the six major housing providers across the County Borough:-

- Trivallis;
- Newydd Housing;
- Cynon Housing;
- Rhondda Housing;
- Wales & West; and,
- Hafod Housing.

7.3 Some themes were common throughout the meetings but it was apparent that each site had individual problems that could not be tackled with the 'same brush'.

7.4 The Sub Group requested a list of the communal bin collection points that presented waste management concerns. The report indicated that 9 out of the 12 streets on the list were in one small area managed by Newydd Housing. The area in Rhydfelin consisting of 615 properties is represented by County Borough Councillor Webber. This area is made up mainly of Newydd properties but there are also privately owned households and Trivallis properties.

7.5 Following consideration, the Sub Group agreed to submit an [interim report](#) to the Cabinet. On the 9<sup>th</sup> April 2019, the Cabinet **resolved** by [Minute Number 141](#) that the Scrutiny Working Group would hold a 'Community Engagement Day' in the Rhydfelin ward.

7.6 Newydd agreed to work in partnership on the trial and further meetings took place to discuss the way forward. RCT officers and Newydd agreed to ascertain residents views on waste management and to see what the Council could do to assist residents with recycling more efficiently. Newydd informed RCT officers that increased fly tipping is also extremely concerning in this area.

7.7 The Sub Group and Newydd therefore agreed to hold an engagement day on the 3<sup>rd</sup> July that was agreed and supported by Councillor Webber and the Chair of the Working Group. The event was called 'Rhyd Recycle Rescue'. Throughout June 2019, Waste officers also undertook an analysis of black bag waste in Shakespeare Rise (a large communal bin collection point) and found that single use plastic was the most common item being disposed of by residents in this area.

## **8 COMMUNITY ENGAGEMENT DAY – 'RHYD RECYCLE RESCUE'**

8.1 Following a number of preparatory meetings in respect of the Community Engagement day, it was agreed that a short questionnaire would be presented to residents on their opinions of recycling in the local area in the morning of the event, followed by advice / guidance and any necessary equipment to help residents going forward. To increase engagement children's activities/competitions were held in the afternoon. Residents were also asked to sign a 'food pledge', as set out in Appendix 2 of the report, where each resident was asked to pledge their support to recycle food waste and improve their recycling habits. Research conducted by the Scrutiny Working Group has shown that this approach had been successful in other Local Authorities, which the group hoped to replicate



- 8.2 Members of the Working Group attended the event as well as Councillor Crimmings, the Cabinet Member for Environment, Leisure & Heritage Services and Councillor Webber, the Cabinet Member for Council Business and the Rhydyfelin Central Ward Member. Representatives from the other five major Housing Associations were also in attendance. The event was also heavily supported by RCT officers and members of staff from Newydd.
- 8.3 The questionnaire was also available online to residents and Newydd offered a prize of an Amazon Echo to a resident who completed the questionnaire, which was selected at random. A successful 146 responses were received.
- 8.4 The results were compiled by RCT's Consultation team (as attached at Appendix 3 of this report) and found that:-
- 97% of residents said that they do dry recycling;
  - 76% of residents said that they recycle food every week;
  - 1% of residents said that they never recycle; and,
  - 17% of residents admitted that they never recycle food.
- 8.5 Although the above feedback was extremely beneficial to gauge the opinions and conduct of residents in respect of recycling, there were however concerns that these figures may be 'ambiguous' :-
- contamination in recycling bags is very high in this area and food recycling is very rare. It was interesting that Waste Services only deliver 50 rolls of recycling bags to the local shop a week whereas 68% said that this is where they collect bags from; and,
  - It was also interesting that 24% of residents said that they would recycle more/better if they had better access to recycling bags. The statistics are therefore contradicting.
- 8.6 The Consultation team received many comments that food is not recycled because there are no food bins. Waste Services therefore acted upon this information and delivered 36 food bins and a stock of bins and bags to 'The Hub' within the area. (The Hub acts as a HQ for Newydd in Rhydyfelin where residents attend inductions and for drop in advice on any personal matters.)
- 8.7 It was noted by Members that the design of the estate can make waste management quite difficult. For example, one resident with mobility problems explained that she lives alone and cannot climb a series of steps 3 times with different streams of waste (bins, recycling and food). It was therefore easier for this resident to put everything in one bag and ask a neighbour to help once a fortnight.
- 8.8 There were also some common misinformation themes arising from the event:
- residents thought recycling and food was collected fortnightly at the same time as the bins; and,
  - 20% of the residents thought that the recycling rules are 'sometimes difficult, confusing or awkward'. The rest commented that it was 'easy'.
- 8.9 The questionnaire also asked how bulky items are disposed of following Newydd's concerns about fly tipping:

- 83% of residents said that they would use Council Services (bulky waste collection, HWRC's);
- A worrying 12% of residents admitted that they would use a 'rag and bone man' or 'leave it on the highway';

8.10 The Working Group and representatives held activities for local children in the afternoon. They firstly played 'Catch a Fly Tipper' with materials provided by 'Fly Tipping Action for Wales'. The children then entered an art competition to design signs for the bin storage areas and local community, as set out in Appendix 4 of this report. The art competition categories were to design signage for:-

- Dry Recycling;
- Food Recycling;
- Nappy Recycling;
- Black Bag Waste;
- Stop Dog Fouling; and,
- Stop Fly Tipping

8.11 There were three winners announced in the afternoon, who each won a six- week family pass to the Lido in Pontypridd, sponsored by RCT leisure. Approximately twenty children attended the afternoon event and they appeared to have strong views in respect of stopping dog fouling in their local community. RCT and Newydd officers attempted to establish a promotional day at the three local schools, however, due to end of term activities the schools were not able to accommodate any further events, which may have resulted in better attendance.

8.12 The Working Group would like to thank Newydd Housing Association for their dedication to the engagement day and for their commitment to working in partnership with RCT to address the issues.

8.13 A further benefit to the engagement day was that the Housing Associations had the opportunity to discuss their own operational matters and issues, which resulted in a working partnership between Trivallis and Newydd. For example, the neighbourhood officers from both Newydd and Trivallis will shortly begin shadowing each other to share/gain further experience.

8.14 It was also interesting to note that the groups received several comments from residents regarding how 'refreshing' it was to see Newydd and RCT working together.



## The 'Rhyd Recycling Rescue' Event – Capturing the day:-

The following photographs were taken throughout the day:-















## **RECOMMENDATIONS**

The following recommendations were formed by the Working Group based on the research undertaken by the Scrutiny Working Group and feedback from the Community Engagement Day.

The recommendations were approved by the Working Group at its final meeting on the 25<sup>th</sup> of July 2019:-

1. To continue progressing with the theme of 'Rhyd Recycle Rescue' in the trial area of Rhydyfelin where by residents are encouraged to want to take ownership and change their recycling habits;
2. Direct the Council's legal department to establish the suitability of data sharing and/or Service Level Agreements and to act upon it as appropriate; to consider establishing a formal agreement between RCT officers and Social Housing Landlords to meet formally on a regular basis;
3. That Waste Services continue to be consulted on major planning applications, as appropriate and that Waste Services are consulted with prior to any new residents taking occupancy;
4. To research and review any alternatives to collecting bulky items to address the fly tipping concerns in Rhydyfelin;
5. To research and review if recycling participation improves by delivering recycling bags to every resident in the trial area, for example, an agreed allocation of bags every quarter;
6. To provide social landlords with equipment for their inductions, for example, food bins, recycling bags and leaflets, as and when required;
7. To review the locations for the current BCP's in Rhydyfelin and distribute letters to residents to remind them as to where their BCP is and the consequences of disposing their waste at another site and to consider similar trials in other areas;
8. To review the signage and the design of BCP's and the style/size of bins required;
9. To use in-cab technology to identify recycling habits and trends, such as 'WEBASPX' to identify properties that require further awareness/enforcement;
10. To consider assisted collections to residents with mobility issues; ;
11. To consider developing a formal arrangement between all schools across the County Borough and Waste Services to raise awareness on the importance of recycling efficiently and disposing waste appropriately;
12. The development of an appropriate pilot scheme in Rhydyfelin, such as coloured refuse bags or the 'Red/Amber/Green' letter scheme and to use 'WEBASPX' to identify properties/areas of concern; a project plan will be developed to outline

the timescales for identification of the trial areas, a communication timeline, a 'go live' date, follow up consultation and monitoring;

13. To consider progressing with the 'Hackney Bin trial' in Rhydyfelin and if recycling quality improves to consider a roll out into other areas across the County Borough;
14. That further investigation is given to the option of using CCTV at communal bin collection points as a deterrent to disposing of contaminated recycling, excess black bags and bulky items;
15. That successful prosecutions in respect of those residents who continuously refuse to recycle should be promoted and publicised by appropriate means to act as a deterrent to other residents; and,
16. That an extra two enforcement officers are provided within the Waste Service department to meet and enhance the needs of the service. In doing so, [the group acknowledges](#) the possible revenue implications to the Council, [yet for the reasons and benefits outlined within the report, it is recommended](#) that [such resources are additionally funded to prevent any](#) detriment to the service area.

## **CONCLUSION AND OUTCOMES**

The Working Group were asked to consider how Waste Services could meet the Council's statutory recycling target of 70% by 2024/25 and to determine the feasibility of the Council's long-term waste management strategy.

The Working Group acknowledged the procedures that were already in place in respect of communal area recycling and considered how to improve upon them.

The recommendations listed in this report have been formed as a result of the work undertaken by the Scrutiny Working Group, tasked with improving communal area recycling across RCT. Members of the Scrutiny Working Group are confident that the findings and recommendations will assist the Council to improve waste management across the County Borough, which will further assist the Council in achieving the recycling targets statutory required. Many are short term and immediate actions, which can be implemented, whilst others are longer- term developments for progressing the Council's waste management strategy. The Working Group recognised that the Council will need to balance the areas identified against the wider priorities of the Council and its medium term financial planning.

Members of the Working Group agreed that implementing the recommendations have the potential to deliver a positive outcome with the Council capturing more material that is recyclable and in turn increase its percentages, which the working group believe should continue to be a key priority for the Council.

The Work Group believe that the proposals in this report are consistent with the priorities of the Council's Corporate Plan, in particular "Place – creating neighbourhoods where people are proud to live and work":-

- Rhondda Cynon Taf's local environment will be clean and attractive; and,
- Rhondda Cynon Taf's parks and green spaces will continue to be valued by residents.

These proposals are also consistent with the Well-being Goals under the Wellbeing of Future Generations (Wales) Act 2015 and will achieve the following positive outcomes for the residents of RCT:-

- A healthier Wales – a society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood; and,
- A Wales of cohesive communities – attractive, viable, safe and well-connected communities.

The Working Group has identified 16 Recommendations for the Executive to consider and take forward. The group believe that these recommendations will further strengthen the services provided for the benefit of residents and the future of Rhondda Cynon Taf.







## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**MUNICIPAL YEAR 2018-19**

### **REPORT OF THE DIRECTOR OF COMMUNICATIONS AND INTERIM HEAD OF DEMOCRATIC SERVICES**

#### **RECYCLING IN COMMUNAL AREAS- SUB GROUP (ENFORCEMENT)**

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

The purpose of this report is to provide Members of the Sub Group (Social Landlords) with the findings of the Scrutiny Sub Group which was established to deal with 'Enforcement' issues.

#### **2. RECOMMENDATION**

- 2.1 It is recommended that Members consider the proposals of the Enforcement Sub Group as set out at paragraph 9.

#### **3. BACKGROUND**

- 3.1 At its meeting held on the 27<sup>th</sup> September 2018, Scrutiny received a presentation in respect of Communal Area Recycling from the Director, Highways & Streetcare Services who outlined the barriers facing the service areas particularly when collecting from bin collection points (BCP's) across the County Borough. In order to meet the Council's statutory recycling targets, 70% by 2024/2025, the Council needs to implement various changes to its collection methods and targeting communal areas could mean the Council captures more recyclable material and in turn increase its percentages whilst ensuring high levels of customer satisfaction with the waste collections.
- 3.2 Scrutiny learned that the key issues for consideration in respect of the communal area recycling are lack of ownership, the inability to identify offenders of contamination and the potential for the areas to become magnets for fly tipping. The Director advised that for all residents to comply with the waste allowances and guidelines, those areas of concern would need to be reviewed and potentially a long term waste strategy could be set up.

- 3.3 Following consideration of the report Scrutiny resolved to establish a Working Group to consider the issues in greater detail, particularly the enforcement approaches available to the Council and whether partnerships can be improved. At the inaugural meeting of the Scrutiny Working Group held on the 15<sup>th</sup> November 2018 it was decided that due to the large remit of the Scrutiny Working Group it would be more beneficial to establish two Sub Working Groups to oversee two specific programmes of work i.e :-

- Recycling and the role of Social Landlords
- Recycling enforcement issues

- 3.2 It was proposed that the two sub groups would progress simultaneously and report their respective findings and draft recommendations to the Scrutiny Working Group, as a whole, at the end of their review.

#### 4. **ENFORCEMENT**

- 4.1 Members of the enforcement sub group included Councillors T Williams (Chair), D Grehan, S Pickering, G Stacey and W Treeby and in total met on three occasions, i.e 29<sup>th</sup> November 2018, 13<sup>th</sup> December 2018 and the 21<sup>st</sup> February 2019. At its inaugural meeting the Working Group were appraised of the Council's current enforcement powers when tackling problem communal areas and learned that the key legislation used for dealing with waste on land is Section 46 of the Environmental Protection Act 1990.
- 4.2 As a commitment to reducing the number of contaminated bags and side waste in communal areas the service areas have identified a process to follow which was highlighted to members who requested an overview of the current enforcement powers available to the Council so they could understand the current process for dealing with problem communal areas. Currently the enforcement teams have processes in place to address contaminated recycling bags, bags left out on the highway or too many bags. They can sticker bags so that residents can be identified and approached with a view to officers raising awareness with the residents.
- 4.3 In the past the Council had no powers to tackle residents who were unwilling to participate in the Council's recycling scheme but in conjunction with Welsh Government and all Welsh Councils, there are ways in which these issues can be addressed under Section 46 of the Environmental Protection Act (EPA) which allows a waste authority to specify what may/may not be placed in any specified container, by way of notice. As such, the local authority may inform a resident that they cannot place recyclable material within their residual bin/bag.
- 4.4 If the Notice is breached and the residents fail to comply with any of the requirements set out in the schedule (which is set out in the form of an accompanying letter), residents can be issued with a £100 Fixed Penalty Notice (FPN). The Council has always maintained that enforcement is a tool which can be used as a last resort and when all other avenues have been exhausted.

## **5. OTHER LOCAL AUTHORITIES**

- 5.1 Members of the Sub Group received information on how other Welsh Local Authorities deal with the issue of communal bin area recycling, which presented them with an array of different responses. Of those that provided a response, Cardiff City Council, Blaenau Gwent CBC, Caerphilly CBC, Neath Port Talbot CBC and Carmarthenshire CBC, most agreed that this is a challenging area to address and to enforce as it is often impossible to identify those residents who are not engaging with the recycling scheme or to identify where the contaminants have come from.
- 5.2 Two of those that responded indicated that they had/were in the process of removing the collection points completely in favour of near-entrance collection facilities. This had been undertaken in conjunction with waste wardens on site to deliver guidance and support and to date seems to have been a successful pilot. One of the Local Authorities had operated a waste amnesty which had given their residents the opportunity to dispose of any unwanted items.
- 5.3 In all cases where the Local Authorities had responded, they were keen to exchange examples of good practice.

## **6. PILOT SCHEME**

- 6.1 During their review it emerged that the main concern for enforcement is the inability to identify those responsible for contaminating their waste, those residents exceeding their 2 black bag allowance per fortnight on a regular basis and those who generally do not take part in the Council's recycling schemes. It became evident that investigating the content of the bags to identify those responsible is a drain on the service area resources and officer time and often with little success.
- 6.2 Members were keen to progress the idea of an appropriate pilot scheme such as coloured refuse bags or similar which would overcome the issue of identifying those who are not engaging in the service. As such, the responsibility would ultimately rest with the individual resident. This system would enable Enforcement Officers to easily identify any culprits of contamination and take any necessary action.
- 6.3 The Working Group acknowledged that in order to roll out an appropriate pilot scheme to an identified area would also require sufficient information and support for all the residents within the communal building. It was proposed by the Working Group that:-
  - a) Any pilot scheme should be properly managed - door to door canvassing of residents is an effective method of delivering equipment and communication messages to ensure that residents understand what the scheme is and how to use it correctly but can be resource intensive;
  - b) Training and information to internal team members, who will be

the front line for resident enquiries, should be available to allow for better communication with householders.

## **7. JOINT WORKING**

- 7.1 During the course of the review the Working Group was keen to meet with officers from other service areas to understand how the work of waste enforcement is undertaken and how the different strands of work come together. In the first instance Members received the Pollution & Public Health Manager who outlined the work of his team, how they deal with waste on private land and cases of fly-tipping on open land which are often referred to the team by the Streetcare Enforcement Officers. It was evident that the Pollution & Public Health team and Streetcare Services have undertaken discussions as to how the two service areas can pool resources to assist in improving recycling rates and address the problems posed by recycling in communal areas.
- 7.2 The Working Group also met with an Officer from Streetcare Services to discuss the real issues facing the staff on the ground in respect of barriers to participation in recycling within communal areas.
- 7.3 Members identified the importance of service areas working well with each other, with the wider public and Elected Members and recognised the importance of good communication.

## **8. CCTV**

- 8.1 The Working Group considered the option of potentially using CCTV as a tool in tackling the problems faced by the local authority in communal areas. The Working Group learned that there are a number of cameras in use by the local authority to help deter crime, detect crime and use the evidence in court proceedings. It can also assist the local authority in its enforcement and regulatory functions within the areas covered. The CCTV activity adheres to the Rhondda Cynon Taf County Borough Council public space surveillance CCTV Scheme.
- 8.2 The Group discussed the advantages and disadvantages of using CCTV as a tool to enforce against those residents who refuse to engage in the municipal recycling scheme and those who fly tip. Issues considered included the legal framework, setting up and maintaining the suitable surveillance systems, costs involved which cover appropriate signage and staff resources to review the evidence and take relevant enforcement action.
- 8.3 Some Members considered that Fixed Penalty Notices were more effective as a deterrent but felt that there need to be a bigger push in publicising those that have been successfully prosecuted via local papers, the Council's newsletters, Council website and even to local radio and that every means possible should be used to publicise the successes.

## 9. **PROPOSALS**

9.1 The Working Group found the matter of enforcement to be of value to the overall work of the wider Scrutiny Working Group established to consider recycling in communal areas. The following are proposals which can be evaluated and reviewed when the work of the Scrutiny Working Group has been concluded.

9.2 The Scrutiny Working Group is asked to consider the following proposals:

1. The development of an appropriate pilot scheme, such as coloured refuse bags; a project plan will be developed to outline the timescales for identification of the trial areas, a communication timeline, a 'go live' date, follow up consultation and monitoring;
2. That further investigation is given to the option of CCTV as a deterrent in overcoming repeat contamination in recycling;
3. That successful prosecutions in respect of those residents who continuously refuse to recycle should be promoted and publicised by appropriate means to act as a deterrent to other residents; and
4. That communication is improved between the individual service areas in respect of recycling, street waste and particularly recycling in communal areas so that all departments are working towards a common vision and goal.

## 10. **EQUALITY AND DIVERSITY IMPLICATIONS**

10.1 Equality and diversity implications will be considered as part of the Working Group's recommendations and any subsequent implementation arrangements

## 11. **CONSULTATION**

11.1 There are no consultation implications arising, as yet, from this report.

## 12. **FINANCIAL AND RESOURCE IMPLICATIONS**

12.1 Financial and resource implications will be considered as part of the Working Group's recommendations and any subsequent implementation arrangements

## 13. **LINKS TO THE COUNCIL'S CORPORATE PLAN AND FUTURE GENERATIONS – SUSTAINABLE DEVELOPMENT**

13.1 The proposals in this report are consistent with the priorities of the Council's Corporate Plan, in particular *"Place – creating neighbourhoods where people are proud to live and work"*:

- *Rhondda Cynon Taf's local environment will be clean and attractive...*
- *Rhondda Cynon Taf's parks and green spaces will continue to be valued by residents...*

13.2 These proposals are also consistent with the Well-being Goals under the Wellbeing of Future Generations (Wales) Act 2015:

- *A healthier Wales – a society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.*
- *A Wales of cohesive communities – attractive, viable, safe and well connected communities.*

**LOCAL GOVERNMENT ACT, 1972**  
**as amended by**  
**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**  
**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**  
**COUNCIL**

**List of Background Papers**

Report of the Director Legal & Democratic Services  
Item – Recycling in Communal Areas Working Group Report

Freestanding Matter

Recycling just ONE caddy FULL of food waste,  
can create enough energy to power your TV for ONE hour!  
Are you up for the Food Waste Recycling Challenge?



I

(NAME)

OF

(STREET NAME)

### PLEDGE TO:

Recycle ALL my left over food waste  
Use my NEW Caddy and FREE food waste bags,  
Use the CORRECT bin at the bin collection point.

---

Thank you for pledging your support to recycle your food waste and improve your recycling habits by correctly using bin collection points.

SMALL actions make a HUGE difference - Over 80% of RCT residents 'SAY' they recycle their food waste and last year we collected over 11,000 tonnes, which was converted to power around 1000 homes - that's almost double the properties taking part in the "Rhyd" Recycle Rescue".

follow us



RCT and Newydd Housing Association aim to keep you updated on how 'Rhyd' Recycling Rescue is recycling food.

Did you know? You can order ALL the tools you need and get handy tips and information on-line at [www.rctcbc.gov.uk/recycling](http://www.rctcbc.gov.uk/recycling).





# Rhydfelin Recycling Rescue Survey

## APPENDIX 3

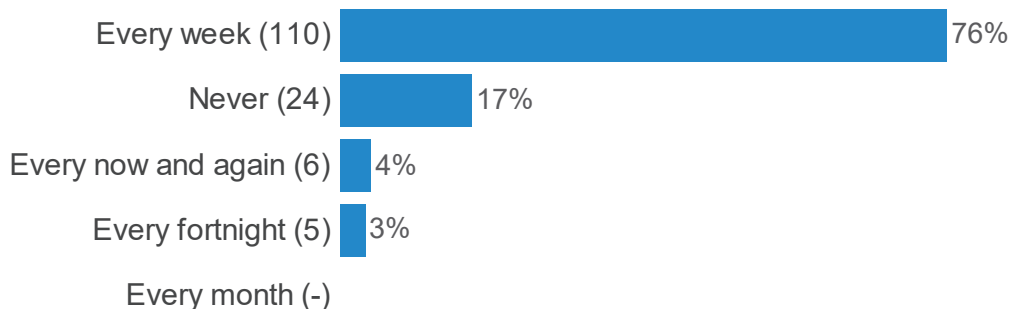
This report was generated on 09/07/19. Overall 146 respondents completed this questionnaire. The report has been filtered to show the responses for 'All Respondents'.

The following charts are restricted to the top 12 codes. Lists are restricted to the most recent 100 rows.

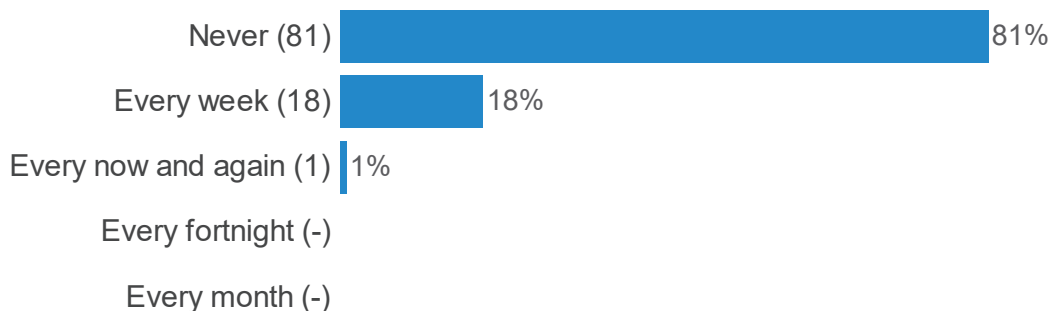
### How often do you recycle? (Dry items (Plastic/Cans/Paper/Tins))



### How often do you recycle? (Food)



### How often do you recycle? (AHP - Nappies/Incontinent Pads (if required))



## Rhydfelin Recycling Rescue Survey

**Is there a reason why you do not recycle dry items every week?**


---

 Not many items so not worth it

---

 As I put out my recycle every two weeks same as my bins

---

 Too much going on
**What can the Council do to help you recycle dry items every week?**


---

 Nothing
**Is there a reason why you do not recycle food every week?**


---

 Because it's only recycled once a fortnight by the council

---

 it takes that long to fill the bin

---

 No

---

 Not many items lives on her own

---

 As put out same time as my bin being empty
**What can the Council do to help you recycle food every week?**


---

 Offer food recycling every week
**Is there a reason why you do not recycle food regularly?**


---

 Haven't got a bin

---

 Dogs

---

 On own

---

 Don't have a food bin

---

 Haven't got a bin

---

 Food bin required
**What can the Council do to help you recycle food more regularly?**


---

 Providing a bin

---

 Nothing

---

 No

---

 Deliver food bin

---

 Give me a bin

---

 Deliver food bin
**Is there a reason why you do not recycle AHP (Nappies/Incontinent Pads) regularly?**


---

 Don't use them
**What can the Council do to help you recycle AHP (Nappies/Incontinent Pads) more regularly?**


---

 Nothing
**Is there a reason why you do not recycle dry items?**


---

 Too busy,
**What can the Council do to help you recycle dry items?**


---

 N/a

**Is there a reason why you do not recycle food?**

---

Smell etc

---

Don't know

---

Didn't know it could be

---

No bin

---

Eat all the food

---

Dont have that much waste only peelings

---

No bin

---

Only 2 of us here and cats have the rest

---

Dont like it hanging about on side

---

No bins

---

Due the heat it attracts flies and in turn maggots and I also don't have a good recycling bin

---

The bin gets into a right state before pickup and I don't think there is a collection for it in my area.

---

No bin but requested

---

No food waste

---

No bin

---

Lives alone so doesnt waste much

---

No large food bin

---

Bins got stolen

---

Needs a new food bin as stolen

---

No food bin

---

Haven't got a food bin

---

Not much waste but has agreed to have one dek Livered

---

No bins

**What can the Council do to help you recycle food?**

Provide bin

Provide bin

Provide bin.

Provide bin

N/a

Dont know

Give bin

No, weve got food bins

Nothing really dont think i would

Supply bin

Supply a free recycling bin

Make people more aware of how and when to do it, also make the pick up more often.

Supply a new bin

Deliver bin

Bins to be delivered today

Provide large food bin but communal area makes it hard because others put wrong thing in bins

New bins to be delivered

Provide a bin

Provide a food bin

Provide bin

Bins being delivered today

**Is there a reason why you do not recycle AHP (Nappies/Incontinent Pads)?**

Dont have enough now and again with grandson

Na

Not needed

N/a

No children

Na

N/a

No children

Na

N/a

N/a

N/a

No babies

N/a

N/a

Stopped doing it as clyncial waste. Have a colostomy bag so cantt have collection anyway. Gets in general waste now.

N/a

**Is there a reason why you do not recycle AHP (Nappies/Incontinent Pads)?**

---

N/a

---

N/a

---

I do not have a baby and I am not incontinent

---

Dont use nappies

---

Don't have any

---

Don't use nappies or incontinent pads

---

Don't need to

---

No babies

---

N/A

---

They are not used in my property

---

We have no-one in our household that uses them

---

Don't use them

---

No need too

---

I don't use them

---

Do not use them

---

I did not know they can be recycled and do not know where they would need to go.

---

No need

---

No children

---

Na

---

No children

---

No bin

---

Not needed

---

NA

---

Don't need to

---

No babies

---

Haven't got a nappy bin

---

Not used

---

Na

---

Don't use them

---

Not used

---

Not used

---

Regular grandchildren

---

Not used

---

Never started

---

Not used

---

Don't use nappies

---

Not used

---

Not used

---

Not used

---

Not used

---

Not used

## Rhydfelin Recycling Rescue Survey

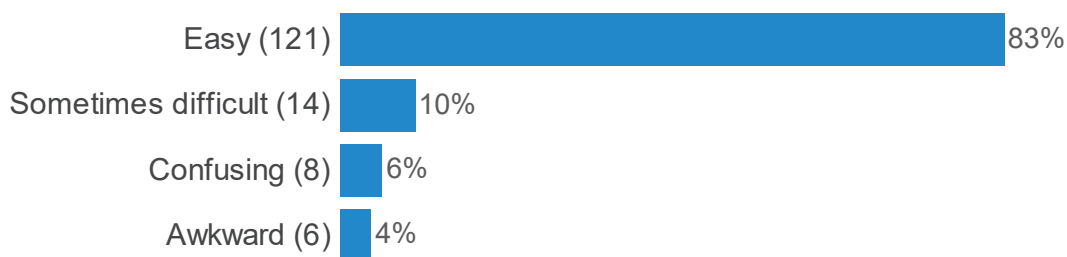
**Is there a reason why you do not recycle AHP (Nappies/Incontinent Pads)?**

Not used

Not used

**What can the Council do to help you recycle AHP (Nappies/Incontinent Pads)?**

Dont know dont use service	Nothing
Na	Be more I informative
Not applicable	None
N/a	Provide bin and bags
N/a	Nothing
Na	NA
N/a	Not sure
N/a	If I had to use I would
Na	Deliver a nappy bin and bags
N/a	Nothing
N/a	Na
N/a	Nothing
N/a	Nothing
N/a	Nothing
N/a	Give me advice will look on line
Start a collection for colostomy bags	Nothing
N/a	Provide bags
N/a	Nothing
N/a	Nothing
Nothing	Nothing
No	Nothing
Don't use nappies or incontinent pads	Nothing
More information on nappy recycling	Nothing
N/A	Nothing
Nothing	Nothing

**Do you think recycling in RCT is?**

**Please provide comments for your answer above:**

Simple. Cant put everything in one bad

Cant recycle moving house cardboard bags

But large items difficult. Couldnt get rid of sofa. Couldnt get hold of number to call

Compared to Essex lots of different boxes.

Needs to be more clearer

Not enough room to store bags

Simple like putting things in black bag

My daughter takes bags up and they go

Separate bins for rubbish

Steps to carry bags

Anything laid out for you. Send a magazine telling you what should or shouldn't put out

Chuck in bag and away

Just case of being organised, I have different bins for things.

You get the bags, know what to put items in and come every week

Not well organised

Know what you've got to do. It's simple.

It's simple to put waste in a recycling bag

My food bins are stolen all the time and I think it would be better if we were provided with separate bins for paper, tins and plastic making it easier to sort through the recyclable goods.

Just put recycling things in the bags provided by RCT.council.

As I live in flats with communal bins, it was very easy for someone to contaminate the bins for recycling with standard household waste.

Very straightforward when compared to other parts of the country

Can be confusing at times as to what you can and can't recycle

It is, can't be any easier

Very straightforward common sense really

If you mistakenly put something in the bag that's not recyclable, the sticker just notes that it contains contaminated waste and does not specify what is considered contaminated with a threat of a fine. This is completely unsatisfactory as you are not aware of what that person on the day considers to be classed as contaminated in order to not make the same mistake.

There is a lack of information to people who do not use the Internet or know who to ask.

Bags provided

With bins easy without bins confusing

Hard to monitor with kids

Mixed recycling is allowed so easier than other areas

They pick up regular

Mixed recycling makes it easier

Plastic recycling

Unsure on some items

Sticker on bag that was contaminated was informative - more could be done with clothes

Less rubbish to go to the tip

Don't understand why people don't recycle

**Please provide comments for your answer above:**

What plastic can be recycled

Collected every week

Bags are easy

Recycling plant close by

Knowing what can be taken

Easy to put it in one bag

Because I have to take bins down steps

Far too much waste is created from packaging and variety of different packaging Guys on the truck are good. Sometimes stuff is left on the street though Need a dog waste bins and street bins in area Separation of items at a household level should be required

But collection point is an issue as we have to walk 50 metres and also down steps and we're 80

As so easy to

Sticker was left advising it was contaminated but no explanation as to why

Easy in general

Can be messy have separate bags in different areas

**Do you think the area where bins are stored is?**

Suitable (98)  75%

Not suitable (33)  25%

**Please tell us why it is not suitable:**

Block pavements

At the top, rubbish from down road, people kick bins, animals etc

Na

Cats

Having to carry up steps

Must carry bags to the road up steps

Could do with bin shed

Badly designed

Badly designed , not clear

Got to leave it on the road. Would be good to have somewhere to put bin

It is on a patch of grass outside someone's house - not very hygienic

All waste and recycling is just left in a big pile at the top of the public path

Food waste bins are very small

The communal area where we leave our rubbish is shared between nine houses so can look horrendous on rubbish day. There is so much rubbish obstructing the pavement

The waste is dumped in the parking bays and sometimes left if it's deemed contaminated making the street an eyesore and quite frankly disgusting

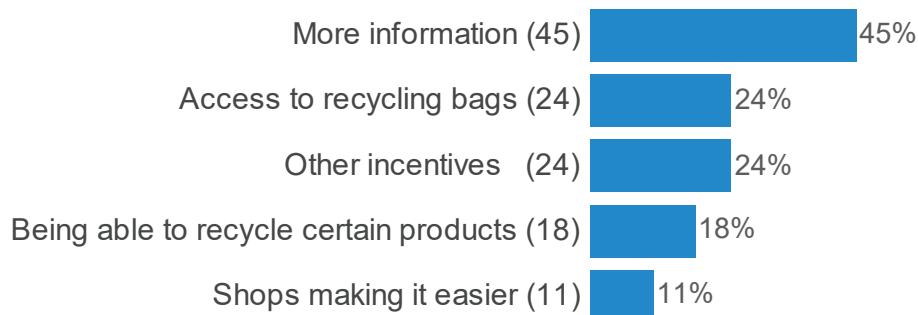
Because they are put next to cars, and the recycling van has hit cars



## Please tell us why it is not suitable:

Property downstairs
It is too far away from the house and i have totake my bins down steps to the collection point
Letters due to other tenants dumping waste
Bags only no bins
Recycle bin or storage area needed
Hasto be taken to the end of the row of houses
Seagulls get to three food bags and rubbish
Steps to reach pavement difficult for elderly
Other people abuse the area like fridge been dumped
Awkward because wheelchair user
Other people in area abusing the system
Should be a clearly identified area - maybe 1 big bin for all recycling bags. Fly tipping also takes place at collection point
Something needs to be put in place for recycling bags as they end up everywhere the next morning
Up too many steps
Should have a more enclosed area Bins go missing

## What would make you recycle more or recycle better?



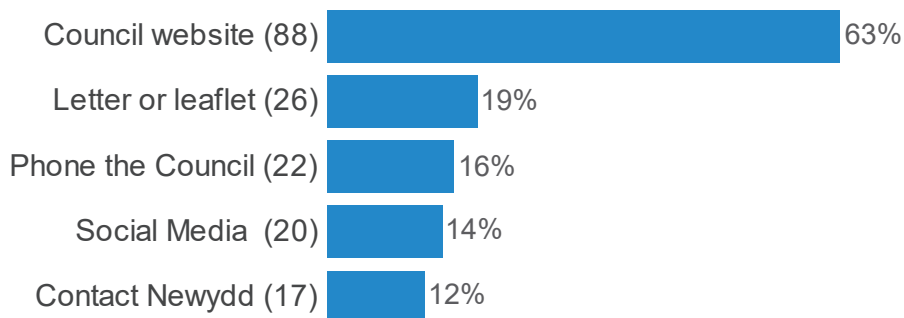
## Other incentives - Please tell us your ideas?

None of above its simple
Batteries
N/a
Nothing getting into habit
Separate bin
Its fine
Laziness. School education
Its ok as it is
Bins in shops ie nappy
Location of bins up steps as disabled
N/a
Fine as is

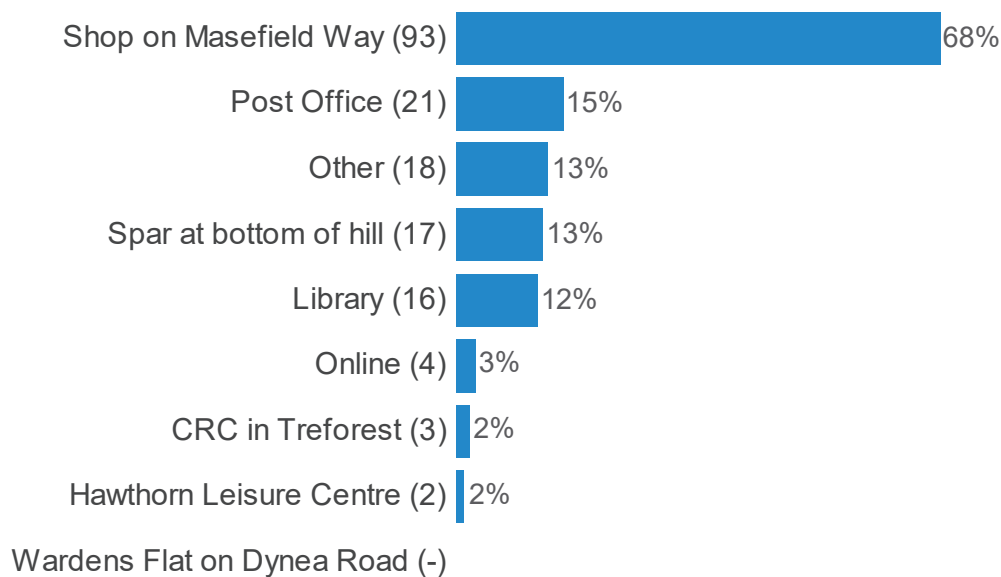
## Other incentives - Please tell us your ideas?

Dont find it hard
Easy as is can recycle anything
Deliver bags to me.
Nothing in particular
Having separate things to sort out the recycling
Monetary incentives for recycling well
Recycling food wrapping and dog waste and female hygiene products
None
Supply bins
A food waste bin
Nappy bin and delivery of all bags
Items are dumped due to special collection charge
Recycling boxes/bins instead of bags
More bins for plastics etc or a community recycling skip
more bags needed for family of 5 has 2 food waste bins
Information should be more easily readable
Dragging bins to collection point
Cat waste
no problems
Better quality, bigger bags

## Where would you look to find out more information about recycling and waste?



## Where do you get your recycling bags from?

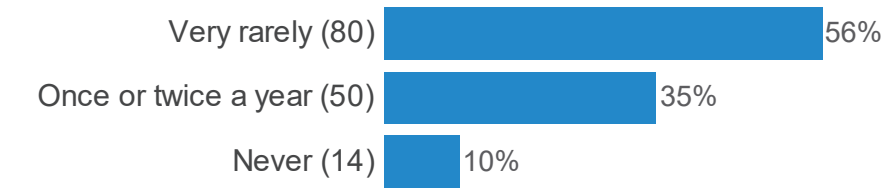


## Other- Please tell us where:

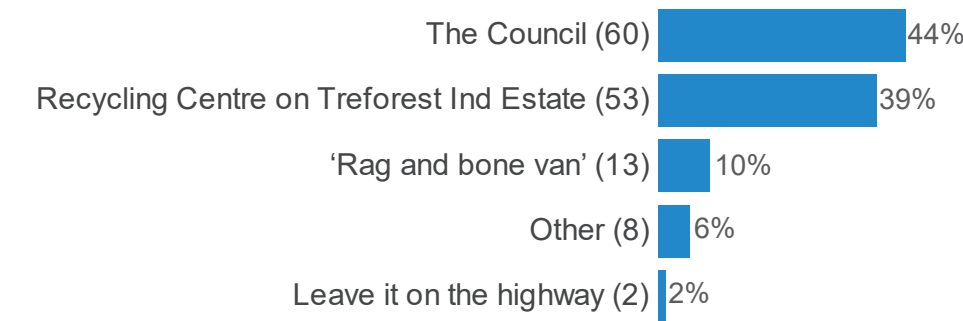
15 elm street valleys kids
One for all
N/a
Community centre
Elm street community hub
Daughter pic up from shop. I used to go out to lorries but dont carry them anymore
Valleys kids
I work in Navigation Park
Bin men
Relative from RCT
Valleys kids office
Anywhere Im passing or neighbour /friend gets them for me
When i put bins out i ask for them
Collection crews
Shop
Off the lorry
Father in law delivers them
Any shop
Bin men
Off the collection trucks
Relative
Community centre

Rhydfelin Recycling Rescue Survey

How often do you need to dispose of bulky items? e.g. mattress, sofa, fridge etc



How do you get rid of bulky items?

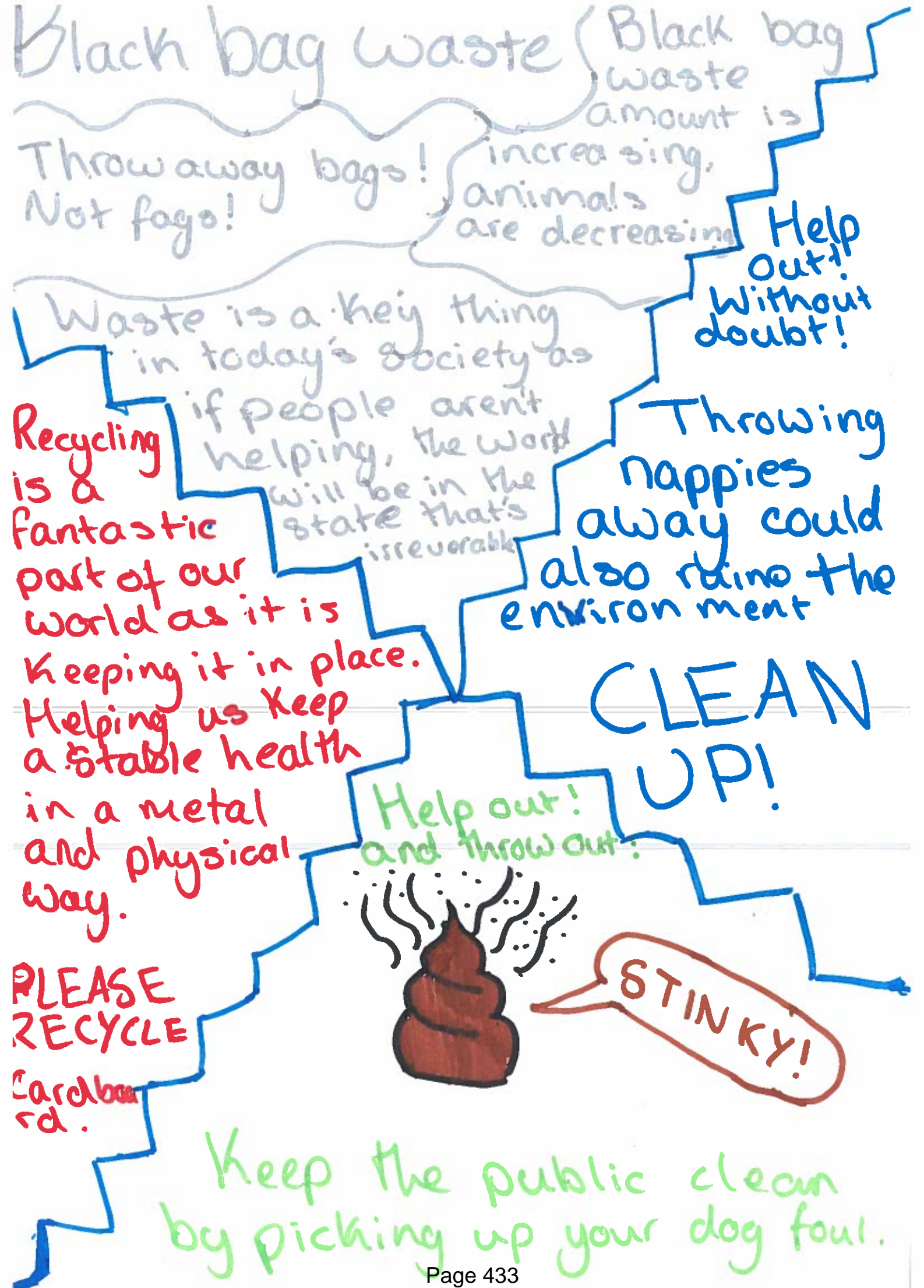


Other- Please tell us how:

All of the first 3 above
Ask dad to transport
Shops take old items away
Ring Newydd
Skip
Paid the council but cannot get it up steps to the pavement not eligible for assisted collection
Don't know
Skip
Charity
Fly tip
Collection every Friday by black truck with white fern
Have to leave outside as unsure how to arrange collection
Newydd picked it up when I asked them after about 2 weeks. Took carpet bit by bit to bin collection point after council picked it up itook more

Would you like to be entered into the prize draw to win an Amazon Echo? This prize has been provided by Newydd Housing.



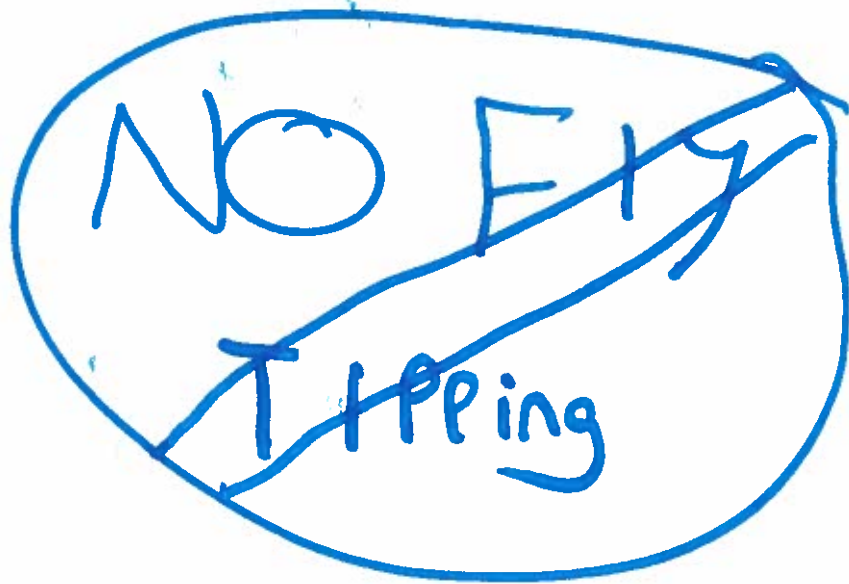


Callum Davies

Age 13

75 Wordsworth  
Gardens.





Jessica Morgan

Age 13

Address 13 Tony - Fein.



Put it in the BAN  
Thats a big WA

£1000



Quick Fives

135 Words Worth



Put it in the BAN  
Thats a big WA

£1000



Quick Fives

135 Words Worth



# Recycle



# Food

Bethany ✓  
I'll make  
please rise

## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CABINET**

**17<sup>TH</sup> OCTOBER 2019**

#### **DIRECTOR OF SOCIAL SERVICES ANNUAL REPORT 2017/18**

#### **REPORT OF COMMUNITY & CHILDREN'S SERVICES IN DISCUSSIONS WITH THE RELEVANT PORTFOLIO HOLDERS, COUNCILLOR HOPKINS AND COUNCILLOR LEYSHON**

**AUTHOR:** Giovanni Isingrini, Group Director, Community & Children's Services.

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

- 1.1 The Social Services and Well-being (Wales) Act 2014 requires that the Director of Social Services publishes an Annual Report about the exercise of the Local Authority's social services function.
- 1.2 The first draft of the Annual Report was presented to Cabinet in July this year and has subsequently been taken to both the relevant Scrutiny committees, and circulated to partners etc for consultation and comment.
- 1.3 As a result of this consultation some minor amendments have been made to the report and a final version is now presented to Cabinet for formal approval prior to publication.

#### **2. RECOMMENDATIONS**

It is recommended that the Cabinet:

- 2.1 Approve the Rhondda Cynon Taf Director of Social Services Annual Report (Appendix 1) for publication.

#### **3 REASONS FOR RECOMMENDATIONS**

- 3.1 To enable the Director of Social Services to discharge statutory duties in relation to publishing an Annual Report on the delivery, performance, risks and planned improvements of the Social Services function of the Council.

#### **4. BACKGROUND**

- 4.1 The Social Services and Well-being (Wales) Act 2014 includes in Part 8 a Code of Practice with regards to the role of the Director of Social Services.
- 4.2 This replaces Statutory Guidance issued in June 2009 regarding the Duties and Accountabilities of Directors of Social Services in Wales and includes an ongoing requirement for the Director of Social Services to publish an Annual Report.
- 4.3 The new code of Practice states that the Director of Social Services must prepare and publish an annual report about the exercise of the Local Authority's social services functions and that this annual report must be published as soon as reasonably practicable after the end of a financial year.
- 4.4 The annual report must evaluate the performance of the Local Authority in relation to the delivery of its social services functions in respect of that year and include lessons learned. It must also set out objectives in relation to promoting the wellbeing of people who need care and support, and carers who need support, for the forthcoming year.

## **5. EQUALITY AND DIVERSITY IMPLICATIONS**

- 5.1 This report makes no change to operational service delivery.

## **6. CONSULTATION**

- 6.1 The draft Director of Social Services Annual Report was presented for Scrutiny to the Children and Young Peoples Scrutiny Committee and to the Health and Wellbeing Scrutiny committee.
- 6.2 The draft Director of Social Services Annual Report has been amended as necessary in response to comments received.
- 6.3 Overall, feedback was positive and the draft report has required limited amendments.
- 6.4 A record of all comments received will be kept and is available on request.

## **7. FINANCIAL IMPLICATION(S)**

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

## **8. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**



8.1 This report makes no change to operational service delivery.

**9. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT**

9.1 The Director's report provides a view on the delivery of Social Services during 2018/19 and complements the Council's Corporate priorities.

**10. CONCLUSION**

10.1 All comments received were considered by the Director of Social Services and staff working on the Director of Social Services Annual Report and appropriate changes made.

10.2 Feedback was constructive and positive.

10.3 Detailed action plans to support delivery of the Director of Social Services Annual Report are included within the Service delivery Plans of the individual Services which form the Community & Children's Services Group.

10.4 In summary I am pleased to report that the performance of Social Services in RCT continues to be good despite the level of financial pressure experienced. However, Cabinet will be aware that there are still areas that need further improvement and compared to other Councils we still support more adults in institutional settings rather than in their own home, and we still have a comparatively larger number of children who are 'looked after' by the Council rather than living with their families. Whilst there are a number of factors contributing to this situation, working with partners to strengthen community based support services to address these continues to be a key priority.

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**CABINET**

**17<sup>TH</sup> OCTOBER 2019**

**REPORT OF THE GROUP DIRECTOR, COMMUNITY AND CHILDREN'S SERVICES, IN DISCUSSION WITH THE RELEVANT PORTFOLIO HOLDERS, COUNCILLOR HOPKINS AND COUNCILLOR LEYSHON**

**DIRECTOR OF SOCIAL SERVICES ANNUAL REPORT 2018/19**

**Background Papers:**

Social Services and Wellbeing (Wales) Act 2014 Part 8 Code of Practice on the Role of the Director of Social Services (Social Services Functions)

<http://gov.wales/docs/dhss/publications/160322part8en.pdf>

The Local Authority Annual Social Services Reports Guidance (ADSS)

[https://socialcare.wales/cms\\_assets/hub-downloads/The\\_Local\\_Authority\\_Annual\\_Social\\_Services\\_Reports\\_Guidance.pdf](https://socialcare.wales/cms_assets/hub-downloads/The_Local_Authority_Annual_Social_Services_Reports_Guidance.pdf)

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**Rhondda Cynon Taf  
County Borough Council**

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**Social Services Annual Report  
2018-19**

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**June 2019**

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# 1. Introduction

- 1.1 As the Statutory Director of Social Services for Rhondda Cynon Taf, I am pleased to present my Annual Report for 2018-19. It explains how the Council's Social Services performed over the year and progress made against the priorities we set out in last year's report. It also highlights the priorities we have set for 2019-20.
- 1.2 Social Services is one of the Council's key functions. Our Wellbeing Services, Adult Services and Children's Services have a dedicated and committed workforce. We provide a wide range of services and support throughout the County Borough. The services protect and support vulnerable children, young people, adults, families and carers. Our aim is to help people to live safely and independently in their own home for as long as possible, which we know helps to improve their long-term wellbeing.

## Our priorities and where we are heading

- 1.3 What we do and how we do it is framed by several things. This includes laws such as the Social Services and Well Being (Wales) Act 2014 and the Wellbeing of Future Generations (Wales) Act 2015, both of which focus on wellbeing, prevention, partnership, collaboration and integration, and involving people. Together with our regional partner we have also assessed the needs of the population.
- 1.4 We work to meet the care and support needs of all those who need our help, and the wider community. We have an emphasis on helping:
- People with learning disabilities
  - Older people with complex needs and long-term conditions, including dementia
  - Carers including young carers
  - Families and individual members of families
  - Children with complex needs including disability and illness
  - People with physical impairment and / or sensory impairments
  - People who have experienced adverse childhood experiences
- 1.5 Our assessments have told us that the following are important to people:
- Getting information, advice and assistance
  - Stopping problems before they start
  - Stopping problems before they get worse
  - Connecting people to their community
  - Seamless services i.e. different organisations working together as one
  - Making it personal and working with people who need help
- 1.6 Our longer-term aims, which have featured in previous reports, continue to guide our work and what we deliver. These include:

- Remodelling services for adults to minimise the need for intervention and to maximise people's independence by more prevention and early intervention.
- Integrating the commissioning of social care services with primary and community health care services to improve the experience of users and to manage more effectively the huge cost of Accident & Emergency and hospital admissions.
- Ensuring more young people with complex disabilities will stay in Rhondda Cynon Taf where they grew up, and live in their own homes, with opportunities to engage in education, training, culture and the arts, thus helping them to grow in independence.
- Delivering more support in the community to people with mental health issues to help them stay well, re-engage in learning, find and keep a job and remain active. Our support is focused on helping people with their whole life, not simply a diagnosis.
- Helping the area's residents to be some of the most active and healthy in South Wales, benefitting from our leisure facilities, theatres, libraries and heritage sites, parks and open spaces.

## What is in this report?

- 1.7 This report summarises our performance in the 2018-19 financial year. Over and above our performance in the day-to-day delivery of services, it highlights progress and developments against the priorities for action we set out in last year's report. Producing this report helps us to be accountable to the residents of Rhondda Cynon Taf and open about what we are doing and why.
- 1.8 After this introduction, there are five main parts. **Part 2** provides an overview of the performance of our Adult Services and Children's Services. **Part 3** explains how people are shaping our services and what we do.
- 1.9 **Part 4** reports on action we have taken and are taking to improve people's well-being. It reports on the outcomes people want to achieve and how we work with them, and what we have done to protect and promote people's physical health, mental health and well-being. It also covers action to protect and safeguard people from abuse, neglect and harm, and help for people to develop and maintain healthy domestic, family and personal relationships. Last but by no means least, it reports on the action we have taken to help people to live in accommodation which meets their needs.
- 1.10 **Part 5** explains how as a department we operate, our workforce, our financial resources and how we plan, and our work with other organisations in the area. Given this is a summary report, **Part 6** provides sources of information for further reading if required.

## 2. Summary of performance

- 2.1 I am pleased to report that our teams across Rhondda Cynon Taf County Borough Council have again delivered a high quality of service to people needing care and support. We have continued to demonstrate strong commitment to joint working, innovation and creativity in further developing our strategic partnerships and new models of care. We continue to work with others in the public, private and third sectors to provide the best services and support we can to help people to improve their wellbeing and to live safely and as independently as possible.
- 2.2 This report summarises our performance over the year. It highlights the scale of the services and support we have delivered, our achievements against plans and targets, and our challenges. None of this would have been possible without the committed workforce we have at all levels and we have continued to invest in training, support and developments in the way we work. We are also fortunate to have political and corporate leadership support from the Council as a whole, which is vital to our ability to meet people's needs for services and support and for driving further improvements in services and transformation. This was recognised by Care Inspectorate Wales in its recent review of the Council's statutory social services functions.
- 2.3 The year has seen many developments. For me, some highlights have been the development of our Community Hubs, our Resilient Families Service and, our new models of accommodation for older people. These developments, which will bring further benefits to people's wellbeing, are over and above the wide range of actions we undertake every day to meet our obligations to provide good levels of care and support to those with needs.
- 2.4 We are conscious that the quicker we can provide help to families in need, the more likely a positive outcome. Our Resilient Families Service is all about quicker response times, sharper diagnosis and assessment of need, the removal of barriers to increase resilience, and improved delivery of family support services. The service is helping families with physical and mental health problems, parental separation, childhood trauma, abuse or offending and drug or alcohol misuse. Most families have been successfully managed by way of a lower level of intervention and possibly at an earlier stage. While it is too early to fully assess the impact of this initiative, the initial indications are encouraging with reductions in referrals to planned care and support services, and enhanced communication and consistency in service delivery. I am pleased this has been also recognised by Care Inspectorate Wales.
- 2.5 An important part of our role in improving people's wellbeing is encouraging and supporting people to learn, develop and participate in society. Our Community Hubs development aims to join up public services, making them more cost effective and accessible. They provide a single point of contact within communities to access good quality information, advice and assistance. They also provide a platform for learning, volunteering, to developing community capacity, and flexible community space for people to meet and socialise, thus helping to tackle loneliness and social isolation. Community Hubs play an important part in preventing ill health and improving health and wellbeing.

- 2.6 We have also made considerable progress in developing alternative models of accommodation to provide more choice for older people, enabling them to live healthily and safely for as long as possible, increasing independence and reducing social isolation, which are key parts of our agenda. Our Extra Care housing programme is well underway and we have developed plans to increase capacity for those with dementia.
- 2.7 As Director I am supported not just by my own team but by colleagues across the council in working to improve the well-being of individuals, families and communities. Whilst Social Services is a distinct Council function, there are other things the council does, such as maintaining community-based resources like libraries and leisure centres which contribute to the well-being agenda. The work of our staff requires a robust infrastructure and good IT support services. Thanks to the dedicated staff within my group and our Corporate IT colleagues during 2018/19 we successfully introduced the Welsh Community Care Information System (WICCS) and have enhanced our agile working arrangements. WICCS is a Welsh Government investment in a national IT solution. It provides a shared information platform that has been designed to support the delivery of improved care and support for people across Wales. When it is fully rolled out, it will be accessible to all health and social care professionals within Wales. It will assist staff to work together to plan, co-ordinate and deliver support and/or services for individuals, families, carers and the community.
- 2.8 I am also pleased that this Council is continuing to develop its corporate approach to safeguarding as evidenced in the update report to Overview and Scrutiny committee in February 2019.
- 2.9 I will end my summary by again taking the opportunity to thank all the dedicated staff who continue to work tirelessly to ensure we provide the best possible response to the needs of the most vulnerable in our community.

### **3. How are people shaping our services?**

- 3.1 We have continued to reach out to people who use our services and to the public more widely. We use a variety of approaches, including information and awareness raising, social media, surveys, meetings with people who use services and feedback questionnaires. We encourage feedback whether positive or negative and, in some cases, make special arrangements to help individuals to take part. This year we have placed a greater focus on the use of social media and our online platform, which makes it easier to see what residents are being asked.
- 3.2 “RCT Together” is the Council’s innovative approach to engaging with its residents and communities to explore how we can work together to develop alternative ways of delivering services and facilities. This will help us to keep them running in the future and has led to several successful community asset transfers, which will ensure they continue to provide valued services to local communities. For example, the leasehold transfer of St Mair’s Day Centre in Aberdare to Age Connects Morgannwg.
- 3.3 During the year, we engaged with people in many ways: For example:



- We facilitated a session with children looked after to review and develop the content of a website. This resulted in the launch of the “2 Sides” website as part of the existing “Wicid” website. The latter is a youth information and media website produced by young people themselves. The site, which has more than 2,400 registered users, already runs features and information relevant to children looked after. Linking them was a logical step.
- We liaised with a group of young people, the “Blue Print Forum”, which is facilitated by Voices from Care. They meet regularly to capture the views of young people. We use their feedback to inform the evaluation of our services and further developments. They are members of the Corporate Parenting Board and have also worked with our staff to develop a Leaving Care Support Framework and a housing strategy.
- Children Services are also heavily involved with the Youth Engagement and Participation Service via our young person’s forum. This has been set up across the County Borough to improve the way we engage with young people. It consists of young people representing their schools. They in turn, report back to their School Councils to enable young people to be involved in important issues which affect them. The Youth Engagement and Participation Service is making good use of social media. Its Facebook page receives approximately 30-40,000 hits per month while its Twitter page has 28-30,000.

- 3.4 We also try to regularly review our services to ensure they meet people’s needs and provide value for money. We consider carefully the findings of reviews, the results of surveys, the views expressed in consultations and people’s comments when they contact us with complaints or to compliment us. A good example is the Maestrisant housing complex in Talbot Green.
- 3.5 Adult Services reviewed the provision of domiciliary care and support for four people at the Maestrisant complex, which is a 31-bed scheme. We consulted with each person receiving care and support from the internal Support @Home Maestrisant Service. We commissioned Age Connects Morgannwg to provide independent advocacy to support each person through the consultation process.
- 3.6 We know that we need to do more to ensure the voice of carers. Although the recent Care Inspectorate Wales inspection confirmed *“practitioners were well-motivated and increasingly adept at ensuring people’s voices are heard; and ensuring this is incorporated into the assessment of their needs, and subsequent planning and delivery of individualised care and support”* we do recognise that enhanced support for carers will enable them to achieve their own wellbeing outcomes.
- 3.7 After engaging with the people receiving care and support, their advocates, families and social workers, we concluded a change of domiciliary care provider would be detrimental to them. While initially it was thought costs could be reduced by a change of provider, our consultation identified significant benefits to them physically and mentally from the knowledge, experience and continuation of care provided. We also identified that where appropriate and following assessment of need, other residents at Maestrisant could be included in the service provided thus allowing the current

service to maximise the value for money and potentially provide better quality services to other residents by being on site.

### What do people think of our services?

- 3.8 We use surveys to measure the quality of our services and to determine what outcomes we achieve by working with people to meet their care and support needs:
- 3.9 The table below provides the results of this year's survey for Adult Services and the two previous surveys in 2016-17 and 2017-18. The survey was based on a sample of adults aged 18 and over who had a care and support plan on the day the sample was drawn. It measures things which people tell us are important to them.

**Table 1: Key service quality measures, Adult Services, 2016-17 to 2018-19**

					(%)
	Statement	2016-2017	2017-2018	2018-2019	Change this year/last
1	I live in a home that supports my wellbeing	87	89	93	●
2	I can do the things that are important to me	49	50	77	●
3	I feel a part of my community	52	52	69	●
4	I am happy with support from my family, friends, neighbours	84	88	97	●
5	I feel safe	76	79	94	●
6	I know who to contact about my care and support	79	79	83	●
7	I have received the right information or advice when I needed it	79	75	91	●
8	I have been actively involved in discussions about how my care and support was provided	73	78	90	●
9	I was able to communicate in my preferred language	93	94	95	●
10	I was treated with dignity and respect	92	91	97	●
11	I am happy with the care and support I have received	84	84	97	●
12	It was my choice to live in a residential care home	67	60	56	●

Source: Rhondda Cynon Taf County Borough Council

Note: Percentages based on adults who answered each question with "Yes" or "Sometimes". Figures have been rounded.

- 3.10 All but one measure shows a positive change between this year and the previous year. The exception was Q12 which relates to placement in a residential care home being a person's own choice. Most respondents – 290 out of the sample of 365 – preferred not to say or did not answer the question.














*"I moved to Cwm Taf with a drug problem looking for a fresh start. The project worker and counsellor from Substance Misuse Services have been fantastic and I have now been abstinent for months. I joined the service user group and*

*now I am not so isolated and really enjoying being around positive people. For the first time ever, I am looking forward to the future” (Male, 49 years of age)*

*“I was an opiate user in my early twenties after a traumatic life event. I lost my job, partner, my home and was on a downward spiral. I never thought I could escape! After a lot of persuasion, I finally engaged with services and was eventually put a substitute prescribing programme. It gave me space, for the first time I wasn’t dependent on my dealers. I wouldn’t be in pain every day. Slowly I started to put my life together. Now I’m 15 years drug free have 2 beautiful children, and building my confidence and self-esteem with the service user group in Cwm Taf. I’m hoping to gain employment in the field because I love helping people on their recovery journey in the group” (Female, 42 year of age)*

- 3.11 Table 2 provides the results of this year’s survey of and the two previous surveys. The survey was based on children who had a care and support plan on the day the sample was drawn.

**Table 2: Key service quality measures, Children’s Services, 2016-17 to 2018-19**

					(%)
	Statement	2016-2017	2017-2018	2018-2019	Change this year/last
1	I live in a home where I am happy	94	99	98	
2	I am happy with the people I live with	96	99	99	
3	I can do the things I like to do	97	100	96	
4	I feel I belong in the area where I live	92	92	92	
5	I am happy with my family, friends and neighbours	97	97	98	
6	I feel safe	97	99	96	
7	I know who to speak to about my care and support	97	94	94	
8	I have had the right information or advice when I needed it	94	92	89	
9	My views about my care and support have been listened to	96	98	93	
10	I have been able to use my everyday language	98	99	98	
11	I was treated with dignity and respect	98	98	98	
12	It am happy with the care and support I have had	96	97	96	
13	I have had advice, help and support that will prepare me for adulthood (16 and 17-year olds only)	--	86	90	

Source: Rhondda Cynon Taf County Borough Council

Note: Percentages based on children who answered each question with “Yes” or “Sometimes”. Figures have been rounded.

- 3.12 Overall, the above tables show that children looked after report exceptionally high levels of satisfaction with the Council’s services and support. For all but one measure, far more than 90% of children are satisfied. While the red coloured flags denote the direction of change and apparent reduction in satisfaction compared to

last year's very high levels of satisfaction, the difference is marginal in some cases (e.g. 1 percentage point). The rounding of results to the nearest whole number may also have affected some figures.

3.13 Over and above the national outcome measures, some of our individual service areas also have mechanisms for collecting feedback. For example, of the 300 people who responded after receiving help from our Support@Home (Intermediate Care and Reablement) service:

- 92% said they had discussed and agreed targets, goals and outcomes before starting to receive the service.
- 94% rated the service as "very good" or "excellent".
- 95% said they had achieved their goals.
- 97% said they had been able to maintain or improve their independence.

3.14 The Quality Assurance Framework developed for our own residential care homes has also enabled us to place greater emphasis on hearing people's views and experiences. We send questionnaires to residents and their families. Of 58 residents and 68 family members, friends or advocates who returned forms in one survey:

#### Residents

- 98% reported their care home showed an interest in their health and always ensures their needs are met
- 96% reported their privacy and dignity was respected at all times
- 87% reported their religious and cultural beliefs were respected

#### Family members, friends and advocates

- 94% reported they felt the personal needs of their relative / friend were assessed regularly and were extremely happy that the home fully met their needs
- 91% reported they strongly agreed they were made to feel welcome when they visited the care home
- 90% reported they strongly agreed staff were readily available and approachable

3.15 A testimonial from one young person illustrates the difference it can make to people's lives.

*"I am a 16-year-old male who has been in a substance misuse service for over 6 months. During this time I have worked with my caseworker to look at my substance use and how to control it, I have done work around harm reduction and triggers to help me cut down to give up, they have helped me to control my substance use to a level I was happy with. From my substance use I disengaged with many things that I enjoyed; with help I have started to engage back with that I enjoy. With support, I was able to attend the Recovery Walk up Pen y Fan and it was a great day as I had never been up there before, and I was able to meet new people. At the moment I am attending the new young people's service group and enjoying it as I get to meet new young people and look at what we can do to help others, I have successfully gained employment and am also working shifts at the local rugby club. I would like to say thank*

*you as I am substance free for over 10 weeks and this was from help and support from services. My relationship with my family has got a lot better and I am able to speak openly with them if I have a problem, this was never the case before as I always used substance to help me. Thank you”*

- 3.16 All survey results and any supporting comments from people who receive our services are used to plan developments to further improve the services we deliver. Self-assessment is also being used to identify possible improvements.

### Complaints and compliments

- 3.17 We welcome and appreciate the complaints and compliments we receive. While we are disappointed to hear of occasions when a service hasn't met people's expectations, we also appreciate people who take the time to tell us. The table below summarises the number of complaints and compliments received in the last four years.

**Table 3: Number of complaints and compliments received, Adult Services and Children's Services, 2015-16 to 2018-19**

		2015-16	2016-17	2017-18	2018-19
Adult Services	No, of complaints received	68	82	51	56
	No, of compliments received	156	102	102	124
Children's Services	No, of complaints received	89	106	114	32
	No, of compliments received	86	62	41	39
<b>Total</b>	<b>No. of complaints received</b>	<b>157</b>	<b>188</b>	<b>165</b>	<b>88</b>
	<b>No. of compliments received</b>	<b>242</b>	<b>164</b>	<b>143</b>	<b>163</b>

Source: Rhondda Cynon Taf County Borough Council

- 3.18 The last year is encouraging in that for both Adult and Children's Services, there were more compliments than complaints.
- 3.19 While we aim to prevent the need for people to complain in the first place, when a complaint is made, we consider it an opportunity to get even better at what we do and to learn from it to ensure similar issues are avoided in future. For example, in Adult Services this has led to:
- The development of an information pack for parents of adults making the transition to supported living.
  - Improvements to the timeliness of decision-making in relation to the transition process for adults with complex learning disabilities.

- Improvements to the management of additional calls for Homecare using mobile device alerts.

3.20 We recognise people are themselves best placed to make judgements in relation to their own wellbeing. In its recent inspection of our services, the Care Inspectorate Wales highlighted the increasingly effective systems we have in place to support on this. It also concluded our practitioners are well-motivated and increasingly adept at ensuring people's voices are heard; ensuring it is incorporated into assessment of needs, and subsequent planning and delivery of individual care and support. It highlighted more work needs to be done for carers and we agree. We have identified this as a priority for action in the next financial year.

### **Welsh language**

3.21 Nearly 28,000 people in Rhondda Cynon Taf speak Welsh (2011 Census) which is slightly more than 1 in 10 of the population (12.3%). The Welsh Language Standards apply to all local authorities. This means everyone in Wales can expect the same approach to the Welsh Language in services, ensuring it is treated the same as the English language with all Councils offering people the opportunity to receive services from us, as well as from those funded by us, in Welsh.

3.22 In 2018-19, we have enhanced our approach for service users who wish to communicate in Welsh. Our approach is shaped not only by the requirements of the Welsh Language Standards and the Welsh Government's "Follow-on Strategic Framework for Welsh Language Services in Health and Social Services" but also by our commitment to delivering services which meet people's needs. We work closely with our colleagues in the Council's Welsh Language Service and use the Cwm Taf "More than Words" quarterly forum to ensure we are complying with statutory requirements.

3.23 We reviewed our progress against the Welsh Language Standards. As a result, all our correspondence and written material available to the public for Adult and Children's Services, including online information and our content on DEWIS Cymru (the national website for people who are looking for information or advice about well-being), is available bilingually. If someone corresponds with us in Welsh, we will respond in Welsh. All our staff are aware of the requirements of the Welsh Language Standards and what it means for how they work. We also monitor all our external service providers to ensure they comply with the Standards.

3.24 Our front-line staff make an active offer of communication in Welsh if it is someone's preference. Arrangements are then made for a Welsh speaking member of our staff to have the conversation and to work with them. We record people's language preference on our system, which informs subsequent communication, and we check preferences on language when core data is checked. No complaints were received during the year about services from Adult Services or Children's Services being available in Welsh. However, we are not complacent, and we will continue to work in a way which meets people's needs.

3.25 We continue to encourage and support staff to learn Welsh in several ways including learning sessions, learning programmes and courses (including intensive courses), and online training modules. Our services have continued developments which

enable staff to access Welsh language support tools on their computers. We are also considering the use of an App “More than Just Words” to further support our social workers and care staff. During the year, 107 members of Adult and Children’s Services staff attended our mandatory Level 1 training and 14 received additional support from our Welsh Language tutor. The latter was provided after we identified several residents on the site of our Pentre House project speak Welsh. While it would be beneficial to have more Welsh speaking staff, we believe we currently have enough Welsh speakers to meet the demand for services delivered through the medium of Welsh.

### **What are our priorities for next year?**

- Ensure compliance on Welsh language preference at review when the core data is checked and ensure the Welsh Community Care Information System is updated
- Work with external providers via the contract terms and conditions to ensure Welsh language requirements are met

## **4. Promoting and improving the wellbeing of people we help**

- 4.1 One of the Council's priorities is promoting independence and positive lives for everyone in Rhondda Cynon Taf. Social Services play an important part. Helping to improve the wellbeing of people who need care and carers who need support is at the very heart of our work. We aim to make a real difference to their lives. We cannot do this alone.
- 4.2 We work closely with many other organisations to help vulnerable children, young people, adults and families. We are committed to delivering high quality services and improvements and changes to provide people with the support they need when they need it.
- 4.3 In delivering our services, we continue to face big challenges - financial, population changes, and others. Only by working together with others can we respond to the challenges. One of the ways we do this is through a regional partnership. With our partners, we looked at the needs of our population and identified the action we need to take over a five-year period. The Cwm Taf Regional Plan 2018-23<sup>1</sup> describes what will be done and is the basis for our work.
- 4.4 This part of the report describes what we have done over the last year. It includes the priorities we set for 2019-20 after reviews undertaken the previous year. Reviews undertaken by other organisations have also informed what we will do in 2019-20. The priorities are developments we feel will help us to further improve the services and support we offer and, most importantly, the lives of those who receive them.

### **(a) Working with people to define and co-produce personal well-being outcomes that people wish to achieve**

#### **What did we plan to do last year?**

- 4.5 As part of our self-evaluation, we decided on a range of priority actions to support children and adults, to be delivered during the 2018-19 year and we included these priorities in last year's Annual Report. We said we would:
- Prioritise the integration of services for: Older people with complex needs and long-term conditions, including dementia; People with learning disabilities; Carers, including young carers; Integrated Family Support Services; and Children with complex needs due to disability or illness.
  - Deliver new accommodation models to improve outcomes for those individuals who need support to live independently and continue to work jointly with Linc Cymru to deliver the Council's Extra Care Housing Development Programme.
  - Make better use of technology solutions to maintain people's independence in their home and prevent escalation of need.
  - Implement the Resilient Families Service and secure the engagement of internal and external partners to deliver the Resilient Families Programme




- Promote engagement with Children Looked After and partner agencies to ensure coproduction and that the voice of the children and young people are heard.
- Implement the National Adoption Support Framework in the area to ensure the children that are placed for adoption reach their full potential and have opportunities to achieve.
- Ensure the offer of a direct payment to all people with eligible care needs

## **How far did we succeed and what difference did we make?**

### **Information, Advice and Assistance Services**

- 4.6 Last year, we helped 6,800 adults with information, advice and assistance. This is an increase of 4% over the previous year. The increase is significantly less than the jump of 30% between 2015-16 and 2017-18 but continues the trend of increasing demand for the service.
- 4.7 During the year, 2,990 people were assessed for care and support needs, a 10 per cent increase over the previous year. Of those, nearly 3 out of 4 assessments (72.74%) led to a care and support plan being prepared. We narrowly missed our target for the year of 70.15%, which was the same as our performance the previous year. We aim for the lower figure as this means we are getting better in helping people to find different solutions to a formal care and support plan.
- 4.8 The number of reviews of care and support plans was 7% higher than the previous year. 4,286 review were completed compared to 4,013 in 2017-18. Nearly half of the reviews (49.6%) were completed within an agreed timescale, which is a small improvement on the 46.5% the previous year.
- 4.9 We commissioned an independent review of our Community Review Team to evaluate its impact on performance and service quality. The review set out the opportunities and challenges in how we deliver and made recommendations for the authority to consider. We will use this report in 2019-20 to help us to further improve the service.
- 4.10 Given the role carers play in helping people to stay living in their home and community, meaningful and beneficial support for them is vital. We will continue to focus on doing this as a priority. Over the twelve months, 246 assessments of carer support needs were undertaken of which 84 (34%) resulted in a support plan for the carer. This compares to 206 and 39 (19%) in the previous year.
- 4.11 We have reviewed & restructured our Carers Support Project, which provides support, guidance and information to carers of all ages. We have also invested in strengthening the management arrangements with the aim of improving the take-up of carer assessments. We continue to provide support services for young carers aged under 18 in partnership with Action for Children, and the Carers Support Project provides specific support to young adult carers aged 18-25..


**Table 4: Key national performance indicator - Information, Advice and Assistance Service, RCT and Wales, 2018-19**

	Our target	Our performance	Actual vs Target
Percentage of adults who have received advice and assistance from the IAA Service and have not contacted the service for 6 months (Measure 23)	74.64%	80.00	

Source: Welsh Community Care Information System (WCCIS)

- 4.12 As the above table shows, 4 out of 5 adults who received information, advice and assistance from our service did not contact us in the 6 months after. We exceeded our target for this year and improved on the previous year's figure of 74.62%.
- 4.13 Our Children's Services provided information, advice or assistance to 5,670 children and families. This is a marked increase (14%) over the numbers helped the previous year. There was a similar increase (11%) in the number of assessments completed during 2018-19. A total of 7,170 assessments were undertaken this year, up from 6,488 in 2017/18.
- 4.14 The increase in the level of assistance provided and assessments undertaken is due to improvements we have made for people to access the services of our Resilient Families Service through our Information, Advice and Assistance Service.

**Table 5: Key national performance indicator - Information, Advice and Assistance Service, RCT and Wales, 2018-19**

	Our target	Our performance	Actual vs Target
Percentage of assessments completed for children within statutory timescales	98%%	97.14%	

Source: Welsh Community Care Information System (WCCIS)

- 4.15 Our performance on completing assessments for children within the statutory timescales was marginally below (0.86%) our target of 98%. However, it is a notable improvement on the previous year's figure of 93.3%

**Case Study - Working with people to define and co-produce personal well-being outcomes that people wish to achieve.**

Mr A contacted the Information, Advice and Assistance Team requesting support for himself and his two young children. Following a "What Matters" conversation, Mr A was able to identify that as a single parent he was isolated and felt unable to access community projects and this was impacting on the care he was providing to his children.

Mr A was referred to the Resilient Families Service. An assessment identified that the family required short term intervention to enable him to build confidence in his parenting and sustainable changes that benefitted the children. This resulted in the family engaging in community activities and no longer requiring intervention from Children's Services.

## **Integrating services**

- 4.16 We continue to work with many organisations to deliver more integrated services. Looking at alternative ways of doing things is a key part of the way we work. We do this by drawing on the results of service reviews and evaluations, our performance monitoring systems, and feedback from service users. We also take advantage of opportunities e.g. if a vacancy occurs in a team, we consider whether services improvements or economies can be made by deploying the resource in a different way. This stems not only from a need to ensure our services remain sustainable in increasingly challenging times and to make the best possible use of our limited and decreasing resources but also our desire to give people better services and support.
- 4.17 More information on developing more integrated services and working with our partner organisations will be seen throughout the report.
- 4.18 Our joint working with the housing sector in Rhondda Cynon Taf was featured in a report commissioned by the Association of Directors of Social Services (ADSS) Cymru. The study is part of work to implement “A Healthier Wales” and was supported by the Welsh Government. Our two training flats with Trivallis housing association which help individuals in care to make the transition to living independently on their own were highlighted. So too was our partnership working with Cynon Taf housing association to remodel its Pen Llew Court property into 19 one-bedroom flats for adults with learning difficulties.

## **Delivering new accommodation models**

- 4.19 We are committed to improving residents’ wellbeing by ensuring people can live and age well at home in their community. This can be seen from our ambitious strategy to modernise accommodation options for older people.
- 4.20 Extra Care housing is one of the ways we are taking this forward. The model is designed to enhance the wellbeing and independence of older people and is an alternative to institutional care home settings. It provides more choice for older residents, enabling them to live healthily and safely for as long as possible, increasing independence and reducing social isolation.
- 4.21 We have made solid progress over the year.
- The Extra Care housing on the site of the former Maesyffynnon Care Home in Aberaman is under construction and due to open in 2019. It will provide 40 modern units of accommodation plus communal facilities such as a dining room; hair salon; guest suites; lounge and laundry and an activity room. Respite accommodation will also be provided.
  - A pre-planning application consultation for 60 units of accommodation on the former Magistrates Court Site, in Pontypridd was undertaken in August 2018. The proposal is designed to ensure sustainable arrangements are in place to commission increasing levels of care for people within the scheme; including dementia care.

- We have taken forward the planning for the former Ysbyty George Thomas hospital site in Treorchy. We have also explored the use of a site in Porth and we have identified a preferred site in Mountain Ash.

- 4.22 We have also made good progress on the Crown Avenue sheltered housing scheme in Treorchy in partnership with Trivallis. This development will create new supported accommodation for people with learning disabilities.
- 4.23 As part of our commitment to deliver new accommodation models, we have also been working with Ategi to explore opportunities to increase the availability of current “Shared Lives” provision. The aim is to expand the model of care to offer support both short and long-term to a wider range of people who have an assessed need. We relaunched the Shared Lives scheme to identify and recruit additional carers. As a result, the number of short and long-term placements has increased and action to recruit more carers is ongoing.
- 4.24 We reviewed the sleep-in arrangements in our learning disabilities supported-living schemes to provide a better understanding of when support is required and to determine the optimum levels of support through the most effective combination of staff and technology. The findings from the trials will be implemented, in partnership, in 2019.

### **Making better use of technology**

- 4.25 We have finalised an assistive technology strategy to inform the commissioning of a new model for equipment, assistive technology, community alarms and response services. The draft model was signed off by Cabinet in March. Project development will commence as soon as confirmation of transformational funding is received from the Welsh Government.
- 4.26 Our work with the Innovate Trust has continued. We have piloted the use of assistive technology to support people with learning disabilities to live more independently in the local community which is better for them and helps reduce the cost of services. The Trust secured additional funding from a trust fund to expand technology and purchase smart devices for all the people it supports in the locality [November 2018 – January 2019]. This means a further 54 people with learning disabilities in the area received access to smart technology<sup>2</sup>. To support the project, the Trust recruited and trained two Digital Champion Volunteers with learning disabilities to act as peer mentors and to help their friends to access and use this new smart technology.
- 4.27 The work has been extended to develop alternative “outcome-based day opportunities” initially for Supported Living residents. We have also agreed with the Innovate Trust to increase volunteer involvement through the University of South Wales student population.
- 4.28 We are also currently supporting United Welsh Housing Association with the development of a “SMART house” in Gilfach Goch, which will be the first property of its kind in the area. It is being funded by United Welsh as a pilot project to evaluate how SMART home technology can promote independence, wellbeing and engagement for tenants.

## Resilient Families Service

- 4.29 We have implemented our Resilient Families Programme and made good progress with its development and operation. The service, which builds on our original “Team around the Family” arrangements, is geared to quicker response times, sharper diagnosis and assessment of need, the removal of barriers to increase resilience, and improved delivery of family support services.
- 4.30 Partnership with other organisations is inherent in our approach. Barnardo’s was commissioned to deliver the Families Team element of the service. The other core elements – The Assessment, Brokerage and Review Team, the Families Plus team and the Children with Additional Needs Service – are delivered by us. Working closely with other organisations, we have incorporated additional support services, including a Young Persons Homelessness Support Worker (with Llamau), Specialist Health Visitors and Community Nursery Nurses, and our new Universal Parenting and Young Persons Support frameworks.
- 4.31 We estimated approximately 1,200 families would be referred to our Resilient Families Services its first full year of operation. The service started in January 2018. By August 2018, the service had already engaged with over 1,000 families. Analysis of the referrals indicates that the numbers were consistent and showed no signs of slowing down. At that point it suggested a potential 60% increase over the estimated figure to around 2,000. In the event, the volume of referrals did slow down before the end of the financial year. However, the full year total number of referrals received was 1,608 which is still a significantly higher figure (34%) than anticipated. The service is helping families with physical and mental health problems, parental separation, childhood trauma, abuse or offending and drug or alcohol misuse. Importantly, only around 1 in 20 (6%) of the overall number of referrals had to be escalated to Children’s Services, which means the vast majority were successfully managed by way of a lower level of intervention and possibly at an earlier stage.
- 4.32 Given the voluntary nature of the service, there is always the prospect of families refusing to engage with the support on offer. The intervention completion rate of 72% suggests that most families opt to actively engage. This represents a 22% improvement on the 2016-2017 engagement rates with the previous service. This is encouraging. However, we are committed to improving the take-up of the service where possible. Our evaluation indicates more than 9 out of 10 of the families that completed a package of support (95%) benefited from the help and support provided.

### Case Study – Resilient Families Service

A referral from Health Visitor made as a result of concerns about a child who lived with his mother, stepfather and siblings. All the children had health concerns, which the mother was trying to manage with the help of the maternal grandmother. The mother was also being investigated for health problems. The stepfather was an alcoholic who

has tried on numerous occasions to stop drinking. He had to give up work due to his alcohol addiction as it involved driving. He was spending a great deal of time in bed, so the mother was carrying out all the family routines. The mother also had concerns regarding another child's behaviour; the school reported he was disruptive and did not listen.

The Resilient Families Service helped the father to attend his first "Walk in clinic" to address his struggles with alcohol. Referral was followed up by an assessment and ongoing support, including appointments with his GP to address low mood. Medication was prescribed. As a result, the father was reported to be feeling the 'fittest' he has in years. The Service made enquires for training sessions to build his confidence and to give him something to focus on with the aim of employment, and he attended Communities4Work training sessions. The school reported improvements in the child's behaviour and the parents and school are in contact to ensure the positive behaviour continues. The relationship between the parents improved and they have been reported to be participating in activities as a family.

### **More engagement with Children Looked After**

- 4.33 In line with our priority action, we have promoted better engagement with children looked after. We have done this in several ways and have continued our efforts to provide them with the information they need. Children looked after and young people are now provided with consultation documents for each review, depending on age, as are their parents and foster carers. The comments provided in these documents are used to inform the review process and the planning for individuals. A group of young people, the "Blue Print Forum", meets regularly to capture young people's views to inform service developments, evaluation and delivery. They are members of the Corporate Parenting Board. The group also works with staff from 16+ to develop a leaving care support framework and housing strategy. As mentioned in Part 3 of this report, we also worked with children looked after to develop the "2 Sides" website
- 4.34 Since the introduction of the National Advocacy Framework, all children and young people have access to advocacy and have an 'active offer'. This ensures all children and young people who become looked after or whose names are on the Child Protection Register are visited by an independent advocate. During the year, the advocacy service received 303 new referrals, undertook 171 active offers and provided 132 young people with issues-based advocacy. Children and young people were supported and represented at 84 formal meetings, including 39 Child Protection meetings and 39 Children Looked After meetings.
- 4.35 The above action responds to a recommendation in the "Your Life Your Care" report, which was based on a survey of 4 to 18-year olds in the area in early 2018. The report<sup>3</sup>, published in April 2018, emphasised the importance of working with children and young people to ensure they are informed of when and why decisions are made about their care.
- 4.36 Children's voices must be heard in making decisions which affect them, and we are committed to doing this well. We use the Quality Assurance Framework to ensure it happens by making the necessary checks against the standard. In response to the report, we are developing Life Story work. We have set up a system to ensure it



continues throughout a child's care journey and we are implementing it. The Children Looked After Quality Assurance Framework for Schools sets standards to be met when children are looked after. We have also introduced Foster Care Pioneers whose role is to help other foster carers to liaise with schools on education issues which children in their care may be experiencing.

- 4.37 Our plan to implement the National Adoption Support Framework has been delayed. The National Adoption Support Framework is due to be issued. While we have been unable to take specific action on the Framework, we have undertaken an audit of our current system and a provisional local framework has been put in place.

### Ensuring an offer of Direct Payments

- 4.38 We have worked with people receiving a direct payment to explore opportunities to improve the support available to them. We did this by the recommissioning of a support contract, which was completed in March 2019.
- 4.39 The table below shows the progress we have made in supporting the uptake of Direct Payments over the past 3 years:


**Table 6: Take-up of Direct Payments, RCT, 2016-17 to 2018-19**

(number)			
Children's Services		Adult Services	
2016-17	127	2016-17	339
2017-18	134	2017-18	358
2018-19	154	2018-19	373

Source: Rhondda Cynon Taf County Borough Council

- 4.40 We also undertook a best practice review into which high-performing local authorities promote and make the offer of direct payments with the aim of increasing the uptake in the area by targeting managed accounts.

**Table 7: Key performance indicator - Percentage of clients choosing own providers through Direct Payments, RCT and Wales, 2018-19**

	Our target	Our performance	Actual vs Target
Percentage of clients choosing their own service providers through Direct Payments	15.5%	16.07%	

Source: Welsh Community Care Information System (WCCIS)

- 4.41 As a result of our work over the year, our performance has improved. We exceeded our target for the year and improved on the 14.67% recorded in the previous year. Although these are slight improvements, they show our action is starting to have an impact. It provides a solid foundation for further action to improve our performance in the future.

## **What are our priorities for next year and why?**

- Strengthen the participation of children and young people in service delivery by continuing to promote engagement specifically with children looked after and partner agencies to ensure coproduction and the voice of the children and young people are heard.
- Improve local access to information advice and assistance provision for children, young people and families to promote their participation and engagement.
- Strengthen systems for recognising and supporting the needs of carers. Increase the number of carers assessments completed and offers accepted of support when needed.
- Remodel the delivery of Early Years as a result of the Regional Early Years Co-construction Project.
- Continue to work to reduce the need for statutory services by ensuring that children and families have coordinated integrated family support.
- Manage the Children and Communities Grant to commission effective integrated early intervention and prevention services.
- Further develop integrated service delivery to improve early intervention and prevention support informed by Vulnerability Profiling data.
- Develop and fully implement, across all service areas, a systematic and collaborative process for capturing the views of service users and their families about the impact of our support and services.
- Continue to embed strengths-based and outcome-focused assessment, support planning and review across Adult Services

## **(b) Working with people and partners to protect and promote people's physical and mental health and emotional well-being**

### **What did we plan to do last year?**

4.42 We said in 2018-19 we would:

- Develop new community-based models of service with a focus on prevention, independence, choice and wellbeing This will include actions in relation to day services; respite, carers, direct payments; telecare; StayWell@Home; home care
- Develop the capacity and quality of specialist care home provision to ensure people with a dementia no longer able to remain in their own homes can access specialist care locally





- Continue the Valley LIFE project to develop a range of services for older people with dementia which helps to support people to stay well at home for longer.
- Continue the work between Adult's and Children's Services to improve the way we support young people transitioning into adulthood.

## How far did we succeed and what difference did we make?

### Delayed transfers of care

4.43 Reducing delays in people being discharged from hospital remains one of our top priorities and we work closely with Cwm Taf University Health Board. It remains a significant challenge with market capacity in home care being a specific area for action during the year.

**Table 8: Key national performance indicators -  
Delayed transfers of care, RCT and Wales, 2018-19**

	Our target	Our performance	Actual vs Target
Rate of delayed transfers of care for social care reasons for people aged 75+ per 1,000 population aged 75 or over (Measure 19)	1.3%	3.4	
Rate of delayed transfers of care for social care reasons for people aged 18+ per 1,000 population aged 75 or over (Measure 19)	2.4%	5.1	

Source: Welsh Community Care Information System (WCCIS)



- 4.44 Despite considerable effort, delays in transfer of care for social care reasons increased slightly during the year. There were 99 delayed cases for people aged 18 and over, of which 67 were for people aged 75 and over. The figures are higher than the corresponding number of cases in 2017-18 of 63 and 36 respectively.
- 4.45 We have worked hard to try and reduce delays due to the time taken to undertake assessments. However, there were 24 such delays over the whole year compared to 17 the previous year. An improvement can be reported in delays in transfer which were down to the choice of care home, which fell from 78 the previous year to 36 this year. There was also a marked improvement in delays in transfer due the availability of care homes, which fell from 47 in 2017-18 to 7 this year.
- 4.46 However, we are not complacent. We recognise there is more to do. For example, as we continue to help more people to remain in their own home rather than move into residential care, we face pressures in the supply and capacity of home care, particularly at peak times of the day.
- 4.47 We are continuing to work closely with providers to reduce delays. Our StayWell@Home service, the Brokerage Team we have developed, and our

Support@Home service are all helping to minimise delays in arranging community care packages of support. We have looked to extend the Broker Service to cover residential care placements and pilot arrangements within selected teams to review effectiveness. As a result of our review, we will implement a bed booking system in 2019-20.

## Reablement

- 4.48 Our reablement services provide intermediate care and rehabilitation to enable people to remain living in their home safely and independently. The support is available to anyone aged 18 and over who is a permanent resident of Rhondda Cynon Taf and is eligible to receive support.
- 4.49 A plan of support is discussed with the individual after we have worked with them to assess their needs and what they want to achieve. The service is provided free of charge for a maximum of six weeks subject to the person remaining in need of the support. If support continues for longer, charges are made in accordance with our policy on charging for non-residential social services<sup>4</sup>. Where necessary, specialist equipment and/or aids and adaptations for the home may also be arranged.
- 4.50 In 2018-19, our Reablement Service helped 995 people. The table below highlights our performance against key national indicators.

**Table 9: Key national performance indicators - Support after reablement, RCT and Wales, 2018-19**

	Our target	Our performance	Actual vs Target
Percentage of adults who completed a period of reablement & have a reduced package of care & support 6 months later (Measure 20a)	84.95%	85.43%	
Percentage of adults who completed a period of reablement and have no package of care and support 6 months later (Measure 20b)	77.23%	73.47%	




Source: Welsh Community Care Information System (WCCIS)

- 4.51 We were successful in reducing the proportion of adults who, six months after we had provided reablement assistance, were able to live with a reduced package of care and support. Our performance of 85.43% was better than our target of 84.95%. This means more than 4 out of 5 people required less care and support after receiving help from our reablement services.
- 4.52 We fared less well on the proportion of people who, six months after receiving our Reablement service, required no care or support. Our performance of 74.47% came in just below our target of 77.23%.

## Residential care homes

- 4.53 The average age of adults entering residential care increased slight to just under 87 (86 years 9 months). Our target was 85 years 3 months. This is encouraging. The more that can be done where possible to prevent people from having to enter residential care by providing alternative means of support in the community the better.

**Table 10: Key national performance indicators –  
Residential care homes, RCT and Wales, 2018-  
19**

	<b>Our target</b>	<b>Our performance</b>	<b>Actual vs Target</b>
The average length of time adults (aged 65 or over) are supported in residential care homes (Measure 21)	922.5	959.35	
Average age of adults entering residential care homes (Measure 22)	85.27 yrs	86.78 yrs	
Number of people admitted to residential or nursing care (Corporate Indicator)	400	420	

Source: Welsh Community Care Information System (WCCIS)

- 4.54 In all, 420 people were admitted to residential or nursing care, 3 more than the previous year. Our performance is slightly behind where we wanted to be. On average, people aged 65 and over are being supported for slightly longer – around 37 days - than in 2017-18.

## Community based services

4.55 Our Stay Well@Home Service continues to deliver well as an integrated approach to reduce delayed transfer of care from hospital. The service operates at Prince Charles and the Royal Glamorgan acute hospital sites in Accident and Emergency and on wards from 8.00am to 8.00pm seven days a week.

### Case Study – Stay Well @Home Service

Mrs A is 90 years old living on her own. She had friends nearby, but her son moved away and was therefore unable to visit as often. Support for her was via ad hoc arrangements with friends.

Mrs A was independent, able to undertake activities such as washing and dressing, and was mobile for short distances. She presented to Accident & Emergency at 4:00pm complaining of a headache and dizziness, which she felt were getting worse. Following investigations, Mrs A did not need to be admitted. A referral was made to the StayWell@Home hospital-based team, which responded within the hour. They started the assessment at 6.00pm, just two hours after attending hospital and held a 'what matters' conversation with Mrs A and her family. During the assessment, Mrs A's family raised concerns about her ability to manage at home and felt some formal support was required to manage activities of daily living. Initially, Mrs A was reluctant to accept she required support but wanted to go home. Following discussion about support networks and her abilities, Mrs A agreed she may benefit from someone helping her as she gets tired during the day, and she wanted her family to know she is ok.

Action taken by the StayWell@Home team included a therapy review of physical capabilities, a request for urgent key safe to be fitted the next day and arranged for a roller Zimmer frame to be provided to support her mobility. A care package was arranged to start the next day with a morning and evening calls. Meals on Wheels were also arranged to start the next day. As a result of the StayWell@Home hospital-based service, Mrs A was able to be discharged less than 3 hours after the assessment, avoiding the need to be admitted, an outcome which was in line with her wishes. A review was undertaken within the first 14 days of support, which identified Mrs A would benefit from slightly longer help with reablement. Mrs A regained independence in all personal care activities and meal preparation and as a result, the support could be ended after 3 weeks and 3 days without the need for long-term services.

This case study illustrates what is different with the new arrangements. The assessment undertaken outside of core hours using information shared across health & social care, using one record. A care/support package was established and agreed immediately, with an enabling approach used to increase level of independence and to reduce any dependence on long-term service provision.

- 4.56 Our Library Services continue to play an important part in promoting people's health and well-being and we have reviewed our Housebound Service. As a result, it will be re-branded as the @homelibraryservice and will be developed to protect the interests of people who have long-term illness, mobility problems or are full-time carers so that they can continue to access books without the need to attend a central location. In addition to consulting people in communities throughout the area, our libraries have also helped us engage with the public for the development of Community Hubs.

### **Dementia care home provision**

- 4.57 Work is ongoing to increase the capacity and quality of specialist care home provision to ensure people with a dementia no longer able to remain in their own homes can access specialist care locally. For example, our proposal for the development on the site of the former Magistrates Court Site in Pontypridd is designed to ensure sustainable arrangements are in place to commission increasing levels of care for people over time, including dementia care.

### **Valley LIFE project**

- 4.58 During 2018/19, we have worked with Cwm Taf and Linc Cymru to design the extra care housing scheme and dedicated community resources to be developed on the former Ysbyty George Thomas hospital site. We have secured additional ICF capital funding to support the development of the scheme.

In addition, we have worked with Cwm Taf to extend the specialist dementia intervention service in Rhondda Cynon Taf. This Service offers a needs led approach to understand and manage behaviours related to stress and distress that effect the wellbeing of a person with dementia. The service had previously demonstrated success providing support and education within the care home sector and the new arrangements ensures that the service can now respond to people in their own homes in the community of Rhondda Cynon Taf.

To support the extension into the community the service has been enhanced by the inclusion of a senior practitioner social worker in the team to work alongside the additional psychology, occupational therapy and nurse practitioner resources.

### **Transition to adulthood**

- 4.59 We have made progress on developing new models of care and pathways to achieve better outcomes for young people transitioning into adulthood. Working with partners, regional transition principles have been prepared. Workshops were held in March to produce the new models and a development plan for implementation. A multi-agency project team is now in place to take forward the developments.

## **What are our priorities for next year and why?**

- Continue to develop new models of care to achieve better outcomes for young people transitioning into adulthood by focusing on preparing them for living as independently as possible.
- Undertake more work to implement arrangements for ongoing service user and carer engagement across Adult Services and to agree a strategy for annual delivery.
- We will be developing and delivering individualised support that is strength based and focuses on what young people and their families want. We will also be ensuring that children and young people who have been cared for are returned home to their families at the earliest opportunity and that the supports offered are evidence based and are part of a reunification framework

## **(c) Taking steps to protect and safeguard people from abuse, neglect or harm**

### **What did we plan to do last year?**

4.60 During 2018/19, we said we would:

- Strengthen our Quality Assurance Framework and further reduce the number of repeat episodes where children and young people are placed on the child protection register.
- Deliver the actions in the Children Looked After Quality Assurance Panel's Work Plan 2018/19 to ensure children looked-after and care leavers receive good quality placements that support them to live safe, healthy and fulfilled lives and to achieve their potential.
- Complete and deliver the Adults Quality Assurance audit schedule for 2018-19, focusing on the themes and trends that have become apparent from management information data and audits in 2017-18 and ensure this is aligned to the work of the newly formed Quality Assurance sub-group of the Multi-Agency Safeguarding Hub.
- Deliver the training opportunities identified in the multi-agency safeguarding training plan focusing on suicide and self-harm.
- Develop the Multi-Agency Practitioner Forum model as an effective method to develop practitioner knowledge, skills and values in relation to Adult Safeguarding and Deprivation of Liberty Safeguards with assistance from the Cwm Taf Learning & Development Centre, with the aim of delivering

regular events over the year that use real case examples to explore practice.

## How far did we succeed and what difference did we make?

### Child protection

- 4.61 At 31 March 2019, 498 children in the area were on the Child Protection Register. This compares to 502 a year earlier, a small reduction (1%) but nonetheless positive. Children who were on the Register for reasons of neglect rose very slightly from 148 at March 2018 to 150 in March 2019. Those on the Register because of emotional abuse increased from 243 to 263 over the same period.

**Table 11: Key national performance indicator – Children Looked After, RCT and Wales, 2018-19**

	Our target	Our performance	Actual vs Target
Percentage of re-registrations of children on a Local Authority Child Protection register	8.0%	6.72%	

Source: Welsh Community Care Information System (WCCIS)

- 4.62 The percentage of re-registration of children on our Child Protection Register was 6.72%. The figure, the lower the better, was ahead of our target of 8% and our previous year's performance of 8.1%.
- 4.63 During the year, 4 children become looked after on more than one occasion. Repeat admissions for children who became looked after on more than one occasion equates to 2.4% of all admissions.
- 4.64 Our Miskin Service helps young people who may be vulnerable, looked after, or at risk of becoming looked after. It has a preventative role e.g. preventing the inappropriate admission of young people into care and for those in care and whose placements e.g. in foster care, children's homes, are at risk of breaking down. It also helps young people who are accommodated in an emergency to return home. On average, during 2018-19, the service received 50 referrals per month & accepted over 60% of these for intervention.
- 4.65 Over and above helping young people who find themselves in difficult circumstances, our Miskin project encourages learning and development. The team works with our Cultural Services to provide arts and music projects and with the Tai Education Centre providing outdoor activities. The aim is to get young people re-engaged with education through these activities and achieve recognised qualifications.




### Supporting Children Looked After

- 4.66 Over the course of the year, 164 children became looked after, an increase of 5% on the previous year. A total of 837 children and young people were looked after during the year, a small reduction from 845 in 2017-18 and a continued downward trend from 884 in 2016-17.



- 4.67 Of the 837 looked after during the year, the total number being looked after at 31 March 2019 was 674, a marginal reduction from the 676 at the same point a year earlier. While the numbers in the area are still relatively high in comparison with similar authorities within Wales, we have not seen the increases experienced by some authorities. Children under 4 years of age are most of children becoming looked after (53%) followed by children less than 1 year old (32%). This is almost identical to the position for the previous year.
- 4.68 The commissioning mix of placements which favours placing children with carers in the County Borough continues to be positive. This has remained similar to last year with 70% of children looked after being placed with in-house foster carers and 30% with independent sector foster carers. Both figures are slightly ahead of our target figures. The rise in the percentage of children looked after being placed with relatives has continued with 30% as at 31 March this year compared to 27% in March 2018. This is positive for the children concerned who are afforded the security and stability they need without being legally separated from their family.

**Table 12: Key national performance indicators – Children Looked After, RCT and Wales, 2018-19**

	Our target	Our performance	Actual vs Target
Percentage of children looked after who were seen by a registered dentist within 3 months of becoming looked after	60%	79.2%	
Percentage of children looked after registered with a GP within 10 days of start of their placement	98%	89.3%	
Percentage of looked after children who have experienced 1 or more changes in school during a period or periods of being looked after which were not due to transitional arrangements	12.8%	12.8%	

Source: Welsh Community Care Information System (WCCIS)

- 4.69 We comfortably exceeded our target for children who were seen by a dentist within 3 months of becoming looked after. Our performance of 79.2% - basically 4 out of 5 children – was considerably higher than our 2017-18 performance of 53.8%. Although a good performance, we will strive for further improvement in 2019-20 on this and on the percentage of children looked after who are registered with a GP. As the above table shows, we fell slightly short of our target this year.
- 4.70 We met our target of 12.8% for the percentage of looked after children experiencing changes in school which were not due to transitional arrangements. This was an improvement on our 2017-18 performance of 14.4%
- 4.71 During the year, 45 children were adopted, which is a marked, and very encouraging, increase from the 31 adoptions in 2017-18. Three of the children were adopted by their previous foster carers. Three were adopted by single carers, 10 by same sex carers and 32 by different sex carers. We continued our work on quality




assurance with the Children Looked After Quality Assurance Panel initiative, which was introduced after an independent review. Our progress was recognised by Care Inspectorate Wales in its recent review of the Council's statutory social services functions.

- 4.72 In partnership with Merthyr Tydfil County Borough Council and with the support of the Welsh Government, we piloted a Fostering Well Being programme to improve wellbeing outcomes for fostered children. Foster carers, children and young people were recruited as pioneers, with foster carers running a helpline within Fostering Services for carers. In October 2018, we also launched the good practice guide the "Children Looked After School Quality Mark".

## Safeguarding

- 4.73 During the year, the Adult Safeguarding Team received 4,699 suspected adult-at-risk reports. This is 7% less than the number received the previous year (5,060). The reports resulted in further action in approximately 1 in 10 cases (9% or 418 cases)
- 4.74 Of reports received this year, 3 in 5 (60%) were Public Protection Notifications. The number of Section 126 enquiries (469), which are enquiries required by the Social Services and Well-being (Wales) Act 2014 when an adult is deemed to be at risk, decreased by 11% when compared to the previous year.

**Table 13: Key performance measure – Adult protection enquiries, RCT and Wales, 2018-19**

	RCT CBC Target	RCT CBC Actual	Actual vs Target
% of adult protection enquiries completed within 7 days (Measure 18)	97%	93.57%	

Source: Welsh Community Care Information System (WCCIS)

- 4.75 Nearly 19 out of 20 adult protection (93.57%) enquiries were completed within 7 days. This is similar to last year's performance (93.78%) but slightly below our goal of 97%.
- 4.76 In 2018-19, 13,137 contacts were received by the Cwm Taf Multi Agency Safeguarding Hub for Children's Services of which 1,889, (14%) had child protection concerns. In all, 1,451 of the 1,889 child protection contacts received (77%) proceeded to investigation. This compares with 16,470 contacts from April 17 to March 18, 12% (1938) of which related to child protection concerns & 85% of these resulting in an investigation.
- 4.77 An extensive programme of learning and development was delivered as a result of the multi-agency safeguarding training plan. More than 2,800 people from more than thirteen different organisations and council departments attended training events. The programme covered a diverse range of important subjects. It included safeguarding practice for children and adults, child protection, working with complex families, working with children involved in sexual exploitation and human trafficking.

More than 300 people also received “Ask and Ask” training as part of implementing the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015

#### **Case Study - Taking steps to protect and safeguard people from abuse, neglect or harm**

The Information, Advice and assistance team received a referral from a local school following a disclosure by Child B alleging that he had been hit with a belt by his mother. The case was identified as a child protection concern and referred to the Multi Agency Safeguarding Hub where a strategy meeting was held. Child B was spoken to at the school and it became evident that the child had been subject to inappropriate behaviour management styles within the home. Mother was arrested and as there were no family members the child was placed with foster carers until further enquiries could be undertaken. Following assessment, it was identified that the family originated from a country that used this form of punishment and had not initially understood professional concerns. The outcome was for work to be undertaken with the family which parents fully engaged with and Child B safely returned home with no further intervention from Children’s Services.

4.78 A series of safeguarding audits were undertaken during the year:

- Four multi-agency individual Adult Safeguarding case audits
- Audit of use of the ‘Professional Concerns Protocol’
- Quality of strategy discussions & Investigation decisions
- Use of advocacy in Safeguarding Adults Procedures
- Quality of decision-making in cases where there was no further action following S128 Reports
- Quality of decision-making in cases where there was no further action to protect required following S126 enquiries
- Learning from Repeat Safeguarding Reports for the same adults at risk
- Quality of Deprivation of Liberty Safeguards case prioritisation decisions
- Correlation of Relevant People funded by Continuing Health Care and Deprivation of Liberty Safeguards applications made
- Quality of Deprivation of Liberty Safeguards Best Interests Assessments
- De-registration of 16/17 year olds from the Child Protection Register
- Sexually Harmful Behaviour Audit
- Sexual Abuse Referral Centre referrals in Cwm Taf
- Six individual Children Safeguarding case audits

4.79 The audits and the training programme, which involved staff from many different organisations working in the area, helps to further develop practitioner knowledge, skills and values in relation to Adult Safeguarding. It helps ensure effective operation of the multi-agency initiatives such as the Multi-Agency Safeguarding Hub. We are encouraged this is recognised by others. The Care Inspectorate Wales found an effective multi-disciplinary approach assists in promoting sound safeguarding practice.

## **What are our priorities for next year and why?**

- Implement the Quality Assurance Framework.
- Strengthen the participation of children and young people in services delivery by continuing to promote engagement with Children Looked After and partner agencies to ensure coproduction and that the voice of the children and young people are heard.
- Develop the pioneer Foster Carer Programme to mentor foster carers who have children with challenging behaviour placed with them.

## **(d) Encouraging and supporting people to learn, develop and participate in society**

### **What did we plan to do last year?**

4.80 In 2018/19, we said we would:

- Increase the number of Community Hubs and neighbourhood networks over a three-year period. This phased roll-out of the locations of these Hubs to be based on the results of the consultations and evidence of greatest need.
- Develop new community-based models of service with a focus on early intervention and prevention, choice, control and independence

### **How far did we succeed and what difference did we make?**

#### **Community Hubs**

- 4.81 We have continued our development of Community Hubs and made good progress. Community Hubs encourage and support people to learn, develop and participate in society. They help to ensure better public services, which are joined up, cost effective and accessible. They provide a single point of contact within communities to access good quality information, advice and assistance to find support and a platform for learning, volunteering and to develop community capacity, and flexible community space for people to meet and socialise, thus helping to tackle loneliness and social isolation. As such, Community Hubs play an important part in preventing ill health and improving health and wellbeing.
- 4.82 The development of Community Hubs allows the Council to reconfigure its community assets and services. The facilities include a range of services provided by the public and third sector which are aligned with the Social Services and Wellbeing Act. Bringing services together creates economies of scale in terms of staffing and building costs. Making better, more cost-effective use of our community assets allows resources to be reinvested in new or retrofitted, fit-for-purpose buildings to make services sustainable in the longer term. This year, we have:

- Agreed the leasehold transfer of St Mair's Day Centre to Age Connects Morgannwg. The Hub being developed by Age Connects Morgannwg will have a range of services for the local community.
- Developed, in partnership with a third sector organisation (Fern Partnership), a Community Hub in Ferndale at the former Ferndale Infants School. It will serve the Rhondda Fach area. The building work is nearing completion and the Hub is expected to open early summer this year.
- Developed a Community Hub at the former Mountain Ash Day Centre, which will serve the South Cynon area. It is expected to open in early summer this year.
- Started to prepare plans to open a Community Hub at Porth Plaza, which is part of the regeneration of the town centre, and at the Llys Cadwyn, the former Taff Vale Precinct site which is being retained by the Council to provide a number of community-based functions.

4.83 Each Community Hub will support a "neighbourhood network" of community-based services. The network of Hubs will link services and communities together and help make more use of the excellent facilities provided by our local Third Sector organisations throughout the area. They make a significant contribution to people's health and well-being with and without direct support from the Council.

4.84 The development of Community Hubs is helping us to modernise and reconfigure our open access community services. During the year, we consulted on the future of our four remaining open access Community Day Centres - Gilfach Goch, the Brynnar Jones Centre in Gelli, Teifi House in Maerdy, and the Nazareth Day Centre in Williamstown. There are increasing costs in running the centres, the majority of which are under-utilised, with potentially significant capital investment being required to retain them. The service model does not meet the needs of older people in the communities and is no longer sustainable.

4.85 We place great emphasis on community engagement on matter such as this, where decisions need to be taken on services and facilities. We engaged with people over a period of 6 weeks. We organised eight drop-in events, which were well attended by people who use the services and residents. We also ran an online survey. In total, 331 people response to the consultation. After careful consideration, the decision was made to close three centres, with Gilfach Goch being the one to remain open. We are working with Third sector organisations to explore alternative provision for those affected, which includes the Community Hubs we are developing.

4.86 Over and above helping to support young people who find themselves in difficult circumstances, our Miskin project encourages learning and development. The team works with our Cultural Services to provide arts and music projects and with the Tai Education Centre providing outdoor activities. The aim is to get young people re-engaged with education through these activities and achieve recognised qualifications.

## **New community-based models of service**

- 4.87 We have commenced work with the Rainbow Trust to explore opportunities to develop new day opportunities aimed at improving the employment chances of young people with a learning disability on transition from school or college
- 4.88 As part of our joint working with other, we now have 5 Community Co-ordinators covering the Cwm Taf University Health Board area. The posts are funded by the Welsh Government's Integrated Care Fund. Three of the co-ordinators cover the Council's area - Cynon, Taff Ely, and Rhondda – and one covers the Merthyr Tydfil Council area. The role of the fifth co-ordinator is to work specifically with primary care across the whole area. They engage with people in communities and provide information, advice and signpost to local community groups, activities and services, building strong local networks. As such, they complement our development of Community Hubs.
- 4.89 Community Zones are being developed and the implementation plan will consider how loneliness and isolation with young parents can be tackled. Loneliness and social isolation can affect people of all ages. We secured a £120,000 Transformation Grant from the Welsh Governments Museums, Archives and Libraries Division to renovate the interior of Tonypandy Library. This has created a modern library with community spaces including rooms for confidential advice sessions and a new dedicated area for people of all ages to create and collaborate on projects. A new IT suite has also been created for Work Clubs such as Digital Friday and adult education classes. As part of the Cwm Taf Public Services Board's priority action, we participated in volunteering fayres in Treorchy Comprehensive School and Merthyr College with the aim of aligning the interests of young people in the work needed to meet the community challenge element of Welsh Baccalaureate and Duke of Edinburgh awards

## **What are our priorities for next year and why?**

- Develop new community-based models of service with a focus on prevention, independence, choice and wellbeing, including day services; respite, carers, direct payments, telecare, StayWell@Home and home care.
- Review the changes made to the single point of contact for service provision to realign with the development of the Community Zones.

## **(e) Supporting people to safely develop and maintain healthy domestic, family and personal relationships**

### **What did we plan to do last year?**

4.90 We said we would:

- Continue to work with Children's Services to develop a practice-led approach that improves the way we work with young people and their families throughout their life and at the critical time of transition to adulthood.
- Develop a plan to implement a Regional Fostering Service in line with the recommendations of the National Fostering Framework.
- Complete development of Learning Disability Day Opportunities Strategy and prepare an effective business case for the re-modelling of current service delivery model

### **How far did we succeed and what difference did we make?**

#### **Children's Services**

4.91 We have continued to work with Children's Services in regards to Transition arrangements. During 2018/19 we implemented Principles of Transition which were developed on behalf of the Cwm Taf Safeguarding board and have also developed a Strategic Transition and Operational transition Group which will involve not only Children's Services but other Multi Agency Partners to ensure that we are planning effectively for young people approaching adult hood.

These groups will drive ongoing practice development to improve the transition arrangements for young people and we continue to embed a culture of learning and development by arranging Practitioner forums to develop a consistent approach to transition and support provided to individuals and their families.

#### **Regional Fostering Service**

4.92 We aim to give children a great start in life by improving our fostering services and by recruiting more foster carers. In December 2018, our Cabinet approved a proposal to collaborate with Merthyr Tydfil County Borough Council to create a single Cwm Taf regional 'Front Door'. This reflects the priority in last year's report to develop a regional service with locally driven recruitment and marketing activity in line with the National Fostering Framework. It also brings the assessment of potential foster carers back into Council services. The new arrangements were implemented in April 2019. The Council's Contact Centre is now handling all fostering recruitment enquiries, processing applications, coordinating the marketing function and supporting potential foster carers through the process of becoming a

Foster Carer for the Cwm Taf region. Whilst it is too early to establish the full impact of the change, early signs are positive with calls being responded to more efficiently and initial visits carried out promptly.

### **Learning Disability Day Opportunities Strategy**

- 4.93 We progressed the development of a Learning Disability Day Opportunities Strategy and re-modelling of current service delivery mode. A set of options was prepared, and the service continues to consider the redesign of services to become more outcomes focused. We delayed the draft report in light of intentions for regional commissioning and to co-produce options with the people who use services and their parents and carers. We held workshops with all stakeholders in February and March 2019 to develop the strategy and implementation plan. We have set a revised target date of July 2019 to allow further co-production with people with a learning disability and their parents /carers in order to finalise the priorities for change.

### **What are our priorities for next year and why?**

- Continue to work to reduce the need for Statutory Services by ensuring that children, young people and families have coordinated integrated family support earlier.

### **(f) Working with and supporting people to achieve greater economic well-being, have a social life and live in suitable accommodation that meets their needs**

### **What did we say we would do?**

- 4.94 We said in 2018/19 we would:

- Complete the development and build of the modular construction for the Extra Care Housing to provide more choice for older residents to enable them to live healthily and safely for as long as possible, increasing independence and reducing social isolation.
- Conclude the review of existing residential care home (and day centre) provision for older people to support our future service needs supporting more people to live independently in their own homes rather than institutional settings
- Complete the redevelopment of specialist accommodation for people with learning disabilities



- Continue to ensure that there are appropriate levels of modern fit for purpose housing and accommodation available for vulnerable people that meets their needs and supported, where appropriate, by access to community facilities
- Implement the recommendations of the independent report: Review and Refocus of Accommodation and Placement Provision for Children Looked After and Care Leavers'
- Realign the Children Looked After Project to take account lessons learnt and ensure that children who cannot live with their own parents live in suitable accommodation within the area.
- Identify a range of placements that support Children Looked After and care leavers to achieve positive outcomes and draft a new model of service provision within our residential establishments.

## **How far did we succeed and what difference did we make?**

### **Extra Care Housing**

- 4.95 As reported earlier in this report, and in response to the first two priorities listed above, we have made solid progress against our plan to develop more Extra Care accommodation, an alternative to institutional care home settings, which is designed to enhance the wellbeing and independence of older people.
- 4.96 Our Extra Care accommodation on the site of the former Maesyffynnon Care Home in Aberaman is due to open in 2019. In August last year we undertook a pre-planning application consultation to build on the site of the former Magistrates Court in Pontypridd. Construction is due to commence in 2019.
- 4.97 We commissioned a major review of existing residential care home and day centre provision for older people. The review helps us understand the future service need within the wider strategic context of enabling more people to live independently in their own homes rather than in institutional settings. We have undertaken a 12-week consultation the outcome of which will inform future decisions.

### **Accommodation for people with learning disabilities and vulnerable people**

- 4.98 Our partnership working with Cynon Taf housing association to develop better accommodation for people with learning disabilities by remodelling Pen Llew Court in Aberdare has now passed the tender stage. The original 34 homes flats and maisonettes are being converted into 19 one-bedroom flats. It means people will not be living in just one bedroom but will have their own front door, a living room and bedroom, kitchen, and adapted shower. Support will be available on site 24/7. The goal is for individuals to be able to live in a community not an institution. The complex will include community facilities. Completion is anticipated by the end of 2019.
- 4.99 The development sits well with the recommendations of a national report by the Wales Audit Office "Strategic Commissioning of Accommodation Services for adults



with Learning Disabilities. The report<sup>5</sup> recommended local authorities continue to focus on preventing people becoming dependent on more expensive placements in care homes by providing effective support and a range of step-up accommodation.

4.100 In response to the Wales Audit Report regarding people with a Learning Disability, we have continued to work with Partner Agencies, the people we provide care and support to and their parents/carers to implement the Statement of Intent for Learning Disability. The statement describes a shared commitment to delivering a new model for health and social services. It is helping us address the recommendations set out by the WAO in their report and more importantly, co-produce commissioning outcomes for the short and medium term. In 2018/19, we have focused on the following priority areas:

- Preventing loneliness and isolation by increasing community inclusion
- Reducing Stigma
- Housing
- Further Education
- Employment, training and lifelong learning

The agreed shared outcomes are now being used to inform our co-production of work plans for 2019/20

### **Accommodation and placements for Children Looked After**

- 4.101 All our Children Homes received positive reports from the independent visitor. Our three residential establishments have been at full capacity for most of the year with voids being scrutinized monthly. We recognise we need to plan for future accommodation needs and are in the process of reviewing our model of residential care and the housing needs of our children looked after aged 16 and over.
- 4.102 Working with Trivallis Housing Association, we continue to provide two one-bedroom flats for young people leaving care to use on a trial basis for living independently on their own. The flats are for young people aged 17+ in residential or foster placements and staying there helps them to get to grips with everyday life such as paying bills, prioritising expenditure and ultimately facing the reality of living alone.
- 4.103 For our commitment to draft a new model of service provision within our residential establishments, we held back until the Review of models of Residential Care for Children and Young People commissioned by the Welsh Government's Ministerial Advisory Group had been published. It was published in December 2018 and we have considered its recommendations.

## **What are our priorities for next year and why?**

- We will review our model of residential care and the housing needs of our children looked after aged 16 and over.
- Deliver new accommodation models to improve outcomes for those individuals who need support to live independently (This will include actions in relation to extra care/supported living)

## 5. How we do what we do

### (a) Our workforce and how we support their professional roles

- 5.1 The delivery of high-quality services depends on us having an adequate workforce of well-trained staff with the right mix of skills, experience and approach e.g. to enhance partnership working across organisational boundaries. We have continued to press ahead with organisational and cultural change following the introduction of the Social Services and Wellbeing (Wales) Act.
- 5.2 To ensure we have the workforce we need to achieve the best for our residents, we play our part in implementing the Council's five-year Workforce Plan<sup>6</sup>. The Plan has five aims:
- Developing a flexible and agile workforce that shares organisational knowledge
  - Recruiting and retaining the best talent to create a diverse workforce
  - Leadership and management development
  - Enabling a high performing, engaged and committed workforce
  - Supporting the health and well-being of our workforce to maximise attendance
- 5.3 We have also taken, and are continuing to take, action specific to our social care workforce internally and through the Cwm Taf Social Care Workforce Development Partnership Annual Workplan 2018/19. This is a rolling action plan to:
- Support the continued implementation of the Regulation and Inspection of Social (Wales) Act including the domiciliary care workforce to prepare for registration and supporting the knowledge/role of responsible individuals.
  - Support the training, development and qualification of social care managers: including Step Up to Management; Middle Manager Development Programme; Team Manager development programme; and those requiring registration as managers
  - Support the ongoing development of approaches to outcome-focussed care and support practice
  - Support for both Social Work qualifying training and post-qualifying training in Wales
  - Support front line social care workers to develop their skills overall in relation to social care, and to support introduction of the revised induction framework
  - Enable the workforce to meet regulatory requirements for qualification and/or registration
- 5.4 A training needs analysis undertaken across the region took account of the national priorities identified by Social Care Wales. The regional priorities identified are a combination of cyclical core training (i.e. required annually) and development

events that will raise awareness and develop practice. The local priorities reflect the policy and service delivery of each local authority in the region.

- 5.5 During the year, we delivered planned training for senior practitioners including coaching and mentoring and strength-based practice and supervision. We also delivered training for all Care and Support staff. Subjects included motivational interviewing and collaborative communication, critical reflection and analysis, and positive risk-taking and decision-making.
- 5.6 In 2018-19, we took several steps to strengthen our workforce planning, our performance management and to train and develop our workforce. They include:
- Action to make effective use of the new Welsh Community Care Information System, which gives us better information to manage people's care and saves time by avoiding the need to repeat information to different agencies.
  - A new Supervision Policy, which was co-produced with staff and which is aligned to the principles of strength-based practice.
  - The introduction of peer-group support arrangements across Assessment and Care Co-ordination Services.
  - Regular engagement with staff by managers to improve communications and to allow concerns, developments, suggestions and ideas to be discussed. This happens in different ways in different service areas.
  - Where possible, more temporary and permanent posts created to increase capacity as a response to specific pressures.
  - A "Leadership in Dementia Care" programme, and support for our domiciliary staff to complete their registration with Social Care Wales. We have also actively encouraged and supported our in-house direct service front-line staff to attain at least QCF level 3
- 5.7 In our Youth Engagement and Participation Service, we introduced "Restorative Approaches". All members of staff who manage others have been trained in the approach, which is now embedded across the whole service. The approach has been helpful in establishing the collective needs of staff, informing the redevelopment of supervision forms and sessions, and delivering day-to-day activities. Plans are in hand to introduce the approach to the Early Years and Family Support Service and Resilient Families Service.
- 5.8 Staff in Children's Services have been involved in several task groups to develop a more streamlined approach to service delivery. Some are also part of national working groups and the training which stems from this is included in our Annual Training Programme. The annual programme is developed with the involvement of staff.
- 5.9 Our safeguarding staff also continue to contribute to the well-received programme of Multi Agency Practitioner Events. The many events which were held during the

year aid professional development practice by sharing learning from audits and reviews.

## **(b) Our financial resources and how we plan**

- 5.10 The financial position, coupled with changing needs and demographic pressures, continues to be challenging. The Council continues to support and prioritise Adult and Children's Services and once again has demonstrated its commitment to protecting front-line services and investing in our local priorities. For 2018-19, the Council allocated £144.9 million to the Children and Community Services budget, an increase of £6.8 million (4.9%) on the budget for 2017-18.
- 5.11 The previous financial year (2017/18) ended with an overspend for Adult Services of £0.903 million. This was mainly due to replacement and sickness cover where necessary and the need to provide specialist accommodation placements, home care packages, and reduced occupancy of in-house residential care. We also under-achieved in bringing in income where charging was due.
- 5.12 This year, we ended the year with an overspend of £1.08 million. The main reasons for this were overspends on:
- Long-term care and support staffing costs
  - Nursing/residential care costs
  - Intermediate care and reablement, due to increased demand for services to prevent admissions to hospital or to facilitate hospital discharges
  - Fairer charging, due to lower levels of income received
  - Increased costs of residential care and adoption fees and allowances.
- 5.13 During the year we also encountered additional staffing requirements in Accommodation Services and less income was received due to lower than budgeted client numbers within Home for the Elderly establishments.
- 5.14 The overspends were partly offset by underspends in:
- Independent living and day services, due to vacant posts
  - Fostering, due to reduced costs
  - Children's Services, due to temporary staffing vacancies
- 5.15 During the year, we have taken a range of action to manage the financial challenges and pressures and this work is ongoing.
- 5.16 In order to manage ongoing budget pressures, we continue to implement robust and very challenging budget plans as part of the Council's financial management strategy and associated Medium-Term Financial Plan. We have robust processes in place to identify budget pressures and budget efficiencies, including rigorous scrutiny. Vacancies which arise are considered as part of our ongoing, broader, work to reflect on and rethink our activity with the possibility of transforming the way we deliver services. Quality assurance panels oversee commissioning decisions across Adult Services to ensure challenge and consistency in the quality of

assessment outcomes along with monthly cost-of-care meetings and fortnightly specialist placements panel meetings.

- 5.17 We are also focusing efforts to further strengthen prevention work to reduce and/or contain demand and increasing the number of clients living independently thus reducing the cost of care. We continue to work to improve efficiency and productivity of our operations through reviews and by increased use of technology.

### **(c) Our partnership working, political and corporate leadership, governance and accountability**

- 5.18 We are fortunate to have a political and corporate leadership which is committed and effective in supporting and challenging the performance of Cabinet members and officers to drive improvements in services and transformation. This was recognised by the Care Inspectorate Wales in its recent inspection. Our Cabinet Members are approachable and supportive and fully engaged in the delivery and development of services.

- 5.19 Partnership working to improve services and to achieve efficiencies remains an important part of our work in both Adult and Children's Services. We continue to play a significant part in the Regional Partnership Board and the delivery of the regional plan, which was produced in conjunction with, Merthyr Tydfil County Borough Council, the Cwm Taf University Health Board and Third Sector organisations.

- 5.20 In June 2018, the Welsh Government announced responsibility for healthcare services in the Bridgend County Borough Council area would transfer to the Cwm Taf University Health Board from the Abertawe Bro Morgannwg University Health Board. As a result, the Board's boundary would extend to encompass the Bridgend County Borough Council area. The change came into effect on 1 April this year. We have worked with our original partners and new partners in the Bridgend County Borough Council area to ensure the new Cwm Taf Morgannwg Regional Partnership Board is up and running and effective. We are committed to playing our part to the full to develop more integrated care and support services which benefit those who need our services and the population of the whole area.

- 5.21 In Adult Services, we have continued to work closely with partner organisations across the health and social care system in Rhondda Cynon Taf and regionally. For example:

- We are the regional operational lead on the Reablement and Stay Well @Home integrated services which have been developed in partnership with Cwm Taf Health Board and Merthyr Tydfil County Borough Council.
- We have developed new service model proposals such as Stay well @Home 2 and Telecare to support a regional transformation bid, and dementia service proposals to enhance support available in the community. This follows the success of Stay Well @Home in the 2018 National NHS Awards for working seamlessly across agencies. It was also "highly commended" at the Social Care Accolades. A recent

independent evaluation of the service evidenced good joint working in practice.

- We continue to work closely with regional partners for effective co-ordination on, and development of, joint investment opportunities e.g. the Integrated Care Fund. We are the regional lead with externally commissioned home care agencies to ensure the effective delivery of home care services; including recruitment and retention initiatives, zoning and outcome-based commissioning.
- The links we have developed with housing providers, commissioned care agencies and third sector organisations are delivering results. We have delivered new accommodation models (long-term and respite) for people with learning disabilities including Pen Llew Court in Aberdare; Crown Avenue in Treorchy, Oxford Street in Mountain Ash and Belle Vue in Treforest. These developments have been highlighted earlier in the report.
- We manage various partnership projects with the Third Sector including RNIB, Action for Hearing Loss, Care and Repair, Mencap, DEWIS and Age Connects Morgannwg. We reviewed each of them in 2018 to ensure arrangements are efficient and effective and outcome focused.
- The Multi Agency safeguarding Hub has continued to develop and mature with strong evidence of sound inter-agency safeguarding practice. Likewise, the work of the Safeguarding Board has delivered opportunities for improvements in practice both within and between agencies.

5.22 In addition to the above, equipment provision for Adult Services is delivered via a Partnership with Cwm Taf Health Board, Merthyr Tydfil and Bridgend Council Borough Councils via a pooled funds arrangement. We have, as regional lead, also established a care home pool budget and commenced a review of joint commissioning of care home provision.

5.23 Care Inspectorate Wales has also commented *that “effective operational and strategic relationships with other regional partners have facilitated the implementation of some innovative projects, such as the hospital based, multi-professional Stay Well @ Home initiative,”* reflecting a strong commitment to co-production.

5.24 Partnership working is also a fundamental part of our Children’s Services. For example:

- We are working with public and third sector organisations to embed a culture of early intervention and prevention through, for example, the Resilient Families Programme. This is part of the Integrated Family Support Framework, the purpose of which is to co-ordinate and organise the contribution of services providing support to families.
- We are leading the development of a Joint Statement of Strategic Intent for Children and Young People for the Regional Partnership Board,

working with Merthyr Tydfil County Borough Council, Cwm Taf University Health Board and third sector organisations

- Our Miskin project works with the Council's Cultural Services to provide arts and music projects and with the Tai Education Centre for outdoor activities.
- We lead the Cwm Taf Reflect Project, which works with young women who have had children removed from their care, and the Regional Advocacy Service.
- We have a representative on a Welsh Government's Ministerial Advisory Group. The same person is vice-chair for the Early Intervention Task Group. Another is chairing the Welsh Government's task and finish group which is examining good practice guidance on neglect.
- We chair the "Together for Mental Health" Partnership Board for Children and Young people and we are working with South Wales Police on the implementation of the Early Action Programme

5.25 We have worked with our partners to establish a Regional Commissioning Team and are committed to helping it become an effective means of developing more integrated services. The team, which will work across all services, will drive the health and social care integration agenda on behalf of the Regional Partnership Board. It will lead the implementation of the Regional Plan and a programme of commissioning activities, which will help to improve the quality and value for money of care services.

### **What are our priorities for next year and why?**

- Development of an overarching workforce development strategy for Adult Services.
- Deliver agreed budget efficiencies and manage services within resources available in the medium-term, including action to reduce sickness absence and improve business processes.
- Embed quality assurance and performance management culture at all levels of adult services (This will include actions on management information and performance indicators).
- Maximise adult social care income and debt recovery to build on improvements in level of debt achieved in 2018-19.
- Manage the market to ensuring we have the local workforce and safe and the sustainable localised care and services that we need.



## 6. Accessing information and key documents

- 6.1 This report has summarised the Council's Social Services Department's performance for the 2018-19 financial year. Over and above the day-to-day delivery of services, it reports progress against our priorities for action set out in last year's report. The report helps us to be accountable to the residents of Rhondda Cynon Taf and open about what we are doing.
- 6.2 The contents of the report strike a balance between volume of information and the desire to make it informative and easy to read. Whether seeking information on our performance or information on help and support in the area, there are other ways in which you can find out about our services and developments, and action we are taking in partnership with other organisations including the Cwm Taf University Health Board, Merthyr Tydfil and Bridgend County Borough Councils, South Wales Police, and the many third sector organisations, which play such an important role in helping people in our communities.

### Other sources of information

- 6.3 For support in the area:

- Adult Social Services Care and Support  
<https://www.rctcbc.gov.uk/EN/Resident/AdultsandOlderPeople/AdultSocialServicesCareandSupport/AdultSocialServicesCareandSupport.aspx>
- Children and Families  
<https://www.rctcbc.gov.uk/EN/Resident/ChildrenandFamilies/ChildrenandFamilies.aspx>
- You can search "Dewis Cymru" for community-based services to support you and your family <https://www.dewis.wales/>

- 6.4 Full information on Councillors, Committees and Meetings is available on the Council's website: <https://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/CouncillorsCommitteesandMeetings.aspx>. Meetings of the Cabinet, the Children and Young People Scrutiny Committee and the Health and Wellbeing Scrutiny Committee are particularly relevant to this report. Agendas, papers and decision reports can be accessed via the following web pages:

- Cabinet:  
<https://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Committees/Cabinet.aspx>
- Children and Young People Scrutiny Committee  
<https://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Committees/ChildrenandYoungPeopleScrutinyCommittee.aspx>
- Health and Wellbeing Scrutiny Committee  
<https://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Committees/HealthandWellbeingScrutinyCommittee.aspx>

## References

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<sup>1</sup> Cwm Taf Regional Plan 2018-23

<sup>2</sup> RCT Corporate Performance Report (2019) Innovate Trust

<sup>3</sup> Your Life Your Care (April 2018) A survey of the views of looked after children and young people aged 4-18yrs in Rhondda Cynon Taf

<sup>4</sup> Charging for Non-Residential Social Services policy

<https://www.rctcbc.gov.uk/EN/Resident/AdultsandOlderPeople/Helpoliveathome/RelatedDocuments/ChargingforNonResidentialSocialServices.pdf>

<sup>5</sup> Wales Audit Office (May 2018) Strategic Commissioning of Accommodation Services for Adults with Learning Disabilities. Cardiff: Wales Audit Office

<sup>6</sup> Workforce Plan 2017-2022, Rhondda Cynon Taf

<https://www.rctcbc.gov.uk/EN/Council/WorkforcePlan/RelatedDocuments/WorkforcePlan20172022.pdf>