



County Hall
Cardiff
CF10 4UW
Tel: (029) 2087 2000

Neuadd y Sir
Caerdydd
CF10 4UW
Ffôn: (029) 2087 2000

PAPURAU ATODOL

Pwyllgor	PWYLLGOR CRAFFU AMGYLCHEDDOL
Dyddiad ac amser y cyfarfod	DYDD LLUN, 18 CHWEFROR 2019, 10.30 AM
Lleoliad	YSTAFELL BWYLLGORA 4 - NEUADD Y SIR
Aelodaeth	Cynghorydd Patel (Cadeirydd) YCynghorwyr Derbyshire, Philippa Hill-John, Owen Jones, Lancaster, Jackie Parry, Owen, Wong a/ac Wood

Agenda Terfynol

1 Ymddiheuriadau am Absenoldeb

Derbyn ymddiheuriadau am absenoldebau.

2 Datgan Buddiannau

Dylid gwneud hyn ar ddechrau'r eitem agenda dan sylw, yn unol â'r Cod Ymddygiad Aelodau.

3 Cynigion Cyllidebol Drafft 2019-20 – Trosolwg Corfforaethol (*Tudalennau 5 - 148*)

- Bydd y Cynghorydd Chris Weaver, Aelod Cabinet dros Gyllid, Moderneiddio a Pherfformiad, yn cael gwahoddiad i wneud datganiad byr.
- Swyddog o'r Gyfarwyddiaeth Adnoddau i roi cyflwyniad ar Gynigion y Gyllideb Ddrafft 2019/20-Trosolwg Corfforaethol.
- Yn dilyn y cyflwyniad ar Gynigion y Gyllideb Ddrafft 2019/20 – Trosolwg Corfforaethol, bydd swyddogion o'r Gyfarwyddiaeth Adnoddau a'r Cynghorydd Chris Weaver, Aelod Cabinet dros Gyllid, Moderneiddio a Pherfformiad ar gael i ateb unrhyw gwestiynau gan Aelodau.

4 Cynllun Corfforaethol Drafft ar gyfer 2019 i 2022 a Cynigion Cyllideb Drafft

Portffolio Cynllunio Strategol a Thrafnidiaeth:

- a) Bydd y Cynghorydd Caro Wild, Aelod o'r Cabinet dros Gynllunio Strategol a Thrafnidiaeth yn cael ei wahodd i wneud datganiad byr ar y rhannau o'r Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd sy'n berthnasol i'w bortffolio o gyfrifoldeb.
- b) Bydd swyddog o'r Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd yn rhoi cyflwyniad ar gynigion cyllideb ddrafft y Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd sy'n berthnasol i'r Portffolio Cynllunio Strategol a Thrafnidiaeth.
- c) Bydd y Cynghorydd Caro Wild a swyddogion o'r Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd ar gael i ateb cwestiynau gan Aelodau ar feysydd y Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd sy'n berthnasol i'r Portffolio Cynllunio Strategol a Thrafnidiaeth.

Portffolio Strydoedd Glân, Ailgylchu a'r Amgylchedd

- d) Bydd y Cynghorydd Michael Michael, Aelod o'r Cabinet dros Strydoedd Glan yn cael ei wahodd i wneud datganiad byr ar y rhannau o'r Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd sy'n berthnasol i'w bortffolio o gyfrifoldeb.
- e) Bydd swyddog o'r Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd yn rhoi cyflwyniad ar gynigion cyllideb ddrafft y Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd sy'n berthnasol i'r Portffolio Strydoedd Glan, Ailgylchu a'r Amgylchedd.
- f) Bydd y Cynghorydd Michael Michael a swyddogion o'r Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd ar gael i ateb cwestiynau gan Aelodau ar feysydd y Gyfarwyddiaeth Cynllunio, Trafnidiaeth a'r Amgylchedd sy'n berthnasol i'r Portffolio Strydoedd Glan, Ailgylchu a'r Amgylchedd.

5 Ystyried Adroddiad Drafft y Pwyllgor Craffu Amgylcheddol sydd â'r teitl 'Sbwriel a Thipio Anghyfreithlon yng Nghaerdydd – Ymarfer Gorchwyl a Gorffen' (Tudalennau 149 - 310)

- Y Prif Swyddog Craffu i siarad ag Aelodau drwy argymhellion yr adroddiad drafft o dan y teitl 'Sbwriel a Thipio Anghyfreithlon yng Nghaerdydd'. Gofynnir i Aelodau drafod, derbyn, gwrthod neu awgrymu newidiadau i'r argymhellion cyn i'r adroddiad gael ei gwblhau i'w gyflwyno mewn cyfarfod o'r Cabinet yn y dyfodol.

6 Pwyllgor Craffu Amgylcheddol - Rhaglen Waith 2018/19

- Y Prif Swyddog Craffu i siarad ag Aelodau drwy amrywiaeth o eitemau posibl yn y dyfodol ar gyfer Rhaglen Waith y Pwyllgor Craffu Amgylcheddol 2018/19;

- Bydd angen i aelodau ystyried, awgrymu a chytuno ar eitemau i'r dyfodol ar gyfer Rhaglen Waith y Pwyllgor Craffu Amgylcheddol 2018/19.

7 Y ffordd ymlaen

8 Dyddiad y cyfarfod nesaf – 5 Mawrth 2019

Davina Fiore

Cyfarwyddwr Llywodraethu a Gwasanaethau Cyfreithiol

Dyddiad: Dydd Mawrth, 12 Chwefror 2019

Cyswllt: Graham Porter, 02920 873401, g.porter@caerdydd.gov.uk

Mae'r dudalen hon yn wag yn fwriadol

**CYNGOR CAERDYDD
CARDIFF COUNCIL**

ENVIRONMENTAL SCRUTINY COMMITTEE

18 February 2019

**DRAFT CORPORATE PLAN 2019 to 2022 & 2019/20 DRAFT CABINET
BUDGET PROPOSALS**

Purpose of report

1. To provide Members with the context for the scrutiny of those sections of the Council's Draft Corporate Plan 2019 to 2022 and Draft Cabinet 2019/20 budget consultation proposals as they relate to the Directorate which falls under the remit of this Committee.

Structure of Papers

2. Attached to this report, Members will find a copy of relevant sections of the Draft Corporate Plan 2019 to 2022 and Draft Cabinet Budget Papers 2019/20 with sections of the budget that fall within this Committee's remit, and which Members may wish to scrutinise during the meeting. The papers include:
 - Sections of the Draft Corporate Plan 2019 to 2022 relevant to the terms of reference of the Environmental Scrutiny Committee (**Appendix 1**);
 - 2019/20 Proposals Overview – Includes an overview of the 2019/20 savings proposals (**Appendix 2**);
 - Planning, Transport & Environment Directorate - Draft Budget Savings Proposals relevant to the Strategic Planning & Transport Portfolio (**Appendix 3**);
 - Planning, Transport & Environment Directorate - Financial Pressures relevant to the Strategic Planning & Transport Portfolio (**Appendix 4**);

- Planning, Transport & Environment Directorate – Capital Programme relevant to the Strategic Planning & Transport Portfolio (**Appendix 5**);
- Planning, Transport & Environment Directorate – Fees & Charges relevant to the Strategic Planning & Transport Portfolio (**Appendix 6**);
- Planning, Transport & Environment Directorate - Draft Budget Savings Proposals relevant to the Clean Streets, Recycling & Environment Portfolio (**Appendix 7**);
- Planning, Transport & Environment Directorate - Financial Pressures relevant to the Clean Streets, Recycling & Environment Portfolio (**Appendix 8**);
- Planning, Transport & Environment Directorate – Capital Programme relevant to the Clean Streets, Recycling & Environment Portfolio (**Appendix 9**);
- Planning, Transport & Environment Directorate – Fees & Charges relevant to the Clean Streets, Recycling & Environment Portfolio (**Appendix 10**);
- Planning, Transport & Environment Directorate – Exempt Fees & Charges relevant to the Clean Streets, Recycling & Environment Portfolio – (**Appendix 11 – this document contains confidential information and is placed on yellow papers**);
- Planning, Transport & Environment Directorate – Controllable Budget Analysis (**Appendix 12**);
- ‘*Changes for Cardiff – Consultation Results & Feedback Report on the City of Cardiff Council’s 2019/20 Budget Proposals – Executive Summary*’ & relevant sections from the report (**Appendix 13**).

Structure of Meeting

3. The following Cabinet Members have been invited to attend the Committee:

- Councillor Chris Weaver – Cabinet Member for Finance, Modernisation & Performance;

- Councillor Caro Wild – Cabinet Member for Strategic Planning & Transport;
 - Councillor Michael Michael – Cabinet Member for Clean Streets, Recycling & Environment.
4. The Cabinet Members will be supported by officers from the Resources Directorate and the Planning, Transport and Environment Directorate.
 5. At the meeting an officer from the Resources Directorate will deliver a presentation on the Draft Budget Proposals 2019/20; in doing this they will provide a summary of the outline Welsh Government funding proposals and comment on how these will impact on services delivered within the Environmental Scrutiny Committee's terms of reference. The Resources Directorate representative and Councillor Chris Weaver will then be available to answer any Member questions on the overall budget position.
 6. The budget corporate overview will be followed by scrutiny of the Draft Budget Proposals 2019/20 for the Strategic Planning & Transport Portfolio and Clean Streets, Recycling & Environment Portfolio. This will provide Councillor Caro Wild and Councillor Michael Michael with the opportunity to brief the Committee on the impact that the Draft Corporate Plan 2019 to 2022 and Draft Budget Proposals 2019/20 will have on their areas of responsibility. The proposals for both of these portfolios will be managed from within the Planning, Transport & Environment Directorate. The Cabinet Members will be supported by officers responsible from the Planning, Transport & Environment Directorate.

Background

7. The Council's constitution allows for Scrutiny Committees to consider the Draft Cabinet budget proposals prior to their consideration by the Cabinet and then Council.
8. The Scrutiny Committee's comments or recommendations will be considered by the Cabinet prior to finalising their budget proposals. The

budget information provided for consideration alongside this report is for the purpose of consultation only. The Draft Cabinet budget proposals will be considered by Cabinet on 21 February 2019 for agreement; at this meeting a formal decision will also be taken determining the Cabinet's budget recommendations for consideration by Council at its meeting on 28 February 2019.

9. This meeting will focus on those areas of the Council's budget that fall within this Committee's terms of reference together with the budget proposals alignment with those areas of the Draft Corporate Plan 2019 to 2022. Members will, therefore, be presented with the budget proposals for the Planning, Transport & Environment Directorate.

Summary of Draft Corporate Plan 2019 – 2022

10. In July 2017, the Council's new Administration set out a policy programme and associated delivery commitments entitled 'Capital Ambition' establishing the Cabinet's key priorities for the municipal term, and outlining a programme of action to continue to drive the city economy forward, whilst ensuring that the benefits of success are felt by all residents. It focussed on four main areas, which form the basis for the Corporate Plan 2019-22 :
 - **Working for Cardiff** – Making sure that all citizens can contribute to, and benefit from, the city's success;
 - **Working for Wales** – A successful Wales needs a successful capital city;
 - **Working for the Future** – Managing the city's growth in a sustainable way;
 - **Working for Public Services** – Making sure public services are delivered efficiently, effectively and sustainably in the face of rising demand and reducing budgets.
11. The Corporate Plan and the Well-being Plan are key documents in delivering Capital Ambition, as they translate the administration's

priorities into deliverable organisational objectives. The Well-being of Future Generations act also places a statutory duty on Public Bodies to publish well-being objectives. In Cardiff, the Council and the Public Service Board have adopted the same seven Well-being Objectives, reflecting their shared aspirations for the city and a common understanding of challenges. The Corporate Plan is, therefore, structured around Capital Ambition priorities and seven well-being objectives. The Corporate Plan also makes clear the steps the Council will undertake to make progress in achieving these objectives, these are:

- **Working for Cardiff Well-being Objectives:** Cardiff is a great place to grow up; Cardiff is a great place to grow older; Supporting people out of poverty; Cardiff has Safe, Confident and Empowered Communities.
- **Working for Wales Well-being Objective:** A Capital City that Works for Wales.
- **Working for the Future Well-being Objective:** Cardiff's Population Growth is managed in a Resilient Way.
- **Working for Public Services Well-being Objective:** Modernising and Integrating Our Public Services.

12. The Corporate Plan also sets out the Performance Measures and targets that will enable the Council, and its scrutiny committees, to monitor delivery. The example below demonstrates how the Well-being Objectives, Steps and Performance Measures relate to one another as part of a coherent policy framework:

Capital Ambition Priority: Working for the Future

Well-being Objective: Cardiff Grows in a Resilient Way

Steps: The actions we will take to make progress are:

- Work with Welsh Government and local authorities to jointly develop a new programme of regional infrastructure over the next three years, focused on delivering facilities to improve and extend the capability

and capacity for the sustainable treatment of “difficult to recycle” materials.

- Meet our recycling targets by working with Welsh Government and WRAP to:
 - ❖ Develop and deliver short-term recycling objectives by June 2019;
 - ❖ Develop a long-term sustainable approach to the collection of residual wastes, recyclables and food wastes by March 2020.
- Develop a citizen-based strategic plan for new and existing recycling centres and promote improved recycling to 80% in centres by 31st March 2020.
- Develop and deliver targeted interventions to promote recycling in communities to support achieving 64% recycling target for 2019/20.
- Develop and work in partnership(s) to support re-use in Cardiff by 31st March 2020.
- **Performance Measure (KPI):** The percentage of municipal waste collected and prepared for re-use and / or recycled.
- **Target:** 64%

13. This Cover Report is structured by Cabinet Portfolio and considers the sections of the Corporate Plan 2019-2022 relevant to this Committee’s terms of reference, setting out the relevant Well Being Objectives, Steps and Performance Measures.

Summary of Budgetary Position

14. As at 11 February 2019, the Council finds itself with a budgetary gap of approximately £32 million for 2019/20, before savings have been accounted for. The shortfall comprises of:

BUDGETARY GAP	£000
Resources Available	612,608
Resources Required	645,046
Shortfall before savings	32,438

15. The resources available to finance the budget before any increase in the rate of Council Tax are made up as follows:

Resources Available	£000
Resources from WG	444,629
Council Tax (at nil increase)	167,979
Total Resources Available	612,608

16. The following table summarises the resources required to cover base expenditure, commitments and budget realignments.

Resources Required	£000
2018/19 adjusted base (after transfers)	610,400
New Responsibilities (per settlement)	637
New Specific Grant funding for Social Services (per settlement)	(3,000)
Employee Costs	4,412
Demographic Pressures	3,500
Commitments	2,997
Directorate Expenditure Realignments	5,599
Exceptional Inflation	3,186
Schools pressures	12,520
New directorate pressures	4,795
Total Resources Required	645,046

17. The table below identifies how the funding shortfall will be addressed:

Funding Gap	£000
Directorate Savings	(19,157)
Partial deletion of Financial Resilience Mechanism	(200)
Schools' contribution to meeting pressures	(3,586)
Net Council Tax increase at 4.9%	(6,745)
Use of Reserves	(2,750)
TOTAL	(32,438)

18. In respect of savings proposals of **£19.157** million, shown in **Appendix 2**:

- **£4.878 million** are savings from **employee costs**;
- **£15.976 million** are savings from **other spend**; and
- **£1.697 million** net reduction in **income budgets**.

19. These overall figures include the write-out of budgets linked to the proposal to secure a private tenant for the New Theatre within Economic Development. This includes a reduction in income budgets, which offsets other savings in respect of the generation of additional income, which otherwise total £3.855 million overall.
20. To enable the Committee to understand the prioritisation of proposed savings across directorates, the table below sets out the level of savings proposals for each directorate, as a percentage of overall savings.

Total Savings	Employee Costs £000	Other Spend £000	Income £000	Total £000	% of overall saving
Corporate Management	40	126	0	166	1%
Economic Development	1,876	6,679	(5,402)	3,153	16%
Education and Lifelong Learning	270	1,032	140	1,442	8%
People & Communities – Housing and Communities	423	95	350	868	5%
People & Communities – Social Services	0	5,750	250	6,000	31%
Planning, Transport & Environment	477	1,810	1,982	4,269	22%
Resources – Governance & Legal	119	42	211	372	2%
Resources - Resources	1,673	442	772	2,887	15%
Total	4,878	15,976	(1,697)	19,157	100%

21. Members will be aware that there is a requirement for every savings proposal to have an equality screening or (if the screening identifies a red or red/amber risk) a full equality impact assessment. Members have the opportunity to view those equality impact assessments that were identified as potentially having a significant negative impact on the

various protected characteristics on the Council's website; the link to the relevant webpage can be accessed below:

<https://www.cardiff.gov.uk/ENG/Your-Council/Council-finance/Council-Budget/2019-20/EIAS-2019/Pages/default.aspx>

22. **Appendices 5 & 9** contain details of the capital programme proposals relevant to the terms of reference of the Environment Scrutiny Committee. It sets out the following capital expenditure proposals 2019/20 to 2023/24 financial years:
- Strategic Planning & Transportation Portfolio - £34,527 for 2019/20 and £83,729 for the whole five year period, i.e. financial years 2019/20 to 2023/24;
 - Clean Streets, Recycling & Environment Portfolio - £11,274,000 for 2019/20 and £26,985 for the whole five year period, i.e. financial years 2019/20 to 2023/24.

Budget Information relevant to the Strategic Planning & Transport Portfolio

23. **Draft Corporate Plan** - The Draft Corporate Plan 2019 to 2022 sets out the key issues, priorities, resources and most importantly outcomes for the Strategic Planning & Transport Portfolio. A copy of an extract of the Draft Corporate Plan 2019 to 2022 relevant to the terms of reference of the Environmental Scrutiny Committee is attached to this report as **Appendix 1**.
24. Councillor Caro Wild, the Cabinet Member for Strategic Planning & Transport has a number of commitments that are required to address the actions to deliver the well-being objective: Cardiff Grows in a Resilient Way, these are:
- Continue to take forward Resilient Growth Programme Board meetings four times a year to bring together decision makers from across the public and community services to ensure that the impacts

of population growth and climate change are managed in a resilient and sustainable manner with the aim of managing new and emerging issues.

- Undertake a feasibility study to identify a preferred measure(s) which will ensure the Council can achieve compliance with the EU Limit Value for Nitrogen Dioxide (NO₂) in the shortest possible time – Final Plan, setting out a full business case for the preferred option, to be submitted to Welsh Government by 30th June 2019.
- Launch a new Transport & Clean Air Vision for the city and develop a Clean Air Strategy, including Active Travel solutions, by 30th September 2019.
- Develop and deliver a prioritised programme of minor road repairs through to full-scale resurfacing to address concerns, such as potholes and deteriorating roads & pavements.
- Develop an electric vehicles strategy by December 2019.
- Progress the City Centre Masterplan through achievable and deliverable transport projects from 2019 through to 2021. Projects will focus on delivering the sustainable transport infrastructure improvements and transport deliverables outlined in the Masterplan, Transport Strategy, Transport White Paper and Local Development Plan.
- Support the delivery of the Council's Active Travel agenda by working with the Active Travel Advisory Groups.
- Make Cardiff roads safer by implementing 20mph speed limits through a phased programme delivery; completing Grangetown and developing plans for identified areas of Splott, Butetown, Canton and Penylan (subject to funding) during 2019/20.

- Improve the cycling and walking network in Cardiff by delivering prioritised routes within the Active Travel Integrated Network Map, including phase 1 of the Cycle Super Highway by 2021. Phase 1: Connecting the Heath Hospital, City Centre (Dumfries Place) and Newport Road/Broadway and Lloyd George Avenue.
- Expand the on-street cycle hire scheme to 1,000 bikes by March 2019.
- Ensure every school in Cardiff has developed an Active Travel plan – including training and/or infrastructure improvements – by 2022.
- Support the delivery of high-quality and well-connected communities – as described by the Council's Master Planning Principles – by using the Planning, Transport & Place-making services to secure Section 106 Agreements on Local Development Plan strategic sites.
- Increase the delivery of new houses to meet housing need through the development of Local Development Plan strategic sites including 6,500 new affordable homes by 2026.
- Convene regular Design Review Meetings to consider and make recommendations to development proposals submitted to the Local Planning Authority, and publish an annual Design Review Monitoring document during January 2020.

Strategic Planning & Transport Portfolio - Draft Budget Savings Proposals, Capital Programme and Fees & Charges

25. This report provides the Committee with an opportunity to consider the Draft Cabinet Savings Proposals and their alignment to the Corporate Plan 2019 to 2022 for the Planning, Transport & Environment Directorate that relate to this Committee's terms of reference. The proposals for the Planning, Transport & Environment Directorate are referenced below:

- **Appendix 3: Planning, Transport & Environment Directorate– Draft Budget Savings Proposals relevant to the Strategic Planning & Transport Portfolio** – This document provides a detailed analysis of the budget savings proposed for the Planning, Transport & Environment Directorate relevant to the Strategic Planning & Transport Portfolio. The Planning, Transport & Environment Directorate has total proposed savings of £1,352,000 that are relevant to the Strategic Planning & Transport Portfolio. Total savings are split across three general savings areas are – ‘Employee Costs’ £161,000; ‘Other Spend’ £104,000; and ‘Income’ £1,087,000.
- **Appendix 4: Planning, Transport & Environment Directorate – Financial Pressures relevant to the Strategic Planning, & Transport Portfolio** – This document provides detail on the two financial pressures bids submitted by the Planning, Transport & Environment Directorate. The financial pressures bids are described as:

 - City Centre Public Realm improvements - including Central Square (no S278/commuted sums etc) - £120,000.
 - Maintenance and operation of new hostile vehicle mitigation bollards - £50,000.
- **Appendix 5: Planning, Transport & Environment Directorate - Budget 2019/20 - 2023/24 – Capital Programme** – The extract from the draft Capital Programme provides an analysis of the Directorate capital projects proposed over the next five years relevant to the Strategic Planning & Transport Portfolio.
- **Appendix 6: Planning, Transport & Environment Directorate – Fees & Charges relevant to the Strategic Planning & Transport Portfolio** – Appendix 6 provides a summary of the proposed fees and charges relevant to the Strategic Planning & Transport Portfolio for 2019/20.

- **Appendix 12: Planning, Transport & Environment Directorate – Controllable Budget Analysis** - The financial information element of the pack has been updated to include the relationship between the 2018/19 budget lines and savings proposed against each line as part of the 2019/20 budget for the Planning, Transport & Environment Directorate.

Budget Information relevant to the Clean Streets, Recycling & Environment Portfolio

26. **Draft Corporate Plan** - The Draft Corporate Plan 2019 to 2022 sets out the key issues, priorities, resources and most importantly outcomes for the Clean Streets, Recycling & Environment Portfolio. A copy of an extract of the Draft Corporate Plan 2019 to 2022 relevant to the terms of reference of the Environmental Scrutiny Committee is attached to this report as **Appendix 1**.
27. Councillor Michael Michael, the Cabinet Member for Clean Streets, Recycling & Environment has a number of commitments to address the actions to deliver the well-being objective: Cardiff Grows in a Resilient Way, these are:
 - Work with Welsh Government and local authorities to jointly develop a new programme of regional infrastructure over the next three years, focused on delivering facilities to improve and extend the capability and capacity for the sustainable treatment of “difficult to recycle” materials.
 - Meet our recycling targets by working with Welsh Government and WRAP to:
 - ❖ Develop and deliver short-term recycling objectives by June 2019;
 - ❖ Develop a long-term sustainable approach to the collection of residual wastes, recyclables and food wastes by March 2020.

- Develop a citizen-based strategic plan for new and existing recycling centres and promote improved recycling to 80% in centres by 31st March 2020.
- Develop and deliver targeted interventions to promote recycling in communities to support achieving 64% recycling target for 2019/20.
- Develop and work in partnership(s) to support re-use in Cardiff by 31st March 2020.
- Develop and deliver an area-based model for cleansing and enforcement to support efficient and effective service delivery by 30th June 2019.
- Develop and deliver an extended campaign for 'Love Where You Live' to encourage local volunteering, and engage with citizens and businesses on concerns in their communities by 30th September 2019.
- Develop and deliver productivity and performance data relating to Street Scene Services by 30th September 2019 to identify opportunities for improvement.
- Review resources relating to key frontline services and how savings in the medium term financial plan will impact standards/ benchmarking performance.
- Develop a Council Food Strategy for approval by May 2019 and implement the approved action plan.
- Deliver a 7.5 Megawatt Solar Farm at Lamby Way by September 2019 – generating renewable energy and supporting carbon-neutral aspirations – subject to the approval of a final business case in April 2019.

- Continue to take forward Resilient Growth Programme Board meetings four times a year to bring together decision makers from across the public and community services to ensure that the impacts of population growth and climate change are managed in a resilient and sustainable manner with the aim of managing new and emerging issues.
- Secure a contract for the delivery of a heat network to serve areas of the bay and city centre, subject to successful national government capital grant award and cabinet approval of a final business case by October 2019.

Clean Streets, Recycling & Environment Portfolio - Draft Budget Savings Proposals, Capital Programme and Fees & Charges

28. This report provides the Committee with an opportunity to consider the Draft Cabinet Savings Proposals and their alignment to the Corporate Plan 2019 to 2022 for the Planning, Transport & Environment Directorate that relate to this Committee's terms of reference. The proposals for the Planning, Transport & Environment Directorate relevant to the Clean Streets, Recycling & Environment Portfolio are referenced below:

- **Appendix 7: Planning, Transport & Environment Directorate – Draft Budget Savings Proposals relevant to the Clean Streets, Recycling & Environment Portfolio** – This document provides a detailed analysis of the budget savings proposed for the Planning, Transport & Environment Directorate relevant to the Clean Streets, Recycling & Environment Portfolio. The Planning, Transport & Environment Directorate has total proposed savings of £2,491,000 that are relevant to the Clean Streets, Recycling & Environment Portfolio. The total saving is split across three general savings areas – ‘Employee Costs’ £316,000; ‘Other Spend’ £1,280,000; and ‘Income’ £895,000.

- **Appendix 8: Planning, Transport & Environment Directorate – Financial Pressures relevant to the Clean Streets, Recycling & Environment Directorate** – This document provides detail on the four financial pressures bids submitted by the Planning, Transport & Environment Directorate. The financial pressures bids are described as:

 - Street Scene - Cleansing growth due to night time economy & increase in food outlets (2-10pm shift) - £100,000.
 - Street Scene - Increased recycling costs - Achieve recycling target (£250,000); Increased cost of recycling disposal & treatment (£454,000) - £704,000.
 - Street Scene - City Wide Roll Out of Separate Glass Collections - £163,000.
 - Fleet - Additional lease cost of existing fleet - £200,000.

- **Appendix 9: Planning, Transport & Environment Directorate - Budget 2019/20 - 2023/24 – Capital Programme** – The extract from the draft Capital Programme provides an analysis of the Directorate capital projects proposed over the next five years relevant to the Clean Streets, Recycling & Environment Portfolio.

- **Appendix 10: Planning, Transport & Environment Directorate – Fees & Charges relevant to the Clean Streets, Recycling & Environment Portfolio** – Appendix 10 provides a summary of the proposed fees and charges relevant to the Clean Streets, Recycling & Environment Portfolio for 2019/20.

- **Appendix 11: Planning, Transport & Environment Directorate – Exempt Fees & Charges relevant to the Clean Streets, Recycling & Environment Portfolio** – Appendix 11 has been provided to Members on yellow papers and relates to a range of fees and charges for 2019/20. These are deemed to be exempt from public publication by virtue of paragraph(s) 14, 21 of Part(s) 4 and 5 of Schedule 12A of the Local Government Act 1972. Members will need to decide if they

have any questions that they would like to ask on the proposals contained in Appendix 10. Should Members wish to ask any questions on the proposals contained within **Appendix 11** then the meeting will need to be temporarily closed so that scrutiny is undertaken in a closed session.

- **Appendix 12: Planning, Transport & Environment Directorate – Controllable Budget Analysis** - The financial information element of the pack has been updated to include the relationship between the 2018/19 budget lines and savings proposed against each line as part of the 2019/20 budget for the Planning, Transport & Environment Directorate.

Consultation and Engagement

29. The Council's budget consultation survey launched on the 16 November 2018 and ran until 2nd January 2019. A copy of the consultation report is attached to this document at **Appendix 13**. A range of mechanisms were used as part of the process, including:
30. **Email** - the survey was promoted via email to:
 - The Citizens' Panel (approximately 6,000 residents);
 - Councillors, Council Staff and Cardiff Public Services Board members Community Councils;
 - 100 third sector organisations working with target groups including minority ethnic, younger people and those with a disability.
31. Teams across the Council were encouraged to promote the survey (where GDPR1 rules allowed) by emailing customers through existing email lists, particularly where budget proposals may affect specific groups.
32. The consultation was promoted to Council supported networks, including:
 - Cardiff 50+ Forum;
 - Cardiff Access Forum;

- Employee Black Minority Ethnic Network;
 - Cardiff Youth Council.
33. A separate shorter survey of five key questions from the main survey and three demographic questions was distributed to secondary schools across Cardiff, offering entrance into a Prize Draw to win a £20 shopping voucher. Any enquiries from the public were directed to consultation@cardiff.gov.uk where they were picked up by Cardiff Research Centre staff and directed to relevant officers across the Council.
34. **Internet** - The consultation was given dedicated pages on the Council's website and promoted to Council employees via DigiGov, the Staff App and the Council's computer screen saver.
35. **Social Media** - The survey was promoted to almost 90,000 followers via Facebook and Twitter by the Corporate Communications Team throughout the consultation period. Targeted promotion was facilitated via stakeholder's social media accounts and Facebook boosts aimed at those less frequently heard, i.e. under 25's, Minority Ethnic groups and those living in the 'Southern Arc' of the city. A series of online polls were hosted on Facebook/Twitter to boost responses to key questions within the consultation.
36. **Face to Face & Hard Copies** – The consultation undertook a series of events and distributed supporting literature in the following way:
- Posters and 2,500 hard copies of the consultation document (plus 500 Welsh) were distributed to libraries, Hubs, core council buildings and community settings (Thornhill Church Centre, Dusty Forge and Chapter Arts). Drop boxes were provided in hubs and libraries for the public to deposit their returns. Council officers were on hand at Central Library and Grangetown Hub to answer questions.

- Hard copies, with freepost return envelopes, were also delivered to selected streets in St Mellons, Llanrumney, Ely and Caerau (areas that typically have a poor response rate).
 - A facilitated focus group session was held with Diverse Cymru members.
37. **Results** - A combined total of 2,937 validated responses were received during the consultation exercise. The results presented in **Appendix 13** to this report are set out by well-being objective – Cardiff Council’s priorities as set out in Capital Ambition.
38. Responses are broken down by age, gender, ethnic background, Welsh speakers, those with a disability and those living in the least or most deprived areas of the city. In addition, the analysis includes the response from those living in the ‘Southern Arc’ of Cardiff which comprises the following electoral divisions: Adamsdown, Butetown, Caerau, Canton, Ely, Grangetown, Llanrumney, Riverside, Rumney, Splott, Trowbridge.

Way Forward

39. Officers will make a presentation on the budget position, draft Cabinet proposals, financial pressures and capital items falling within the terms of reference of this Committee. The Cabinet Members and Officers will also be available to answer questions arising from their presentations and the attached papers.
40. Following consideration of the budget proposals, presentations and answers to Member questions, the Committee may wish to provide its comments, concerns and recommendations for the Cabinet at its business meeting on 21 February 2019. The Committee will also have the opportunity to pass on any comments or observations made during the meeting to the Policy Review and Performance Scrutiny Committee that takes place on the 20 February.

Legal Implications

41. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers of behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

42. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATION

43. The Committee is recommended to give consideration to the information received at this meeting and to submit any recommendations or comments to the Cabinet prior to its consideration of the final budget proposals.

DAVINA FIORE

Director for Governance & Legal Services

12th February 2019

Mae'r dudalen hon yn wag yn fwriadol

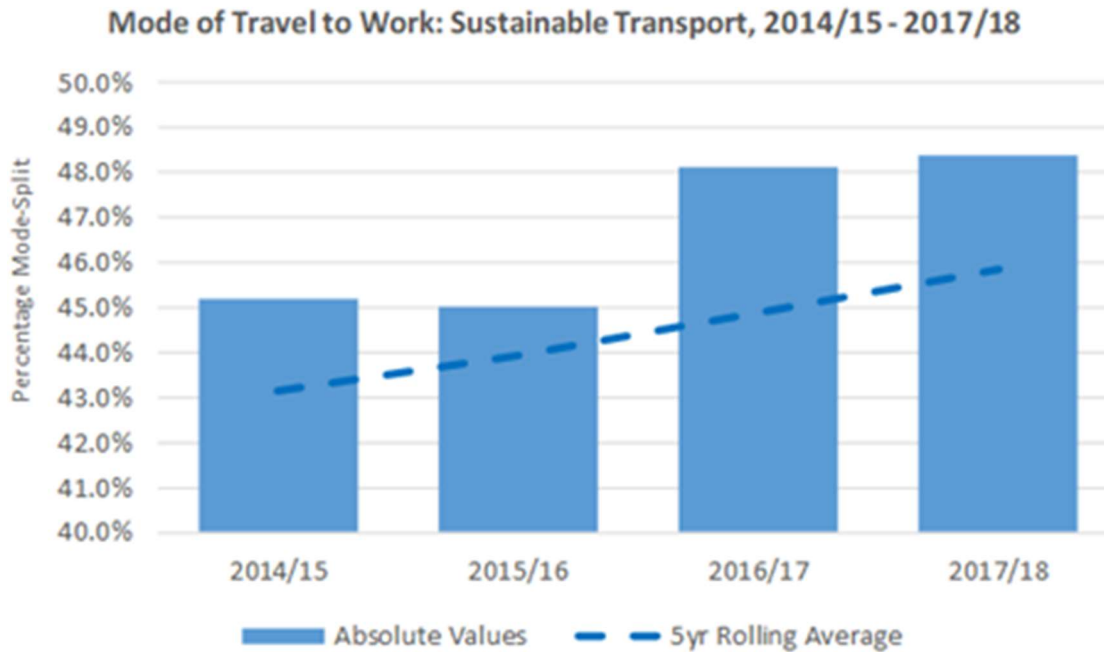
Well-Being Objective 3.1:

Cardiff Grows in a Resilient Way

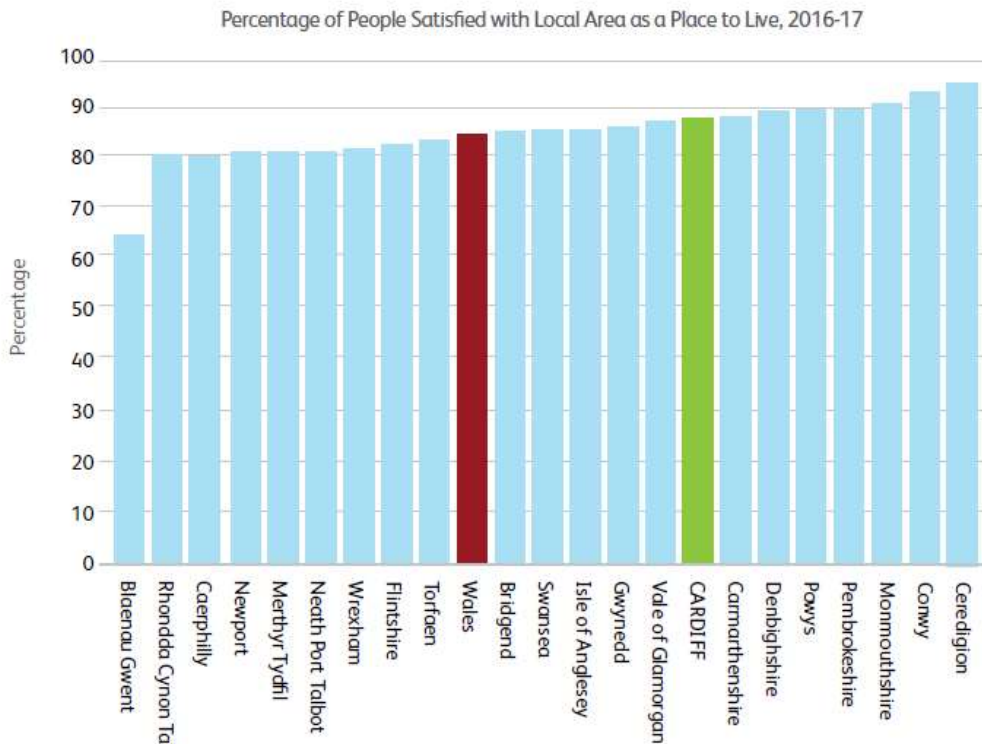
Cardiff is one of Britain's fastest growing cities, and is by far the fastest-growing Local Authority area in Wales. Successful cities are those in which people want to live, and so this growth is welcomed and a sure sign of strength for the city. However, this growth will bring challenges too, putting pressure on both the city's physical infrastructures, community cohesion, its natural environment and public services. Managing the impacts of this population growth and of climate change in a resilient and sustainable fashion is a major long-term challenge for Cardiff.

Measuring Progress against the Well-being Objective: Outcome Indicators

Improving City Performance: Mode of Travel by Sustainable Transport



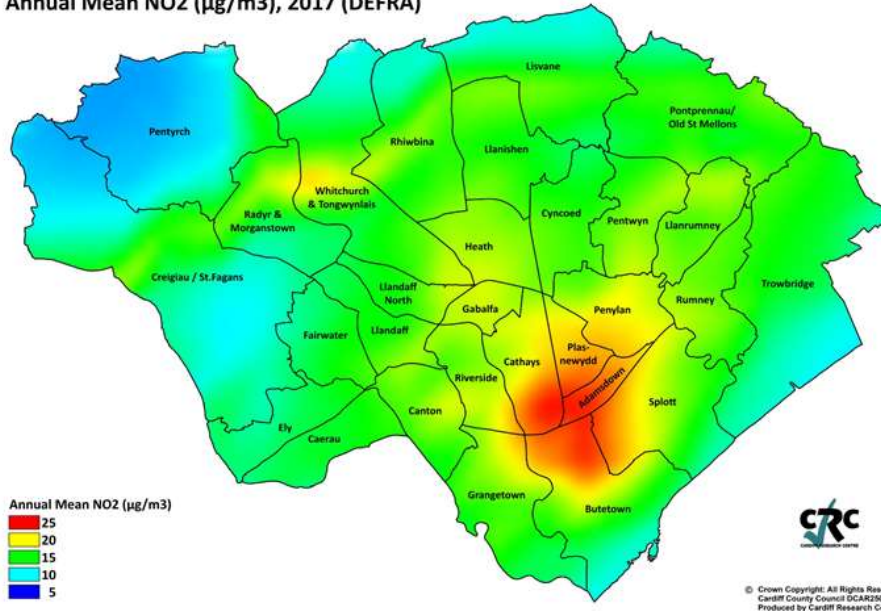
Improving City Performance: Satisfaction with Local Area



Source: National Survey for Wales, Welsh Government

Improving City Performance: Air Quality

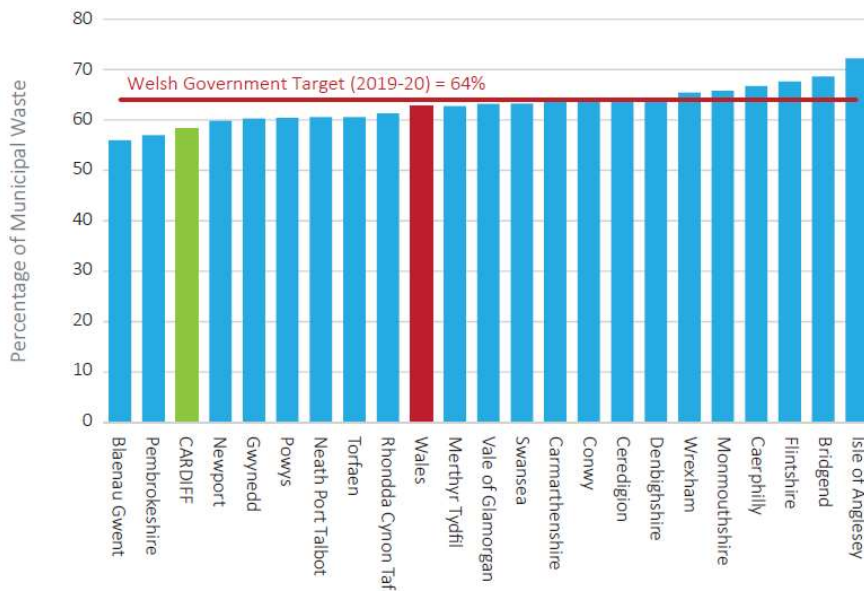
Annual Mean NO2 (µg/m3), 2017 (DEFRA)



Source: DEFRA/ Cardiff Council

Improving City Performance: Recycling Figures

Percentage of Municipal Waste Reused/Recycled/Composted, 2017-18



Source: Welsh Government

Progress Made

- **The first new Council homes have been built** and tenants moved in at Broughton Crescent in Llanrumney and Willowbrook West in St. Melons.
- **The on-street cycle hire scheme has been launched** with highest usage figures outside London.
- **A £5.7 million grant to help bring 36 electric buses** to Cardiff has been approved following a joint funding bid by the Council and Cardiff Bus.
- £1m funding for Cycling Superhighways has been secured from the Active Travel Fund.
- The next phase of funding for **District Heating** has been secured through the Heat Networks Delivery Unit (HNDU) and Council match funding, with detailed plans now being scoped for the next phases of work.
- The OUTURN results for responding to **fly-tipping** are significantly above target, with 99.87% (target 90%) cleared within five working days and 90.17% leading to enforcement action (target 70%).

Priorities for 2019/20

Housing

Cardiff's Local Development Plan sets out that 41,415 new homes will need to be built by 2026. Whole new communities will soon be created that do not currently exist and making sure that these communities are well-planned and well-connected, with easy access to public services, community facilities and green and blue spaces, will continue to be a strategic priority. Capital Ambition also sets an ambitious target for building new Council homes, setting in place a requirement that 2,000 new Council homes are built in the longer term, of which at least 1,000 must be delivered by May 2022.

The Council's partnership with Wates Residential – Cardiff Living – will see around 1,500 new homes built across the city on Council land with at 600 of these being new Council homes. On top of Cardiff Living, we have implemented an additional build programme focused on delivering sustainable, accessible and quality Council homes. Furthermore, we are delivering innovative housing schemes looking at modular construction solutions, recycling shipping containers for temporary accommodation and new forms of construction that can reduce the construction time on site.

Transport and Clean Air

Given the projected increase in population, a shift to more sustainable forms of transport will be needed. With 20% more people expected to commute to work and a 32% net increase in traffic, all this will put a strain on already congested roads and local air quality.

The Council has therefore set a target for a 50:50 modal split by 2026 with 50% of journeys to be made by sustainable transport.

Getting this right will provide a boost to the city economy, to quality of life overall, and can be expected to bring major health benefits through increased levels of cycling and walking, and improved air quality. Proposals for how to meet these ambitious targets were set out in the Transport & Clean Air Green Paper, and an ambitious package of rail, bus, car and cycling projects will be brought forward in the new Transport and Clean Air Vision in 2019.

Waste, Recycling and Clean Streets

Recycling rates in Cardiff have risen drastically. The city has a good track record for recycling and composting, with recycling increasing from 4% in 2001 to 58% in 2016/2017. These improvements will need to be continued if Cardiff is to meet the Welsh Government targets of recycling 64% of waste by 2020, rising to 70% by 2025. Focus is being placed on minimising the waste produced in the first place, encouraging increased household and business recycling, and optimising our re-use and household waste recycling centre performance.

Clean streets are a priority for the city's residents. An area-based approach to frontline services will focus on tackling all forms of littering, allied to a zero-tolerance approach to those who litter or fly-tip, and through expanding community action on this important issue by extending the successful 'Love Where You Live' campaign.

What we will do to make sure that Cardiff grows in a resilient way

Steps	Lead Member	Lead Directorate
Work with Welsh Government and Local Authorities to jointly explore a new programme of regional recycling infrastructure over the next three years, focused on delivering facilities to improve and extend the capability and capacity for the sustainable treatment of “difficult to recycle” materials.	Cllr Michael Michael	Planning, Transport & Environment
Meet our recycling targets by working with Welsh Government and WRAP (Waste & Resources Action Programme) to: <ul style="list-style-type: none"> • Develop and deliver short-term recycling objectives by June 2019; • Develop a long-term sustainable approach to the collection of residual wastes, recyclables and food waste by March 2020. 	Cllr Michael Michael	Planning, Transport & Environment
Develop a citizen-based strategic plan for new and existing recycling centres, and promote improved recycling to 80% in centres by March 2020.	Cllr Michael Michael	Planning, Transport & Environment
Develop and deliver targeted interventions to promote recycling in communities to support achieving the 64% recycling target for 2019/20.	Cllr Michael Michael	Planning, Transport & Environment
Enhance and expand existing partnership(s) to support re-use in Cardiff by March 2020.	Cllr Michael Michael	Planning, Transport & Environment
Establish for roll-out an area-based model for cleansing and enforcement to support efficient and effective service delivery by June 2019.	Cllr Michael Michael	Planning, Transport & Environment
Develop and deliver an extended campaign for ‘Love Where You Live’ to encourage local volunteering, and engage with citizens and businesses on concerns in their communities by September 2019.	Cllr Michael Michael	Planning, Transport & Environment
Develop and implement the Total Street approach to drive productivity and performance improvements from April 2019.	Cllr Michael Michael	Planning, Transport & Environment
Develop a Cardiff Food Strategy for approval by May 2019 and implement the approved action plan.	Cllr Michael Michael	Planning, Transport & Environment

<p>Deliver a 7.5 Megawatt Solar Farm at Lamby Way by September 2019 – generating renewable energy and supporting carbon-neutral aspirations – subject to the approval of a final business case in April 2019.</p>	<p>Cllr Michael Michael</p>	<p>Planning, Transport & Environment</p>
<p>Ensure the Council can achieve compliance with the EU Limit Value for Nitrogen Dioxide (NO₂) in the shortest possible time by:</p> <ul style="list-style-type: none"> • Completing the feasibility study to identify the preferred measure(s); • Submitting the Final Plan – including the full business case for the preferred option – to Welsh Government by 30th June 2019. 	<p>Cllr Caro Wild, Cllr Michael Michael, & Cllr Susan Elsmore</p>	<p>Planning, Transport & Environment</p>
<p>Launch a new Transport & Clean Air Vision for the city and develop a Clean Air Strategy, including Active Travel solutions, by September 2019.</p>	<p>Cllr Caro Wild</p>	<p>Planning, Transport & Environment</p>
<p>Deliver a prioritised programme of highways enhancements through minor road repairs and full-scale resurfacing to address concerns such as potholes, and deteriorating roads and pavements.</p>	<p>Cllr Caro Wild</p>	<p>Planning, Transport & Environment</p>
<p>Support Transport for Wales with the implementation of the Cardiff Metro, increasing the quality of public transport infrastructure, the frequency of train journeys and the deployment of new train/tram extensions and stations across Cardiff.</p>	<p>Cllr Caro Wild</p>	<p>Planning, Transport & Environment</p>
<p>Develop an Electric Vehicles Strategy by December 2019, including the delivery of new electric buses.</p>	<p>Cllr Caro Wild & Cllr Michael Michael</p>	<p>Planning, Transport & Environment</p>
<p>Progress the City Centre Transport Masterplan through achievable and deliverable transport projects from 2019 through to 2021. Projects will focus on delivering the sustainable transport infrastructure improvements and transport deliverables outlined in the Masterplan, Transport Strategy, the new Transport & Clean Air Vision, and Local Development Plan.</p>	<p>Cllr Caro Wild</p>	<p>Planning, Transport & Environment</p>
<p>Support the delivery of the Council’s Active Travel agenda by:</p> <ul style="list-style-type: none"> • Implementing 20mph speed limits across the city, completing Grangetown and developing plans for Splott, Butetown, Canton and Penylan (subject to funding) during 2019/20. • Improving the cycling and walking networks by delivering prioritised routes within the Active 	<p>Cllr Caro Wild</p>	<p>Planning, Transport & Environment</p>

<p>Travel Integrated Network Map, including phase 1 of the Cycle Superhighway by 2021.</p> <ul style="list-style-type: none"> • Expanding the on-street cycle hire scheme to 1,000 bikes by July 2019. • Working with the Active Travel Advisory Groups. 		
<p>Ensure every school in Cardiff has developed an Active Travel plan – including training and/or infrastructure improvements – by 2022.</p>	<p>Cllr Caro Wild & Cllr Sarah Merry</p>	<p>Planning, Transport & Environment, and Education & Lifelong Learning</p>
<p>Support the delivery of high-quality and well-connected communities – as described by the Council’s Master Planning Principles – ensuring that:</p> <ul style="list-style-type: none"> • Supporting infrastructure, such as sustainable transport, schools, community facilities and green spaces, are delivered at all new strategic housing developments; • New housing developments are informed by good design and infrastructure planning; • Community infrastructure improvements on strategic sites are communicated to the public. 	<p>Cllr Caro Wild</p>	<p>Planning, Transport & Environment</p>
<p>Increase the delivery of new houses to meet housing need through the development of Local Development Plan strategic sites including 6,500 new affordable homes by 2026.</p>	<p>Cllr Caro Wild</p>	<p>Planning, Transport & Environment</p>
<p>Deliver 2,000 new Council homes, of which at least 1,000 will be delivered by May 2022.</p>	<p>Cllr Lynda Thorne</p>	<p>People & Communities</p>
<p>Secure a contract for the delivery of a heat network to serve areas of the Bay and City Centre, subject to successful national government capital grant award and cabinet approval of a final business case by October 2019.</p>	<p>Cllr Michael Michael</p>	<p>Planning, Transport & Environment</p>
<p>Convene regular Design Review Meetings to consider and make recommendations to development proposals submitted to the Local Planning Authority, publish an annual Design Review Monitoring Report, and complete the Supplementary Planning Guidance programme.</p>	<p>Cllr Caro Wild</p>	<p>Planning, Transport & Environment</p>
<p>Continue to engage with the Pensions Committee to deliver an environmentally-friendly pension policy.</p>	<p>Cllr Chris Weaver</p>	<p>Resources</p>

Key Performance Measures

Measures which tell us if the Council is delivering effectively

Housing

Measure	Target
Total number of new Council homes completed and provided.	400 cumulative
The percentage of householder planning applications determined within agreed time periods.	>85%
The percentage of major planning applications determined within agreed time periods.	>60%
The percentage of affordable housing at completion stage provided in a development on greenfield sites.	30% (LDP)
The percentage of affordable housing at completion stage provided in a development on brownfield sites.	20% (LDP)

Transport and Clean Air

Measure	Target
Modal Split for All Journeys (2026 target 50:50): Proportion of people travelling to work by sustainable transport modes.	46.6%
The number of schools supported to develop an Active Travel Plan	TBC
The percentage reduction in carbon dioxide emissions from Council buildings.	2%
The level of nitrogen dioxide (NO ₂) across the city.	35µg/m ³

Waste and Recycling

Measure	Target
Percentage of total recycling and waste collections reported as missed by customer	Less than 0.01%
The percentage of municipal waste collected and prepared for re-use and/ or recycled.	64%
The maximum permissible tonnage of biodegradable municipal waste sent to landfill.	<33,557 tonnes
Number of Street Scene investigation actions per month	500
Number of Street Scene legal enforcement actions per month (with enforcement actions including Fixed Penalty Notices, Cases which proceed to prosecution, Section 46 or other legal notices)	300

Clean Streets

Measure	Target
The percentage of principal (A) roads that are in overall poor condition.	5%
The percentage of non-principal/classified (B) roads that are in overall poor condition.	7%
The percentage of non-principal/classified (C) roads that are in overall poor condition.	7%

The percentage of highways land inspected by the Local Authority found to be of a high or acceptable standard of cleanliness.	90%
The percentage of reported fly-tipping incidents cleared within five working days.	90%
The percentage of reported fly-tipping incidents which lead to enforcement activity.	70%

2019/20 – Savings Proposals Overview

Summary of Directorate Savings	£000
Corporate Management	166
Economic Development	3,153
Education & Lifelong Learning	1,442
People & Communities – Housing and Communities	868
People & Communities – Social Services	6,000
Planning, Transport & Environment	4,269
Resources – Governance & Legal	372
Resources - Resources	2,887
Total Directorate Savings	19,157

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Appendix 3

STRATEGIC PLANNING & TRANSPORT PORTFOLIO - DIRECTORATE BUDGET SAVINGS PROPOSAL SUMMARY 2019/20

No	Directorate	Theme	Proposal	X Ref	Saving				Risk Analysis				Cabinet Portfolio
					Employee Costs £000	Other Spend £000	Income £000	2019/20 £000	Status	Residual	Achievability	EIA	
44			Transport Policy - Improved income recovery Improved income recovery through the digitalisation of the Network Management function and benchmarking against other local authorities. The current income target is £483,000.	I	0	0	120	120	Detailed plan	Amber-Green	Amber-Green	Green	Strategic Planning & Transport
45			Clamping and Removal of Nuisance Vehicles This saving will be achieved following the DVLA's authorisation of Cardiff Council to enforce against untaxed vehicles under devolved powers to use the Vehicle Excise Duty (Immobilisation, Removal and Disposal of Vehicles) Regulations 1997. This would allow the Council to monitor, report and with the permission of the DVLA, either to clamp and/or remove untaxed vehicles from the highway and Council-owned land, which would require payment of a release fee. This is a new initiative and therefore no existing budgets.	P	(50)	(55)	225	120	Detailed plan	Green	Amber-Green	Amber-Green	Strategic Planning & Transport
46			Delivery of approval body for Sustainable Drainage The delivery of the approval body for Sustainable Drainage will provide a net income through applications after taking into account additional staff costs. This is a new legislative requirement so does not currently have any budget.	Q	(112)	0	220	108	Detailed plan	Amber-Green	Amber-Green	Green	Strategic Planning & Transport
48			Planning - Progressing development proposals and enhanced information gathering Enhanced income opportunities in relation to the role of the Planning Service in progressing development proposals and enhanced information gathering in respect of new applications in the pipeline. The income target is currently £2.4 million.	C	0	0	80	80	General planning	Green	Amber-Green	Green	Strategic Planning & Transport
49			Improved income from Developments Increased income from enhanced delivery of key developments across the City. The current income target is £756,000.	O	(25)	0	70	45	General planning	Amber-Green	Amber-Green	Green	Strategic Planning & Transport
50			Transport Policy - Improved Recharging Maximising opportunities for recharging of services to grant funding streams. The current income target is £273,000.	G	0	0	40	40	General planning	Green	Red-Amber	Green	Strategic Planning & Transport
51			General Fees & Charges Increase in fees & Charges across the Planning, Transport and Environment directorate including licensing and fixed penalty notices. The current income target for licensing is £564,000 and for fixed penalty notices £413,000.	A-AB	0	0	32	32	Detailed plan	Amber-Green	Green	Green	Strategic Planning & Transport / Clean Streets, Recycling and Environment
58			Civil Parking Enforcement - Fundamental Service Review Fundamental review of Civil Parking Enforcement service to optimise performance and service delivery. The current operating costs are £6.290 million.	R	0	0	300	300	Detailed plan	Green	Amber-Green	Green	Strategic Planning & Transport
62			Reshaping Highways Operations A review of demand for highways related work has identified the opportunity to grant voluntary redundancy in respect of three posts. A reduction in the need for reactive works, along with improvements in technologies and ways of working, supports a reduction in resources within Highways Operations, with no detrimental effect on service provision. The current staffing budget is £4.116 million.	Q	132	0	0	132	General planning	Amber-Green	Red-Amber	Green	Strategic Planning & Transport
63			Electrical - Lighting Energy Reduction Reduction in energy usage and cost due to introduction of LED on strategic routes. The current Street Lighting energy budget is £2.413 million.	Q	7	115	0	122	Detailed plan	Green	Amber-Green	Green	Strategic Planning & Transport
64			Restructure of Transport Teams Following the appointment of a new Operational Manager, this saving will be achieved through the restructure of various teams within Transport Services. The current staffing budget is £740,000.	G	80	0	0	80	Detailed plan	Green	Amber-Green	Green	Strategic Planning & Transport

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Appendix 3

No	Directorate	Theme	Proposal	X Ref	Saving				Risk Analysis				Cabinet Portfolio
					Employee Costs £000	Other Spend £000	Income £000	2019/20 £000	Status	Residual	Achievability	EIA	
66	Planning, Transport & Environment	Business Processes	Review of Active Travel plans for Cardiff Deletion of vacant posts in line with Active Travel plans for Cardiff. The current staffing budget for Active Travel is £277,000.	P	55	0	0	55	Realised	Green	Green	Green	Strategic Planning & Transport
67			Service Management & Support - Team Restructure Restructure of Support Team resulting in deletion of posts through flexible retirement and voluntary redundancy. The current staffing budget is £644,000.	A	52	0	0	52	Detailed plan	Green	Amber-Green	Green	Strategic Planning & Transport
70			Planning - Deletion of Vacant Post Deletion of vacant administrative post in Planning. The current administrative support budget is £357,000.	C	22	0	0	22	Realised	Green	Green	Green	Strategic Planning & Transport
73			Bereavement Services - Public Health Funeral Contract Saving will be achieved through carrying out the Public Health Funeral Contract in-house. The current budget for payments to funeral directors and overheads is £24,000.	K	0	24	0	24	General planning	Green	Amber-Green	Green	Clean Streets, Recycling and Environment
74			Structures & Tunnels - Maintenance Reduction in maintenance expenditure following new contract and other efficiencies. The current budget provision for maintenance is £532,000.	Q	0	20	0	20	General planning	Green	Green	Green	Strategic Planning & Transport
STRATEGIC PLANNING & TRANSPORT PORTFOLIO TOTAL					161	104	1,087	1,352					

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Appendix 4

Strategic Planning, Transport Portfolio - Financial Pressures Summary 2019/20

No.	Pressures Title	Value of Pressure 2019/20 £000	Risk Assessment	
			Residual	EIA
FP11	City Centre Public Realm improvements - including Central Square (no S278/commuted sums etc) Maintenance of the City Centre with its prestige walking zones and shopping areas requires special consideration. The use of high quality paving materials and street furniture in this location means its maintenance costs are not comparable to other areas of the city.	120	Red-Amber	Amber-Green
FP12	Maintenance and operation of new hostile vehicle mitigation bollards Ongoing maintenance and operation resource to manage bollards during retail delivery window each day.	50	Red	Green
TOTAL STRATEGIC PLANNING & TRANSPORT PORTFOLIO		170		

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Strategic Planning & Transport Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

		<u>2019/20</u> <u>Including</u> <u>Slippage</u> <u>£000</u>	<u>Indicative</u> <u>2020/21</u> <u>£000</u>	<u>Indicative</u> <u>2021/22</u> <u>£000</u>	<u>Indicative</u> <u>2022/23</u> <u>£000</u>	<u>Indicative</u> <u>2023/24</u> <u>£000</u>	<u>Total</u> <u>£000</u>	
Annual Sums Expenditure								
7	Highway Carriageway Reconstruction	Programme to address structural failure beyond routine repairs.	400	400	400	100	0	1,300
8	Carriageway Investment	Road resurfacing - Priorities based on annual engineering inspections.	3,965	2,450	2,750	1,450	1,350	11,965
9	Footway Investment	Footway resurfacing including implementation of dropped kerbs - Priorities based on annual engineering inspections.	1,035	1,035	1,135	670	470	4,345
10	Footway Improvements around Highway Trees	To address the condition of tree roots and tree pits on footways.	125	125	125	125	125	625
11	Street Lighting Renewals	To replace and install new street lighting columns including renewal of electrical cabling	705	570	470	500	270	2,515
12	Highway Structures including Bridges	The strengthening or replacement of sub standard bridges, culverts and other highways structures following principal inspection reports.	1,350	1,200	1,100	900	750	5,300
13	Bus Corridor Improvements	Bus corridor improvements with a focus on securing match funding.	170	80	250	335	335	1,170
14	Road Safety Schemes	Local network improvements including junction and pedestrian safety improvements, with a focus on securing match funding.	335	335	335	335	335	1,675
15	Telematics / Butetown Tunnel	Transportation infrastructure improvements including CCTV systems.	135	135	135	135	330	870
16	Transport Grant Match Funding	Match funding for Council bids to Welsh Government for transport schemes.	488	375	375	375	375	1,988
17	Strategic Cycle Network Development	Implementation and match funding of the cycling strategy as prioritised in the integrated network map. Installation of cycle parking and network improvements.	800	800	800	400	400	3,200
TOTAL ANNUAL SUMS			9,508	7,505	7,875	5,325	4,740	34,953
Ongoing Schemes / Amendments to Ongoing Schemes								
36	Western Transport Bus Interchange	To create a public transport interchange in the west of the City as part of the redevelopment of the former household waste recycling centre.	0	1,400	0	0	0	1,400
37	Bus Corridor Improvements	Bus corridor improvements to be approved in line with an agreed governance process from Parking Enforcement income.	335	307	85	0	0	727
38	Bute East Dock Crane	To address health and safety issues, subject to detailed consideration of options and cost estimates.	25	0	0	0	0	25
39	City Centre and Key Links Transport Improvements	Design and implementation of priority transport and air quality schemes in the City Centre. Wood Street and Castle Street subject to successful grant award.	1,150	0	0	0	0	1,150

Strategic Planning & Transport Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

		<u>2019/20</u> <u>Including</u> <u>Slippage</u> <u>£000</u>	<u>Indicative</u> <u>2020/21</u> <u>£000</u>	<u>Indicative</u> <u>2021/22</u> <u>£000</u>	<u>Indicative</u> <u>2022/23</u> <u>£000</u>	<u>Indicative</u> <u>2023/24</u> <u>£000</u>	<u>Total</u> <u>£000</u>
40	Llanrumney Public Transport / Cycling Link via Cardiff East Park &	50	0	0	0	0	50
41	Cycling Infrastructure (Priority Cycle Routes) - Active Travel	1,500	2,500	1,500	0	0	5,500
TOTAL ONGOING SCHEMES		3,060	4,207	1,585	0	0	8,852

Strategic Planning & Transport Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

		<u>2019/20</u> <u>Including</u> <u>Slippage</u> £000	<u>Indicative</u> <u>2020/21</u> £000	<u>Indicative</u> <u>2021/22</u> £000	<u>Indicative</u> <u>2022/23</u> £000	<u>Indicative</u> <u>2023/24</u> £000	<u>Total</u> £000
New Capital Schemes/Annual Sums (Excluding Invest to Save)							
56	Millennium Walkway To replace the timber surface of the Millennium Walkway, which is coming to the end of its expected lifespan, with new timber or alternative materials. The walkway provides a link between Wood Street and Cowbridge Road East, along with access and egress for the Principality Stadium.	250	1,000	1,000	0	0	2,250
57	Road Safety 20 Miles Per Hour Zones Implementation of 20mph zones to be approved in line with an agreed governance process from Parking Enforcement income.	190	190	190	190	190	950
59	City Centre Transport Scheme Design Match funding to support Welsh Government grant bids for Transport Improvement Areas identified in the city centre. Design work to include Eastside (Dumfries Place / Station Terrace), North Link (Castle Street / Boulevard de Nantes) and South Link (St Mary Street / Callaghan Square).	300	300	0	0	0	600
60	Cycling - Primary Routes Upgrading of existing routes and development of new routes which link into the Superhighway corridors to create a comprehensive and continuous network of high quality cycling routes across the city.	200	850	850	850	850	3,600
TOTAL NEW SCHEMES / ADDITIONAL ANNUAL SUMS		940	2,340	2,040	1,040	1,040	7,400

Strategic Planning & Transport Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

		<u>2019/20</u> <u>Including</u> <u>Slippage</u> <u>£000</u>	<u>Indicative</u> <u>2020/21</u> <u>£000</u>	<u>Indicative</u> <u>2021/22</u> <u>£000</u>	<u>Indicative</u> <u>2022/23</u> <u>£000</u>	<u>Indicative</u> <u>2023/24</u> <u>£000</u>	<u>Total</u> <u>£000</u>	
Schemes funded by Grants and Contributions (subject to approval of bids)								
71	Public Highways Refurbishment Grant (WG)	To support highway refurbishment.	1,723	1,723	0	0	0	3,446
72	Safe Routes in Communities (WG)	Welsh Government grant funding bid for accessibility and safety improvements to encourage walking and cycling in communities.	267	0	0	0	0	267
73	Road Safety Grant (WG)	Welsh Government grant funding bid towards measures that secure road safety casualty reduction.	522	0	0	0	0	522
74	Local Transport Fund (WG)	Welsh Government grant funding bid to develop integrated, effective, accessible, affordable and sustainable transport systems.	10,852	0	0	0	0	10,852
75	Active Travel Fund (WG)	Welsh Government grant funding bid to increase levels of active travel to improve health and well-being , air quality , connect communities and improve active travel access to employment, education, key services, destinations and public transport.	3,549	0	0	0	0	3,549
81	Planning Gain (S106) and other contributions	Various schemes such as improvements to open space, transportation, public realm and community facilities.	3,361	3,009	4,773	0	0	11,143
TOTAL SCHEMES FUNDED BY GRANTS AND CONTRIBUTIONS (SUBJECT TO APPROVAL OF BIDS)			20,274	4,732	4,773	0	0	29,779

Strategic Planning & Transport Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

		<u>2019/20</u> <u>Including</u> <u>Slippage</u> £000	<u>Indicative</u> <u>2020/21</u> £000	<u>Indicative</u> <u>2021/22</u> £000	<u>Indicative</u> <u>2022/23</u> £000	<u>Indicative</u> <u>2023/24</u> £000	<u>Total</u> £000	
Additional borrowing undertaken by the Council to be repaid from revenue savings/income (Invest to Save - Subject to Business Case)								
Existing Schemes								
84	Loan to Cardiff City Transport Services Limited	Subject to due diligence and Cabinet approval, a debenture loan for investment in vehicles.						
		0	2,000	0	0	0	2,000	
90	New Invest to Save Bids							
91	Moving Traffic Offences (MTO) and Pay & Display Expansion	Planned investment in MTO Traffic Cameras for phase 5 in addition to attended parking enforcement cameras, a camera enforcement car and pay & display machines for limited waiting						
		745	0	0	0	0	745	
TOTAL INVEST TO SAVE		745	2,000	0	0	0	2,745	
TOTAL GENERAL FUND		34,527	20,784	16,273	6,365	5,780	83,729	

Strategic Planning & Transport Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

<u>2019/20</u> <u>Including</u> <u>Slippage</u> £000	<u>Indicative</u> <u>2020/21</u> £000	<u>Indicative</u> <u>2021/22</u> £000	<u>Indicative</u> <u>2022/23</u> £000	<u>Indicative</u> <u>2023/24</u> £000	<u>Total</u> £000
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TOTAL CAPITAL PROGRAMME EXPENDITURE	34,527	20,784	16,273	6,365	5,780	83,729
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Appendix 6

**STRATEGIC PLANNING & TRANSPORT PORTFOLIO: FEES AND CHARGES
2019/20**

No.	Income Source	Current Charge	Proposed Price Change	% Change	Effective Date	Comment
Planning, Transport & Environment						
Planning						
319	Planning Fees (Statutory)	Various	Nil	Nil	1 April 2019	No proposed increase
320	Building Control Charges (Statutory)	Various				
321	Building Control Charges	Various based on size of scheme				
322	Tree Preservation Orders - search and copy of information					The proposed new charges are: • Extract £20.00 • Full Copy £45.00
	• Extract	£15.00	£5.00	33.33%		
	• Full Copy	£30.00	£15.00	50%		
Pre Application Advice						
323	Pre Application Advice - Statutory Charges		Nil	Nil	1 April 2019	These are statutory charges
	• Householder	£25.00				
	• Minor Development - (1-9 dwellings; floor space including change of use less than 999m ²)	£250.00				
	• Major Development - (1—24 dwellings, floor space including change of use 1,000 to 1,999m ²)	£600.00				
	• Large Major Development (More than 24 dwellings, floor space including change of use more than 1,999m ²)	£1000.00				
324	Pre Application Advice Category 'A' Strategic Development		Nil	Nil	1 April 2019	No proposed increase
	• 25 or more residential units (including conversion)	£2,500 plus VAT with additional hourly rate of £100 plus VAT (Initial meeting - no charge)				
	• 2,000m ² or more of commercial floor space					
	• change of use of buildings or land over 2000m ²					
	• mixed use development of a site of 1ha and over					
	• development requiring an Environmental Impact Assessment					
325	Pre Application Advice Category 'B' Major Development		Nil	Nil	1 April 2019	No proposed increase
	• 10-24 residential dwellings (including conversion)	£1,250 plus VAT with additional hourly rate of £100 plus VAT (Initial meeting - no charge)				
	• 1000m ² – 1999m ² of commercial floor space					
	• change of use of buildings or land between 1000m ² – 1999m ²					
	• development of a site of 0.5ha – 0.99ha					
	• mixed use developments with a combined floor space of 1000m ² – 1999m ²					
326	Pre application Advice CATEGORY 'C' – Minor Development		Nil	Nil	1 April 2019	No proposed increase
	• 1-9 residential dwellings (including conversion)	£250 plus VAT with additional hourly rate of £100 plus VAT				
	• 100m ² – 999m ² of commercial floor space					
	• change of use of buildings or land between 100m ² -999m ²					
	• mixed use developments with a combined floor space of less than 0.5ha					
	• telecommunications equipment and masts not being confirmation of permitted development					
	• advertisement applications					
	• agricultural developments Pre application advice - development					
327	Pre Application Advice CATEGORY 'D' – Domestic / Miscellaneous Development and Exemptions					
		£50 plus VAT without additional hourly rate				

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No.	Income Source	Current Charge	Proposed Price Change	% Change	Effective Date	Comment
Transportation						
328	Section 38 (Creation of New Public Highways)	This charge is based on 2 elements, a fixed 7% fee applied to a rate of £850.00 per linear metre	Nil	Nil	1 April 2019	These are statutory charges
329	Section 278 Agreement	7% engineering fee based on total cost of highway works connected with the development				
330	Road and Street Works Act (RASWA)	Various based on size of scheme				
331	SAB - Sustainable Drainage Approval Body - Ordinary Watercourse Consent	£50.00	Nil	Nil	7 January 2019	These are new statutory charges, introduced in January 2019.
332	SAB - Sustainable Drainage Approval Body - Application	£350				
	• Per application	£70				
	Plus an additional amount up to a maximum of £7,500 calculated by reference to the size of the construction area as follows:	£50				
	• each 0.1 hectare or fraction of 0.1 of a hectare, from 0.5 hectare up to and including 1.0 hectare	£20				
• each 0.1 hectare or fraction of 0.1 of a hectare, from 1.0 hectare up to and including 5.0 hectares	£10					
• each additional 0.1 hectare or fraction of 0.1 hectare in excess of 5.0 hectares						
333	SAB - Sustainable Drainage Approval Body - Pre application charge	New Charge - See Comment			1 April 2019	Welsh Government have not set a prescriptive charge. Likely to be a tiered charge in the range of £350.00 - £3,000.00. Report to Cabinet in February will seek authorisation to set these charges.
334	3D Scanner (To provide 3D images of structures, highways, areas to monitor possible deterioration)	£800.00	Nil	Nil		No proposed increase
335	Road Safety Audits (RSA)					The proposed new charges are: <ul style="list-style-type: none"> • Desktop check/Advice £175.00 • Essential RSA £280.00 • Minor Works £525.00 • County Works £775.00 • Full £1,150.00
	• Desktop check/Advice	£165.00	£10.00	6.06%		
	• Essential RSA	£270.00	£10.00	3.7%		
	• Minor RSA	£500.00	£25.00	5%		
	• County RSA	£750.00	£25.00	3.33%		
• Full RSA	£1,120.00	£30.00	2.68%			
336	Signage Application/Feasibility Study Design and Signals	£250.00	Nil	Nil		No proposed increase
337	Equality Impact assessments & access audits	£500.00				
338	Sign Design and Signals	Various based on size of scheme				

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No.	Income Source	Current Charge	Proposed Price Change	% Change	Effective Date	Comment	
339	Clamping & Removal of Untaxed Vehicles • Release from clamp or compound if within 24hrs of offence • Release from pound 24hrs or more after offence • Surety Fee (deposit in lieu of tax)	£100.00 £200.00	See Comment		1 April 2019	New procedures & fees under DVLA devolved powers	
	- Motorcycles, light passenger vehicles and light goods vehicles - Buses, recovery vehicles, haulage vehicles and goods vehicles - Exceptional vehicles such as large lorries or coaches • Storage per complete day at pound (if instantly removed the first 24hrs is not charged)	£160.00 £330.00 £700.00 £21.00					
340	Clamping & Removal of Illegally Parked Vehicles • Clamp removal fee • Vehicle removal charge • Storage per day, or part of day during which the vehicle is impounded • Vehicle disposal charge	£40.00 £105.00 £12.00 £50.00					
	Abandoned Vehicle - Fixed Penalty Notice	£200.00	Nil	Nil			This is a statutory charge
342	Accident Information Partial = a plan of where the collisions occur Full = all background information on collisions in requested area • Up to 40 collisions - Partial - Full	£260.00 £387.00	£7.00 £10.00	2.69% 2.58%			The proposed new charges are: • Up to 40 collisions - Partial £267.00 - Full £397.00 • Between 40-80 collisions - Partial £533.00 - Full £793.00 • >80 collisions - ad hoc
	• Between 40-80 collisions - Partial - Full	£520.00 £774.00	£13.00 £19.00	2.5% 2.45%			
	• >80 collisions Ad hoc						
	Temporary Traffic Regulation Orders (for both Emergency & Full TROs)	£1,250.00	£200.00	16%			
344	Traffic Data	Various - based on request - no. of working hrs	See Comment				Charges will continue to reflect actual costs
345	CCTV requests in connection with Data Protection Act (CD/DVD)	£10.00	Nil	Nil			No proposed increase
346	Traffic Signal - Switch Offs	£352.00 per switch off/on plus a £57.00 admin charge per invoice	£8.00 per switch off/on £3.00 admin charge per invoice	2%	The proposed new charge is £360.00 per switch off/on plus a £60.00 admin charge per invoice		
347	Land / Property Searches	£90.00	£5.00	5.56%	The proposed new charge is £95.00		
348	Licence for Digital Advertising sites on the Highway per Advertising Panel	£1,200.00	Nil	Nil	No proposed increase		

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No.	Income Source	Current Charge	Proposed Price Change	% Change	Effective Date	Comment
349	Fixed Penalty Notices for Highways/Environment Offences	£100.00	Nil	Nil	1 April 2019	No proposed increase
350	Trade/Shop Front Displays on the Highway	£200.00				
351	H Bar Markings	£150.00				
352	Skip Licence - Standard Charge • 7 days • 28 days	£35.00				
		£70.00				
353	Section 171 Opening Up Notice	£235.00	£15.00	6.38%		The proposed new charge is £250.00
354	Section 50 - Installation of Equipment, In ,On or Above the Public Highway	£445.00	£90.00	20.22%		The proposed new charge is £535.00
355	Road Space Booking	£25.00	Nil	Nil		No proposed increase
356	Containers Sited on the Public Highway • Initial 28 days: - Residential - Commercial • Renewals	£100.00	£20.00	20%		The proposed new charges are: • Initial 28 days: - Residential £120.00 - Commercial £280.00 • Renewals £120.00
		£250.00	£30.00	12%		
		£100.00	£20.00	20%		
357	Cherry Picker/Mobile Elevating Work Platform (MEWP)	£180.00	Nil	Nil	No proposed increase	
358	Mobile Cranes	£400.00				
359	Tower Crane Oversail	£400.00				
360	Permits for Hoardings on the Public Highway • Initial 28 days: - Residential permit per street - Commercial permit per street • Renewal (28 days): - Residential - Commercial	£100.00	Nil	Nil	The proposed new charges are: • Initial 28 days: - Residential permit per street - no proposed increase - Commercial permit per street £325.00 • Renewal (28 days): - Residential - no proposed increase - Commercial £275.00	
		£300.00	£25.00	8.33%		
		£100.00	Nil	Nil		
		£250.00	£25.00	10%		
361	Scaffold Licences - Residential • Initial 28 days • Renewal	£100.00	Nil	Nil	No proposed increase	
		£100.00				
362	Scaffold Licences - Commercial • Initial 28 days: - Small - Medium - Large • Renewal per week: - Small - Medium - Large	£150.00	Nil	Nil	The proposed new charges are: • Initial 28 days: - Small - no proposed increase - Medium £250.00 - Large £550.00 • Renewal per week: - Small - no proposed increase - Medium £90.00 - Large £90.00	
		£222.00	£28.00	12.61%		
		£500.00	£50.00	10%		
		£50.00	Nil	Nil		
		£88.00	£2.00	2.27%		
		£88.00	£2.00	2.27%		
363	Vehicle Crossovers	£175.00	Nil	Nil	No proposed increase	
364	Advertising Frame Permits - New Applications	£180.00	£5.00	2.78%	The proposed new charge is £185.00	
365	Advertising Frame Permits - Renewals	£130.00	£5.00	3.85%	The proposed new charge is £135.00	
366	Tables & Chairs on the Public Highway • 1-2 Tables up to 8 chairs • 3-4 Tables up to 16 chairs • 5-10 Tables up 40 chairs • 11+ Tables	£200 £500 £900 £900 plus £35 for every chair over 40	New Pricing Structure - See Comment		New pricing structure in line with implementation of digital platform & simpler fees/enforcement. The proposed new charges are: • Outer Areas: £100.00 Non-refundable application plus £25.00 per chair • Inner Area (City Centre): £120.00 Non-refundable application plus £40.00 per chair	

Appendix 6

No.	Income Source	Current Charge	Proposed Price Change	% Change	Effective Date	Comment
367	Smoking Enclosures • Up to 12 square metres • Over 12 square metres	£220.00 £360.00	£5.00 £15.00	2.27% 4.17%	1 April 2019	The proposed new charges are: • Up to 12 square metres £225.00 • Over 12 square metres £375.00
368	Charges for Temporary Signs	£70.00	Nil	Nil		No proposed increase
369	Additional Inspections	£55.00	£5.00	9.09%		The proposed new charge is £60.00
370	Road and Street Works Act (RASWA) Supervisory Charge	£47.50	Nil	Nil		No proposed increase
371	Road and Street Works Act (RASWA) - All Inspections	£47.50				
372	Fixed Penalty Notice for New Roads & Street Works Act	£80.00				
373	Section 74 Notice - Charges for Overstays	£100-£1000				
374	School Transport Bus Passes	£375.00	£25.00	6.67%	1 September 2019	The proposed new charge is £400.00
375	Replacement of School Bus Passes	£10.00	Nil	Nil		No proposed increase
376	Replacement Bus Passes Concessionary Travel (per pass)	£5.00	Nil	Nil		No proposed increase
377	Disclosure Barring Service (DBS) check for School Transport)	£44.00				
378	Shopper Park & Ride (Excluding Cardiff East) • One person in car • Two or more people in car	£4.00 £5.00	Nil	Nil	1 April 2019	No proposed increase
379	Hiring Out Vehicles to School Transport	Based on cost of vehicle plus 10% - administration fees				
Parking						
380	Parking Penalty Charge Notices	£35.00	Nil	Nil	1 April 2019	Fees set by Welsh Government. This charge becomes £70.00 after 14 days.
381	Moving Traffic Offences	£35.00				No proposed increase. Fees set by Welsh Government.
382	Replacement Blue Badges	£10.00				In line with the Council's Parking Strategy. Fees & charges are reviewed bi-annually.
383	On Street Parking	Various				Various
384	Car Parks	Various	Various	10%		
385	Resident Parking Permits • 1st permit & visitor only • 2nd permit & visitor	£7.50 £30.00	See Comment			Parking Permit Scheme will be reviewed in line with potential actions stemming from the Clean Air Strategy
Charges for Street Numbering of Properties						
386	All Street naming & Numbering	£120 per street plus £50 per unit (plot/flat)	Nil	Nil	1 April 2019	No proposed increase. All fees simplified & digitalised in October 2018.
387	Searches/Address Confirmation	£50.00				
Planning Fees						
435	Standard S106 - minimum fee, charged at actual time spent	Minimum Fee - £1,500.00	£25.00	1.67%	1 April 2019	The proposed new minimum fee is £1,525.00
436	Complex S106 agreements - e.g. phased development etc. minimum fee charge based on actual time spent	Minimum Fee - £2,250.00	£25.00	1.11%		The proposed new minimum fee is £2,275.00
437	Unilateral obligations for S106	£950.00	£10.00	1.05%		The proposed new charge is £960.00
438	Unilateral obligations for S106 in relation to Appeals	£950.00	£10.00	1.05%		The proposed new charge is £960.00
439	Deed of variation for S106	£650.00	£5.00	0.77%		The proposed new charge is £655.00
440	Consent to disposals under S106 restriction	£80.00	Nil	Nil		No proposed increase
Highway Agreements						
441	Highway Licences (S177 115 & 142)- minimum fee charge on actual time spent	Minimum charge - £550.00	Nil	Nil	1 April 2019	No proposed increase
442	Section 38/278 Highway Agreements	1.5% of Bond Sum				
443	Miscellaneous Deeds of Variation, Deed of Dedication or Highway documentation - minimum fee charge on actual time spent	Minimum charge £550.00				
Cardiff Port Health Authority						

Appendix 6

No.	Income Source	Current Charge	Proposed Price Change	% Change	Effective Date	Comment
472	Port Health - Sanitation Inspection (Up to 1,000 tonnes)	£90.00	£5.00	5.56%	1 April 2019	Fee set by Association of Port Health Authorities (APHA). The new charge is £95.00
473	Port Health - Sanitation Inspection (1,001 - 3000 tonnes)	£125.00	£5.00	4%		Fee set by APHA. The new charge is £130.00
474	Port Health - Sanitation Inspection (3,001 - 10,000 tonnes)	£190.00	£10.00	5.26%		Fee set by APHA. The new charge is £200.00
475	Port Health - Sanitation Inspection (10,001 - 20,000 tonnes)	£245.00	£10.00	4.08%		Fee set by APHA. The new charge is £255.00
476	Port Health - Sanitation Inspection (20,001 - 30,000 tonnes)	£320.00	£10.00	3.13%		Fee set by APHA. The new charge is £330.00
477	Port Health - Sanitation Inspection (Over 30,000 tonnes)	£375.00	£15.00	4%		Fee set by APHA. The new charge is £390.00
478	Port Health - Vessels with 50 - 1000 persons	£375.00	£15.00	4%		Fee set by APHA. The new charge is £390.00
479	Port Health - Vessels with over 1000 persons	£640.00	£25.00	3.91%		Fee set by APHA. The new charge is £665.00
480	Port Health - Extensions	£60.00	£5.00	8.33%		Fee set by APHA. The new charge is £65.00

Appendix 7

CLEAN STREETS, RECYCLING & ENVIRONMENT PORTFOLIO - BUDGET SAVINGS PROPOSAL SUMMARY 2019/20

No	Directorate	Theme	Proposal	X Ref	Saving				Risk Analysis				Cabinet Portfolio
					Employee Costs £000	Other Spend £000	Income £000	2019/20 £000	Status	Residual	Achievability	EIA	
42	Planning, Transport & Environment	Income Generation	Bereavement Services Generate additional income through increases to fees for burials and cremations, and memorial products and the introduction of fees for wooden grave markers. The income target is currently £2.790 million.	K	0	0	301	301	Detailed plan	Amber-Green	Green	Amber-Green	Clean Streets, Recycling and Environment
43			Fleet - income from enhanced commercialisation of the service Income from enhanced commercialisation of the service. The current income target is £447,000.	AA	0	0	200	200	General planning	Amber-Green	Red-Amber	Amber-Green	Clean Streets, Recycling and Environment
47			Commercial Waste and Recycling Increase income by growing the commercial waste and recycling centres at Bessemer Close and Lamby Way. The current income target is £978,000.	V	0	0	100	100	General planning	Green	Amber-Green	Green	Clean Streets, Recycling and Environment
52			Lamby Way Solar Farm Scheme Lamby Way Solar Farm will provide a substantial amount of clean, renewable energy to supply the local electricity grid and connected Council buildings. It will make a positive contribution to national and local renewable energy generation and carbon reduction targets. Through this solar farm scheme additional income will be generated from January 2020. This is a new scheme so there is no existing budget.	E	0	0	30	30	Detailed plan	Amber-Green	Red-Amber	Green	Clean Streets, Recycling and Environment
53			Registration Services Income Generate additional income through increases to fees for marriage ceremony room hire and private citizenship ceremonies. The income target is currently £798,000.	L	0	0	23	23	Detailed plan	Amber-Green	Amber-Green	Green	Clean Streets, Recycling and Environment
54	Planning, Transport & Environment	Income Generation	Cardiff Dogs Home Improved coordination of volunteers and increased income opportunities. This is a new initiative. The net budget provision for Cardiff Dogs Home is currently £284,000.	M	(28)	0	48	20	Detailed plan	Amber-Green	Amber-Green	Green	Clean Streets, Recycling and Environment
55		Collaboration	Regulatory Collaboration Reflects a further year's saving for Cardiff from the creation of a single shared service for Environmental Health, Trading Standards and Licensing functions of Cardiff, Bridgend and the Vale of Glamorgan Councils under a single management structure. As agreed in the service's financial business plan, this equates to 5% compounded over three years. The current budget provision is £4.978 million.	Y	0	286	0	286	Detailed plan	Amber-Green	Amber-Green	Green	Clean Streets, Recycling and Environment
56		Business Processes	Fleet Services Review of vehicle operations including utilisation and rationalisation, in addition to procurement and maintenance. The current budget for vehicle provision including maintenance and running costs is £6.698 million.	AA	0	500	100	600	General planning	Red-Amber	Red	Amber-Green	Clean Streets, Recycling and Environment
59			Recycling & Waste Management Services Full review of waste disposal governance and financial controls resulting in improved business processes and efficiencies. The net budget for the recycling & waste service is £15.657 million.	U-X	50	200	0	250	General planning	Amber-Green	Red	Green	Clean Streets, Recycling and Environment
60			Neighbourhood Services - Service Redesign Rebalancing street cleansing rounds, reshaping on an area basis in order to optimise use of resources. The current staffing budget is £5.099 million.	T	160	0	0	160	General planning	Red-Amber	Amber-Green	Amber-Green	Clean Streets, Recycling and Environment
61			Recycling & Waste Management Services - Review of Staffing Resource Restructure to be undertaken within the Waste service to allow various posts to be deleted. The current staffing budget is £722,000.	U-X	134	0	0	134	General planning	Amber-Green	Amber-Green	Green	Clean Streets, Recycling and Environment
65	Environment Enforcement Improved efficiency and effectiveness through digital working. The current income target is £465,000.	S	0	0	60	60	Realised	Green	Amber-Green	Green	Clean Streets, Recycling and Environment		

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Appendix 7

No	Directorate	Theme	Proposal	X Ref	Saving				Risk Analysis				Cabinet Portfolio
					Employee Costs £000	Other Spend £000	Income £000	2019/20 £000	Status	Residual	Achievability	EIA	
68			Recycling & Waste Management Services - Residual Waste to Recycling Increased productivity & recycling efficiency from the Household Waste Recycling Centres. The current residual waste disposal budget is £5.566 million although £1.768 million is funded by a Welsh Government grant.	W	0	40	0	40	Detailed plan	Amber-Green	Red-Amber	Green	Clean Streets, Recycling and Environment
69			Energy Management - Sustainability Team Leader Saving will be achieved through charging 60% of the Sustainability Team Leader Post to the Housing Revenue Account (HRA) to reflect the proportion of work undertaken in relation to Housing. There is currently no recharge to the HRA.	E	0	0	33	33	Detailed plan	Green	Amber-Green	Green	Clean Streets, Recycling and Environment
71		Review of External Spend	Reduction in Energy Levies A change in government policy means that rather than a Carbon Management tax being levied on specific organisations, there will be an increase to the Climate Change Levy (CCL) on every bill. There is a resultant decrease in the cost to the Council. The current budget in respect of the Carbon Reduction Commitment is £471,000.	E	0	230	0	230	Detailed plan	Green	Green	Green	Clean Streets, Recycling and Environment
73			Bereavement Services - Public Health Funeral Contract Saving will be achieved through carrying out the Public Health Funeral Contract in-house. The current budget for payments to funeral directors and overheads is £24,000.	K	0	24	0	24	General planning	Green	Amber-Green	Green	Clean Streets, Recycling and Environment
CLEAN STREETS, RECYCLING & ENVIRONMENT PORTFOLIO TOTAL						316	1,280	895	2,491				

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Appendix 8

Clean Streets, Recycling & Environment Portfolio - Financial Pressures Summary 2019/20

No.	Pressures Title	Value of Pressure	Risk Assessment	
		2019/20 £000	Residual	EIA
FP13	<p>Street Scene - Cleansing growth due to night time economy & increase in food outlets (2-10pm shift) To create an additional cleansing team with working hours of 2-10pm to cover areas such as Roath, Cathays & Canton. This would support cleansing & enforcement activities outside of "normal" working hours in areas of significant nighttime activity. There has been an increased amount of waste deposited in or alongside litter bins & this new team would alleviate the pressure on cleansing teams, particularly in these high footfall areas .</p>	100	Red-Amber	Green
FP14	<p>Street Scene - Increased recycling costs Achieve recycling target - £250k The Council has to meet statutory recycling targets, therefore to achieve annual increases in performance more tonnage is required to be recycled. The recycling target will increase from 58% to 64% in 2019/20.</p> <p>Increased cost of recycling disposal & treatment - £454k Anticipated increase in the cost per tonne of the disposal/treatment of the following materials; Mattresses, wood, paint, carpets, paints, hard plastics, organic food and garden waste. Prices have started to increase during 2018/19 and any funding would be utilised to improve recycling in terms of best value.</p>	704	Red	Green
FP15	<p>Street Scene - City Wide Roll Out of Separate Glass Collections To support the city wide rollout of separate glass recycling collections (domestic) from September 2019, to protect against future market changes and reduce the risk of failing statutory recycling targets.</p>	163	Red-Amber	Green
FP16	<p>Fleet - Additional lease cost of existing fleet Increase in lease costs of replacement vehicles and plant due to previous rental agreements expiring.</p>	200	Red	Green
TOTAL CLEAN STREETS, RECYCLING & ENVIRONMENT PORTFOLIO		1,167		

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Mae'r dudalen hon yn wag yn fwriadol

Clean Streets, Recycling & Environment Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

		<u>2019/20</u> <u>Including</u> <u>Slippage</u> <u>£000</u>	<u>Indicative</u> <u>2020/21</u> <u>£000</u>	<u>Indicative</u> <u>2021/22</u> <u>£000</u>	<u>Indicative</u> <u>2022/23</u> <u>£000</u>	<u>Indicative</u> <u>2023/24</u> <u>£000</u>	<u>Total</u> <u>£000</u>	
Annual Sums Expenditure								
18	Materials Recycling Facility	To establish a planned regime for upgrades to minimise downtime at the Materials Recycling Facility.	45	45	45	45	225	
19	Materials Recycling Facility and Household Waste Recycling Sites	Fire suppressant system and other safety improvements at waste management facilities, including skip renewal and retaining wall replacement.	800	200	100	100	0	1,200
TOTAL ANNUAL SUMS			845	245	145	145	45	1,425

Ongoing Schemes / Amendments to Ongoing Schemes								
42	Coastal Erosion / Flood risk	A scheme to manage flood and erosion risk at the estuary of the Rhymney River, including protection of landfill material, key road infrastructure and the Rover Way Travellers Site - Subject to design, estimates of total cost and successful WG grant award.	240	550	1,420	0	0	2,210
43	New Northern Household Recycling and Service Centre	To explore options and any required land acquisition for a new Household Waste Recycling Centre to meet predicted growth in the north of the city and deliver new Reuse Centre facilities in partnership with the third sector.	200	200	1,475	1,450	0	3,325
44	Bereavement Strategy	Improvement of facilities at Thornhill Crematorium and other bereavement infrastructure funded by earmarked reserve.	445	110	265	130	140	1,090
45	Flood Risk Prevention	Completion of works to prevent water flows from parks and open spaces onto adjacent land causing flooding.	17	0	0	0	0	17
TOTAL ONGOING SCHEMES			902	860	3,160	1,580	140	6,642

Clean Streets, Recycling & Environment Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

		<u>2019/20</u> <u>Including</u> <u>Slippage</u> <u>£000</u>	<u>Indicative</u> <u>2020/21</u> <u>£000</u>	<u>Indicative</u> <u>2021/22</u> <u>£000</u>	<u>Indicative</u> <u>2022/23</u> <u>£000</u>	<u>Indicative</u> <u>2023/24</u> <u>£000</u>	<u>Total</u> <u>£000</u>
New Capital Schemes/Annual Sums (Excluding Invest to Save)							
55	Glass Recycling Full Roll-out	Expansion of the separate glass collection service city wide, subject to satisfactory performance of the existing trial.	800	0	0	0	800
58	Electric Vehicle Charging Points	To support electric vehicle charge points around the city to be approved in line with an agreed governance process from Parking Enforcement income.	310	100	70	50	550
TOTAL NEW SCHEMES / ADDITIONAL ANNUAL SUMS			1,110	100	70	50	1,350

Clean Streets, Recycling & Environment Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

		<u>2019/20</u> <u>Including</u> <u>Slippage</u> £000	<u>Indicative</u> <u>2020/21</u> £000	<u>Indicative</u> <u>2021/22</u> £000	<u>Indicative</u> <u>2022/23</u> £000	<u>Indicative</u> <u>2023/24</u> £000	<u>Total</u> £000	
Schemes funded by Grants and Contributions (subject to approval of bids)								
76	Flood Risk Management Programme (WG)	Initial grant towards design costs to manage flood and coastal erosion. Any implementation works are subject to confirmation of cost estimates, risks and financial grant award from Welsh Government.						
		720	0	0	0	0	720	
TOTAL SCHEMES FUNDED BY GRANTS AND CONTRIBUTIONS (SUBJECT TO APPROVAL OF BIDS)		720	0	0	0	0	720	

Clean Streets, Recycling & Environment Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

		<u>2019/20</u> <u>Including</u> <u>Slippage</u> £000	<u>Indicative</u> <u>2020/21</u> £000	<u>Indicative</u> <u>2021/22</u> £000	<u>Indicative</u> <u>2022/23</u> £000	<u>Indicative</u> <u>2023/24</u> £000	<u>Total</u> £000	
Additional borrowing undertaken by the Council to be repaid from revenue savings/income (Invest to Save - Subject to Business Case)								
Existing Schemes								
85	New Cemetery Cardiff North	Increase burial provision in the north of the City.	750	2,185	0	0	0	2,935
86	Energy - Salix	Installation of a range of energy efficiency measures (mainly LED lighting replacements) in a range of Council schools and other buildings.	500	500	500	500	0	2,000
87	Energy - REFIT Buildings	To develop options under the Refit framework to recommend a range of energy efficiency measures on a whole building perspective. The contractor guarantees energy savings from the work that it is undertaking over a given period, allowing initial investment to be repaid.	1,220	500	500	500	0	2,720
88	Lamby Way Solar Farm	Working with WG and local partnerships to deliver a solar farm facility on the former landfill site at Lamby Way. Costs of a larger facility to be met by an additional allocation in 2019/20.	3,810	0	0	0	0	3,810
90	New Invest to Save Bids							
93	Cardiff Heat Network - Phase 1	To create infrastructure to support a district heat network supplied by Viridor Energy Recovery Facility. The Outline Business Case, approved by Cabinet on the 19th April 2018, investment subject to a final business case and external funding approvals.	0	1,555	1,428	454	529	3,966
94	Lamby Way Solar Farm Expanded scheme	Further investment in the opportunity to provide a direct energy supply to a neighbouring organisation improving the current Solar Farm viability and enabling a larger 7.5MW solar farm. Additional investment on top of that approved in 2018/19.	1,417	0	0	0	0	1,417
TOTAL INVEST TO SAVE			7,697	4,740	2,428	1,454	529	16,848
TOTAL GENERAL FUND			11,274	5,945	5,803	3,229	734	26,985

Clean Streets, Recycling & Environment Portfolio - Capital Programme 2019/20 - 2023/24

General Fund Capital Programme

	<u>2019/20</u> <u>Including</u> <u>Slippage</u> £000	<u>Indicative</u> <u>2020/21</u> £000	<u>Indicative</u> <u>2021/22</u> £000	<u>Indicative</u> <u>2022/23</u> £000	<u>Indicative</u> <u>2023/24</u> £000	<u>Total</u> £000
TOTAL CAPITAL PROGRAMME EXPENDITURE	11,274	5,945	5,803	3,229	734	26,985

Mae'r dudalen hon yn wag yn fwriadol

Appendix 10

CLEAN STREETS, RECYCLING & ENVIRONMENT: FEES AND CHARGES
2019/20

No.	Income Source	Current Charge	Proposed Price Change	% Change	Effective Date	Comment			
Planning, Transport & Environment									
Bereavement & Registration Services									
291	Cremation	£560.00	£80.00	14.29%	1 April 2019	The proposed new charge is £640.00			
292	Burial	£660.00	£100.00	15.15%		The proposed new charge is £760.00			
293	Grave purchase	£720.00	£90.00	12.5%		The proposed new charge is £810.00			
294	Cremated Remains Burial	£255.00	£25.00	9.8%		The proposed new charge is £280.00			
295	Cremated Remains Purchase	£305.00	£25.00	8.2%		The proposed new charge is £330.00			
296	Memorial Income	Various	Various	3% - 6%		The proposed increase is between 3% and 6%			
297	Registration Ceremony - Small Marriage Room	£135.00	£15.00	11.11%		The proposed new charge is £150.00			
298	Registration Ceremony - St Dwywen's Room - (Friday)	£135.00	£40.00	29.63%		The proposed new charge is £175.00			
299	Registration Ceremony - St David's Room • Monday - Thursday • Friday • Weekends	£237.50	£17.50	7.37%		The proposed new charges are: • Monday - Thursday £255.00 • Friday £295.00 • Weekends £325.00			
		£237.50	£57.50	24.21%					
		£290.00	£35.00	12.07%					
300	Registration Ceremony - Approved Premises • Monday - Thursday • Friday • Weekends • Bank Holidays	£390.00	£20.00	5.13%		The proposed new charges are: • Monday - Thursday £410.00 • Friday £450.00 • Weekends £510.00 • Bank Holidays £550.00			
		£390.00	£60.00	15.38%					
		£490.00	£20.00	4.08%					
		£500.00	£50.00	10%					
301	Webcast of Ceremony	£75.00	Nil	Nil	1 April 2019	No proposed increase			
302	DVD of Ceremony	£75.00	Nil	Nil		No proposed increase			
303	Webcast and DVD of Ceremony	£100.00							
304	Audio recording of ceremony	£55.00							
305	Registry Office Ceremony	£46.00							
306	Notice Fee	£35.00							
307	Notice Fee (Immigration/Referrals)	£47.00							
308	Citizenship ceremonies	£80.00							
309	Private Citizenship ceremonies	£125.00					£25.00	20%	The proposed new charge is £150.00
310	Photos for Citizenship Ceremonies	New Charge - See Comment						New charge for 2019/20. The proposed charge is £10.00	
311	Certificate	£10.00					Nil	Nil	No proposed increase
312	Copy Certificates - Priority Service (same day)	£10.00							
313	Copy Certificates - Priority Service (within 1 hour)	£20.00							
314	Registrars Certificate	£4.00							
315	Copy Certificates Standard service	£7.00							
316	Registrars Fees to Attend Church	£90.00							
Dogs Home									
317	Dogs Home - Puppies Rehoming	£160.00	£10.00	6.25%	1 April 2019	The proposed new charge is £170.00			
318	Dogs Home - Other Dogs Rehoming	£120.00 - £320.00	£30.00	9% - 25%		The proposed new charge ranges from £150.00 - £350.00			
Waste - Enforcement									
388	Abandoned Trolley Recovery Fee	£75.00	Nil	Nil	1 April 2019	No proposed increase			
389	Waste Fixed Penalty Notices • Section 46 Notice • Section 47 Notice • Waste transfer note request • WTNR & WCR • Litter & Commercial DOC • Litter Domestic DOC	£100.00	Nil	Nil		No proposed increase No proposed increase No proposed increase No proposed increase The proposed new charge is £100.00 The proposed new charge is £100.00			
		£100.00	Nil	Nil					
		£300.00	Nil	Nil					
		£300.00	Nil	Nil					
		£80.00	£20.00	25%					
		£80.00	£20.00	25%					

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No.	Income Source	Current Charge	Proposed Price Change	% Change	Effective Date	Comment
390	Pay as You Throw • Domestic • Commercial	Various	Nil	Nil		No proposed increase
391	Fixed Penalty Notices	£80.00	Nil	Nil	1 April 2019	No proposed increase
	• Dog Fouling	£80.00	£20.00	25%		The proposed new charge is £100.00
	• Litter from a Vehicle	£80.00	£20.00	25%		The proposed new charge is £100.00
	• Litter General	£80.00	£20.00	25%		The proposed new charge is £100.00
	• Litter Smoking from a Car	£80.00	£20.00	25%		The proposed new charge is £100.00
392	Highways Fixed Penalty Notices				1 April 2019	No proposed increase
	• Skips breach of Licence	£100.00				
	• Skips no Licence	£100.00				
	• A boards	£100.00				
	• Street Cafés	£100.00				
	• Fly Posting	£100.00				
	• Free Distribution of Literature	£100.00				
• Scaffolding	£100.00					
393	Highways Fixed Penalty Notices - Flytipping	New Charge - See Comment				New charge for 2019/20. The proposed charge is £400.00
Waste - Trade Recycling Centre						
394	General Waste (per tonne)	£135.00	Nil	Nil	1 April 2019	No proposed increase
395	Mixed Recycling (per tonne)	£85.00	Nil	Nil	1 April 2019	No proposed increase
396	Hardcore and Rubble (per tonne)	£35.00	£5.00 reduction	14.29% reduction		The proposed new charge is £30.00 per tonne
397	Wood (per tonne)	£85.00	Nil	Nil		No proposed increase
398	Garden Waste (per tonne)	£85.00	£25.00 reduction	29.41% reduction		The proposed new charge is £60.00 per tonne
399	Plasterboard (per tonne)	£100.00	£10.00 reduction	10% reduction		The proposed new charge is £90.00 per tonne
400	Cardboard (per tonne)	£10.00	£10.00 reduction	100% reduction		The proposed new charge is nil
401	Tyres (per tonne)	£70.00	£20.00	28.57%		The proposed new charge is £90.00 per tonne
402	Oils (Mineral/Engine/Vegetable) (per tonne)	£250.00	£150.00	60%		The proposed new charge is £400.00 per tonne
403	Commercial Fridge (per unit)	£80.00	Nil	Nil		No proposed increase
404	Residential Fridge (per unit)	£68.00	£53.00 reduction	77.94% reduction		The proposed new charge is £15.00
405	Scrap Metal/Car Batteries	Nil	Nil	Nil	No proposed increase	
406	Public Weigh In	£15.00	£5.00	33.33%	The proposed new charge is £20.00	
Waste - Collections						
407	Non-Recyclable Bulky Item Collections	£12.50 for every 2 items	Nil	Nil	1 April 2019	No proposed increase
408	Green bags, food liners & kerbside caddies	Nil				
409	Replacement reusable garden sacks	£2.00	£1.00	50%		The proposed new charge is £3.00
410	Replacement kitchen food caddy	New Charge - See Comment				New charge for 2019/20. The proposed charge is £2.00
411	Replacement/new wheeled bin or equivalent striped bag provision	£25.00	Nil	Nil		No proposed increase
Cardiff Port Health Authority						
472	Port Health - Sanitation Inspection (Up to 1,000 tonnes)	£90.00	£5.00	5.56%	1 April 2019	Fee set by Association of Port Health Authorities (APHA). The new charge is £95.00
473	Port Health - Sanitation Inspection (1,001 - 3000 tonnes)	£125.00	£5.00	4%		Fee set by APHA. The new charge is £130.00
474	Port Health - Sanitation Inspection (3,001 - 10,000 tonnes)	£190.00	£10.00	5.26%		Fee set by APHA. The new charge is £200.00
475	Port Health - Sanitation Inspection (10,001 - 20,000 tonnes)	£245.00	£10.00	4.08%		Fee set by APHA. The new charge is £255.00
476	Port Health - Sanitation Inspection (20,001 - 30,000 tonnes)	£320.00	£10.00	3.13%		Fee set by APHA. The new charge is £330.00
477	Port Health - Sanitation Inspection (Over 30,000 tonnes)	£375.00	£15.00	4%		Fee set by APHA. The new charge is £390.00
478	Port Health - Vessels with 50 - 1000 persons	£375.00	£15.00	4%		Fee set by APHA. The new charge is £390.00
479	Port Health - Vessels with over 1000 persons	£640.00	£25.00	3.91%		Fee set by APHA. The new charge is £665.00

Appendix 10

No.	Income Source	Current Charge	Proposed Price Change	% Change	Effective Date	Comment
480	Port Health - Extensions	£60.00	£5.00	8.33%		Fee set by APHA. The new charge is £65.00

Mae'r dudalen hon yn wag yn fwriadol

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o Ddeddf Llywodraeth Leol 1972.

Mynediad Cyfyngedig i'r Ddogfen

Mae'r dudalen hon yn wag yn fwriadol

Planning, Transport & Environment - Controllable Budgetary Analysis 2018/19

		Expenditure				Income			Net	PROPOSED SAVINGS	
Sub Division of Service	Employees	External Spend	Other Expenditure	Internal Income	Gross Expenditure	Grant Income	Other Income	Total Income	Net Expenditure	2019/20	
	£	£	£	£	£	£	£	£	£	£	
A	Service Management & Support	884,700	32,880	5,470	(77,120)	845,930	0	(20,880)	(20,880)	825,050	52,000
	Planning, Building Control & Energy										
B	Head of Planning	86,670	1,040	100	(7,180)	80,630	0	0	0	80,630	0
C	Planning	2,071,600	229,710	7,550	(10,110)	2,298,750	0	(2,400,560)	(2,400,560)	(101,810)	102,000
D	Building Control Services	689,060	57,170	46,860	(120,200)	672,890	0	(603,160)	(603,160)	69,730	0
E	Energy & Sustainability	427,770	75,750	527,615	(60,240)	970,895	(35,000)	(571,105)	(606,105)	364,790	293,000
	Total Planning, Building Control & Energy	3,275,100	363,670	582,125	(197,730)	4,023,165	(35,000)	(3,574,825)	(3,609,825)	413,340	395,000
	Transport										
F	Head of Transport	92,200	1,710	(3,640)	(13,000)	77,270	0	0	0	77,270	0
G	Transport Vision, Policy & Strategy	739,630	35,850	186,330	(324,320)	637,490	0	(124,830)	(124,830)	512,660	120,000
H	Major Project Development	142,190	3,000	30,000	(102,500)	72,690	0	(16,050)	(16,050)	56,640	0
I	Network Management	696,910	333,610	25,670	(84,420)	971,770	0	(441,290)	(441,290)	530,480	120,000
	Total Transport Planning, Policy & Strategy	1,670,930	374,170	238,360	(524,240)	1,759,220	0	(582,170)	(582,170)	1,177,050	240,000
	Bereavement, Registration & Dogs Home										
J	Bereavement, Registration & Dogs Home Mgt	73,250	1,200	2,570	0	77,020	0	0	0	77,020	0
K	Bereavement Services	1,453,160	315,190	501,460	0	2,269,810	0	(2,789,840)	(2,789,840)	(520,030)	325,000
L	Registration Services	620,410	36,870	10,270	0	667,550	0	(797,540)	(797,540)	(129,990)	23,000
M	Cardiff Dogs Home	341,280	32,980	5,380	(27,000)	352,640	0	(68,400)	(68,400)	284,240	20,000
	Total Bereavement, Registration & Dogs Home	2,488,100	386,240	519,680	(27,000)	3,367,020	0	(3,655,780)	(3,655,780)	(288,760)	368,000
	Highway Operations										
N	Total Street Manager	189,990	(2,780)	1,720	(35,250)	153,680	0	0	0	153,680	0
O	Section 278/38	439,920	2,860	560,930	(456,040)	547,670	0	(755,920)	(755,920)	(208,250)	45,000
P	Network Operations	1,466,860	13,208,245	57,760	(6,293,030)	8,439,835	(12,471,900)	(275,585)	(12,747,485)	(4,307,650)	175,000
Q	Assets, Engineering & Operations	4,115,530	1,034,750	4,724,310	(699,440)	9,175,150	(204,775)	(2,283,315)	(2,488,090)	6,687,060	382,000
	Total Highway Operations	6,212,300	14,243,075	5,344,720	(7,483,760)	18,316,335	(12,676,675)	(3,314,820)	(15,991,495)	2,324,840	602,000
R	Civil Parking Enforcement	3,660,310	1,449,690	6,885,000	(53,000)	11,942,000	0	(12,186,120)	(12,186,120)	(244,120)	300,000
	Neighbourhood Services										
S	Waste Enforcement	1,033,960	125,010	50,350	(7,800)	1,201,520	(82,940)	(465,190)	(548,130)	653,390	60,000
T	Street Cleansing Operations	5,098,530	137,450	667,380	(47,360)	5,856,000	0	(643,000)	(643,000)	5,213,000	160,000
	Total Neighbourhood Services	6,132,490	262,460	717,730	(55,160)	7,057,520	(82,940)	(1,108,190)	(1,191,130)	5,866,390	220,000
	Recycling Waste Management Services										
U	Recycling & Waste Collections	8,910,109	1,743,110	928,570	(666,530)	10,915,259	(36,690)	(4,577,060)	(4,613,750)	6,301,509	0
V	Recycling Waste Treatment	3,458,540	5,102,000	1,331,280	(611,990)	9,279,830	(2,139,760)	(1,691,920)	(3,831,680)	5,448,150	100,000
W	Waste Disposal	10,260	5,597,950	530	0	5,608,740	(1,767,790)	(273,160)	(2,040,950)	3,567,790	40,000
X	Waste Strategy & Education	379,430	78,483	10,640	0	468,553	(98,802)	(30,000)	(128,802)	339,751	0
U-X	Cross Waste										384,000
	Total Recycling Waste Management Services	12,758,339	12,521,543	2,271,020	(1,278,520)	26,272,382	(4,043,042)	(6,572,140)	(10,615,182)	15,657,200	524,000

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Appendix 12

		Expenditure				Income			Net	PROPOSED SAVINGS	
Sub Division of Service		Employees	External Spend	Other Expenditure	Internal Income	Gross Expenditure	Grant Income	Other Income	Total Income	Net Expenditure	2019/20
		£	£	£	£	£	£	£	£	£	£
Y	Regulatory	0	5,016,360	69,990	0	5,086,350	(6,200)	(1,665,860)	(1,672,060)	3,414,290	286,000
Z	Schools Transport	324,280	5,760,150	750	(40,170)	6,045,010	0	(87,580)	(87,580)	5,957,430	450,000
Fleet Services											
AA	Central Transport Services	845,276	(36,840)	6,732,050	(2,696,330)	4,844,156	0	(1,026,570)	(1,026,570)	3,817,586	800,000
AB	Fleet Management	652,554	28,290	46,320	(24,120)	703,044	0	0	0	703,044	0
	Total Fleet Services	1,497,830	(8,550)	6,778,370	(2,720,450)	5,547,200	0	(1,026,570)	(1,026,570)	4,520,630	800,000
A-AB	Cross Directorate Savings										32,000
A-AB	Planning, Transport & Environment	38,904,379	40,401,688	23,413,215	(12,457,150)	90,262,132	(16,843,857)	(33,794,935)	(50,638,792)	39,623,340	4,269,000



Cardiff Council's 2019/20 Budget Proposals – Consultation Report

February 2019



Gweithio dros Gaerdydd, gweithio gyda'n gilydd
Working for Cardiff, working together



#gweithiogydangilydd
#workingtogether Tudalen 73





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1. Consultation methodology

Consultation on the Council's budget proposals for 2019/20 was undertaken by the Cardiff Research Centre. The consultation ran from 16 November 2018 to the 2 January 2019 and used a variety of online and face to face engagement methods.

a) Email

The survey was promoted via email to:

- The Citizens' Panel (approximately 6,000 residents)
- Councillors, Council Staff and Cardiff Public Services Board members
- Community Councils
- 100 third sector organisations working with target groups including Minority Ethnic, younger people and those with a disability.

Teams across the Council were encouraged to promote the survey (where GDPR¹ rules allowed) by emailing customers through existing email lists, particularly where budget proposals may affect specific groups.

The consultation was promoted to Council supported networks, including:

- Cardiff 50+ Forum
- Cardiff Access Forum
- Employee Black Minority Ethnic Network
- Cardiff Youth Council

A separate shorter survey of 5 key questions from the main survey and 3 demographic questions was distributed to secondary schools across Cardiff, offering entrance into a Prize Draw to win a £20 shopping voucher.

Any enquiries from the public were directed to consultation@cardiff.gov.uk where they were picked up by Cardiff Research Centre staff and directed to relevant officers across the Council.

b) Internet/Intranet

The consultation was given dedicated pages on the Council's website and promoted to Council employees via DigiGov, the Staff App and the Council's computer screen saver.

c) Social Media

The survey was promoted to almost 90,000 followers via Facebook and Twitter by the Corporate Communications Team throughout the consultation period.

¹ GDPR: General Data Protection Regulations



Targeted promotion was facilitated via stakeholder’s social media accounts and Facebook boosts aimed at those less frequently heard i.e. under 25’s, Minority Ethnic groups and those living in the ‘Southern Arc’² of the city.

A series of online polls³ were hosted on Facebook/Twitter to boost responses to key questions within the consultation.

d) Face to Face and Hard Copies

Posters and 2,500 hard copies of the consultation document (plus 500 Welsh) were distributed to libraries, hubs, core council buildings and community settings (Thornhill Church Centre, Dusty Forge and Chapter Arts). Drop boxes were provided in hubs and libraries for the public to deposit their returns. Council officers were on hand at Central Library and Grangetown Hub to answer questions.

Hard copies, with freepost return envelopes, were also delivered to selected streets in St Mellons, Llanrumney, Ely and Caerau (areas that typically have a poor response rate).

A facilitated focus group session was held with Diverse Cymru members.

² See Appendix B for map of ‘Southern Arc’

³ **Online polls:** Whilst the polls included links to the budget proposals, this detail was not included explicitly alongside each question due to the limit on characters or text visible in a post. Facebook polls also show a running total of responses and so could influence how people respond. These polls should be viewed as a gateway to the wider consultation. The results of the social media polls have not therefore been included in this report.



2. Results

The consultation ran from 16 November 2018 to the 2 January 2019.

A combined total of 2,078 validated responses were received (see **Appendix A** for respondent profile).

The following presents the results by well-being objective - Cardiff Council's priorities as set out in [Capital Ambition](#).

Responses are broken down by age, gender, ethnic background, Welsh Speakers, those with a disability and those living in the least or most deprived areas of the city.

In addition, the analysis includes the response from those living in the 'Southern Arc' of Cardiff which comprises the following electoral divisions: Adamsdown, Butetown, Caerau, Canton, Ely, Grangetown, Llanrumney, Riverside, Rumney, Splott, Trowbridge (see map at **Appendix B**)

Comments most frequently made, including those during face-to-face engagement, are included alongside the core data. For all survey comments please see **Appendix C**.

A summary of comments from the focus group facilitated by Diverse Cymru are included for relevant questions. Results of the Youth Survey are also included for relevant questions.⁴

⁴ 30 responses were received to the Youth Survey. Whilst an important contribution to the consultation, the survey response should be seen as providing contextual feedback and should not be treated as statistically robust.



2.1 Cardiff is a great place to grow up

The Council is committed to making Cardiff a great place to grow up for all children and young people. Priorities for 2019/20 are becoming a Child Friendly City, making every school a great school and reforming services supporting vulnerable children and families.

Residents' views were sought on:

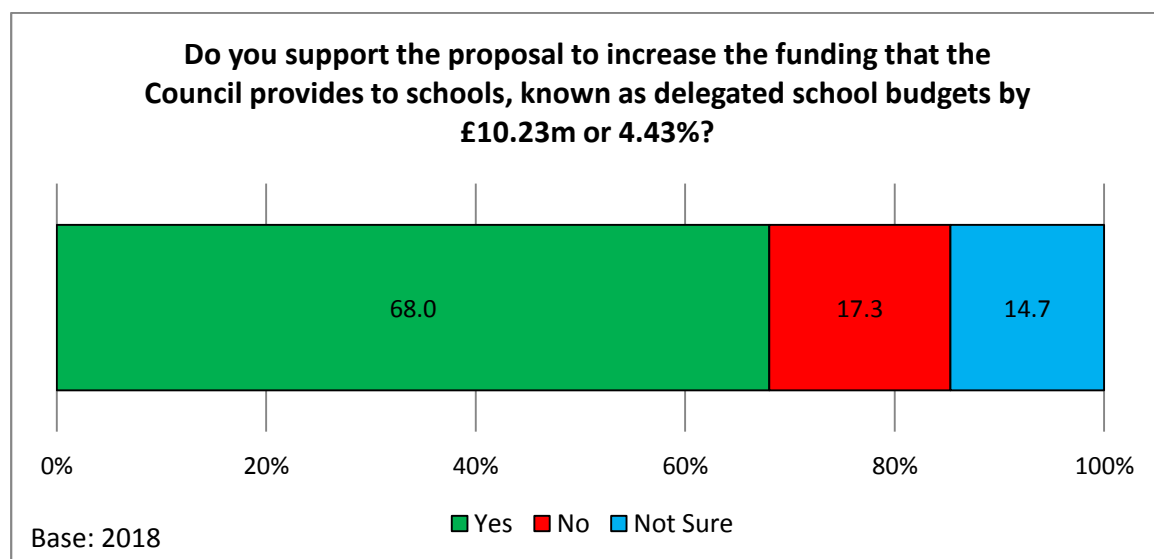
- Increasing delegated funding to schools and protection of delegated school budgets
- Developing children and family help services to manage demand in children services
- Becoming a foster carer

School Budgets

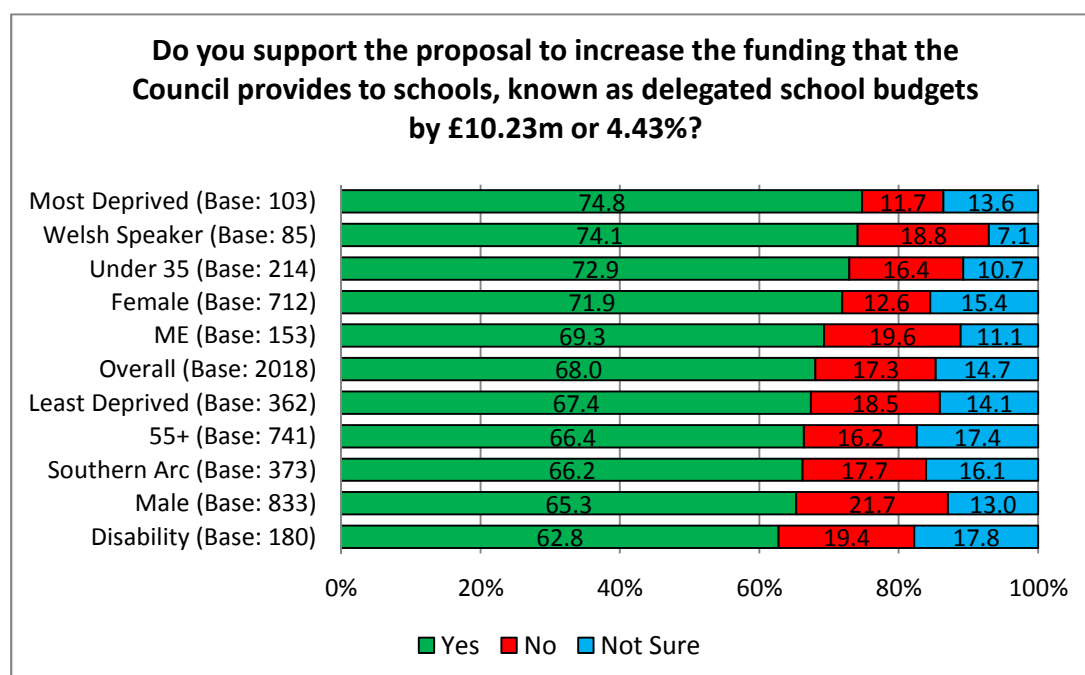
The Councils' budget consultation proposed that the delegated budget to schools be increased by £10.23m in 2019/20. Though representing an increase in funding, this would be c.£3.5m less than the projected cost of delivering education for this financial year.

Q1. Do you support the proposal to increase the funding that the Council provides to schools, known as delegated school budgets by £10.23m or 4.43%?

More than two-thirds of respondents (68.0%) supported the proposal to increase school budgets by £10.23m.



Support was broadly similar across the demographic and geographic groups.



The most frequent comments, grouped by theme were as follows:

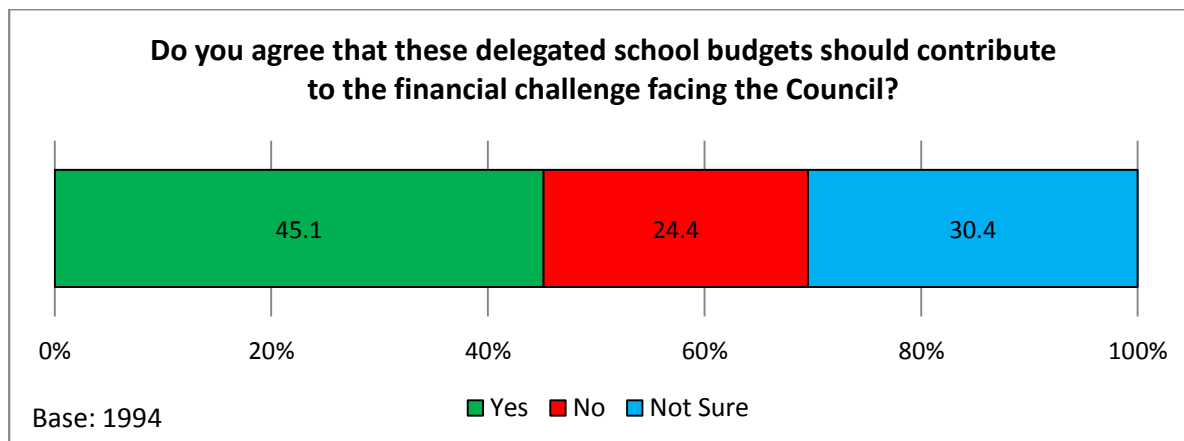
Theme	No	%	Example comments
Schools need to share the burden	96	38.9	<ul style="list-style-type: none"> - <i>The protection of this budget to the detriment of other services is neither sustainable nor equitable.</i> - <i>Schools must take a fair share of budget reductions.</i> - <i>Schools should be subject to the same level of austerity as other services.</i>
Concerns over management of the money	64	25.9	<ul style="list-style-type: none"> - <i>Savings can be made with better budget management and more stringent spending and procurement.</i> - <i>I'm not confident in schools managing this budget. This should be managed centrally.</i> - <i>Funding to schools should be reduced, there is already far too much money wasted by schools.</i>
Opposed - protect schools	50	20.2	<ul style="list-style-type: none"> - <i>Schools are already hugely struggling and they should be a priority and given sufficient funding.</i> - <i>The increase should stay in line with what is required - it should be more.</i> - <i>The estimated cost of delivering education in 2019/2020 should be met in full.</i>
Identify extra income streams/savings	49	19.8	<ul style="list-style-type: none"> - <i>They need to look for other sources of funding.</i> - <i>I believe that parents should contribute to their children's education if required. Too much funding.</i> - <i>Too much money from council tax is spent on schools any increase should come from central government.</i>

Results to the survey of young people showed that opinion was mixed on whether delegated school budgets should contribute to the financial challenge facing the Council, with 45.1% agreeing, a quarter (24.4%) disagreeing, and three in ten (30.4%) unsure.

Participants in the Diverse Cymru session supported the proposal to increase the delegated budget to schools, emphasising that education and early years support is vital to supporting children and families and to the future economy. It was also felt that schools could play a more active role in delivering extra-curricular provision for young people as well as providing a space for community groups and activities for local people of all ages.

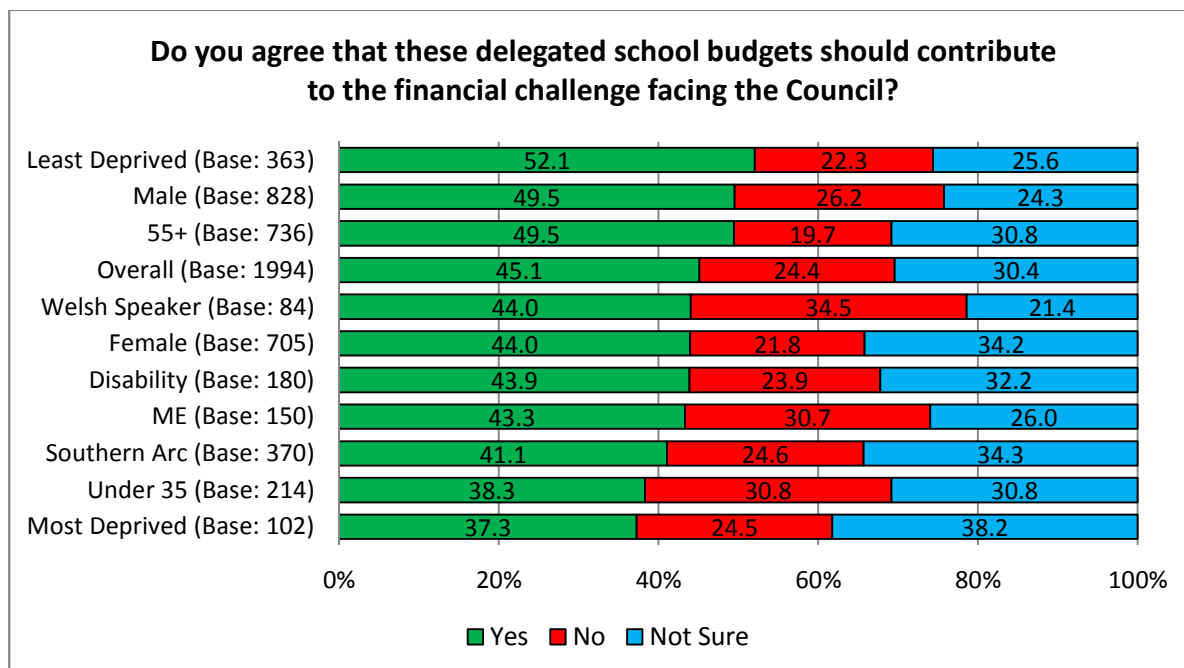
Q2. Do you agree that these delegated school budgets should contribute to the financial challenge facing the Council?

Opinion was mixed on whether delegated school budgets should contribute to the financial challenge facing the Council, with 45.1% agreeing, a quarter (24.4%) disagreeing, and three in ten (30.4%) unsure.



Agreement was highest amongst respondents living in the least deprived areas of the city (52.1%), men and those aged 55 or older (both 49.5%).

Welsh speakers (34.5%), respondents under the age of 35 (30.8%) and those from a Minority Ethnicity (30.7%) were most strongly against this idea.



The most frequent comments, grouped by theme were as follows:

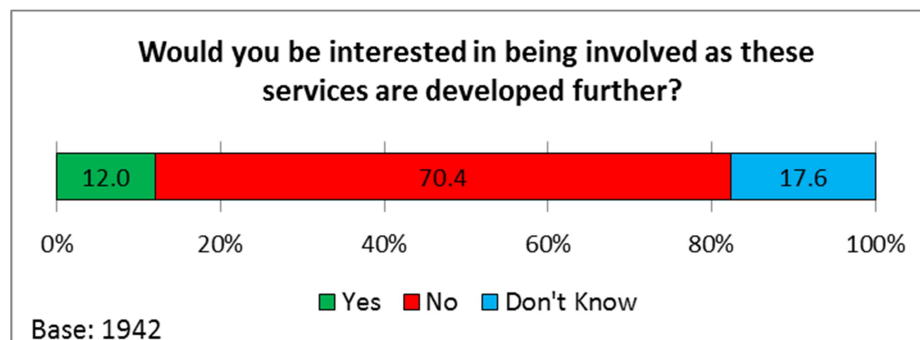
Theme	No	%	Example comments
Schools need bigger/protected budget	328	48.1	<ul style="list-style-type: none"> - Education is imperative. I think that education is massively under funded - I believe that safeguarding, and indeed increasing, school budgets should be the primary priority - Schools getting money is more important than Councillors getting a salary increase.
Schools should face same challenges as other service areas	110	16.1	<ul style="list-style-type: none"> - No sector can be immune from the financial pressures affecting the Council, others would suffer. - Given finite resources, giving more to any one group means less to go elsewhere. - We're all in it together.
Schools need to manage their budgets efficiently	67	9.8	<ul style="list-style-type: none"> - If schools faced the same financial pressures they might manage their budgets appropriately - It may make them think about how they use the budgets as they do not seem to now - There must be efficiencies in school management that can be made before increasing budgets

Supporting Vulnerable Children: The Family Help and Support Project

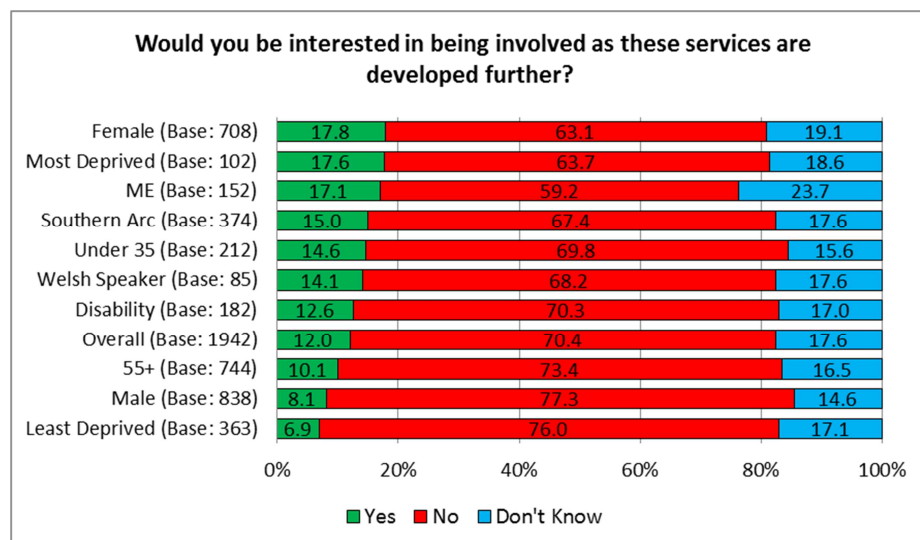
The number of children in care in Cardiff has risen by 29% over the last two years alone. With a limited number of available foster placements and residential placements now costing on average £3,800 per week, taking early action to prevent care placements will both improve outcomes for vulnerable young people and be far more cost effective for the Council. The Family Help and Support Project will introduce three new services to provide support before the point of crisis and help reduce the need for children to be taken into care.

Q3. Would you be interested in being involved as these services are developed further?

12% (233) respondents were interested in being involved in the development of the Family Help and Support Project with 17.6% (342) unsure. Respondents who provided contact details will be invited to help develop the services.



Those most interested in being involved were women (17.8%), respondents living in the most deprived areas of the city (17.6%) and those from a minority ethnicity (17.1%).



Participants in the Diverse Cymru engagement session welcomed supporting children and families earlier. It was felt that community and third sector organisations have a vital role to play in early intervention and prevention and that this role should be further developed as an integral part of the service.

A new Fostering Service

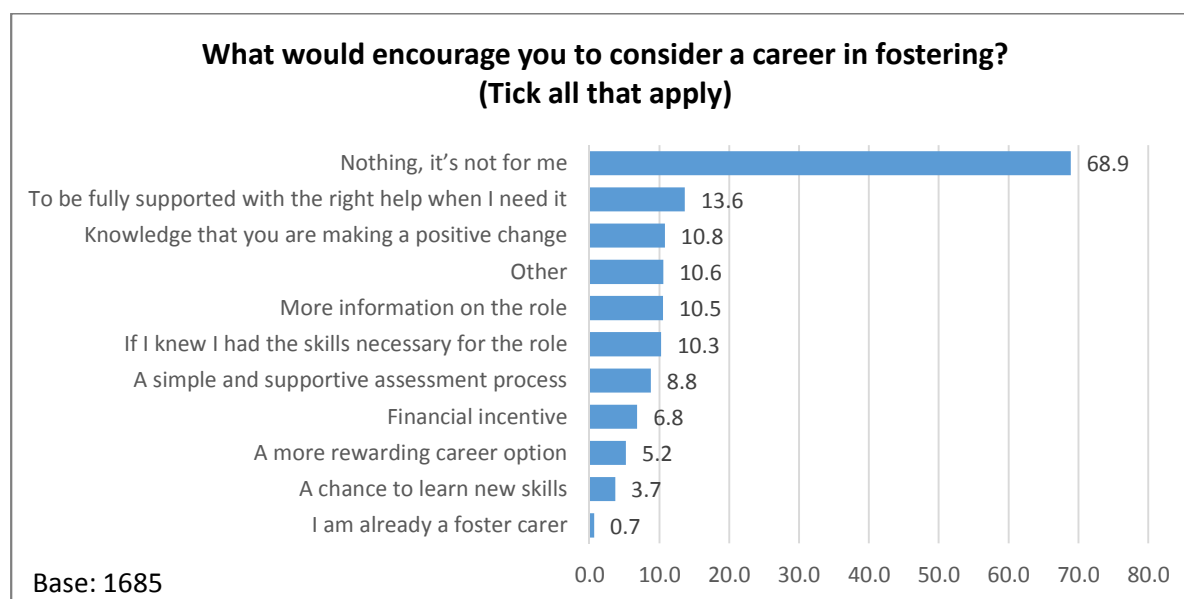
When children in care in Cardiff are fostered by families living in the city not only do they experience better outcomes, it is more cost effective than other forms of care. To significantly increase the number of foster carers in Cardiff, the Council is launching a new fostering service in April 2019.

Q4. Would you be interested in learning more about becoming a foster carer?

77 respondents expressed an interest in learning more about becoming a foster carer. 60 went on to provide contact details and will be invited to information events to find out more and hear the stories of foster carers.

Q5. What would encourage you to consider a career in fostering?

Amongst those expressing an interest, of highest importance was “To be fully supported with the right help when I need it” (13.6%) followed by “Knowledge that you are making a positive change” (10.8%), “More information on the role” (10.5%) and “If I knew I had the skills necessary for the role” (10.3%).



The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
Age	85	48.6	<ul style="list-style-type: none"> - I am a pensioner and not in a position to carry out foster care even if I wished to do so. - I just felt you should have had a box to say 'too old' to foster. - I believe that my age would preclude me from this vital work. I am 82 years old.
Commitments	21	12	<ul style="list-style-type: none"> - I would love to help but I have too many personal commitments. - It is not possible to foster and work. - Have grandchildren and time is devoted to them.
Space	18	10.3	<ul style="list-style-type: none"> - I don't have any spare bedrooms in my house currently. - Accommodation is too small. - If I had the space I would gladly help.
Already a carer	17	9.7	<ul style="list-style-type: none"> - I already have time consuming caring responsibilities and voluntary jobs. - I am struggling caring for my Mum - dementia. - I'm already a carer for a disabled family member.



2.2 Cardiff is a great place to grow older

The number of older people aged between 65 and 84 is expected to rise by over 44% in the next 20 years. The number of people aged 85 and older is expected to nearly double by 2038.

Older people are healthier and happier if they are helped to live independently for as long as possible in their own home and communities. It is also far more cost effective, with a place in a residential home costing an average of £782 per week, growing to £888 for nursing home care and £1,925 for a hospital bed.

Priorities for 2019/20 are therefore helping older people live independently in their own homes, delivering a joined up approach to hospital discharge/return home services and delivering on the Council's commitment to becoming a Dementia Friendly City.

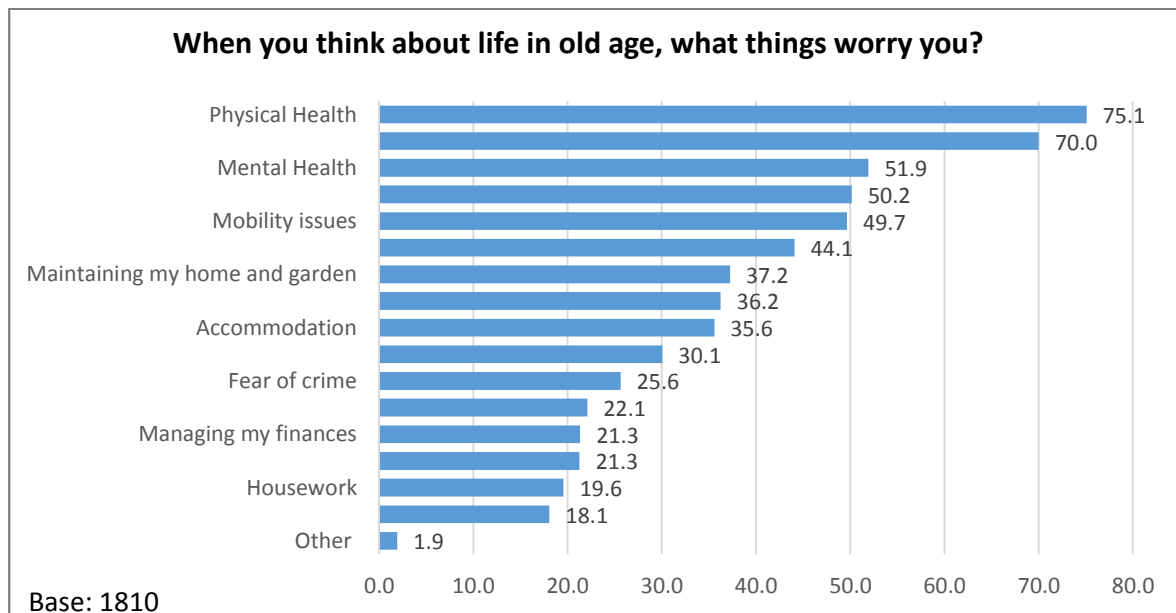
Residents' views were sought on:

- Care and support and life in older age
- Access to local facilities
- Purchasing assistive equipment

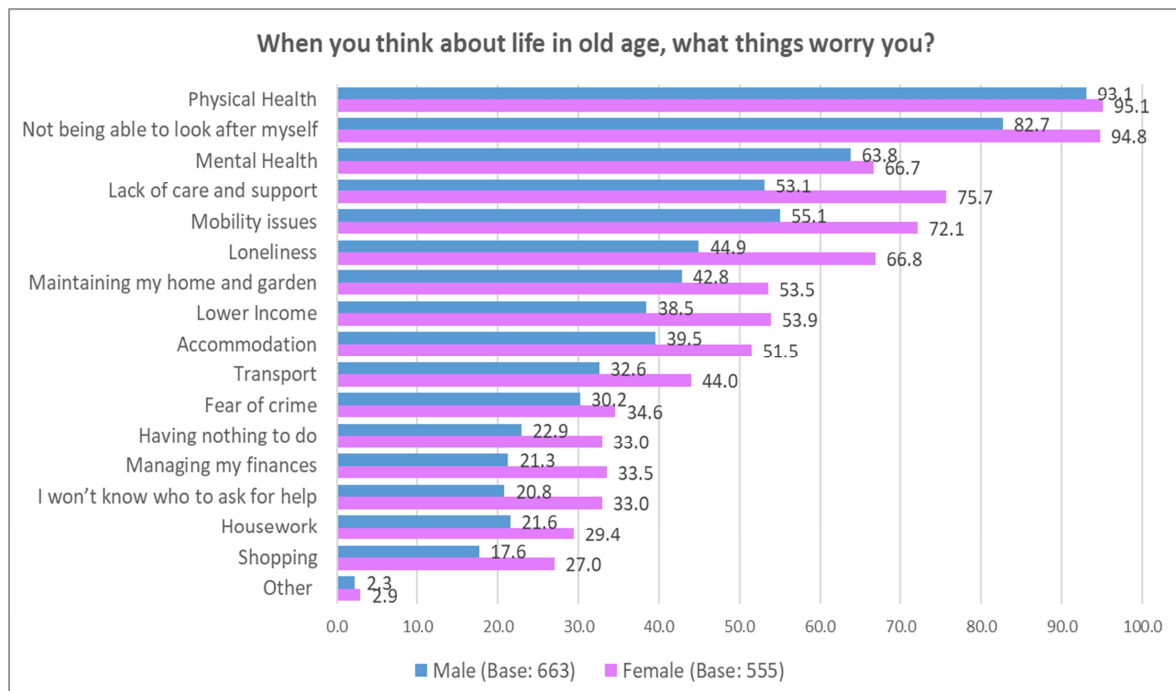
Q6. When you think about life in old age, what things worry you?

Respondents were most concerned about their “physical health” (75.1%) in older age and “not being able to look after myself” (70.0%).

Housework (19.6%) and shopping (18.1%) were of least worry.

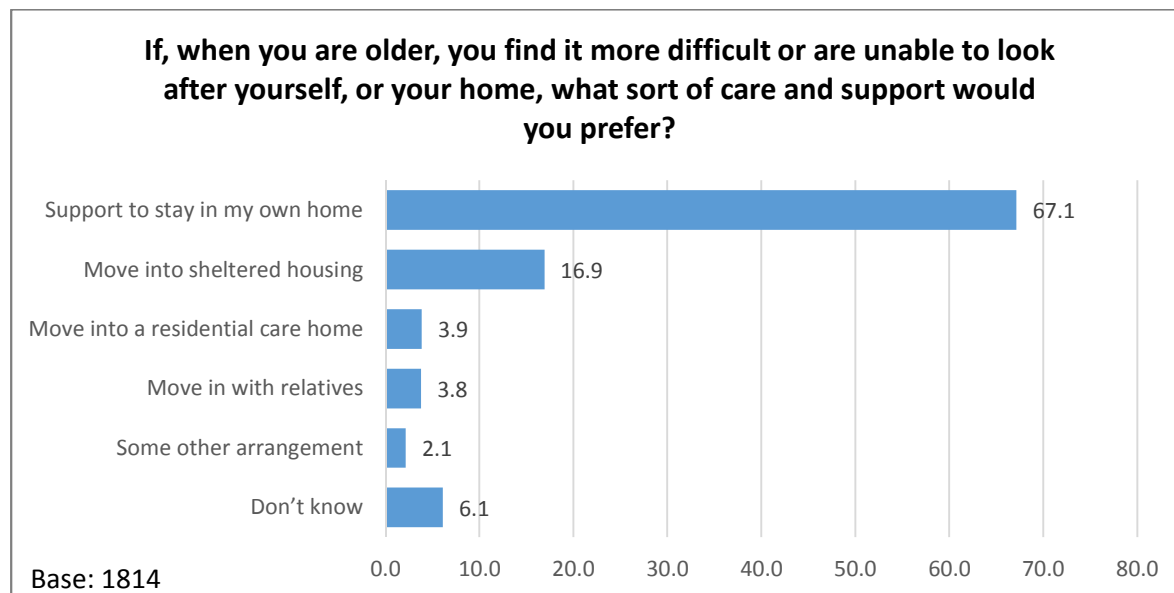


Respondents with a disability and women typically showed a higher level of concern than men for all of the options provided. In particular, women were more likely to be concerned about loneliness in older age compared to men (66.8% and 44.9% respectively).



Q7. If, when you are older, you find it more difficult or are unable to look after yourself, or your home, what sort of care and support would you prefer?

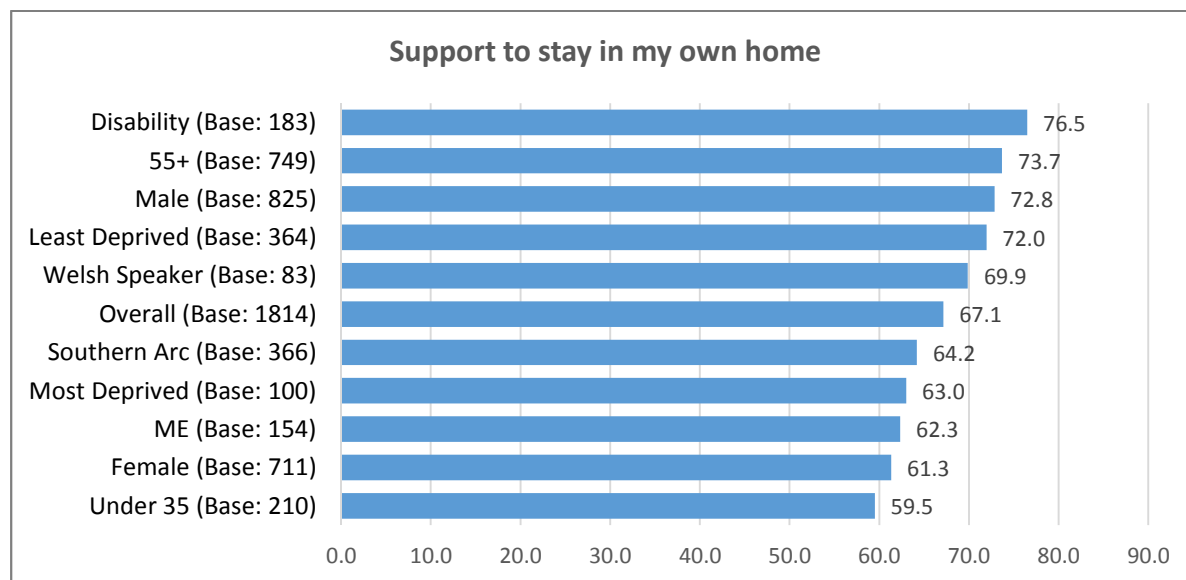
Two-thirds of respondents (67.1%) would prefer support to stay in their own home with the second most preferred option, ‘moving into sheltered housing’, returning 16.9%.



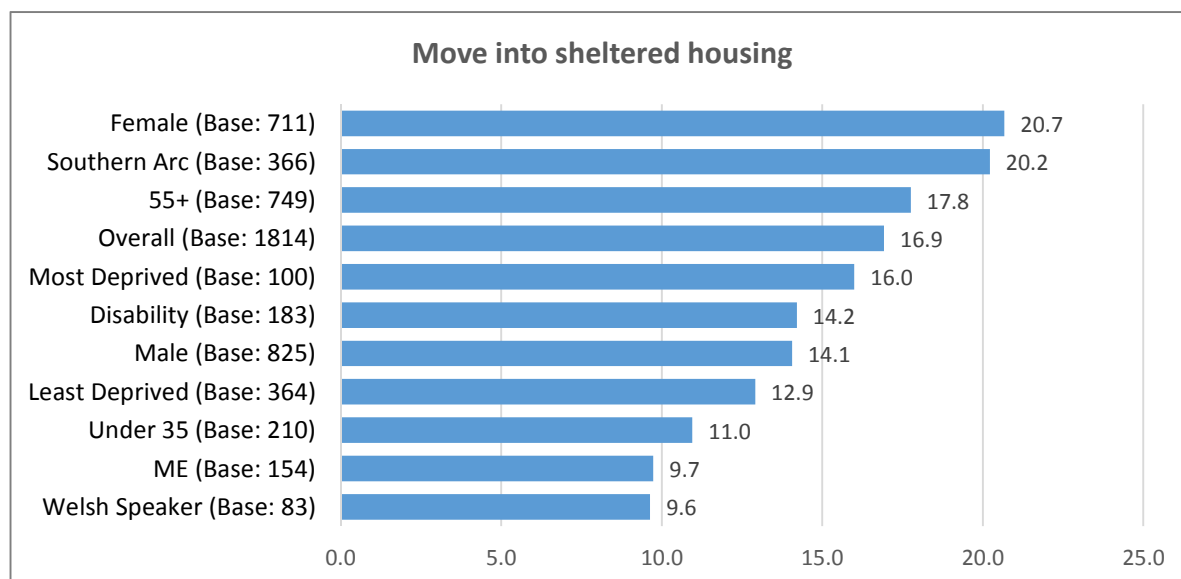
29 respondents who preferred ‘Some other arrangement’ specified what this would be:

- Support to live in the community (mentioned by 10 respondents)
- Euthanasia (mentioned by 10 respondents)
- An appropriate care package meeting my particular needs
- Digital inclusion - online shopping and chat groups
- Outings, more mental health based activities
- Help to downsize but I still own my home.
- Help to buy a home as I worry about affording high rents/being taken advantage of
- Help with home tasks, house maintenance, gardening services.
- Somewhere with access to the outdoors and the option of keeping a pet

Respondents with a disability (76.5%), those aged 55 or over (73.7%), men (72.8%) and those living in the least deprived areas of the city (72.0%) were more likely to prefer being supported to stay in their own home.



Females (20.7%) and those living in the 'Southern Arc' (20.2%) were more likely than other groups to indicate a preference to move into sheltered housing.



Respondents from a minority ethnicity showed the greatest interest in moving into a residential care home (11.0% compared with 3.9% of all respondents): respondents under the age of 35 preferred the option of moving in with relatives (10.5% compared with 3.8% of all respondents).

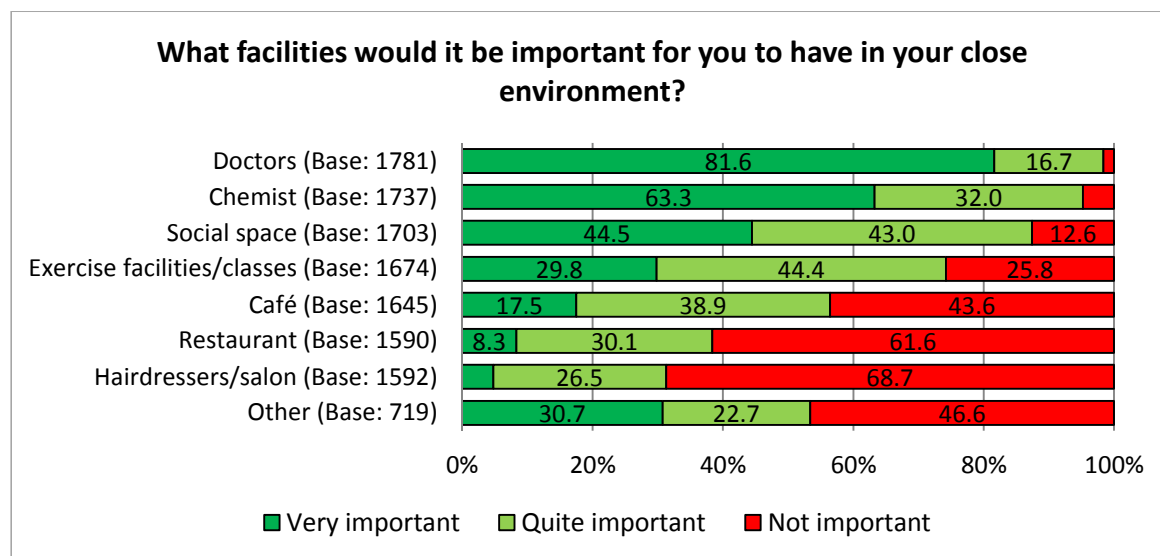


Participants in the Diverse Cymru engagement session emphasised the need to be able to choose to stay in their own homes or move to alternative accommodation. Community support including support from the voluntary sector was seen as playing an important role in alleviating concerns about growing older, social isolation and loneliness. Better awareness of where to find help was seen as key.

Q8. What facilities would it be important for you to have in your close environment?

Doctors and Chemists were seen as the most important facilities to have close by, with 98.3% and 95.3% respectively rating these as ‘very’ or ‘quite’ important, followed by access to a social space (87.5%). This was consistent across demographic and geographic groups.

The majority of respondents felt that hairdressers/salon (68.7%) and a restaurant (61.6%) were not important to have in the close environment.



‘Other’ facilities mentioned were:

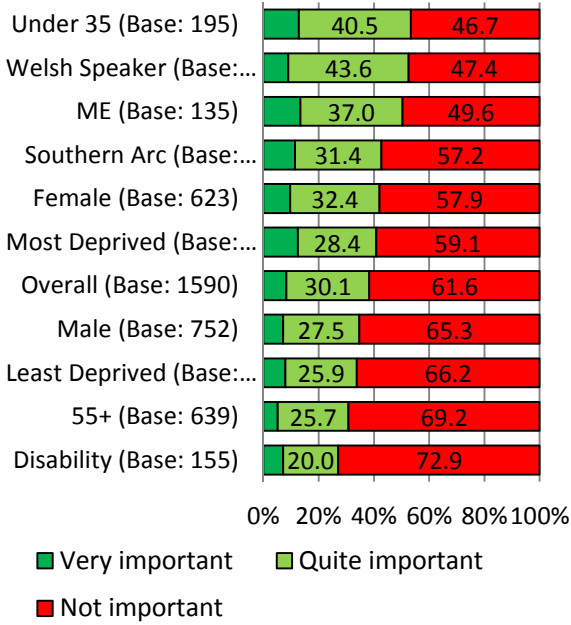
- Transport (mentioned by 8 respondents)
- Open Spaces (mentioned by 5 respondents)
- Library (mentioned by 5 respondents)
- Work opportunities
- Fast broadband
- Community Centres with activities and social opportunities
- Opportunity to be an active member of community
- A local bank
- A Pub
- A nutritionist

Respondents under the age of 35, Welsh speakers, and those from a minority ethnicity were most likely to rate a café and, to a lesser extent, a restaurant as important to have within the close environment.



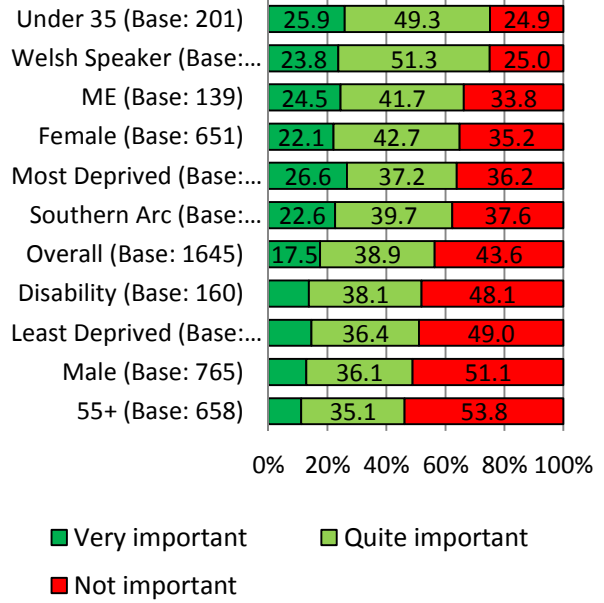
What facilities would it be important for you to have in your close environment?

Restaurant



What facilities would it be important for you to have in your close environment?

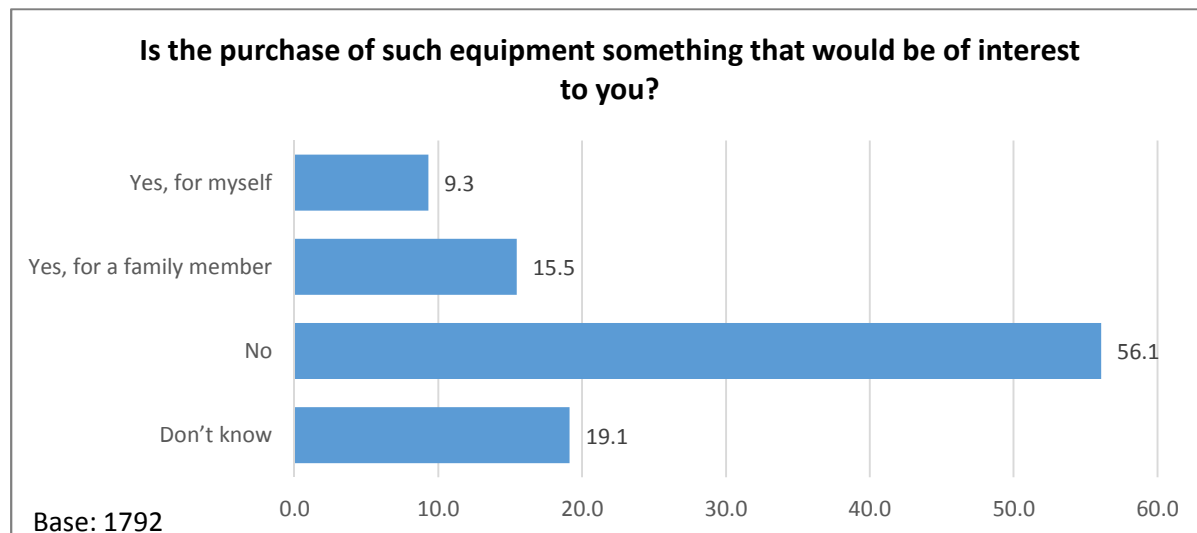
Café



The consultation proposed to generate income of around £30k from the sale of assistive equipment ranging from trolleys to walking sticks, over bed tables and kitchen aids in a range of designs.

Q9. Is the purchase of such equipment something that would be of interest to you?

Just under a quarter of respondents (24.8%) expressed an interest in purchasing assistive equipment either for themselves or for a family member.



This service was of most interest to respondents identifying as disabled, of whom 29.5% were interested in purchasing such items for themselves and a further 14.8% for a family member.



2.3 Safe, confident and empowered communities

The Council is committed to making sure that communities are safe, and that people in Cardiff feel safe. Priorities for 2019/20 are continuing work around the delivery of Community and Wellbeing Hubs, supporting communities and citizens impacted by Brexit and community safety including tackling substance misuse and serious organised crime.

Residents' views were sought on:

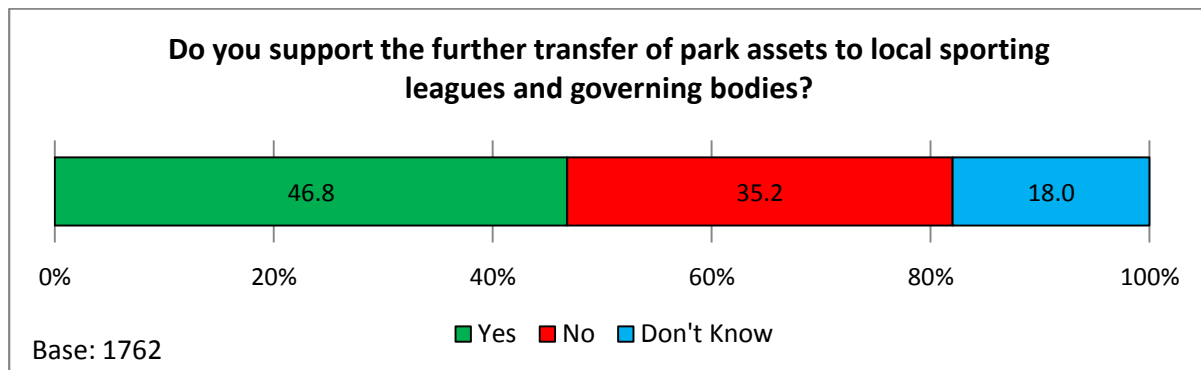
- Further transfer of park assets to local sporting leagues and governing bodies
- Awareness of Dewis Cymru

Community sports buildings

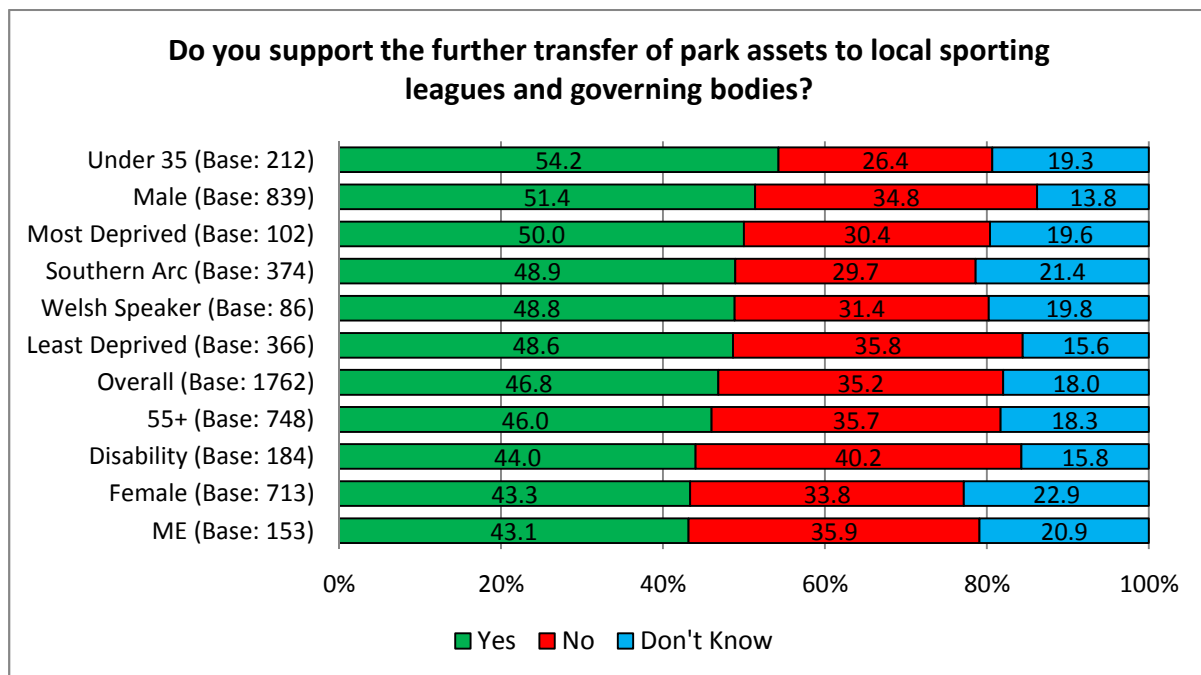
Transferring sports buildings to local ownership has benefits for local clubs and organisations including greater security in their tenancy and an increased ability to attract external investment and grant aid. Further transfer of these facilities would result in savings to the Council of £25k.

Q10. Do you support the further transfer of park assets to local sporting leagues and governing bodies?

Just under half of those responding to this question (46.8%) supported the proposal to further transfer park assets to local sporting leagues and governing bodies, with 35.2% opposing.



Support for the proposal was highest amongst respondents under the age of 35 (54.2%) and men (51.4%).



The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
Opposed to the selling of assets	252	32.1	<ul style="list-style-type: none"> - <i>These are our assets. We've paid for them. Selling them now for short term gain (and on bad deals) is not good value.</i> - <i>These facilities should be owned and managed for everybody in Cardiff, not just small interest groups.</i> - <i>It says park assets - specifically these should remain in public ownership. They belong to all not just those who want to use them for a specific sport.</i> - <i>These are public assets. I strongly oppose handing these over to private groups!! It also ignores the safeguarding issue for disabled persons wishing or needing to use facilities that are becoming unregulated and inaccessible. I am disgusted at this proposal. It assumes all users are able-bodied and neuro-typical individuals with no personal impairment/s.</i>
Concern over sustainability in the long run	234	29.8	<ul style="list-style-type: none"> - <i>The financial business planning of the bodies and the long-term sustainability of them. What protections are in place to protect the use of the facilities and keep them as open as possible to the communities?</i> - <i>Concerned whether bodies can raise sufficient funds to maintain the buildings and facilities in good order. If they don't they should be a clause in the contract that they will pass back to the council.</i> - <i>I am concerned about the viability of this approach in the long term. What happens if a sports club, for whatever reason ceases to exist? Who then will be responsible for the parks etc?</i>
Restricted access	191	24.4	<ul style="list-style-type: none"> - <i>They become privately owned and therefore inaccessible to most people.</i> - <i>Lack of access to the general public i.e. closed clubs.</i> - <i>What safeguards are in place for disadvantaged/low income families to be able to access these facilities if costs spiral?</i>
Rising costs	148	18.9	<ul style="list-style-type: none"> - <i>Prices and management. Have gone up at our local leisure centre.</i> - <i>Doing this will rule out people who do not want to be a part of a club or may feel apprehensive about looking out of place. Also, this will end up with an increased cost of entry which again will alienate those who have the least to spend on exercise.</i> - <i>Park assets & Government bodies ARE PUBLIC PROPERTY and there for the benefit of everyone. Sale or transfer only means to private industry. That will lead to increased charges to the public who already own these facilities. I do understand the financial difficulties for the council, but some things should be sacrosanct. There has to be a way to keep these services in control of the council, while raising funds to support them WITHOUT a large influx of cash from the public purse via local taxation etc.</i>

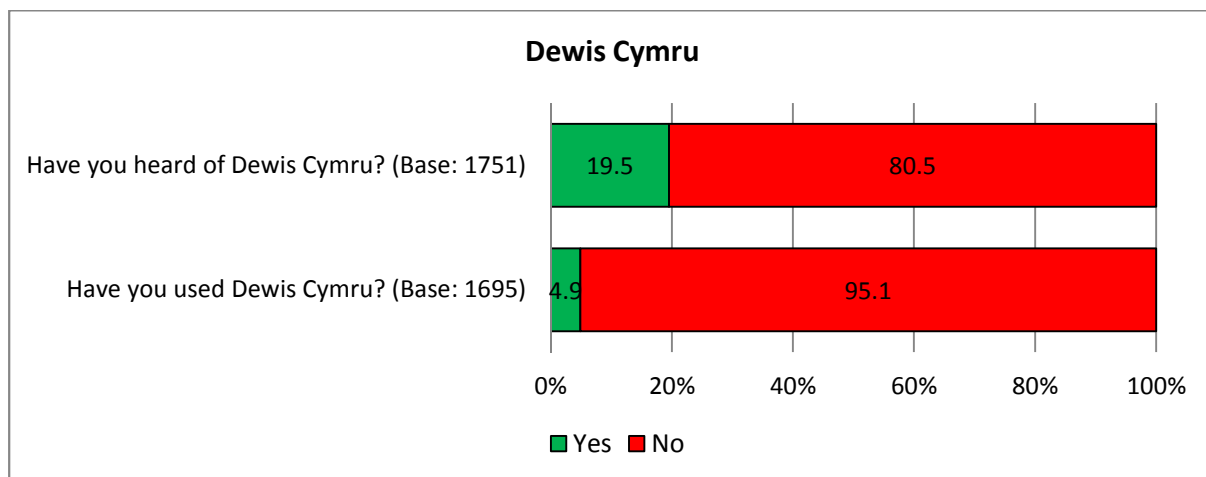
Participants in the Diverse Cymru engagement session supported the proposal but were concerned that sports clubs and associations would need support before, during and after an asset transfer process to ensure that community sports buildings and associated community groups are not lost.

Dewis Cymru

Dewis Cymru is an online resource providing information and advice on issues relating to well-being to help people help themselves or others.

Awareness of Dewis Cymru was relatively low, with just under a fifth (19.5%) of respondents having heard of this service. 4.9% had used the service.

Q11. Have you head of Dewis Cymru? Have you used Dewis Cymru?



Awareness of the service was highest amongst women (25.9%).



2.4 A capital city that works for Wales

Cardiff plays a vital role in creating jobs and attracting investment into Wales. It aspires to be a capital city of international significance in the post-Brexit global economy.

It is also the home of Welsh sport, politics and culture and provides specialist public services to the people of the wider Capital Region.

Priorities for 2019/20 include the delivery of a new transport hub, a new indoor arena and the launch of a new industrial strategy for East Cardiff.

Residents' views were sought on:

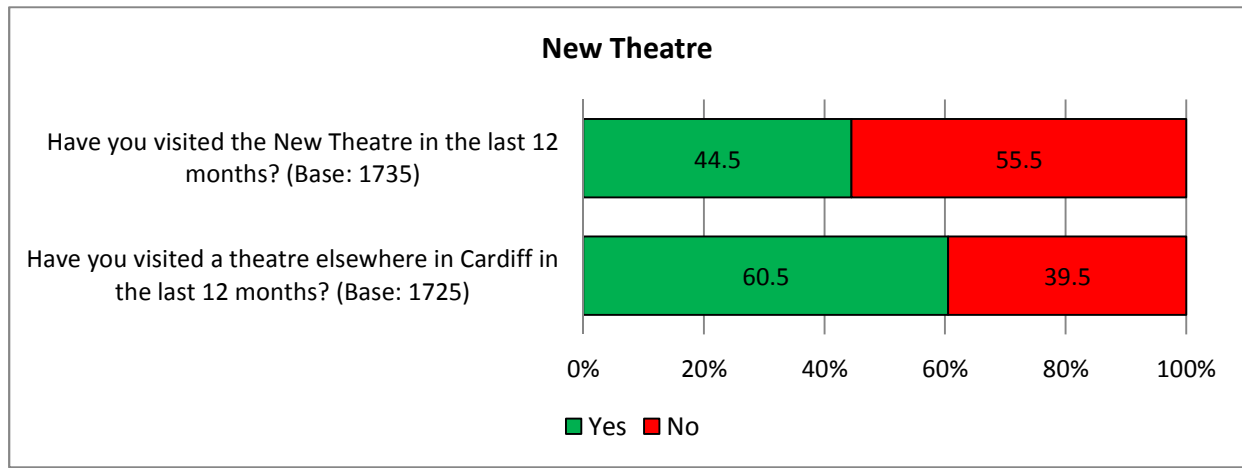
- Securing private tenancy of the New Theatre
- Reducing subsidy of entertainment and art events

New Theatre

There is an opportunity for the Council to secure a private tenant for the New Theatre to develop the current theatre offer in the city. This proposal could secure savings of £404k.

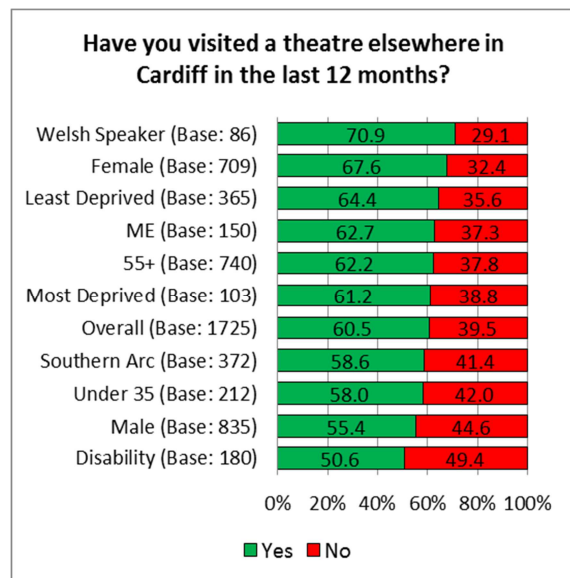
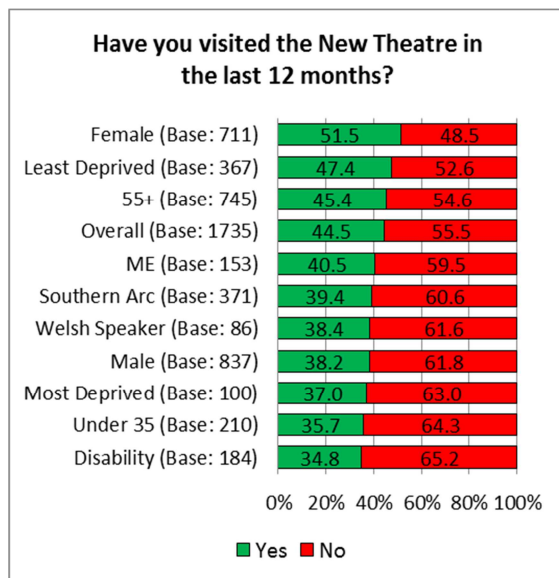
Just under half of those surveyed (44.5%) had visited the New Theatre in the past year compared to 60.5% who had visited a theatre elsewhere in the city over this time period.

Q12. Have you visited the New Theatre in the last 12 months? Have you visited a theatre elsewhere in Cardiff in the last 12 months?



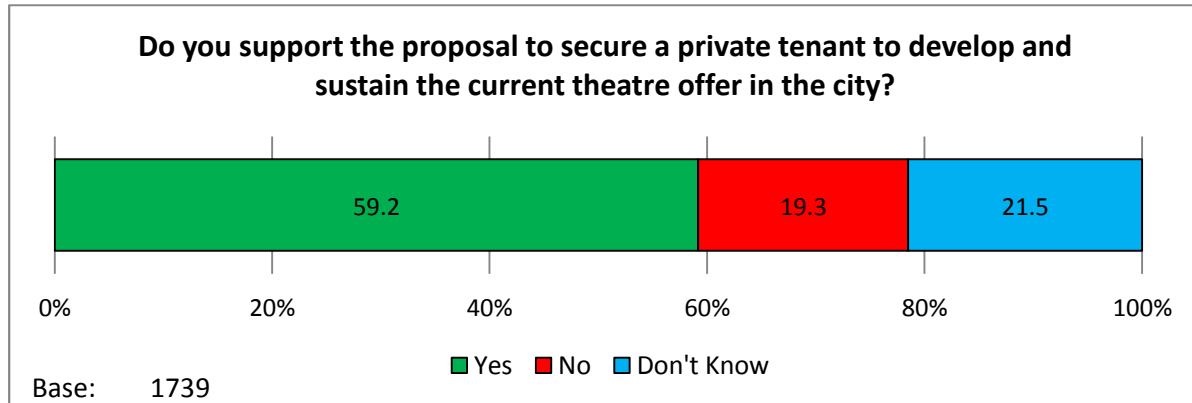
Women and those living in the least deprived areas of the city were most likely to have visited the New Theatre in the last 12 months. Welsh speakers were significantly more likely to have visited a theatre elsewhere in Cardiff than the New Theatre.

Respondents identifying as disabled were the least likely to have been to a theatre in the last year.

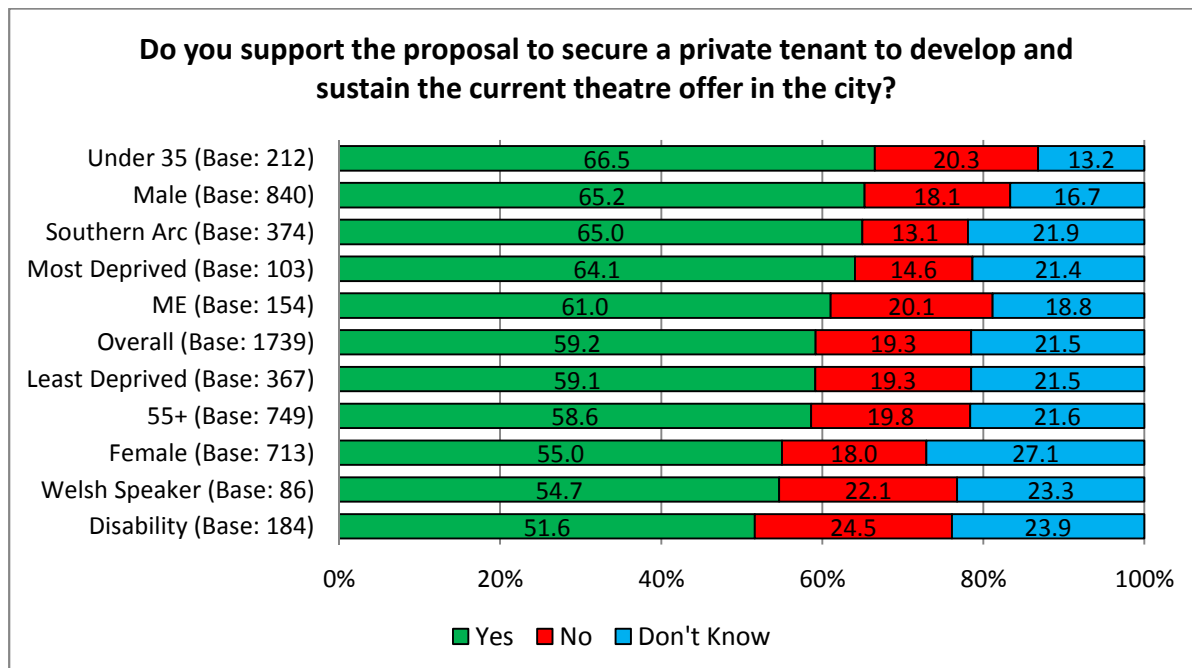


Q13. Do you support the proposal to secure a private tenant to develop and sustain the current theatre offer in the city?

Three in five respondents (59.2%) support the proposal to secure a private tenant for the New Theatre to develop and sustain the current theatre offer in the city.



Support for this proposal was highest amongst the under 35s (66.5%), men (65.2%), those living in the 'Southern Arc' (65.0%) and the most deprived areas of the city (64.1%). These groups had visited the New Theatre the least over the past 12 months.



The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
Price increases	221	35.7	<ul style="list-style-type: none"> - Concerned that private ownership may result in prices increasing to the point where theatregoers find them too expensive. - Profit margins will be of more concern to them than quality productions and safety.
Quality /variety	147	23.7	<ul style="list-style-type: none"> - The new tenant may restrict the variety of performances offered. - Continuity of service and standards. - As long as the quality and variation of what's on offer continues. Cardiff has something for everyone currently and I would hate to see that choice in culture and art reduce.
Lack of accountability	138	22.3	<ul style="list-style-type: none"> - What will be the conditions of this tenancy? Will the council have oversight to make sure the theatre remains accessible to people of different income means? - It would need to be safeguarded as a building so a new company couldn't simply knock it down and replace it with more student flats. - They must have the Council represented on the management side, with a veto if necessary to protect Cardiff's interest.
Proposal is detrimental to the city's culture	116	18.7	<ul style="list-style-type: none"> - 'Culture' [including libraries] is one of the few locations where people of all ages, colours, classes and creeds can meet and are crucial for community cohesion and we have to be careful before we risk fragile infrastructure for short-term budgetary reasons. - The arts are vital and should not be left entirely to commerce. - The Council should maintain important cultural buildings to avoid the possibility of them being developed in the wrong way by private companies.

Just over half (53.3%) of the young people taking part in the Youth Survey supported this proposal, whilst three in ten (30.0%) were against it.

Participants in the Diverse Cymru focus group session felt that the New Theatre is an important part of the cultural fabric of Cardiff, promoting diversity and understanding of different people's experiences across all protected characteristics. It was highlighted that schemes to ensure access for disabled people (Hynt), diverse communities and people on low incomes should continue under any new tenancy.

City Events

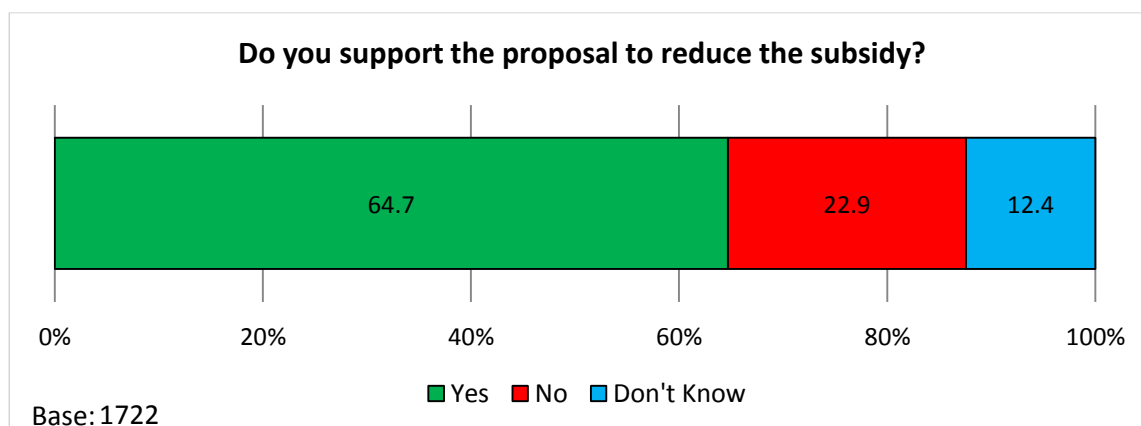
Cardiff Council subsidises a number of entertainment and art events. Whilst many are free and contribute to the economic and cultural vitality of the city, they involve significant costs of around £245k.

The Council is seeking views on the principle of reducing the subsidy and working to ensure that all future events are financially sustainable.

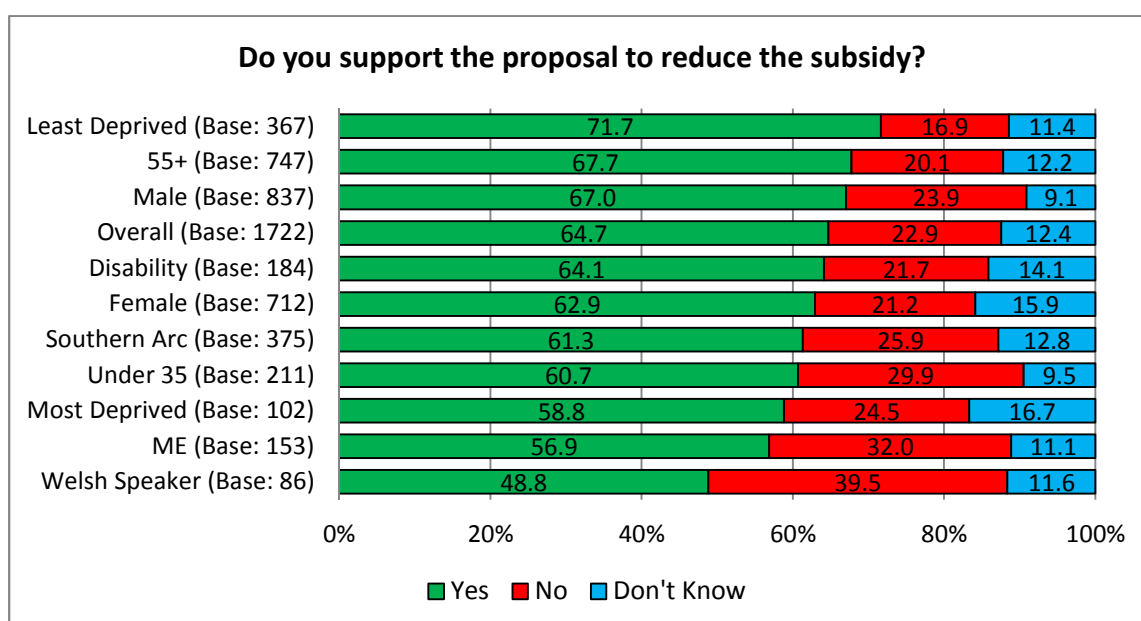
Events that could potentially be affected are Artes Mundi, Speedway Fan Zone, Step into Christmas, Cardiff 10K Run, Tafwyl, Classic Motor Rally and Welsh Proms.

Q14. Do you support the proposal to reduce the subsidy?

Almost two-thirds of respondents (64.7%) supported the principle of reducing the subsidy of entertainment and art events.



Support to reduce subsidies was highest amongst respondents living in the least deprived areas (71.7%) and over 55s (67.7%); it was lowest amongst Welsh Speakers (48.8%).



The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
Will adversely affect city in long run	227	34.4	<ul style="list-style-type: none"> - Cardiff is a capital city and we should ensure cultural and family events and activities of interest are maintained. They make Cardiff exciting, cultural and contribute to the city economy. - Further deterioration of the social and amenity fabric of the city. - These are all important events to the residents of Cardiff, as well as important to bring in visitors into the City. They put our city on a national, global stage and are vitally important to the image of our city.
Agree	195	29.6	<ul style="list-style-type: none"> - These events are unnecessary and should not be funded by council tax payers. - If money saved from not supporting these events means basic, essential services such as education, social services and policing gain then, unfortunately, we have to see the above as luxuries we cannot afford during times of austerity. - If funding is tight it is better in my view for the council to spend money on the basics such as dealing with the appalling condition of many roads, pavements and the litter situation across the city.
Investigate alternative funding options	175	26.6	<ul style="list-style-type: none"> - These events can be supported by local businesses who benefit from increased visitor numbers. - Some of these events could become non-free - e.g. a small fee for entry to the "Speedway Fan Zone", a small increase to the entry fee for the Cardiff 10k, etc. Alternatively smarter commercial sponsorship of these events to at least make them cost neutral to taxpayers.
Other event options to reduce funding / event by event cost benefit analysis	156	23.7	<ul style="list-style-type: none"> - Never heard of Tafwyl? Could the funding be reduced based on the success of each event? - The reduction in subsidy must be fairly distributed between the events so that none are put at an unfair disadvantage over another. - Maybe subsidy should be based on how green the event is. Runs and cycle events should get high subsidy. Events should get more if they provide less parking and more active travel.
We need to support these events	129	19.6	<ul style="list-style-type: none"> - I would not want these events to stop as a result of the reduction. I am against however the large new area in the bay, Motorpoint is enough. - Cardiff has a great team who run the events and it works well and is a show case for Cardiff, encouraging people to visit the City - Loss to cultural life in the city. Lack of suitable sponsors. Could affect young artists who can least afford to lose support in developing their artistic careers.



2.5 Cardiff grows in a resilient way

Cardiff's growth will create major economic and cultural opportunities. It will also put pressure on city infrastructures and public services. Ensuring this growth is sustainable and resilient will define Cardiff's development over the next 20 years.

Priorities for 2019/20 include building more Council homes and affordable housing, improving the quality of the road and cycling infrastructure, keeping the city's streets clean, reforming street scene services and hitting our recycling targets.

Residents' views were sought on:

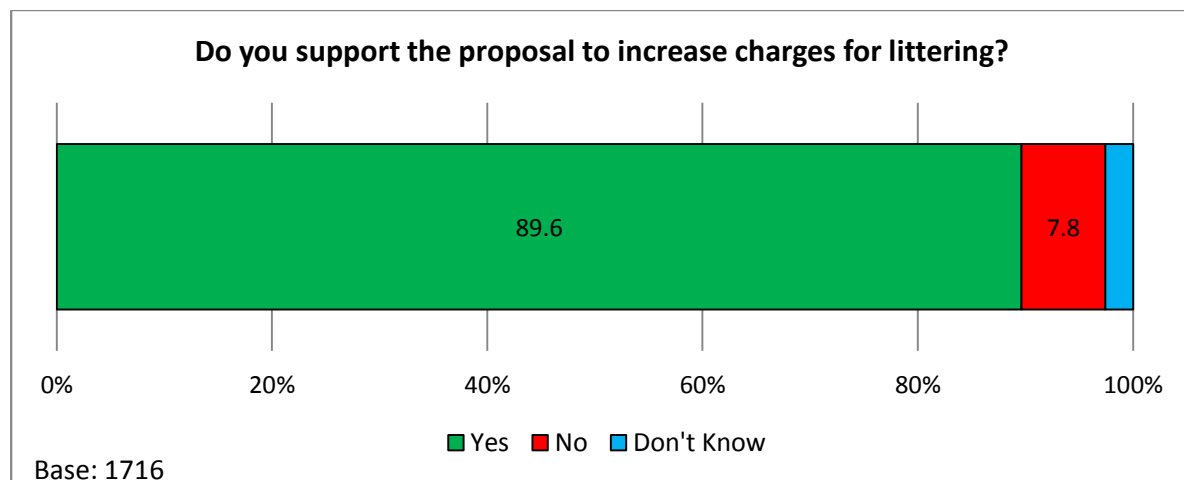
- Increasing charges for littering
- The production of renewable energy at Lamby Way
- Investing further in renewable energy schemes
- 'Walking routes' to reduce reliance on other forms of school transport

Fines for littering

It is proposed to increase the charges for both general littering and smoke-related littering from £80 to £100.

Q15. Do you support the proposal to increase charges for littering?

There was overwhelming support to increase charges for littering, with nine in ten respondents (89.6%) in favour. Support was broadly consistent across all demographic and geographic groups.



The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
Enforcement	358	57.3	<ul style="list-style-type: none"> - Good idea but will need more enforcement teams if it is going to work. - Who actually is monitoring / enforcing it currently - useless unless enforced. - I've never seen anyone being penalized for littering so what difference would £20 make?
A good idea	81	13	<ul style="list-style-type: none"> - No concerns, very good idea! Increase fines for dog fouling as well. - No concerns, this is a can kicked down the road for too long, it has huge implications for individuals & communities particularly. Act now.
£100 is not enough	67	10.7	<ul style="list-style-type: none"> - The charge should be a lot higher, around £150, including for dog fouling and other similar misdemeanours. Parking fines and speeding also. - Increase it further, or include some community service. Far too much litter. Provide more bins in hotspot areas also, if funds allow. - It is not enough. Fines should be backed up with community service orders
More waste bins	66	10.6	<ul style="list-style-type: none"> - Yes, but ensure there are accessible bins or places to dispose of litter so people are encouraged to comply. - Littering charges are understandable but there is a severe lack of bin facilities outside of the city centre, this is particularly an issue for people who walk/cycle who have fewer facilities to store litter on their person before a bin etc. is available. I have walked miles in the suburbs of the city with litter, before I have even come across one bin to dispose of it. - Necessary amount of bins should be around as well as ashtrays on top of these bins. If someone throws a cigarette and there isn't a visible ashtray around then they should not be fined. General litter is different as this should be kept by the person until a bin is found.

Participants in the Diverse Cymru session supported increased fines for littering. Enforcement of any fines was seen as key to tackling the problem of littering and dog fouling and participants highlighted that both issues are a concern for blind and visually impaired people in particular.

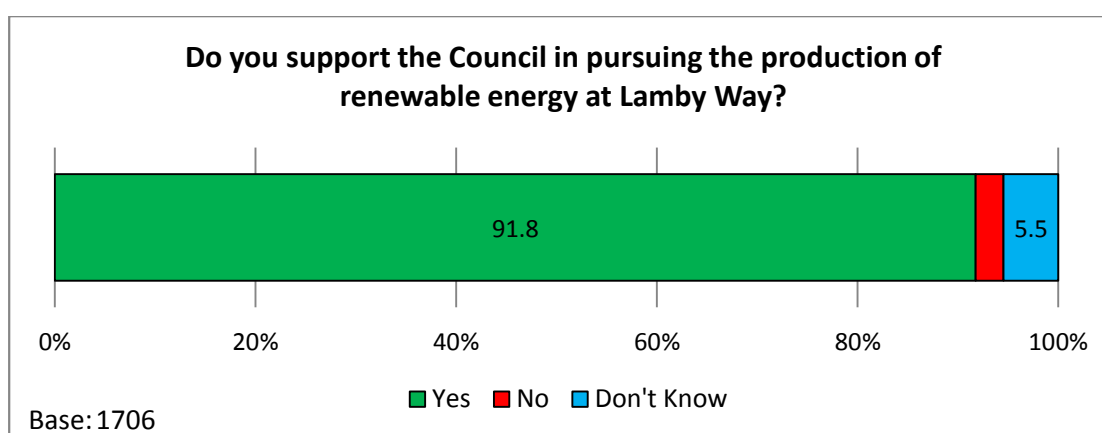
Two-thirds of the people taking part in the Youth Survey supported increasing the fines for littering; just under a quarter (23.3%) were against.

Generating Renewable Energy - Lamby Way Solar Farm Scheme

A scheme at Lamby Way Solar Farm will provide a substantial amount of clean, renewable energy to supply the local electricity grid and connected Council buildings and will also generate additional income of £30k for the Council from January 2020.

Q16. Do you support the Council in pursuing the production of renewable energy at Lamby Way?

Almost everyone responding to this question (91.8%) supported the pursuit of producing renewable energy at Lamby Way, with just 2.8% against this proposal. Again, support was broadly consistent across all demographic and geographic groups.

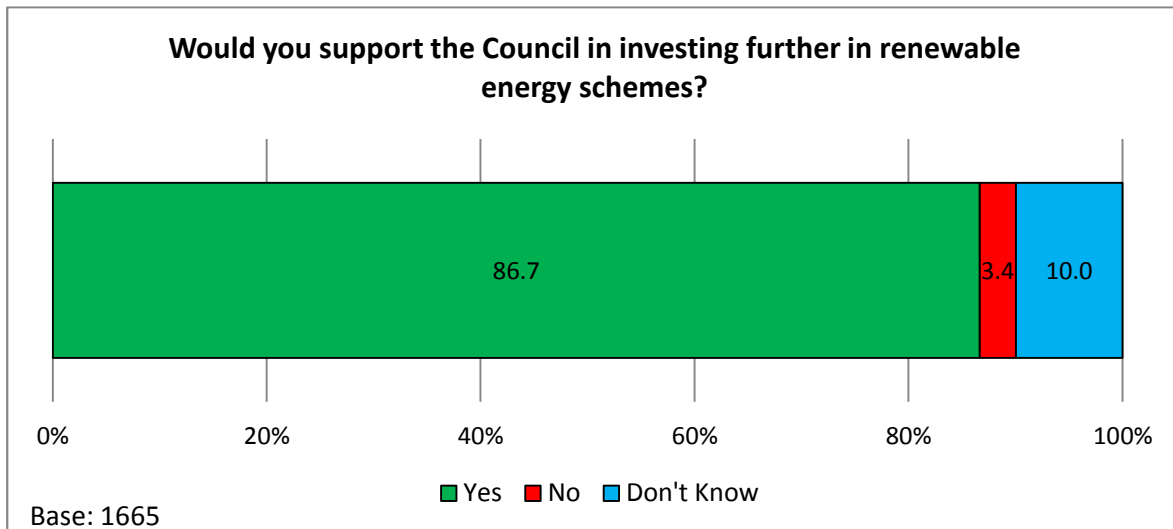


The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
No concerns	94	30.8	<ul style="list-style-type: none"> - No concerns - think it is important to continue to develop this technology. - Anything to do with renewable energy should be welcome.
Costs	93	30.5	<ul style="list-style-type: none"> - These costings of additional income are not deliverable. - Cost must be proportional to the benefits/output. - I have read the cost of building will be £15m and only start to deliver net cost benefits after c30 years. With current budget issues we should focus elsewhere. Better to wait 10 years for more efficient/cheaper solar harvesting technology.
Need More Info	45	14.8	<ul style="list-style-type: none"> - I would want to know what the economics of setting this up would be up against the savings over time. - Can the energy generated offset energy usage in council buildings, reducing the overall carbon-footprint? Can we explore the use of wind and tidal power also? - Proper long term assessment of the proposals (including future costs) and good contract management to ensure the Council isn't locked into a poor deal in future years.

Q17. Would you support the Council in investing further in renewable energy schemes?

There was also strong support for the Council investing further in renewable energy schemes (86.7%), with a similar response across the demographic and geographic groups.



Improving air quality – more walking routes to schools

Air pollution is a major public health issue particularly affecting the very young, the very old and those suffering ill health. Poor air quality can be a particular problem around schools, with congestion caused by pupils being dropped off and collected by car.

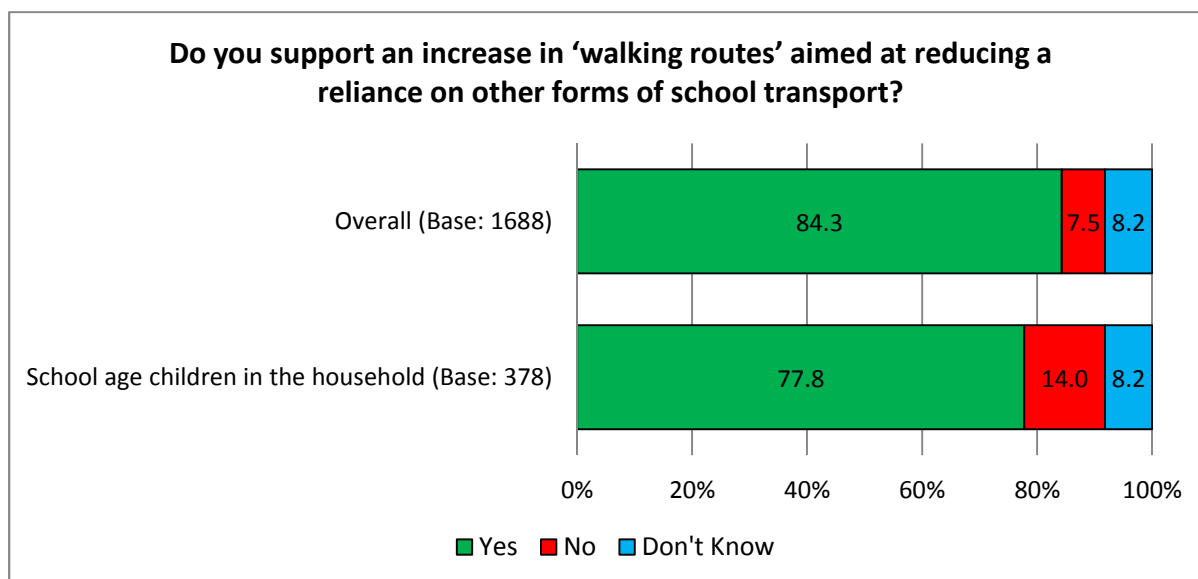
To reduce congestion, improve air quality and encourage young people to walk, the Council is looking to increase walking routes from home to school.

As well as removing transport requirements for schools, it could result in a saving of £30k.

Q18. Do you support an increase in ‘walking routes’ aimed at reducing a reliance on other forms of school transport?

84.3% of respondents supported increasing ‘walking routes’ to schools in a bid to improve air quality and encourage walking to school.

Support dropped slightly amongst respondents with school age children in their household, with 77.8% in favour. The proportion of this group against the proposal was almost double the overall proportion against the proposal (14.0% compared with 7.5%).



The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
Safety issues, traffic, dark nights, Anti-social behaviour, security, lighting	192	34.1	<ul style="list-style-type: none"> - Parents do not encourage children to walk to school due to safety issues and I'm not sure if this attitude would change. - Road safety and general safety. - Making these routes safe for children. Some drivers in Cardiff are maniacs and it can be dangerous for children to walk to school. - Poor street lighting, insufficient / poor condition pavements, inconsiderate parking and dangerous driving.
Congestion / Air pollution / Inconsiderate Parking - reduce cars	123	21.8	<ul style="list-style-type: none"> - Air pollution is an issue, and I can see why it's an issue for the Council especially surrounding schools but I do believe this is a wider public issue that Council shouldn't be 100% responsible for. The money the Council has is stretched enough! - The air pollution from wood burning stoves is also significant. But someone would need to be extremely brave to ban these. - Amount of traffic on the roads, pollution caused by stationary traffic and effect of this on school children inhaling these fumes especially asthmatics. - School traffic is a nightmare and adds to pollution. The difference in school holidays is marked, including easier access by bus.
Length of journey - House to School	76	13.5	<ul style="list-style-type: none"> - Distances to high schools are prohibitive for walking routes especially with only 3 Welsh high schools covering the city. - Keep local kids at local schools-my children always walked to school!! - We (and many others) didn't get a place at our catchment primary school, so walking is a pipe-dream for most parents.
Support for the proposal.	67	11.9	<ul style="list-style-type: none"> - None. Walking buses are a superb idea. - As long as it's an option and not forced upon you. - May help obesity problems.

In the Youth Survey, more than three quarters (76.7%) of young people supported the idea of walking routes to schools, compared to just 10.0% against.



2.6 Modernising and integrating our public services

In preparing this budget the priority has been to protect frontline services and therefore to challenge what the Council does to ensure it is getting the best value for money for every pound it spends.

Priorities for 2019/20 are moving as many services as possible online, applying technological solutions to internal business processes, making the most efficient use of the public sector estate and developing more opportunities to generate income.

Residents' views were sought on:

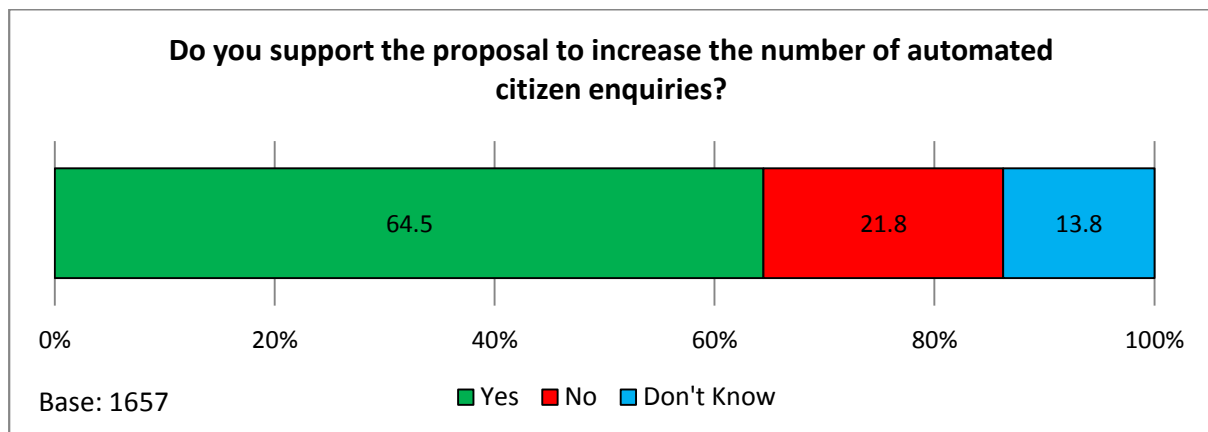
- Increasing 'Digital first' services
- Waste management online
- Council Tax e-billing
- Generating income (Bereavement and Dogs Home services)

'Digital First'

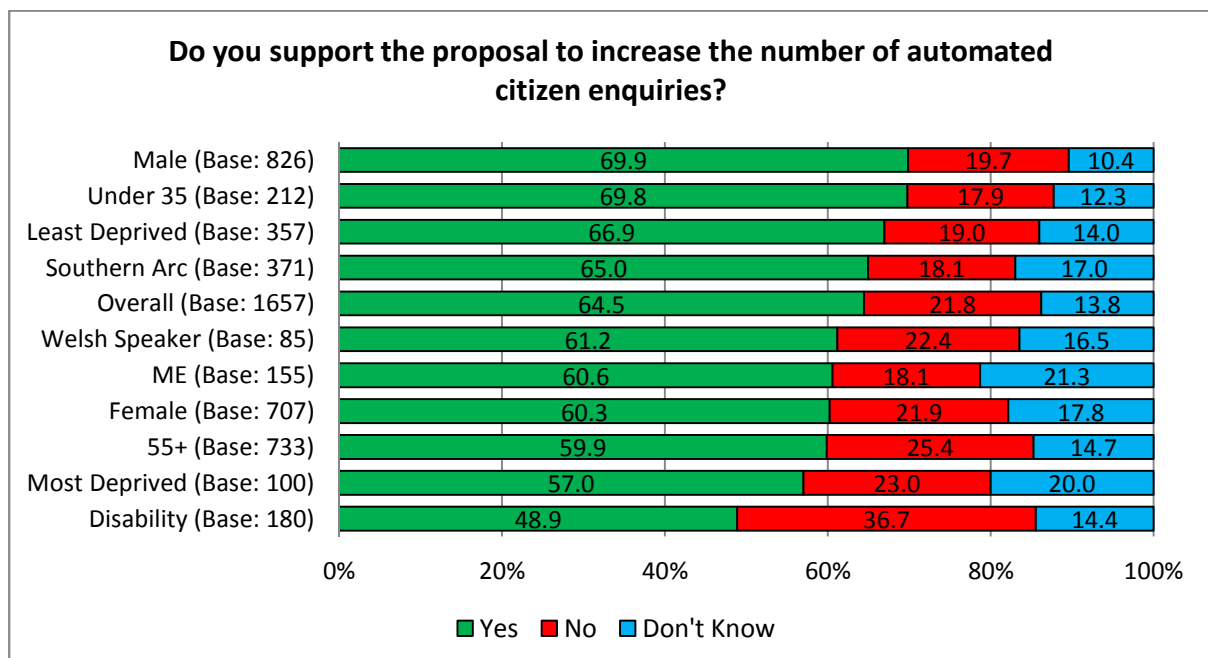
A number of services have adopted a 'Digital First' approach over the last 3 years. Going online gives residents 24/7 access to services, frees up officers to manage the most complex enquiries and results in savings that can be reinvested into front line services.

Q19. Do you support the proposal to increase the number of automated citizen enquiries?

Just under two-thirds of those surveyed (64.5%) supported the proposal.



Respondents who identify as disabled showed the lowest level of support for this proposal, with 48.9% in favour and 36.7% against.



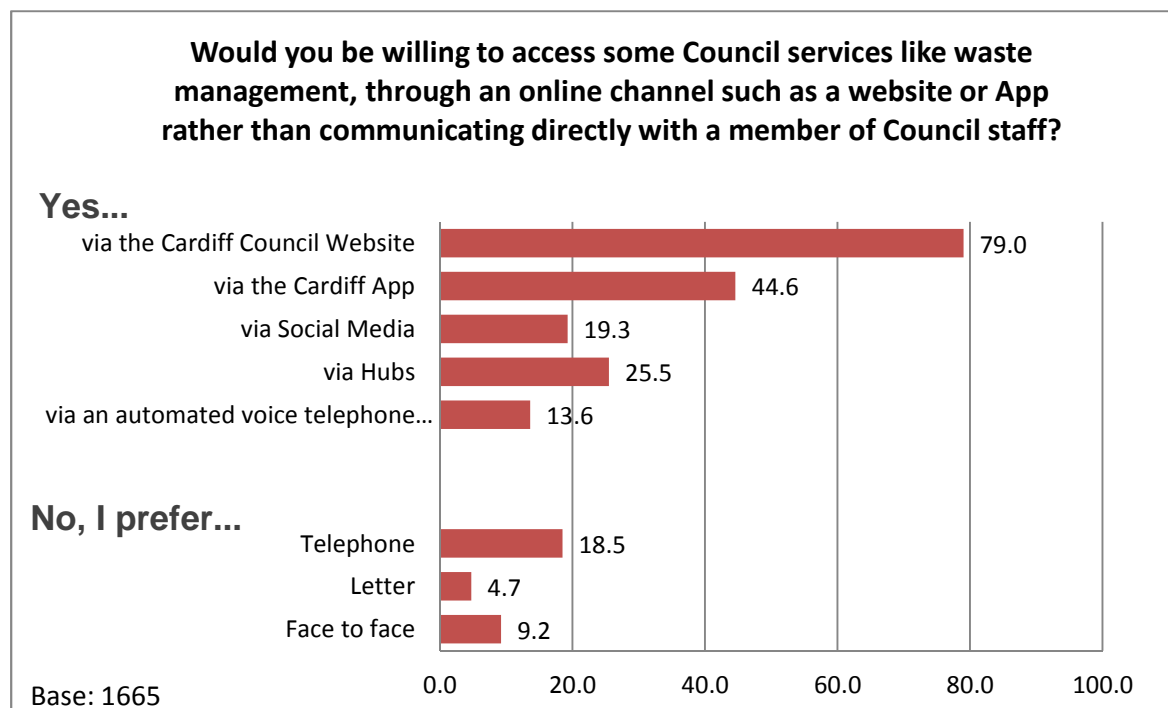
The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
Not everyone can access or is able to use the internet	357	48.4	<ul style="list-style-type: none"> - <i>Must take into account those who do not have access to technology.</i> - <i>Access for people without internet. This includes some vulnerable groups such as the elderly, disabled and poor.</i> - <i>Older residents could feel more isolated if they can't access such technologies.</i>
Prefer / need human interaction as an option	281	38.1	<ul style="list-style-type: none"> - <i>I talk to humans not machine.</i> - <i>Depends on the nature of the query, a person can be more helpful in some situations, it needs a thoughtful approach.</i> - <i>Some people prefer 'face to face' contact.</i> - <i>This is not appropriate for some people who need face to face access.</i>
Online systems are not good enough- slow / inaccurate / lacking options	144	19.5	<ul style="list-style-type: none"> - <i>Your online systems are terrible, I am still being charged for services I never had. You can't just make it all online without investment in decent systems.</i> - <i>Current automated and semi-automated systems already not fit for purpose.</i>

Q20. Would you be willing to access some Council services like waste management, through an online channel such as a website or App rather than communicating directly with a member of Council staff?

Around four in five respondents (79.0%) reported they would be willing to access some Council services via the Cardiff Council website – the most preferred means of contact of options provided. Just under half expressed interest in the Cardiff App (44.6%), with a quarter (25.5%) willing to access services via Hubs across the city.

Respondents were more willing to use the telephone to speak to a member of Council staff (18.5%) than use an automated voice telephone system (13.6%).



A significant proportion across all demographic groups were in favour of accessing services via a website. Respondents under 35 were more likely to be willing to use an App.

Women were more likely to use social media than men (23.7% versus 16.8%).

Respondents who identify as disabled were least likely to use the website (71.1%) or App (30.6%). They were notably more likely to prefer using traditional forms of contact such as telephone (25.6%), letter (10.0%) or face-to-face contact (19.4%) than other demographic groups.

	Overall	Under 35	55+	Female	Male	ME	Disability	Welsh Speaker
Base	1665	213	740	709	833	152	180	85
Yes...								
via the Cardiff Council Website	<i>79.0</i>	<i>85.4</i>	<i>77.8</i>	<i>79.1</i>	<i>81.2</i>	<i>78.9</i>	<i>71.1</i>	<i>76.5</i>
via the Cardiff App	<i>44.6</i>	<i>63.8</i>	<i>33.1</i>	<i>41.6</i>	<i>49.0</i>	<i>42.1</i>	<i>30.6</i>	<i>52.9</i>
via Social Media	<i>19.3</i>	<i>30.0</i>	<i>12.2</i>	<i>23.7</i>	<i>16.8</i>	<i>23.7</i>	<i>20.0</i>	<i>21.2</i>
via Hubs	<i>25.5</i>	<i>35.2</i>	<i>23.5</i>	<i>27.2</i>	<i>24.4</i>	<i>25.0</i>	<i>23.9</i>	<i>22.4</i>
via an automated voice telephone system	<i>13.6</i>	<i>16.9</i>	<i>11.4</i>	<i>16.6</i>	<i>11.5</i>	<i>8.6</i>	<i>10.6</i>	<i>9.4</i>
No, I prefer...								
Telephone	<i>18.5</i>	<i>13.1</i>	<i>19.7</i>	<i>19.3</i>	<i>15.8</i>	<i>20.4</i>	<i>25.6</i>	<i>20.0</i>
Letter	<i>4.7</i>	<i>5.2</i>	<i>5.9</i>	<i>4.7</i>	<i>4.6</i>	<i>7.2</i>	<i>10.0</i>	<i>3.5</i>
Face to face	<i>9.2</i>	<i>8.5</i>	<i>9.9</i>	<i>8.9</i>	<i>8.2</i>	<i>15.1</i>	<i>19.4</i>	<i>7.1</i>

Analysing responses geographically shows a broad consensus of opinion, although respondents living in the most deprived areas of the city were more willing to use the Cardiff App, social media and an automated voice telephone system than those from the least deprived areas.

	Overall	Most Deprived	Least Deprived	'Southern Arc'
Base	1665	102	365	370
Yes...				
via the Cardiff Council Website	<i>79.0</i>	<i>82.4</i>	<i>80.0</i>	<i>80.8</i>
via the Cardiff App	<i>44.6</i>	<i>51.0</i>	<i>40.3</i>	<i>50.3</i>
via Social Media	<i>19.3</i>	<i>28.4</i>	<i>12.9</i>	<i>19.7</i>
via Hubs	<i>25.5</i>	<i>28.4</i>	<i>20.5</i>	<i>27.0</i>
via an automated voice telephone system	<i>13.6</i>	<i>15.7</i>	<i>10.1</i>	<i>14.1</i>
No, I prefer...				
Telephone	<i>18.5</i>	<i>20.6</i>	<i>16.7</i>	<i>15.7</i>
Letter	<i>4.7</i>	<i>3.9</i>	<i>3.0</i>	<i>4.6</i>
Face to face	<i>9.2</i>	<i>7.8</i>	<i>7.1</i>	<i>8.4</i>

Participants in the Diverse Cymru session felt that automated services had their place but telephone and face-to-face options are also required to meet all needs. Language choice (not just English and Welsh) should be explored and the Council should work with disability organisations to ensure digital tools are as accessible as possible. Staff working in hubs and libraries should receive training to help residents access online services.

Two-thirds of those taking part in the Youth Survey (66.7%) supported the proposal for increasing automated services, ten times more than those against it (6.7%). Almost a quarter (23.3%) felt they didn't know.

E-billing for Council Tax

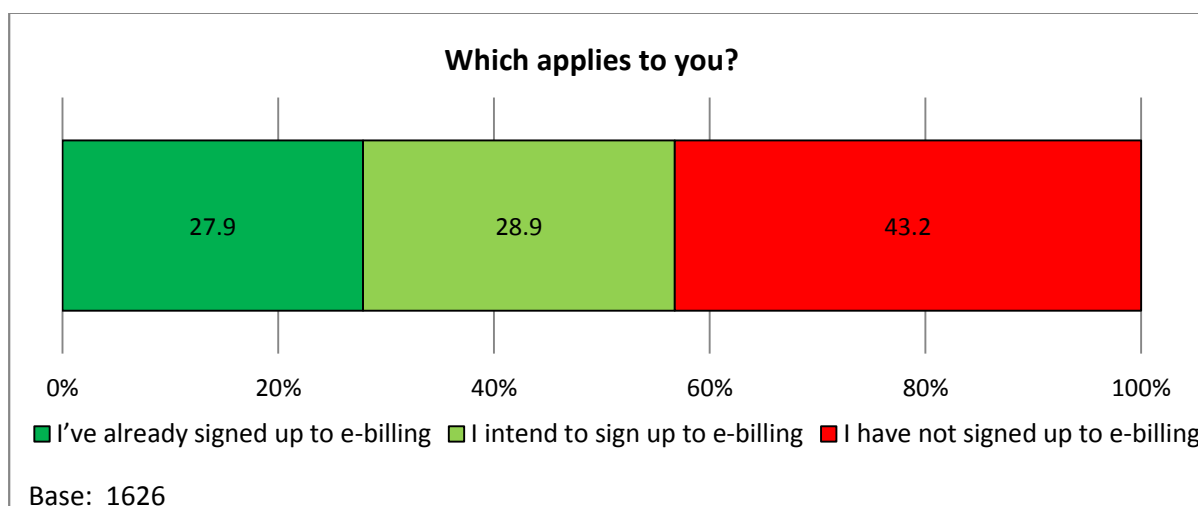
All Cardiff residents can now switch to e-billing for Council Tax meaning that bills, notifications and reminders will be sent electronically.

E-billing is faster and more efficient, it saves money for the Council on paper, materials and postage and has a positive environmental impact.

Residents were asked whether they used e-billing and if not about the barriers to signing up.

Q21. Have you signed-up to e-billing?

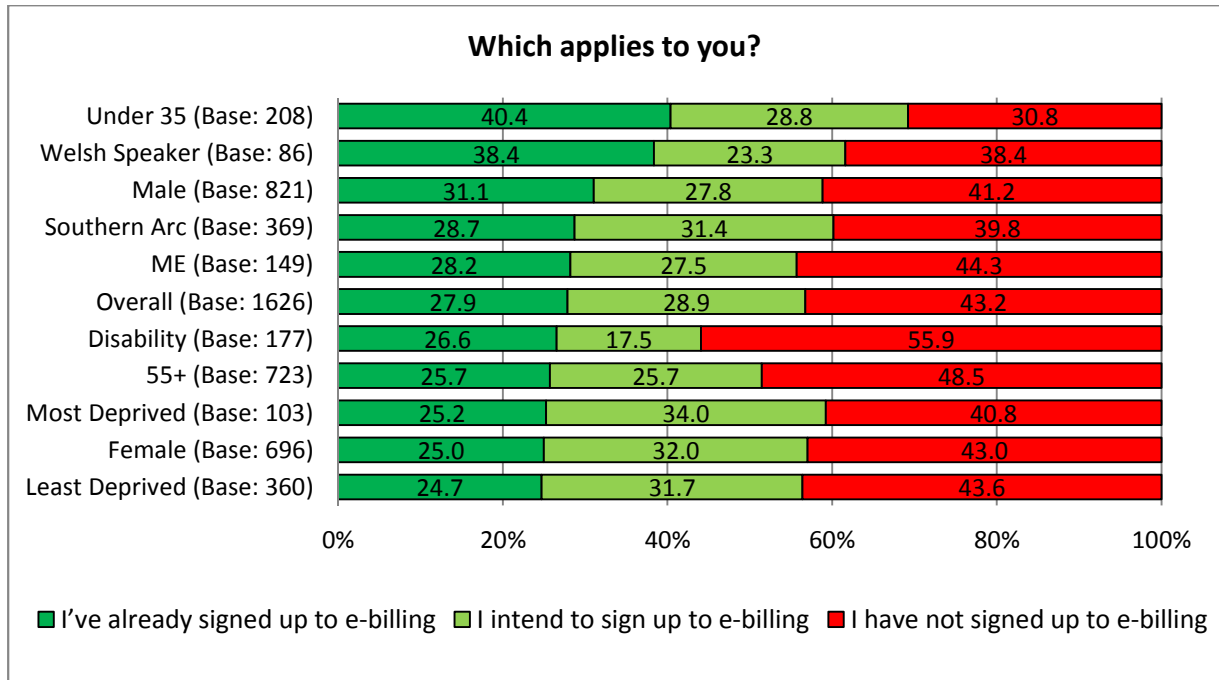
27.9% of respondents stated they were already using e-billing and 28.9% were intending to sign up. However, more than two-fifths (43.2%) did not indicate that they would sign up choosing the option 'I have not signed up to e-billing'.



Younger respondents (40.4%) and Welsh Speakers (38.4%) were most likely to have already signed up to e-billing; more than a third of respondents living in the most deprived areas of the city said they intended to sign up (34.0%).

More than half of respondents identifying as disabled (55.9%) stated they had not and did not intend to sign up for e-billing.

116 respondents indicated they would like to be contacted by a Council officer to receive help with setting up an e-billing account; of these, 89 people provided contact details. These people will be contacted following the consultation.

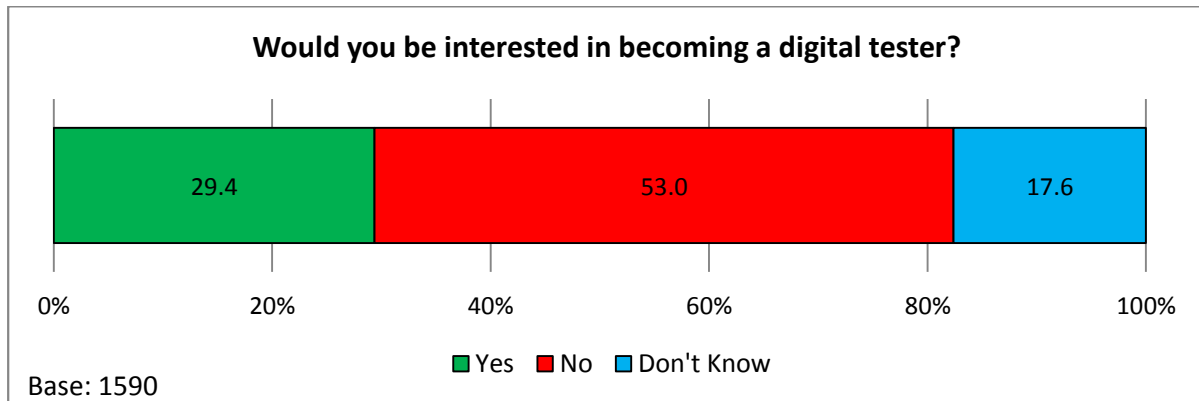


The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
Not Aware	22	39.3	- Wasn't aware until completing this survey that I could do e-billing
Prefer Paper	9	16.1	- Would rather a paper bill for record keeping. - Council tax is a nightmare to deal with so prefer a paper bill and receipt
Don't want to	8	14.3	- Prefer not to - I believe this has an impact on jobs in other organisations. - I don't support online e-billing

Q22. We will be exploring further how digital services can be used to provide our citizens with a 24/7 consistent service for basic council services. With this in mind, would you be interested in becoming a digital tester?

A total of 467 respondents expressed an interest in becoming a digital tester. 408 people provided contact details and will be invited to test webpages for new online services. Webpages are currently been tested face to face in hubs.



Generating income and increasing fees & charges

One of the ways to meet the financial challenge the Council faces is to be more entrepreneurial, generating income that can be reinvested into supporting services.

In a recent survey, two-thirds of respondents agreed with proposals for the Council to undertake commercial activities.

Bereavement

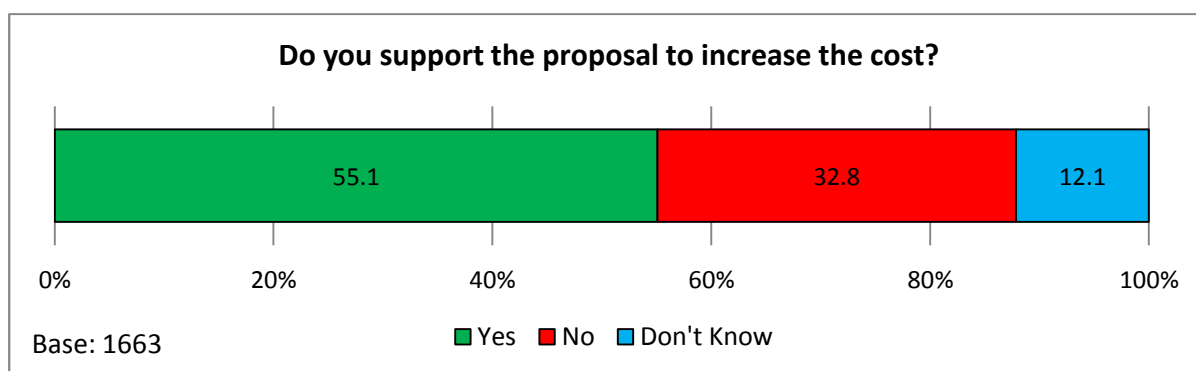
Cardiff Council’s award-winning Bereavement Services are responsible for the undertaking of over 4,000 funerals per year as well as the upkeep and maintenance of seven sites.

Income has been consistently reinvested to ensure this valuable service is as good as it can be. It is proposed to increase the price of a cremation from £560 to £640 (an increase of 14.3%) and a burial from £660 to £760 (an increase of 15.2%).

The charges compare well with other local authority providers and would result in an estimated additional income of £301k.

Q23. Do you support the proposal to increase the cost?

More than half of those responding to this question (55.1%) supported the proposal to increase the cost of cremations and burials, whilst just under a third were against (32.8%).

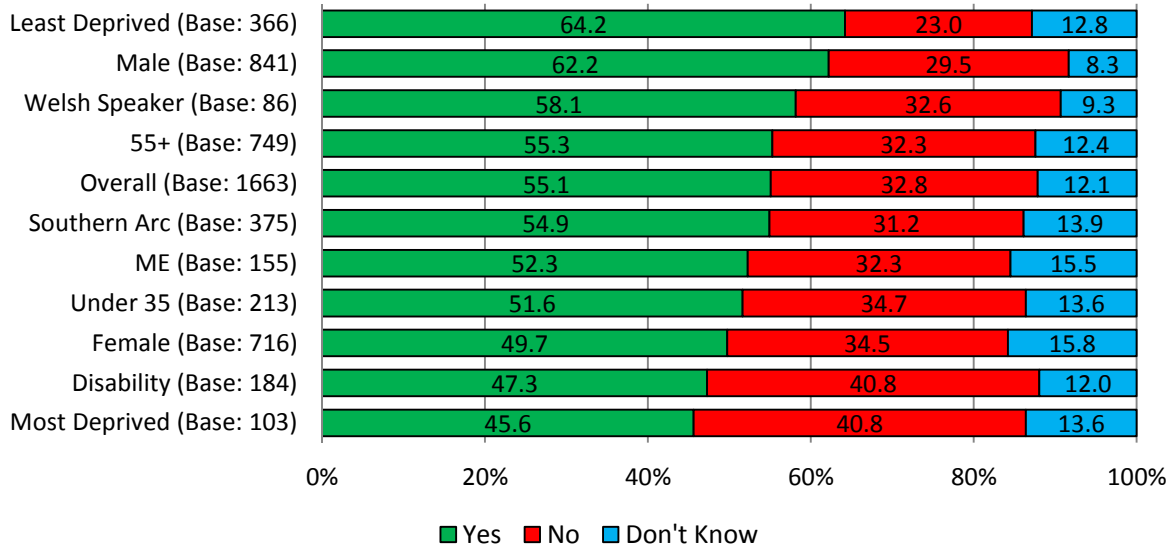


The highest levels of support for this proposal came from those living in the least deprived areas of the city (64.2%) and men (62.2%).

Fewer than half of those living in the most deprived areas of the city (45.6%), respondents identifying as disabled (47.3%) and women (49.7%) supported this proposal.



Do you support the proposal to increase the cost?



The most frequent comments, grouped by theme were as follows:

Theme	No	%	Example comments
Improve affordability	275	51.8	<ul style="list-style-type: none"> - There needs to be a tiered system so those on low incomes are not penalised for a death in their family. - Frankly, those who can pay should. Obviously some system needs to handle those who genuinely cannot pay the costs. - Help should be available to those who needed. People shouldn't be forced into debt to pay for a funeral.
Increases are too high	142	26.7	<ul style="list-style-type: none"> - If increases are needed, it should be in line with inflation (currently 2.51%), not 14.3-15.2%. It is unfair to load inflated costs to grieving families. - Huge increases not justified. People cannot afford these prices and they are only part of funeral costs. - Too expensive as is. You're taking advantage of people when they have no other choice
Unacceptable way to raise money	125	23.5	<ul style="list-style-type: none"> - Not the place to be making money. This is already expensive and hits people in a time of great distress. - Not an area that should be too market driven. - Financial exploitation of people in grief barely beggars belief at how low this Council has sunk.

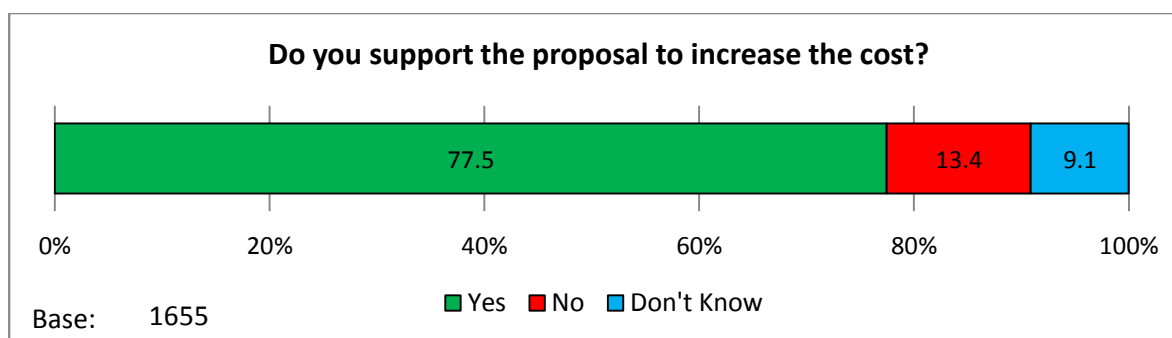
Dogs Home

Cardiff’s award winning Dogs Home deals with nearly 1,000 dogs every year with the focus on the safety of dogs and residents.

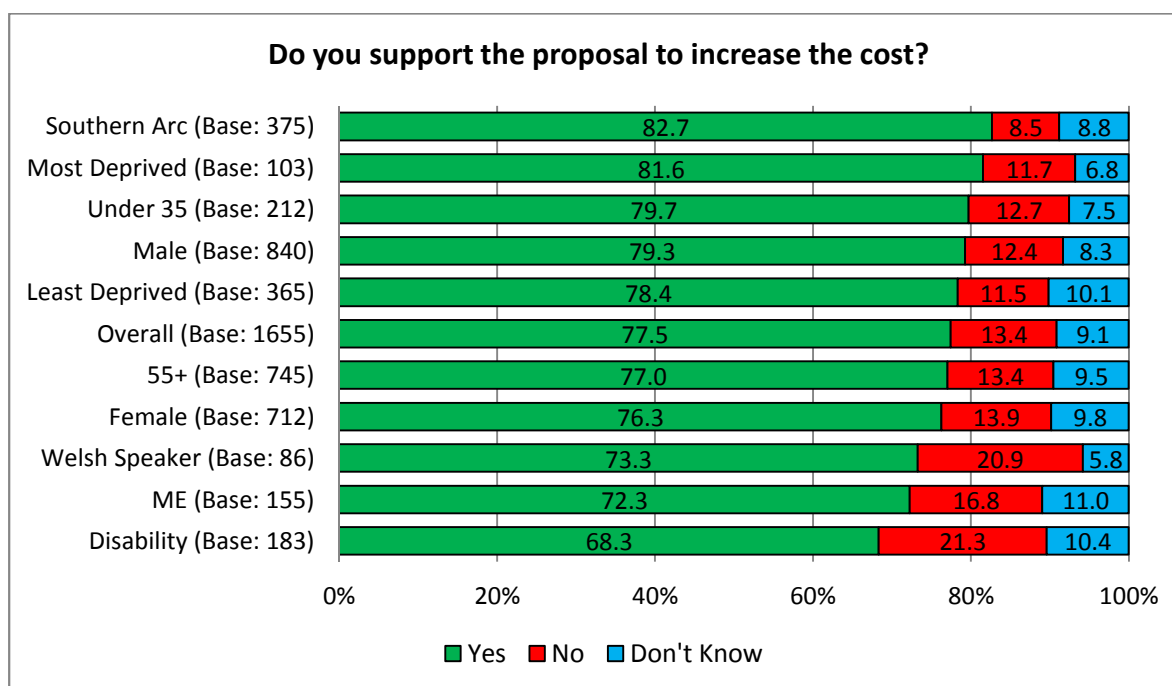
In working towards a position whereby the Dogs Home can become financially self-sustainable in the future, it is proposed that the price of rehoming a puppy be increased from £160 to £170 and for other dogs the price is increased by £30, taking the range of prices from £120-£320 to £150-£350.

Q24. Do you support the proposal to increase the cost?

More than three quarters of respondents (77.5%) supported the proposal to increase the cost of rehoming a dog or puppy.



Support for this proposal was broadly consistent across demographic and geographic groups; respondents with a disability showed the lowest level of support (68.3%).



The most frequent comments, grouped by theme were as follows:

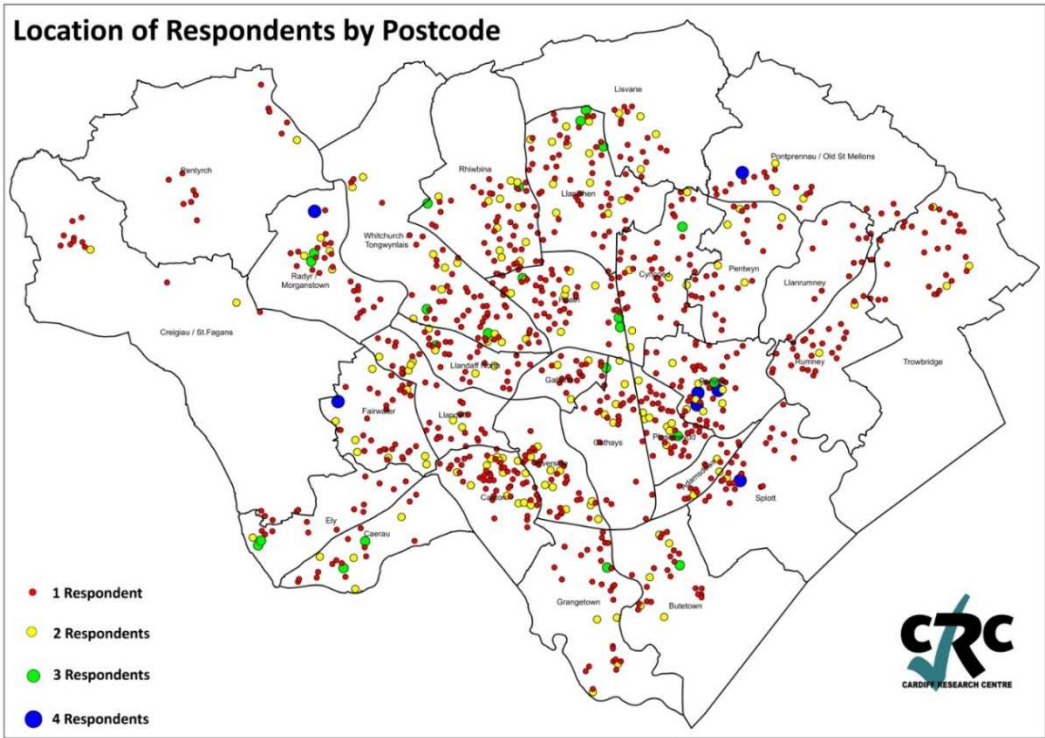
Theme	No	%	Example comments
Increased costs means fewer are able to be rehomed	163	45.9	<ul style="list-style-type: none"> - <i>By increasing the cost of rehoming you will reduce the number of people willing to adopt an animal.</i> - <i>It will put people off buying from the home. How about running courses on pet behaviour/ training your animals, to raise income?</i> - <i>An increase of £30 seems quite high in one go and may put some people off.</i>
No concerns - approve of the proposal	43	12.1	<ul style="list-style-type: none"> - <i>This is still a small amount compared to buying a bred pedigree and a vital service for all involved.</i> - <i>Prospective dog owners should be prepared to pay for the privilege of owning a dog.</i> - <i>So long as this doesn't discourage use.</i>

Appendix A

About you – respondent profile

What is your postcode?

In total, 1,330 respondents provided their postcode, or gave the area of Cardiff they lived in. The home location of respondents living in Cardiff, who provided their full postcode, are shown below.



What was your age on your last birthday?

	No	%	2017 MYE %
Under 16	26	1.6	18.4
16 - 24	34	2.0	17.2
25 - 34	184	11.1	16.4
35 - 44	301	18.1	12.1
45 - 54	323	19.4	11.7
55 - 64	391	23.5	10.1
65 - 74	285	17.1	7.5
75+	75	4.5	6.5
Prefer not to say	43	2.6	-
Total	1662	100.0	100.0



Are you...?

	No	%	2017 MYE %
Female	716	44.5	50.6
Male	844	52.5	49.4
Prefer not to say	47	2.9	-
Other	2	0.1	-
	1609	100.0	100.0

How many children live in your household?

	Age under 4		Aged 4-18	
	No	%	No	%
0	1279	90.3	1169	77.2
1	107	7.6	174	11.5
2	28	2.0	143	9.4
3	1	0.1	22	1.5
4	0	0.0	3	0.2
5+	1	0.1	3	0.2
	1416	100.0	1514	100.0

Which of the following best describes what you are doing at present?

	No	%
Working full time (30+ hours per week)	877	53.4
Working part time (less than 30 hours per week)	191	11.6
On a zero hour contract	11	0.7
Unemployed - Registered Job Seeker	7	0.4
Unemployed - Unregistered but seeking work	11	0.7
On a government training scheme	1	0.1
In full time education	9	0.5
Permanently sick or disabled person	36	2.2
Wholly retired from work	388	23.6
Looking after home	9	0.5
Caring for a child or adult	32	1.9
Prefer not to say	36	2.2
Other	35	2.1
	1643	100.0

Which of the following best describes your housing tenure?

	No	%
Owned outright	696	42.4
Owned with a mortgage	647	39.4
Rented from the Local Authority	31	1.9
Rented from a Housing Association	36	2.2
Private rented	150	9.1
Prefer not to say	60	3.7
Other	21	1.3
	1641	100.0

Do you identify as a disabled person?

Main Survey	No	%
Yes	187	11.3
No	1394	84.1
Prefer not to say	77	4.6
	1658	100.0

Please tick any of the following that apply to you:

	No	%
Deaf / Deafened /Hard of hearing	15	8.2
Learning impairment / difficulties	8	4.4
Long standing illness or health condition (e.g. cancer, HIV, diabetes, or asthma)	53	29.1
Mental Health difficulties	22	12.1
Mobility impairment	60	33.0
Visual impairment	5	2.7
Wheelchair user	6	3.3
Prefer not to say	5	2.7
Other	14	7.7
	182	-

Do you regard yourself as belonging to any particular religion?

	No	%
Yes	588	36.0
No, no religion	924	56.5
Prefer not to say	122	7.5
	1634	100.0



If yes, please specify

	No	%
Buddhist	9	1.5
Christian (Including Church in Wales, Catholic, Protestant and all other Christian denominations)	534	91.6
Hindu	2	0.3
Jewish	0	0.0
Muslim	12	2.1
Sikh	0	0.0
Other	16	2.7
Prefer not to say	10	1.7
	583	100.0

How would you describe your sexual orientation?

	No	%
Bisexual	46	2.8
Gay Man	61	3.7
Gay Woman/ Lesbian	16	1.0
Heterosexual/ Straight	1315	80.8
Other	18	1.1
Prefer not to say	172	10.6
	1628	100.0

Do you consider yourself to be Welsh?

	No	%
Yes	1052	65.8
No	548	34.3
	1600	100.0

How would you describe your Welsh language skills?

	No	%
Fluent	86	5.4
Moderate	93	5.8
Basic	333	20.7
Learner	266	16.6
None	827	51.5
	1605	100.0

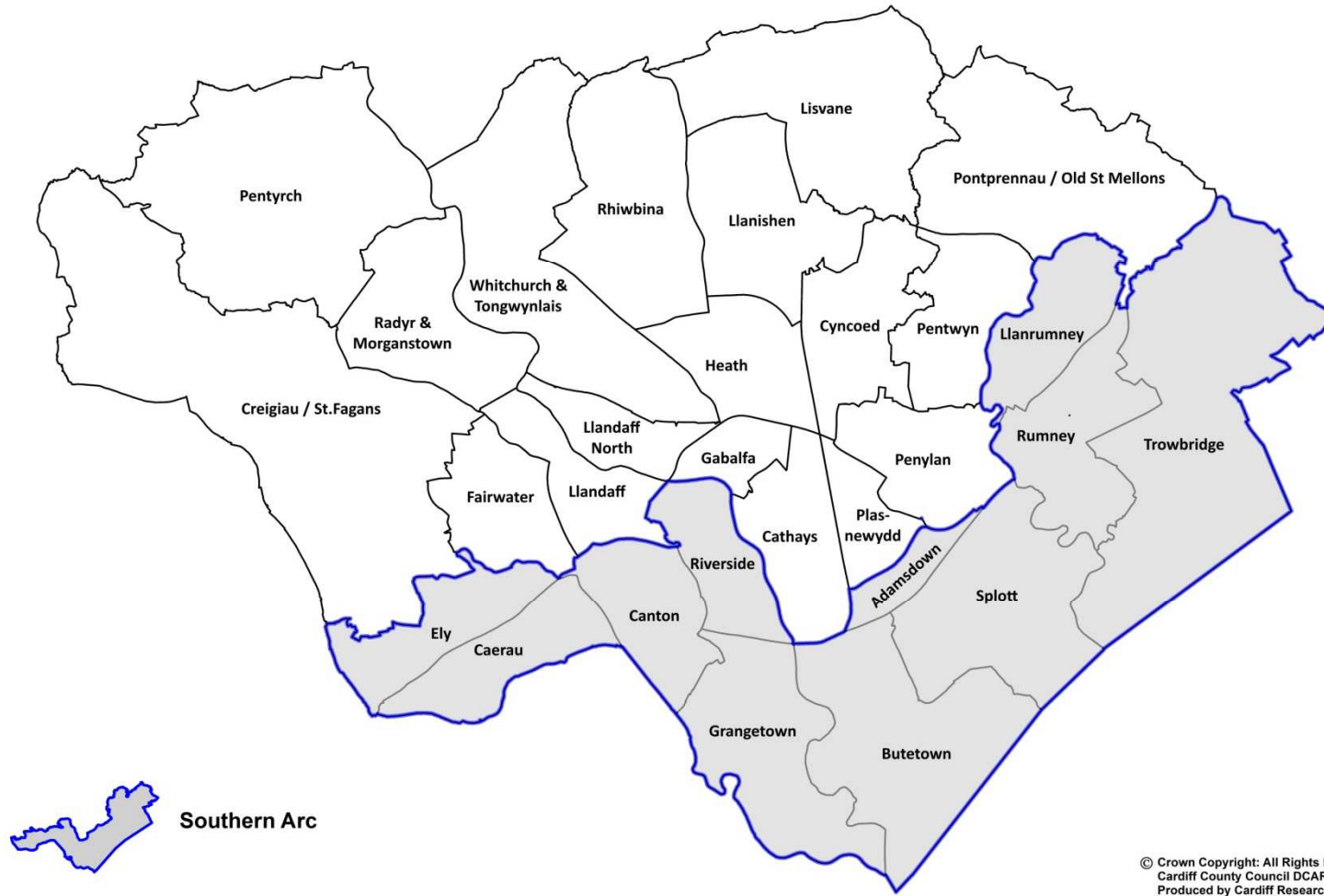
What is your ethnic group?

Main Survey	No	%	2011 Census
White - Welsh/English/Scottish/Northern Irish/British	1426	86.4	80.3
White - Irish	22	1.3	0.7
White - Gypsy or Irish Traveller	1	0.1	0.2
White - Any other white background (please specify)	66	4.0	3.5
Mixed/Multiple Ethnic Groups - White and Black African	1	0.1	0.5
Mixed/Multiple Ethnic Groups - White and Black Caribbean	6	0.4	1.1
Mixed/Multiple Ethnic Groups - White & Asian	12	0.7	0.7
Mixed/Multiple Ethnic Groups - Any other (please specify)	9	0.5	0.6
Asian/Asian British - Bangladeshi	2	0.1	1.4
Asian/Asian British - Chinese	1	0.1	1.2
Asian/Asian British - Indian	7	0.4	2.3
Asian/Asian British - Pakistani	4	0.2	1.8
Asian/Asian British - Any other (please specify)	4	0.2	1.3
Black/African/Caribbean/Black British – African	4	0.2	1.5
Black/African/Caribbean/Black British – Caribbean	2	0.1	0.4
Black/African/Caribbean/Black British - Any other (please specify)	2	0.1	0.5
Arab	4	0.2	1.4
Any other ethnic group (please specify)	15	0.9	0.6
Prefer not to say	62	3.8	-
	1650	100.0	100.0

Appendix B

Southern Arc of Cardiff

Tudalen 128



Appendix C: Survey comments

Cardiff is a great place to grow up

School Budgets

Q1. Do you support the proposal to increase the funding that the Council provides to schools, known as delegated school budgets by £10.23m or 4.43%?

247 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Schools need to share the burden	96	38.9	<ul style="list-style-type: none"> - <i>The protection of this budget to the detriment of other services is neither sustainable nor equitable</i> - <i>Schools must take a fair share of budget reductions.</i> - <i>Schools should be subject to the same level of austerity as other services.</i> - <i>Schools have been shielded from their fair share of making savings for too long.</i>
Concerns over the management of the money	64	25.9	<ul style="list-style-type: none"> - <i>Savings can be made with better budget management and more stringent spending and procurement.</i> - <i>I'm not confident in schools managing this budget. This should be managed centrally.</i> - <i>Funding to schools should be reduced, there is already far too much money wasted by schools.</i> - <i>Schools that I know of have been wasteful with funds. They should manage their finances better.</i>
Opposed/protect schools	50	20.2	<ul style="list-style-type: none"> - <i>Schools are already hugely struggling and they should be a priority and given sufficient funding.</i> - <i>The increase should stay in line with what is required - it should be more.</i> - <i>The estimated cost of delivering education in 2019/2020 should be met in full.</i>
Identify extra income streams/savings	49	19.8	<ul style="list-style-type: none"> - <i>They need to look for other sources of funding.</i> - <i>I believe that parents should contribute to their children's education if required. Too much funding</i> - <i>Too much money from council tax is spent on schools any increase should come from central government.</i>
Incomplete data	3	1.2	<ul style="list-style-type: none"> - <i>Schools currently miss-manage their delegated budgets</i>
Miscellaneous	38	15.4	<ul style="list-style-type: none"> - <i>What is the spend per pupil and what is enough money to provide a good education per pupil?</i> - <i>Those that have only just entered this country should pay to have their children schooled!!</i> - <i>Because I don't have or want children.</i>

Q2. Do you agree that these delegated school budgets should contribute to the financial challenge facing the Council?

682 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Schools need bigger/ protected budget	328	48.1	<ul style="list-style-type: none"> - Schools need as much as they can get! - I believe that safeguarding, and indeed increasing, school budgets should be the primary priority - Schools getting money is more important than councilors getting a salary increase. - Education is imperative. I think that education is massively under funded
Schools should face same challenges as other service areas	110	16.1	<ul style="list-style-type: none"> - No sector can be immune from the financial pressures affecting the Council, others would suffer. - Because when times are lean all areas need to contribute. - Given finite resources, giving more to any one group means less to go elsewhere. - We're all in it together.
Schools need to manage their budgets efficiently	67	9.8	<ul style="list-style-type: none"> - If schools faced the same financial pressures they might manage their budgets appropriately - It may make them think about how they use the budgets as they do not seem to now - There must be efficiencies in school management that can be made before increasing budgets
Utilise reserves/resources from elsewhere	35	5.1	<ul style="list-style-type: none"> - Primary schools carried forward 7 million in 17/18. These reserves should be utilised. - I suggest schools used by well-off parents could possibly have lower funding than those in poorer area - If you cut bilingual education, can contribute even more
Review increase in spending	35	5.1	<ul style="list-style-type: none"> - Any increase in spending should be reviewed and addressed. - All expenditure needs to be analysed. Ideally there would be more money but times are not ideal - Do we really need breakfast clubs? Cap teachers' pay.
Government responsibility/ centralise	32	4.7	<ul style="list-style-type: none"> - Welsh assembly should take control - Central funding from Westminster should be ring-fenced and enough to maintain the current funding pot - Should be adequately funded from government
Schools aren't the only service the council provides	20	2.9	<ul style="list-style-type: none"> - Parks and leisure cannot continue to bear the brunt of cuts, they are also essential to health and well-being - The pressure to support older and sick residents is growing and we are falling short on our provision - Appreciate the need for schools but as a childless person don't want services I use to be impacted
Miscellaneous	104	15.2	<ul style="list-style-type: none"> - I don't understand how they would contribute - Because if the Council was run like a business it would be managed more effectively - I suspect you're asking indirectly for us to agree to put up council tax - don't trust you

Supporting Vulnerable Children

A new Fostering Service

Q4. Would you be interested in learning more about becoming a foster carer?

Q5. What would encourage you to consider a career in fostering?

175 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Age	85	48.6	<ul style="list-style-type: none"> - I am a pensioner and not in a position to carry out foster care even if I wished to do so. - I just felt you should have had a box to say 'too old' to foster. - I believe that my age would preclude me from this vital work. I am 82 years old.
Commitments	21	12	<ul style="list-style-type: none"> - I would love to help but I have too many personal commitments. - It is not possible to foster and work. - Have grandchildren and time is devoted to them.
Space	18	10.3	<ul style="list-style-type: none"> - I don't have any spare bedrooms in my house currently. - Accommodation is too small. - If I had the space I would gladly help.
Already Carer	17	9.7	<ul style="list-style-type: none"> - I already have time consuming caring responsibilities and voluntary jobs. - I am struggling caring for my Mum - dementia. - I'm already a Carer for a disabled family member.
Time	13	7.4	<ul style="list-style-type: none"> - Having the adequate time in my days to offer what a foster child would need. I'd love to do it. - I work full time as a head teacher in one of the city's schools. I would love to foster when I retire.
Maybe in the future	9	5.1	<ul style="list-style-type: none"> - Waiting for the right time for my family to be in a position to take on a foster child. - In the future, when my children are grown-up.
Lack of support	5	2.9	<ul style="list-style-type: none"> - I've seen friends do this and there is insufficient support.
Health difficulties	5	2.9	<ul style="list-style-type: none"> - Sadly the levels of disability I have would make me useless for effective foster caring.
Miscellaneous	18	10.3	<ul style="list-style-type: none"> - I lack the skills to look after myself properly, I don't have the skills to look after anyone else. - I would like to know more about it so I can pass on the information/spread the word.

Safe, confident and empowered communities

Community sports buildings

Q10. Do you support the further transfer of park assets to local sporting leagues and governing bodies?

784 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Opposed to the selling of assets	252	32.1	<ul style="list-style-type: none"> - <i>These are our assets. We've paid for them. Selling them now for short term gain (and on bad deals) is not good value.</i> - <i>These facilities should be owned and managed for everybody in Cardiff, not just small interest groups.</i> - <i>It says park assets - specifically these should remain in public ownership. They belong to all not just those who want to uses them for a specific sport.</i> - <i>These are public assets. I strongly oppose handing these over to private groups!! It also ignores the safeguarding issue for disabled persons wishing or needing to use facilities that are becoming unregulated and inaccessible. I am disgusted at this proposal. It assumes all users are able-bodied and neurotypical individuals with no personal impairment/s.</i>
Concern over sustainability for community groups in the long run	234	29.8	<ul style="list-style-type: none"> - <i>These groups may not be able to sustain maintaining the buildings.</i> - <i>Concerned about whether the facilities will be properly maintained and will continue to be community assets.</i> - <i>The financial business planning of the bodies and the long-term sustainability of them. What protections are put in place to protect the use of the facilities and keep them as open as possible to the communities?</i> - <i>That these bodies can raise sufficient funds to maintain the buildings and facilities in good order. If they don't they should be a clause in the contract that they will pass back to the council.</i> - <i>I am concerned about the viability of this approach in the long term. What happens if a sports club, for whatever reason ceases to exist? Who then will be responsible for the parks etc?</i>
Restricted access	191	24.4	<ul style="list-style-type: none"> - <i>They become privately owned and therefore inaccessible to most people.</i> - <i>Lack of access to the general public i.e. closed clubs.</i> - <i>What safeguards are in place for disadvantaged/low income families to be able to access these facilities if costs spiral?</i>
Rising costs	148	18.9	<ul style="list-style-type: none"> - <i>Prices and management. Prices already up at local leisure centre.</i> - <i>Doing this will rule out people who do not want to be a part of a club or may feel apprehensive about looking out of place. Also, this will end up with an increased cost of entry which again will alienate those who have the least to spend on exercise.</i>



			<ul style="list-style-type: none"> - <i>Park assets & Government bodies ARE PUBLIC PROPERTY and there for the benefit of everyone. Sale or transfer only means to private industry to raise funds etc. That will lead to increase charges to the public who already own these facilities. I do understand the financial difficulties for the council, but some things should be sacrosanct. There has to be a way to keep these services in control of the council, while raising funds to support them WITHOUT a large influx of cash from the public purse via local taxation etc.</i>
Good idea, supportive of the proposal	28	3.6	<ul style="list-style-type: none"> - <i>Yes, as they will show greater care and generate more investment of time and money. Transitional support may be required though.</i> - <i>Cardiff Council aren't capable of looking after these areas, so better to give them to someone who can.</i> - <i>As long as public access is maintained.</i>
Miscellaneous	135	17.2	<ul style="list-style-type: none"> - <i>The usual issue, multiple use causes problems, particularly by inconsiderate cyclists and dog walkers.</i> - <i>Cost savings of £25k appears tiny compared to the likely costs to administer.</i>

A capital city that works for Wales

New Theatre

Q13. Do you support the proposal to secure a private tenant to develop and sustain the current theatre offer in the city?

619 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Price increases	221	35.7	<ul style="list-style-type: none"> - Private company profits meaning increases in ticket prices etc. - Concerned that prices will go sky high when run by private people. - That private ownership may result in prices increasing to the point where theatregoers find them too expensive. - That profit margins would be of more concern to them than quality productions and safety.
Quality /variety	147	23.7	<ul style="list-style-type: none"> - The new tenant may restrict the variety of performances offered. - Quality of show (but currently highly variable) Failure of private company. - Continuity of service and standards. - As long as the quality and variation of what's on offer continues. Cardiff has something for everyone currently and I would hate to see that choice in culture and art reduce.
Lack of accountability	138	22.3	<ul style="list-style-type: none"> - What will be the conditions of this tenancy? Will the council have oversight to make sure the theatre remains accessible to people of different income means? - It would need to be safeguarded as a building so a new company couldn't simply knock it down and replace it with more student flats. - They must have the council represented on the management side, with a veto if necessary to protect Cardiff's interest.
Proposal is detrimental to the city's culture	116	18.7	<ul style="list-style-type: none"> - 'Culture' [incl. libraries] is one of the few locations where people of all ages, colours, classes and creeds can meet and are crucial for community cohesion and we have to be careful before we risk fragile infrastructure for short-term budgetary reasons. - The arts are vital and should not be left entirely to commerce. - The Council should maintain important Cultural building to avoid the possibility of them becoming developed in the wrong way by Private Companies.
Agree with the proposal with no concerns.	53	8.6	<ul style="list-style-type: none"> - No concerns. The New Theatre should be a commercial venture. - As long as the theatre is well-managed by a competent body, this could be a good move. I was involved with the Theatre Royal in Brighton which was very successful and received no public financial support.



			<ul style="list-style-type: none"> - All arts and leisure facilities should be self-sustaining or scrapped. There are too many 'hangers on' in this sector. Council has no obligation to keep subsidising these entertainments. The same should apply to galleries too - this council puts too much into trashy art projects. ensure they are self-sustaining and stop giving them so much money
Need More Info	45	7.3	<ul style="list-style-type: none"> - Need more detail to know if it is sustainable-does this model work elsewhere? - Would need to see further details to make any comments. - What are the implications? What will the relationship be, what are the terms and conditions?
Why can't council manage like proposed new tenant	26	4.2	<ul style="list-style-type: none"> - If a private tenant can operate the New Theatre profitably, why can't the council? - If a private company can make a profit, why can't the council. Ultimately a transfer of ownership will result in higher cost to the consumer. - Why have someone else to make money from something the Council could run, if run properly, it's an opt out!
Model for Leisure Centres was wrong	12	1.9	<ul style="list-style-type: none"> - Same as with leisure centres. We rent these facilities out and get them back in a poor state of repair. Tenants must be made to hand facilities back in same state that they rented them, Private landlords do this with low income tenants, the council should insist on this with private theatre tenants. They should also make one person accountable so that private companies cannot declare bankruptcy and avoid responsibilities to the venues at the end of tenancy. Again, it is absurd that the council cannot operate these facilities either with profit or cost neutral. - It seems that all the council wants to do is to transfer all leisure facilities to the private sector for short term gain if those continues we will need to look at the overall council management costs.
Venue is poor	10	1.6	<ul style="list-style-type: none"> - Seats were very cramped and uncomfortable - won't be going back.
Miscellaneous	80	12.9	<ul style="list-style-type: none"> - That you ask this question every year and still haven't done anything about it. - Ensure they understand Welsh culture and language

A capital city that works for Wales

City Events

Q14. Do you support the proposal to reduce the subsidy?

659 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Will adversely affect city in long run	227	34.4	<ul style="list-style-type: none"> - <i>Events in Cardiff are fantastic for the city in terms of the economy but also the profile of the city and I wouldn't want this to result in fewer major events coming to Cardiff.</i> - <i>Cardiff is a capital city and we absolutely should ensure cultural and family events and activities of interest are maintained. They make Cardiff exciting, vibrant and cultural and contribute to the city economy.</i> - <i>Further deterioration of the social and amenity fabric of the city.</i> - <i>These are all important events to the residents of Cardiff, as well as important to bring in visitors into the City. They put our city on a national, global stage and are vitally important to the image of our city. Our Step into Christmas event was well received last week... just look at the press Swansea's switch on event had when they cut costs - not good press/publicity!</i>
Agree	195	29.6	<ul style="list-style-type: none"> - <i>These events are unnecessary and should not be funded by council tax payers.</i> - <i>How soon can they be ditched?</i> - <i>If money saved from not supporting these events means that basic, essential services such as education, social services and policing gain then, unfortunately, we have to see the above as luxuries we cannot afford during times of austerity.</i> - <i>If funding is tight it is better in my view for the council to spend money on the basics such as dealing with the appalling condition of many roads, pavements and the litter situation across the city.</i>
Investigate alternative funding options	175	26.6	<ul style="list-style-type: none"> - <i>These events can be supported by local businesses who benefit from increased visitor numbers.</i> - <i>Some of these events could become non-free - e.g. a small fee for entry to the "Speedway Fan Zone", a small increase to the entry fee for the Cardiff 10k, etc. Alternatively smarter commercial sponsorship of these events to at least make them cost neutral to taxpayers.</i> - <i>There could be more commercial sponsorship of these events. Business benefits greatly. Some people are inconvenienced by the coca cola Truck visit in recent years is a prime example of inconvenience caused for many for promoting a sugary drink?</i>



Other event options to reduce funding / event by event cost benefit analysis	156	23.7	<ul style="list-style-type: none"> - <i>Never heard of Tafwyl? Could the funding be reduced based on the success of each separately?</i> - <i>The reduction in subsidy must be fairly distributed between the events so that none are put at an unfair disadvantage over another.</i> - <i>Though maybe subsidy should be based on how green the event is. Runs and cycle events should get high subsidy, events should get more if they provide less parking and more active travel.</i>
We need to support these events	129	19.6	<ul style="list-style-type: none"> - <i>I would not want these events to stop as a result of the reduction. I am against however the large new area in the bay, Motorpoint is enough</i> - <i>Cardiff has a great team who run the Events and it works well and is a show case for Cardiff, encouraging people to visit the City</i> - <i>Loss to cultural life in the city. Lack of suitable sponsors. Could affect young artists who can least afford to lose support in developing their artistic careers.</i>
Need more information	30	4.6	<ul style="list-style-type: none"> - <i>This question is too vague to be able to give an informed answer. I would not support any reduction to any event that is for benefit of or supports disabled people for example. Each event should be looked at on its merits in terms of how many people it supports and what it encourages.</i> - <i>Has an efficient report been compiled taking into account possible transfers to other venues for at least some of the above activities?</i> - <i>How are the current subsidies prioritised?</i>
Miscellaneous	52	7.9	<ul style="list-style-type: none"> - <i>Reducing access to the poorest.</i> - <i>The less subsidy the Council pays for events, the more these events are controlled by private interests, and the more exclusive they become.</i> - <i>I don't partake in, nor observe any of the above. I don't even KNOW anybody that takes part in these events. I don't even know what some of these events are.</i>

Cardiff grows in a resilient way

Fines for littering

Q15. Do you support the proposal to increase charges for littering?

625 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Enforcement	358	57.3	<ul style="list-style-type: none"> - Good idea but will need more enforcement teams if it is going to work. - The charge itself isn't the problem, there isn't anywhere near enough enforcement. - Who actually is monitoring / enforcing it currently - useless unless enforced. - I've never seen anyone being penalize for littering so what difference would £20 make?
None, think this is a good idea	81	13	<ul style="list-style-type: none"> - None, very good idea! Increase fines for dog fouling as well. - This is a great idea! - None, this is a can kicked down the road for too long, it has huge implications for individuals & communities particularly. Act now. - No concerns.
£100 is not enough	67	10.7	<ul style="list-style-type: none"> - The charge should be a lot higher, around £150, including for dog fouling and other similar misdemeanours. Parking fines and speeding also. - Increase it further, or include some community service. Far too much litter. Provide more bins in hotspot areas also, if funds allow. - It is not enough. Fines should be backed up with community service orders
Improved waste collection	66	10.6	<ul style="list-style-type: none"> - But ensure there are accessible bins or places to dispose of litter so people are encouraged to comply. - Littering charges are understandable but there is a severe lack of bin facilities outside of the city centre, this is particularly an issue for people who walk/cycle who have less facilities to store litter on their person before a bin etc. is available, as the city wants to increase sustainable transport an eye on supporting infrastructure for these routes need to be considered. I have walked miles in the suburbs with litter, before I have even come across one bin to dispose of it. - Necessary amount of bins should be around as well as ashtrays on top of these bins. If someone throws a cigarette and there isn't a visible ashtray around then they should not be fined. General litter is different as this should be kept by the person until a bin is found.
Education	53	8.5	<ul style="list-style-type: none"> - Better education is needed to change people's views on littering, maybe incentives could be brought in for recycling etc. as they do in the Nordic countries. - It's just a money making exercise rather than raise awareness and educate people about caring for the environment. - We need as much education as punishment, common sense has to be applied to the scheme.



Unfair fining	48	7.7	<ul style="list-style-type: none"> - As long as residents aren't unduly penalised for putting the wrong item in the wrong bin. - 'Petty' officials zeroing in on people who accidentally/ unknowingly litter by pulling a tissue out of pocket to wipe kids nose etc. (e.g.) as reported in the press. - Hasn't worked so far. Fines are disproportionate to a large number of recipients as they are not means tested.
Fly tipping	46	7.4	<ul style="list-style-type: none"> - Open the closed recycling centres. That would reduce fly tipping save money by not having to clear up the mess. - It should have happened already and while you're at it clamp down on fly tipping too. - If fines are imposed, more and more people will fly tip away from their area to avoid detection, this will impact on other areas of the City and green spaces.
What will this cost /generate	38	6.1	<ul style="list-style-type: none"> - Who will administer and enforce these charges? Will payments always be collected? How much will it cost to administer and enforce? - Cardiff is filthy - how are these fines currently enforced? How much was raised from these fines in the last fiscal year?
Put pressure on landlords/ reduce number of fast food and licensed premises	28	4.5	<ul style="list-style-type: none"> - There is a need to focus on the city centre and also streets such as City Road. It is necessary to ensure that private landlords in areas such as Cathays are responsible for litter outside their houses. - Fast food outlet cause most of this rubbish. Why can't people eat largely at home? Fewer fast food outlets which neatly joins up with the health agenda since fast food is high in salt and sugar. Shut down drinking places at midnight to relieve the cost of stewarding the centre of town and reduce drinking to excess. Drastically reduce number of licensed premises. This accords with Council's stated well-being agenda and future generations. You don't need to be drunk to have a good time!
Administration	28	4.5	<ul style="list-style-type: none"> - Catching people who drop litter or 'fly-tippers' would be difficult so the increase in fine s would go to some extend to fund the administration of the process.
Dog Fouling	9	1.4	<ul style="list-style-type: none"> - More should be done to tackle dog and cat fouling too
Miscellaneous	53	8.5	<ul style="list-style-type: none"> - If at today's prices they can afford to smoke/litter they can afford to pay fines!! - Littering is ugly, unhygienic and litter problems are increasing. - Cardiff needs a clean city policy.

Cardiff grows in a resilient way

Generating Renewable Energy - Lamby Way Solar Farm Scheme

Q16. Do you support the Council in pursuing the production of renewable energy at Lamby Way?

305 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
No concerns	94	30.8	<ul style="list-style-type: none"> - Think it is important to continue to develop this technology. - None, this is a superb idea. - Anything to do with renewable energy should be welcome.
Costs	93	30.5	<ul style="list-style-type: none"> - These costings of additional income are not deliverable. - Cost must be proportional to the benefits/output. - I have read the cost of building will be 15 million and only start to deliver net cost benefits after c30 years. With current budget issues we should focus elsewhere. Solar panels are not as efficient as advertised and very costly. Better to wait 10 years for more efficient and cheaper solar harvesting as the technology develops.
Need More Info	45	14.8	<ul style="list-style-type: none"> - I would want to know what the economics of setting this up would be up against the savings over time. - Can the energy generated offset energy usage in council buildings, reducing the overall carbon-footprint? Can we explore the use of wind and tidal power also? - Proper long term assessment of the proposals (including future costs) and good contract management to ensure get the Council isn't locked into a poor deal in future years.
Management	30	9.8	<ul style="list-style-type: none"> - It is poorly managed and becomes uneconomical. - The costs exceed the income. Councils not generally good at running a business?
Other power sources	23	7.5	<ul style="list-style-type: none"> - How about a hydro-electric weir at the bay barrage? - 1. That we don't get enough sunny days! 2. How do we propose to store the power for use at peak periods - Australia's Snowy Mountains Hydro Electric scheme uses off peak power generated by conventional, wind and solar systems, to pump water up the mountain and then run it back down at peak times to put power back into the grid, like a huge potential energy battery. We have enough water and mountains to do something similar in Wales. - I studied renewable energy and solar power as a student and as an engineer for many years both in Wales on Flatholm and elsewhere. I have found that in an effort to convince people to use solar in this country, the figures have been exaggerated and that in reality due to the climate, it does not create the amounts of power claimed.
Environment	14	4.6	<ul style="list-style-type: none"> - Caution about any adverse effect on wildlife. - Impact on environment.



Space	9	3.0	- <i>Could the space be used better?</i>
Incomplete data	1	0.3	- <i>£30k is nothing, how much do you get from the Methane recovery? This is a pointless venture with no rear return.</i>
Miscellaneous	63	20.7	- <i>Must install CCTV and security.</i> - <i>Changing legislation on any central grants that provide part of the payback on this tech.</i>

Cardiff grows in a resilient way

Improving air quality – more walking routes to schools

Q18. Do you support an increase in ‘walking routes’ aimed at reducing a reliance on other forms of school transport?

563 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Safety issues, traffic, dark nights, anti-social behaviour, security, lighting	192	34.1	<ul style="list-style-type: none"> - Parents do not encourage children to walk to school due to safety issues and I’m not sure if this attitude would change. - Road safety and general safety. - Making these routes safe for children. Some drivers in Cardiff are maniacs and it can be dangerous for children to walk to school. - Poor street lighting, insufficient / poor condition pavements, inconsiderate parking and dangerous driving.
Congestion / Air pollution / Inconsiderate Parking - reduce cars	123	21.8	<ul style="list-style-type: none"> - Although air pollution is an issue, and i can see why it’s an issue for the council especially surrounding schools. I do believe this is a wider public issue that council shouldn’t be 100% responsible for. The money the council has is stretched enough! - The air pollution from wood burning stoves is also significant. But someone would need to be extremely brave to ban these. - Amount of traffic on the roads pollution caused by stationery traffic and effect of this on school children inhaling these fumes especially asthmatics. - School traffic is a nightmare and adds to pollution. The difference in school holidays is marked, including easier access by bus.
Length of journey - House to School	76	13.5	<ul style="list-style-type: none"> - Distances to high schools are prohibitive for walking routes especially with only 3 welsh high schools covering the city. - Keep local kids at local schools-my children always walked to school!! - We (and many others) didn't get a place at our catchment primary school, so walking is a pipe-dream for most parents.
Support for the proposal.	67	11.9	<ul style="list-style-type: none"> - None. Walking buses are a superb idea. - As long as it's an option and not forced upon you. - May help obesity problems.
Parents need to get kids to school, get to work etc. Car is the only option	58	10.3	<ul style="list-style-type: none"> - Walking routes are great but with pressures on household income meaning both parents need to work, not practical. - With so many working parents who, although they would like not to be so reliant on motor transport - time constraints take the choice away from them. - Most parents are working and do not have time to get to work if they walk children to school. Not many jobs start at 10.00 am!
Feel this is a losing battle, people are lazy, too dependent on cars/ impractical.	45	8.0	<ul style="list-style-type: none"> - Parents and their kids are lazy. Won't get them to join in easily. - They will simply ignore it, kids these days are bone idle. - People are lazy!



Cycle routes, encourage kids to cycle/improve routes etc.	37	6.6	<ul style="list-style-type: none"> - But it would be good too to focus on safe cycle routes for older children. Lots of older children live too far away to walk but would cycle if it was safer. - It is always an afterthought, and the council are too weak to insist that all new housing developments have the infrastructure in place for dedicated walking or cycling. - Better cycle routes for young people and children for schools, as well as road safety lessons at schools.
Not in the dark, cold & rainy winter months	24	4.3	<ul style="list-style-type: none"> - Great Britain is too cold, wet and windy! They won't be used, it's a 'white elephant'. - Winter usage. Do these only solve the problem for half of the year?
Improve road infrastructure	23	4.1	<ul style="list-style-type: none"> - The transport in Cardiff needs an overhaul especially on east side as there is no train service. - That not enough is spent on this. Road resurfacing can wait, get the cycling, pedestrian and bus routes sorted first.
Cost effective?	23	4.1	<ul style="list-style-type: none"> - I don't believe they would meet cost/benefit criteria. People will continue to use their cars. - Waste of money.
Implement properly.	18	3.2	<ul style="list-style-type: none"> - Bad implementation. Please do this properly, even if it means drastic changes to road access.
School Buses	17	3.0	<ul style="list-style-type: none"> - Have school buses been considered? Many parents are uncomfortable about their children walking to school on their own.
Encourage parents children to walk bike etc. educate them on the health benefits	15	2.7	<ul style="list-style-type: none"> - Not enough children who are able to, are walking to school. It is important for health reasons as well as traffic reduction. Perhaps parents need to be educated. Many secondary pupils could be walking.
Need to consider Ability	11	2.0	<ul style="list-style-type: none"> - Not all children are adequately mobile to walk. They will therefore feel further isolated if they are different because they do not use walking routes.
Need reliable public transport	9	1.6	<ul style="list-style-type: none"> - People used to drive to the start of the walking bus thus just pushing the pollution elsewhere. We need better public transport and safe cycle routes.
Uptake?	10	1.8	<ul style="list-style-type: none"> - It would be worth finding out how many would transfer to walking before investing funds into it.
Miscellaneous	57	10.1	<ul style="list-style-type: none"> - Contact the Welsh government for fairer funding for public services and lobby directly for a significant increase to council budgets as a matter of course. - More information required.

Modernising and integrating our public services

Q19. Do you support the proposal to increase the number of automated citizen enquiries?

737 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Not everyone can access or is able to use the internet	357	48.4	<ul style="list-style-type: none"> - Must take into account those who do not have access to technology. - Access for people without internet. This includes some vulnerable groups such as the elderly, disabled and poor. - Older residents could feel more isolated if they can't access such technologies. - Difficulties for those without easy access to internet.
Prefer / need human interaction as an option	281	38.1	<ul style="list-style-type: none"> - I talk to humans not machine. - Depends on the nature of the query, a person can be more helpful in some situations, it needs a thoughtful approach. - Some people prefer 'face to face' contact. - This is not appropriate for some people who need face to face access.
Online systems are not good enough - slow / inaccurate / lacking options	144	19.5	<ul style="list-style-type: none"> - Your online systems are terrible, I am still being charged for services I never had. You can't just make it all online without investment in decent systems. - Current automated and semi-automated systems already not fit for purpose. - I cannot see how your current could get any worse.
Needs investment / improvement / Bilingual / good user experience	81	11.0	<ul style="list-style-type: none"> - There are some queries that fell outside an online system and telephones should be manned to an appropriate level to ensure call are answered quickly. - A good system must be in place - prompt, clear, user-friendly, with contacts easily re-accessed if there are any on-going problems. 'Automated' must not become anonymous or confusing or unable to accommodate individual needs. Telephone communication must always be an alternative option with experienced knowledgeable staff. - These would all have to be available in both official languages to ensure equality of use.
Job Losses	17	2.3	<ul style="list-style-type: none"> - That this will result in redundancies - jobs should be protected in an already overly stretched council - Only concern is front line staff being made redundant. - Loss of jobs - for those people who currently provide the service.



<p>Happy with service</p>	<p>14</p>	<p>1.9</p>	<ul style="list-style-type: none"> - <i>Do it... who wants to wait for the phone to be answered. Actually who wants to speak to a person... online/apps/AI is the future</i> - <i>Certainly is easy to use but it is nice to be able to speak to somebody in times of need.</i> - <i>Prompt service in answering queries.</i>
<p>Miscellaneous</p>	<p>33</p>	<p>4.5</p>	<ul style="list-style-type: none"> - <i>Did you propose this last year.... one year on an no progress?!</i> - <i>Should be a choice.</i> - <i>It's not clear from this page or the last what an automated citizen enquiry is...</i>

Modernising and integrating our public services

E-Billing for Council Tax

Q21. Have you signed-up to e-billing?

56 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Not Aware	22	39.3	<ul style="list-style-type: none"> - <i>Wasn't aware of it.</i> - <i>I didn't know it was available</i> - <i>Wasn't aware until completing this survey that I could do e-billing</i>
Prefer Paper	9	16.1	<ul style="list-style-type: none"> - <i>Would rather a paper bill for record keeping.</i> - <i>Council tax is a nightmare to deal with so prefer a paper bill and receipt</i>
Don't want to	8	14.3	<ul style="list-style-type: none"> - <i>Prefer not to</i> - <i>I believe this has an impact on jobs in other organisations. I don't support on line e billing.</i>
Security	3	5.4	<ul style="list-style-type: none"> - <i>GDPR, privacy and security concerns.</i>
Prior negative experience	3	3.6	<ul style="list-style-type: none"> - <i>Not sure since I have had bad experiences with council tax query taking extra money out of my bank account for 2 months before adjustments were made.</i>
Miscellaneous	13	23.2	<ul style="list-style-type: none"> - <i>Because I am fed up with being in the minority who pay Council tax at all. You have so many people who claim exemptions and contribute nothing to the Council whilst taking everything they can. Why should I make it easier for you to spend my money on wasteful services I don't want.</i> - <i>I live outside Cardiff.</i>

Modernising and integrating our public services

Bereavement

Q23. Do you support the proposal to increase the cost?

531 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Improve affordability	275	51.8	<ul style="list-style-type: none"> - Should be help for those who can't afford it. - There needs to be a tiered system so those on low incomes are not penalised for a death in their family. - Frankly, those who can pay should. Obviously some system needs to handle those who genuinely cannot pay the costs. - Help should be available to those who needed. People shouldn't be forced into debt to pay for a funeral.
Increases are too high	142	26.7	<ul style="list-style-type: none"> - If increases are needed, it should be in line with inflation (currently 2.51%), not 14.3-15.2%. It is unfair to load inflated costs to grieving families. - Funeral costs are escalating far faster than inflation - causing problems for relatives at a difficult time. - Huge increases not justified. People cannot afford these prices and they are only part of funeral costs. - Too expensive as is. You're taking advantage of people when they have no other choice
Unacceptable way to raise money	125	23.5	<ul style="list-style-type: none"> - Not the place to be making money. This is already expensive and hits people in a time of great distress. - Not an area that should be too market driven. - Financial exploitation of people in grief barely beggars belief at how low this Council has sunk.
No Concerns	21	4.0	<ul style="list-style-type: none"> - I am reluctantly agreeing on the basis that I accept your findings. - I don't mind you making it even more expensive so long as poor families get a reduction too. - Whilst depressing, if the cost is competitive and in line with inflation then it should sadly go up.
Need to encourage Cremations not burials	18	3.4	<ul style="list-style-type: none"> - Make grants available to those who cannot meet the cost of cremation. Burials should pay full cost. - Cremations should be incentivised as the long term cost is nil. Burial by contrast requires land, grounds maintenance and public access facilitation. If families are insistent on burial the space required should attract a fee on the land including ongoing rental commensurate with a city centre office space. The fee for the service and procedure needs to reflect the actual cost of the excavation etc. rather than comparison to the incineration. - I don't think there should be an increase for cremation but there should be for burials.
Miscellaneous	57	10.7	<ul style="list-style-type: none"> - Can this not be phased in? - All people should be required to have life insurance. - Cardiff should have a Natural wildflower burial site.

Dogs Home

Q24. Do you support the proposal to increase the cost?

355 respondents left a comment. These have been grouped into the following themes:

Theme	No	%	Example comments
Increased costs means fewer are able to be rehomed	163	45.9	<ul style="list-style-type: none"> - <i>By increasing the cost of rehoming you will reduce the number of people willing to adopt an animal.</i> - <i>It will put people off buying from the home. How about running courses on pet behaviour/ training your animals, to raise income?</i> - <i>An increase of £30 seems quite high in one go and may put some people off</i>
No concerns - approve of the proposal	43	12.1	<ul style="list-style-type: none"> - <i>This is still a small amount compared to buying a bred pedigree and a vital service for all involved.</i> - <i>Prospective dog owners should be prepared to pay for the privilege of owning a dog.</i> - <i>So long as this doesn't discourage use.</i>
Miscellaneous	44	12.4	<ul style="list-style-type: none"> - <i>Need to reduce the number of dogs</i> - <i>Termination would be more cost effective.</i> - <i>Can we increase awareness of the support needed?</i>

**CYNGOR CAERDYDD
CARDIFF COUNCIL**

ENVIRONMENTAL SCRUTINY COMMITTEE

18 FEBRUARY 2019

LITTER & FLY TIPPING IN CARDIFF – DRAFT TASK & FINISH REPORT

Background

1. At the Environmental Scrutiny Committee meeting on the 6 March 2018 the Committee agreed to undertake the Litter & Fly Tipping in Cardiff task & finish exercise. This report provides background information about the inquiry and outlines the next steps in the process.

2. The agreed terms of reference for the inquiry were:

The aim of the inquiry is to provide Members with the opportunity to explore and consider how the Council can better manage litter and fly tipping in Cardiff. In delivering this inquiry the task group will:

- *Undertake comparative analysis and benchmarking on how other local authorities manage litter & fly tipping, with the main aim of identifying best practice. The comparative analysis and benchmarking should focus on the performance of core cities, Welsh local authorities and cities with a large student population.*
- *Undertake a detailed survey on litter & fly tipping to test public perception on how they feel about litter, fly tipping and wider street cleanliness in Cardiff.*
- *To arrange a number of Member visits to frontline street cleansing and waste enforcement services to help gain a better understanding of the work that they carry out and everyday challenges that they face.*
- *To compare Cardiff's performance in terms of managing litter & fly tipping against best practice identified in the comparative analysis and benchmarking.*

3. Members of the Task & Finish group were:
 - Councillor Ramesh Patel (Chair);
 - Councillor Peter Wong;
 - Councillor Norma Mackie;
 - Councillor John Lancaster;
 - Councillor Oliver Owen;
 - Councillor Bob Derbyshire;
 - Councillor Jaqueline Parry;
 - Councillor Philippa Hill- John;
 - Councillor Owen Jones;
 - Councillor Ashley Wood.

4. During the Task & Finish Exercise the following people provided evidence:
 - Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling & Performance.
 - Matthew Wakelam, Assistant Director, Street Scene – Planning, Transport & Environment Directorate.
 - Claire Cutforth, Operational Manager Recycling Services – Planning, Transport & Environment Directorate.
 - Neil Harrison, Project Coordinator at Natural Resources Wales.
 - Jemma Bere, Policy & Research Manager at Keep Wales Tidy.
 - Gladys Hingco, Researcher – Scrutiny Services.
 - The 19 volunteers who participated in the volunteer workshop on the 19th September 2019.
 - The front line cleansing and fly tipping officers from the Planning, Transport & Environment Directorate who supported councillors during the councillor job shadowing exercise.

5. The draft report titled ‘Litter & Fly Tipping in Cardiff’ has been attached to this report as **Appendix 1**; the draft report makes a series of recommendations across the following areas:

- Resource Allocation & Technology;
- Enforcement & Fines;
- Education & Awareness;
- Bins;
- Volunteering;
- Litter in General;
- Fast Food;
- Fly Tipping;
- Dog Fouling;
- Chewing Gum.

Legal Implications

6. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers of behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

7. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if

and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

Recommendations

The Committee is recommended to:

1. Take account of the information received at the meeting;
2. Agree the content of the report subject to any alterations as required by the Committee;
3. To delegate authority to the Chair to agree any minor alterations to the report after this meeting.

DAVINA FIORE
Director for Governance & Legal Services
12 February 2019



Scrutiny Report of Cardiff's Environmental Scrutiny Committee

Litter & Fly Tipping in Cardiff

February 2019



Cardiff Council

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- **Appendix 2** – Litter & Fly Tipping Survey

CHAIR'S FOREWORD

DRAFT



Councillor Ramesh Patel
Chairperson – Environmental Scrutiny Committee

DRAFT

INQUIRY TERMS OF REFERENCE

The aim of the inquiry is to provide Members with the opportunity to explore and consider how the Council can better manage litter and fly tipping in Cardiff. In delivering this inquiry the task group will:

- Undertake comparative analysis and benchmarking on how other local authorities manage litter & fly tipping, with the main aim of identifying best practice. The comparative analysis and benchmarking should focus on the performance of core cities, Welsh local authorities and cities with a large student population.
- Undertake a detailed survey on litter & fly tipping to test public perception on how they feel about litter, fly tipping and wider street cleanliness in Cardiff.
- To arrange a number of Member visits to frontline street cleansing and waste enforcement services to help gain a better understanding of the work that they carry out and everyday challenges that they face.
- To compare Cardiff's performance in terms of managing litter & fly tipping against best practice identified in the comparative analysis and benchmarking.

RECOMENDATIONS

Resource Allocation & Technology

This section sets out a series of recommendations that relate to resource allocation for managing litter and fly tipping. It also considers the role that new technologies can play in making resource allocation more efficient, thereby partially offsetting the negative impact that budget cuts are having upon frontline cleansing services. Regardless of financial position, residents will always want and need services that effectively deal with litter and fly tipping, so this is an area that the Council really needs to focus on. Based on the information provided during the inquiry the task group recommends that:

- **Resource Allocation Based on Good Data** – A consistent message that came through during the task & finish exercise was the importance of understanding where the main litter and fly tipping challenges were located, and then prioritising the limited resources accordingly. This means having a robust data source that is easily and constantly updated to reflect the growth and changes in the city. Achieving this means having an extensive and integrated technology network that allows front line staff, members of the public, councillors and other key stakeholders the opportunity to constantly upload information into one single data source. This should also be supported with existing data, for example, LEAMS. This would provide management with a comprehensive picture of litter and fly tipping issues across the city so that they can then allocate resources appropriately. To achieve this the Council needs to:
 - ❖ Create and map a clear reporting structure for all litter and fly tipping categories that can be accessed by staff, members of the public, councillors and other key stakeholders. This reporting structure should also include use of existing litter and fly reporting / recording processes, for example, LEAMS. A system that reports into some type

of GIS mapping system would provide an excellent visual tool of the litter and fly tipping challenges facing Cardiff.

- ❖ Identify the technology required by each of the groups identified above (staff, members of the public, councillors and other key stakeholders) and make plans to have this time saving technology put in place. For example, an app for the public and handheld devices for frontline staff.
- ❖ Identify any barriers to introducing the new technology (for example, financial and cultural) and put a plan in place to address these issues. During the task & finish exercise it was suggested by witnesses that in some parts of the Council cultural issues were a barrier to the introduction of new technology. Embracing technology is essential to gathering better data, which in turn is required for efficient management of litter and fly tipping at a time of shrinking resource. To help achieve this change staff need to better understand the benefits of embracing such technology, for example, it can significantly reduce reporting times.
- ❖ When considering the allocation of resources for street cleansing it is important to focus on actual data and not become distracted by varying local expectations. For example, some areas appear to be less aware and more tolerant of litter issues than other areas. Keep Wales Tidy provided Splott and Rhiwbina as contrasting examples of perception of local litter issues.
- **Ensuring Access to Staff Benefits for Frontline Staff** - During the front line job shadowing exercise one of the Members identified that some front line staff were not aware of a number of benefits that were regularly offered to Council staff, for example, discounts on shopping, eating, tickets, etc.. He felt that this was unfair as they were missing opportunities that were regularly enjoyed by many office based staff who received regular updates by email or through the intranet. Providing this type of benefit to staff helps to make them feel valued and more of a part of the organisation. It has been proved that staff who feel valued are happier and

more productive; therefore, the Council should find a way to keep front line staff more engaged with the range of discounts and offers made available, for example, regularly updating notice boards at depots with staff offers.

- **Multi Skilling & Recruitment** – A theme identified by the research undertaken for this inquiry and from the job shadowing exercise was the benefit that multi skilling can provide. Benefits identified during the task & finish exercise included:
 - ❖ Providing staff with greater flexibility to address a wider range of problems instead of having to rely on other staff or contractors to deal with the issue;
 - ❖ At a time of high service demand suitably qualified staff from other teams can be temporarily drafted in to help keep on top of work – this can save the Council money and financially benefit the member of staff drafted in;
 - ❖ Being offered training opportunities makes staff feel more valued and, therefore, more productive;
 - ❖ Given the financial pressures currently facing the Council, any savings generated by multi skilling can be used to protect frontline jobs.

The inquiry recommends that the Council should do all that it can to provide relevant training opportunities to frontline staff, which in turn would help to create a multi skilled workforce. In addition to this, it needs to recognise the dedicated hard work of agency and other temporary staff. The job shadowing experience identified that some agency and temporary staff had proven their loyalty and competency over a long period of time – the Council's failure to make them permanent left them a little frustrated and disgruntled. Therefore, after a reasonable time and when circumstances permit, the Council should do all that it can to offer agency and temporary staff a permanent contract of employment.

- **Greater Role Flexibility** – During the job shadowing exercise Members

identified there was a great reluctance by some staff to deal with or remove litter/ bags that were not on their designated route. A Member described that the material “*could be on a side street that was meters away, but there was very much a ‘that’s another teams problem’*”. Quite often, it takes less time and effort to deal with an issue than to report it and leave for someone else. From a residents perspective it means that it takes longer to address the actual problem. This reluctance to be proactive needs to be addressed, with staff (within reason) encouraged to deal with problems that directly impact the residents instead of only working to a fixed work pattern.

- **Work Preparation** – Two of the Members involved in the job shadowing exercise reported that they were delayed at the start of the shift because their vehicles didn’t have all of the necessary equipment. In addition to this a Member reported that this lack of preparation sometimes meant that they wasted time going back to base to collect pieces of equipment, for example, a bigger machine to lift the bags that they were not able to pick up due to the weight. This lack of preparation appears to disrupt the staff working pattern, which in turn results in less time spent carrying out cleansing activities. This needs to be addressed, therefore, Members recommend that a process is put in place ensuring that all vehicles are prepared for the working day in advance of the start of the working shift, for example, preparing a vehicle for the next day could be the last task of each working day.
- **Review Speed of Waste Transfer** – A Member was very surprised at the length of time that it took to dispose the rubbish collected by the street cleansing team at Bessemer Close. The time the whole crew spent at Bessemer Close waiting to dispose of waste was time that they could have spent dealing with litter. This was a contrast to the approach witnessed by another Member who explained that only the driver went to dispose of the rubbish collected, while the other staff remained in the ward and undertook a litter pick. Members recommend that the process for disposing of rubbish at waste transfer sites be reviewed; with the aim of speeding up and

minimising the number of staff involved with the waste disposal process. Alternative work should be identified for staff not required to visit waste transfer sites for rubbish disposal.

- **Clothing & Safety Equipment** – A Member involved with the job shadowing exercise commented that some of the clothing and safety equipment used by staff was good, but felt that of it could have been better. For example, he suggested that quality of safety gloves could have been improved. Current sickness levels in many of the front line services are very high, therefore, ensuring that all clothing and safety equipment used by staff is of a good standard can only help improve conditions and in part help towards a reduction in sickness. The inquiry recommends that the Council reviews the quality of clothing and safety equipment provided to front line staff to ensure that they are adequately protected by the equipment that they use.
- **Workforce Planning** – During the job shadowing exercise concern was raised about the average age of the street cleansing workforce and the physically demanding nature of the work that they undertake. It was suggested that the average age of the staff was quite high and that very few younger people were being recruited into the service. This older age profile has the potential to impact on sickness rates and medium to long term work succession planning. Members recommend that the service feed this issue into the Council's wider workforce planning exercise.
- **Effective Allocation of Staff Resources** – The research undertaken as part of the task & finish exercise identified a number of staff allocation and working patterns that were successfully delivered by other local authorities. The task groups feel that the Council should review and consider implementing the following:
 - ❖ **Targeted Cleansing in High Footfall Areas** - Keep Wales Tidy suggested that the Council should target street cleansing resources at high footfall areas. Based on strong data the Council should zone streets with high intensity footfall to ensure effective management

monitoring of these areas. Maintaining good data on key high footfall areas is very important.

- ❖ **Rolling Four Day Working Week** – The research carried out for the task & finish exercise identified that Councils such as Conwy County Borough Council and Glasgow City Council had successfully moved from the traditional five-day working week pattern (Monday to Friday with Saturdays and Sundays as overtime) to a rolling four day week. This means that they now always have staff cover on weekends and bank holidays, with no extra cost to the local authority (for example, overtime). Staff are no longer catching up on work on a Monday or after bank holiday weekends. It is also felt that the four day working week provides a better work life balance for staff.
- **Trialling the ‘Glutton’** - The research carried out for the task & finish exercise identified that Exeter City Council delivered street cleansing improvements by trialling and then investing in a giant street cleansing vacuum called the ‘Glutton’. The machine is described by its manufacturer as an urban and industrial vacuum cleaner that saves time, makes work more comfortable, reduces effort, and improves health and safety. The service has had very positive feedback from staff saying that this was *“easy to maintain, it’s quiet, it’s not dusty, and it is quite impactful and this thing hoovers up all the detritus, all the litter”*. The machine is available for trial and if successful can be purchased for approximately £18,000. The task group recommends that the Council contacts the company to arrange a trial of this machine with a view to making a purchase if the trial is successful. Thought should also be given to approaching FOR Cardiff to see if they are interested in taking part in the trial of the ‘Glutton’ as the machine could help improve cleanliness in the city centre.
- **Needles in the City Centre** – While job shadowing staff in the City Centre Cleansing Team a Member was made aware of the issue of discarded needles and syringes. This is clearly a health and safety concern and something that the Council has to deal with urgently. The task group

recommends that the Council reviews what can be done to keep needles off the street in the city centre. This could include a number of options, including the possibility of introducing dedicated needle / syringe bins – something that Newport City Council is considering to tackle a similar problem.

- **Improving Digital Reporting** – The inquiry was told that Connect 2 Cardiff, the Council’s main point of contact and reporting mechanism, still prioritised phone calls over emails. This meant that there was quite often a delay in responding to emails submitted to the Council through this service. This is the exact opposite of digitalisation which is where the Council needs to be to maximise efficiencies – something that has to happen given the continually reducing budget. The task group feels that the Council should be doing more to integrate digital communication such as email into becoming the preferred method for reporting issues. Councillors quite often receive feedback from Members of the public complaining that they have emailed the Council, but have not received a reply. Thought should be given as to how the Council provides:
 - ❖ Quicker responses and feedback to members of the public to the inquiries that they raise;
 - ❖ An early or holding response confirming that inquiries have been received, what happens next and the relevant timescale;
 - ❖ Smooth integration of the inquiry through the system and directly to the part of the Council with responsibility for dealing with the inquiry;
 - ❖ That details of each inquiry are recorded and built into a wider Council database so that it is able to build up a more detailed picture of the type and geography of various issues across Cardiff.

- **Reducing Litter Produced by Waste Carriers** - A great deal of litter is caused because lorries that transport rubbish have insufficient netting to prevent litter from being blown off. Representatives from Cardiff Rivers Group suggested that Tredelech Park on Southern Way was a good

example, and wanted to see fines for lorries or skips that were not properly covered by a net. There are several waste transfer stations in Cardiff, for example, at Wentloog, Leckwith and Cardiff Docks that accept commercial waste. Using existing CCTV monitoring, these sites should be targeted to encourage waste transporters to take greater care when transferring waste. Where waste carriers are in breach of the required standard then an appropriate fine could be issued. Visiting skip hire companies and waste transfer stations to remind them of their obligations was viewed as being a good start. The Council should also play its part by ensuring that all its vehicles are properly covered when transporting waste around the city.

Enforcement & Fines

The Litter & Fly Tipping Survey and Volunteer Workshop identified that more enforcement against those who litter or fly tip was clearly a citizen priority. 'Improve enforcement of penalties and fines' and 'Implement on the spot fines' were the top two priorities for suggested actions to reduce fly tipping. At the same time the perceived effectiveness of carrying out enforcement actions in 2018 consistently scored over 50% for 'very ineffective' or 'somewhat ineffective' in all six of the categories measured. Fast food was the highest at 65%, followed by fly tipping and litter in general at 61%.

Public awareness of the Council's ability to issue fines for litter and fly tipping offences was relatively high when compared to other areas tested by the survey. It was also clear that overall public awareness in the Council's ability to issue fines for litter and fly tipping offences was higher in 2018 than in 2012. 86% and 74% of survey respondents were aware that the Council could issue fines for dog fouling and litter in general respectively. The public understands that the Council is able issue fines and now they want it to deliver. This section of the report sets the recommendations of the task group that relates to enforcement and fines:

- **Dedicated Enforcement Team** – The Council needs a dedicated Litter Enforcement Team that:
 - ❖ Focuses on issuing Fixed Penalty Notices for specific littering offences such as dropping fast food, smoking litter, chewing gum, dog fouling and litter in general;
 - ❖ Is dedicated to specific elements of litter enforcement and should not be able to drift into the delivery of wider education and enforcement issues;
 - ❖ Is a resource that is in addition to existing staff in the Education & Enforcement Team. The hope would be that staff in the Education & Enforcement Team are then freed up to focus on important roles such

as delivering more education and awareness activities aimed at reducing litter;

- ❖ Any business case, contract or service level agreement that is created for the dedicated Litter Enforcement Team should reflect a number of pre agreed Council aims, priorities and values;
- ❖ The dedicated team should as a minimum be delivered on a cost neutral basis, i.e. the monies raised through issuing fixed penalty notices should be at least enough to cover the costs of the new operation. This has been achieved in the United Kingdom by using both private companies (for example, 3GS and Kingdom) and in house teams delivered by local authorities (for example, Newcastle City Council);
- ❖ Issuing Fixed Penalty Notices against people that have committed litter offences is often a very confrontational task that can sometimes results in officers being subject to threatening or violent actions. As a safety precaution the officers in the dedicated Litter Enforcement Team should be provided with body cameras;
- ❖ The priority of the task group is to have a dedicated Litter Enforcement Team that helps to reduce littering in Cardiff on at least a cost neutral basis. It is happy for the Council to assess how best to deliver this team, something that should involve the comparative merits of comparing private companies against in house provision. Once a business case for the delivery of the team is completed (and before the team is actually put in place) a copy of the document should be made available to the Environmental Scrutiny Committee for consideration;
- ❖ As with all other teams involved with managing litter and fly tipping the work of the dedicated Litter Enforcement Team should, as far as is possible, be driven by the good information and data. This would mean identifying areas in the city with documented littering problems and then allocating the resource appropriately. Using good data would

be an effective way of targeting repeat offenders;

- ❖ Prior to launching the dedicated Litter Enforcement Team the Council should run a city wide promotional campaign to raise awareness about littering and the potential penalties. At the same time the public should also be made aware of the new team and the work that they are being tasked to deliver. A similar range of messages should be circulated on an ongoing basis to ensure that the public is reminded of the problems caused by litter and associated penalties.
- **Encouraging Residents to Report Litter & Fly Tipping Offenders** – The task group believe that helping to managing litter and fly tipping challenges is both a Council and community problem. To this end Members feel that local residents should play a vital role in reporting incidents and offenders. Local authorities like Conwy County Borough Council have actively encouraged local residents to report offences such as dog fouling through the 'DON'T STAND FOR IT' campaign. This approach has worked in identifying persistent offenders and in raising the public profile of a range of littering offences. The task group believe that there is merit in this approach and recommend that the Council run a public reporting pilot in the city to test how effective this approach might be in Cardiff.
- **Community Protection Notices** – The Litter & Fly Tipping Survey identified fast food litter as a significant problem in Cardiff. The public perceive that since 2012 the enforcement effectiveness of dealing with fast food litter has reduced by 8.33%. Newport City Council has also identified fast food litter as an issue, and so to address the problem they are due to start using Community Protection Notices. These will be used against establishments who do not proactively deal with and control litter from their establishment. This approach will allow the local authority to issue a fine to a maximum value of £150 a day if the establishment fails to comply the Community Protection Order. Newport City Council seemed confident that this approach would work well, therefore, the task group recommends that the Council reviews the option of applying this approach against persistent

offenders in Cardiff.

- **Cameras & Litter from Vehicles** – The Council needs to explore the possibility of using Cardiff's wider camera network to issue fines against those committing litter and fly tipping offences, i.e. not just Council cameras but also those owned by other public bodies such as South Wales Police. Members felt that this approach would be particularly useful if it was used to target people who were throwing litter or fly tipping from a vehicle. An educational campaign would be needed to support this approach, with the public being made aware that throwing litter or fly tipping from vehicles is not acceptable. In doing this, the campaign should highlight the range of reporting vehicles available to the public.

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Education & Awareness

The Litter & Fly Tipping Survey the public identified education and awareness as popular tool for reducing litter in neighbourhoods, with 52% of respondents supporting this approach. The support for this approach was 8% higher in 2018 than it was in 2012. However, in contrast to this, public awareness of current educational campaigns or promotions aimed at reducing litter and fly tipping was very low - the 2018 results show that only a small percentage (between 11% to 36% across the range of litter categories) were aware of current or ongoing litter campaigns.

The obvious message here is that the public supports educational initiatives aimed at reducing litter and fly tipping, but they don't really know what the Council is doing to deliver the message. Based on this information the task group believe that the Council needs to re-engage with the public through education and awareness raising, and therefore, recommends the following:

- **Refresh the 'Love Where You Live Campaign'** - Educational campaigns need to be refreshed on a regular basis to keep important messages fresh in the mind of the public. 'Love Where You Live' was a successful campaign; however, given the low level of educational campaign awareness Members believe that it now needs to be refreshed. Initially there was strong volunteer support for the 'Love Where You Live Campaign' – they thought that it projected a strong message to the public, and gave the Council a consistent brand against which to run a range of litter related projects. The task group recommends that the Council relaunch 'Love Where You Live' and support it with a wide range of Council and community supported initiatives aimed at reducing litter and fly tipping.
- **Using Social Media To Deliver Targeted Messages** – Evidence provided during the task & finish exercise suggested that there is no one size fits all approach to dealing with litter and fly tipping. Litter and fly tipping problems vary from area to area; the background and

demographics of those responsible vary from area to area. For many years officers have attended scrutiny to comment on litter and waste issues. Time after time, they have provided examples of challenges caused by difficult to reach groups. Transient populations, language barriers and cultural differences have regularly been referenced, these are then followed by a commitment to make leaflets available in a wider range of languages and to send out education and enforcement officers. Times have changed. We now live in a digital world where a huge number of people from right across our society communicate through social media and other electronic formats. The electronic footprints that most people now create mean that it is possible to identify an issue and then link it to a specific group of people by a wide range of categories including geography, age and language. The cost of running a ward targeted campaign through Facebook adverts is very low – a whole ward in Cardiff could be targeted for less than £10 a day which is much cheaper than the current approach. It is also possible to accurately measure the success, reaction to and impact of such posts in almost real time – meaning that the Council would be able to constantly review and adapt campaigns to improve the impact. This approach also provides greater flexibility in that groups could be targeted outside of normal Council working hours (for example, in the evening or on weekends) if circumstances required, while repeating the exercise would only involve a click of a button and small cost. Clear, concise and regularly repeated Facebook campaigns are a tried and tested approach to delivering behaviour change. The task group recommends that the Council selects an area with challenging litter and fly tipping issues, identifies the root cause of the problem and then delivers a pilot Facebook campaign aimed tackling the problem. This should feature a series of simple and clear messages, for example, the impact and associated fine for the offence. The message should be repeated over a three or four month period. At the end of the exercise the success of the pilot should be evaluated and if successful rolled out across the city where appropriate.

- **Cardiff Gov App** – The Council has recently created the ‘Cardiff Gov App’

that provides members of the public with an opportunity to report fly tipping. This is a positive step forward for digitalisation that will provide the Council with an opportunity to gather more accurate fly tipping data and create a clearer picture of hotspots across the city - but the 'Cardiff Gov App' has the potential be so much more. If the key to better litter management is improved data then the app needs to be a public reporting tool for all of the main litter categories. All of the gathered data could then feed into a single database that would create a much clearer picture and act as an excellent management tool for resource allocation. The task group recommends all of the main litter offence categories are added to the 'Cardiff Gov App'. Once these have been added then the Council should run a promotional campaign aimed at encouraging people to sign up for the upgraded app, and in particular raise awareness of the benefits of reporting litter and fly tipping.

- **Litter & Fly Tipping Promotional Materials for Councillors** – 3,443 people completed the 2018 Litter & Fly Tipping Survey. This was a 53% increase in participation compared to an almost identical survey that was circulated by scrutiny in 2012 – and delivered with significantly less resource. The reason for the huge increase was the use of local social media networks - in particular the social media accounts of local councillors. Many local councillors are very effective at communicating with residents through social media and other electronic formats. At a time of shrinking budgets this is a resource that the Council cannot afford to ignore. Given the range of materials available to promote litter and fly tipping problems the Council should get into the habit of providing councillors with copies of these materials so that they can then circulate appropriate messages to local residents through, for example, Facebook posts and other social media. Should the Council require additional promotional materials then it should contact Fly Tipping Action Wales and Keep Wales Tidy who have access to such materials.
- **Keep Wales Tidy – Campaign & Promotional Material Consultee** - Before launching any litter or fly tipping promotional campaigns it would

seem sensible to test the proposal with a consultee third party. A suitably experienced third party like Keep Wales Tidy should be able to provide appropriate feedback that could help iron out any issues and provide assurance for the Council on the proposed campaign. The task group, therefore, recommends that Council liaise with Keep Wales Tidy to ask them to act as a consultee for all future litter and fly tipping campaigns.

- **Deliver Simple Clear Messages** – The Litter & Fly Tipping Survey identified that public awareness of current educational campaigns or promotions aimed at reducing litter and fly tipping was very low. The 2018 results show that only a relatively small percentage (between 11% to 36% across the range of litter categories) were aware of current or ongoing litter campaigns. In addition to this the recognition levels of a sample of litter campaign logos used by the Council was also very low, with all five images scoring less than 50% recognition. The best performing logo was the simple, yet clear dog fouling logo that achieved 48% recognition. Members felt that this scored the highest response because it was clear, simple and universally recognisable – irrespective of where people are from or the language that they speak, the simple message of the dog fouling logo was easy to understand. Keeping educational material simple, clear and very recognisable was the key to a successful promotion.
- **Dedicated Budget for Litter & Fly Tipping Campaigns** - The research undertaken for the task & finish exercise identified many local authorities no longer have dedicated budgets for litter and fly tipping campaigns. Members felt that this was a mistake since the key to delivering real behaviour change is through a combination of education and enforcement. The task group recommends that if the Council is serious about reducing litter, then it needs to maintain a dedicated budget for litter campaigns and other educational initiatives.
- **Promotion of Key Educational Messages** – The range of key educational themes that should be considered when promoting

educational messages include:

- ❖ **Promotion of Accepted Service Standards** - Service standards for cleansing should be promoted through education and awareness campaigns.
- ❖ **Litter Enforcement Directing Behaviour Change** - It was emphasised that litter enforcement should be used as a tool for behaviour change, however, it is essential that this should be supported by education. The idea of an all Wales litter campaign was suggested during the inquiry.
- ❖ **Litter Prevention** - Litter prevention should be the first priority, i.e. to stop it from happening before it is created.
- **Educational & Promotional Messages Aimed at Young People** – It has been documented on many occasions that young people under the age of 18 are more likely to litter than other age groups. Taking enforcement action against people under the age of 18 is not possible; therefore, the only way to address the problem is through education. To tackle this problem the Council needs to work with schools and Keep Wales Tidy to develop a specific strategy to educate younger people on the problem of litter. This should include information about the problems and costs of litter; the practical steps that schools can themselves take to reduce litter both at school and on the main routes into and out of the school. Given the number of schools in Cardiff, the information should be something that the teachers or other school staff are able to deliver without outside support.

Bins

The Litter & Fly Tipping Survey highlighted the importance that the public places on good bin provision in Cardiff. For example, the public rated 'more litter and recycling bins' as the most popular action that the Council could take to reduce litter in neighbourhoods. The 'City Centre' was rated as having the best bin provision in the city with 61% of respondents grading bin provision as 'Excellent' to 'Adequate', while it was perceived that bin provision in 'Parks & Green Spaces' and 'My Neighbourhood' could be improved. Bin emptying in the 'City Centre' was rated as just above adequate, while in 'Parks & Green Spaces' and 'My Neighbourhood' it was viewed as adequate to poor. It is clear from this summary that bin provision in Cardiff is mixed and there is room for improvement, therefore, based on the evidence received the task group recommends that:

- **Bin Management Based on Good Data** - Allocation and emptying of bins should be based on extensive and reliable data. Evidence suggests that local authorities with good data are able to create more efficient bin collection rounds. The time saved can be directed towards other tasks or to produce savings. To support good data gathering all of the Council's bin stock needs to be electronically documented (digitalised) or referenced with unique identifiable number. The unique bin number then needs to be recorded on a central litter database so that incoming data relevant to that bin can be stored to build up a picture of how the bin is used, and the frequency with which it needs to be emptied. Creating this bin data gathering structure will involve lots of work initially, however, once established will provide valuable data that will allow the creation of shorter and more efficient bin emptying rounds.
- **Rotating Sensors to Gather Data** – Given the cost of sensors and the challenging financial position facing the Council, the existing sensor stock (ENEVO technology) should be continually rotated around Cardiff's bins to gather data. Once the data is collected it should then be used to design more efficient bin collection rounds. The rotation should be managed to

take account of seasonal variations. For this to work properly the precise location of all bins needs to be electronically documented (see the bullet point above). To date the sensors have been mostly located in city centre bins – given the high footfall in this area and that the public rate bin emptying in the city centre as the best in Cardiff, the Council should undertake an assessment to establish if the new sensor technology is a contributing factor to the better performance in this part of the city. As Cardiff has an extensive bin stock, and given the urgent need to achieve almost immediate savings, the Council might also give consideration to leasing more of these sensors in the short term to help accelerate its bin data gathering exercise.

- **Fewer But Bigger Bins** - Evidence suggests that the Council needs to gradually replace smaller bins, for example, bins mounted on lampposts, and move towards the provision of fewer and bigger bins. The research carried out for this inquiry indicated that several local authorities were creating efficiencies and reducing litter by replacing smaller bins with fewer large ones. This resulted in shorter bin emptying rounds and reduced the number of overflowing bins – a common cause of litter in some locations.
- **Bins – ‘Cardiff Gov App’** – As per a wider recommendation on the ‘Cardiff Gov App’, the task group recommends that a public reporting facility similar to the existing one for fly tipping be added to the app for bins. This would require all bin locations to be digitally recorded (see above), which in turn would allow the public to report any full or overflowing bins through the app. This would help provide management with information so that they can better direct resources to improve how they manage bins.
- **Covered Bins** – Given the large number of seagulls and other vermin in Cardiff, the Council should move away from the provision of uncovered bins. Placing a top or cover on each bin would prevent the vermin from entering the bin and removing pieces of litter, which in turn would reduce the amount of litter on the street.

Volunteering

Volunteering plays a very important role in keeping Cardiff clean and in bringing the community closer together. It helps to create pride in the local area; it can generate a feel good factor for local residents; it is an excellent form of exercise; it increases social interaction and it makes people feel valued.

Volunteers are a valuable asset to the Council. In 2017/18, they delivered almost 2,000 events and removed over 9,500 bags of rubbish. Volunteer groups have appeared all over Cardiff with many of these going from strength to strength. Whilst the Council has a duty to keep the city clean, the services that deliver street cleansing and fly tipping are continually being reduced. This means that the contribution of volunteers is becoming more important. Based on this position and the evidence received during the Volunteer Workshop (19th September 2018), the task group has made the following recommendations:

- **Annual Recognition Ceremony** – The Council needs to run an annual ceremony to recognise the efforts of volunteers. This could be held annually in one of the Council's flagship heritage buildings, for example, City Hall or the Mansion House. It should be designed to reward volunteers for their efforts and send out a clear message that the Council values the work that they deliver.
- **Incentivise Volunteering** – The Council and Keep Wales Tidy should review the range of opportunities around creating incentives or benefits for those who volunteer. For example, they should develop a consistent approach that would mean that all volunteers are able to report and access time credits for all the work that they undertake – at the moment the ability of volunteers to access time credits is patchy. They should also look into using the large volunteer base across Cardiff (and possibly Wales) to apply for a collective bid to access 'employee benefit' or 'employee discount schemes'. With a sufficiently large group of people

such schemes are free and offer discounts for things like retail shopping, event tickets, etc... Creating access to these benefits and discounts would help pass on a well-earned thanks to volunteers for the great work that they carry out.

- **Volunteer Co-ordinator Post** – Members understand that the current volunteer co-ordinator post is on a temporary contract basis, and that approximately only a quarter of her time is allocated to co-ordinating volunteers. It clear that the post has provided a significant return on investment for the Council (equivalent to a value of £41,252 in Quarter 1 2018/19 alone), and that if this was a dedicated resource then this could be significantly increased. The task group recommends that this post is made permanent and that the role is dedicated to volunteer co-ordination). The success of the post should be monitored, and if it is clear that the value added continues to increase then the Council should look to add to this resource. In addition to this, an additional post should be created within the Cleaner Cardiff Team to cover the tasks previously undertaken by the Volunteer Co-ordinator that don't relate to volunteer co-ordination, for example, education and awareness work.
- **Strategy & Consistency** – Whilst it is important to provide volunteer groups with the independence to grow and thrive, the Council and other key agencies (for example, Keep Wales Tidy) should develop an outline volunteer strategy that helps to properly structure volunteer groups and point them in the right direction. This should include:
 - ❖ The basics of what each group might need (for example, litter picking equipment, insurance, key contacts, etc.);
 - ❖ The available support from the Council and other key stakeholders;
 - ❖ Details of other litter picking groups and the Cardiff litter network;
 - ❖ Advice and support around how to promote the group, for example, social media and promotional material;

- ❖ Support around how to access funding for grants;
- ❖ Incentives available for each group, for example, time credits;
- ❖ How to constitute a group and the benefits that this creates;
- ❖ How their contribution helps to support Cardiff as a sustainable city;
- ❖ How each new group can receive a needs assessment;
- ❖ How to create a bespoke strategy and plan for their group.

Volunteer Support - During the volunteer workshop, a number of volunteers made suggestions around how best to support volunteers in the work that they undertake. Based on the feedback provided the task group recommends that:

- **Support & Grow the 'Cardiff Tidy Network'** – The Council and Keep Wales Tidy need to work together to expand and support the growth of the 'Cardiff Tidy Network'. This is a great way for volunteer groups to meet, share experience and talk about best practice. It is also a good way to develop contacts and improve volunteer collaborative working. This could help develop a consistency of approach towards volunteering, sharing best practice, etc...
- **Storage** – The Council needs to give serious consideration to providing established volunteer groups with access to storage facilities on Council land. Cardiff Rivers Group, for example, is in need of additional storage to keep its equipment and certain recycled materials (that they sell on to raise income for the group). They are currently looking into the cost of leasing a suitable storage space. Given the size and diversity of the Council's estate, this is something that could be assessed on a case by case basis, and where the volunteer group meets the criteria then storage could be provided for free.
- **Deep Cleans** – The Council needs to improve liaison between itself and

volunteer groups when 'blitz' or 'deep cleans' take place in the ward in which they are based. This will provide local residents with an opportunity to run events in conjunction with the 'blitz' or 'deep cleans', thereby increasing local participation and ownership. In addition to this, when the Council consults with volunteer groups asking for advice on the work that needs to take place it should not completely ignore their suggestions. Acting in this way leaves local volunteer groups feeling disappointed and feeling ignored.

- **Provision of Litter Picking Equipment** – The Council should create a dedicated budget for volunteer litter picking equipment. This should be used to cover the costs of bags, pickers, safety equipment, etc... This budget should then be reviewed on an annual basis and adjusted to reflect the amount of work delivered by the volunteers.
- **Provision of Promotional Materials** - The Council should create a dedicated budget for volunteer promotional support material. This should be used to cover the cost of promotional materials such as business cards and volunteer group banners (to be placed out at every event), etc... This budget should then be reviewed on an annual basis and adjusted to reflect the amount of work delivered by volunteers across Cardiff.
- **Communications Support for Volunteer Groups** – Where required the Council should provide communications support to volunteer groups who are interested in expanding their range of activities and events. For example, information on how to create and manage social media platforms and wider distribution of their messages through the Council's social media platform – this should include circulating to and through the Council's associated partner networks. Volunteer groups would also benefit from featuring alongside and being promoted through the Cardiff Council 'Love Where You Live' brand.
- **MOT Support** – Some of Cardiff's more established volunteer groups rely on the use of a vehicle for work that they undertake, for example, Cardiff Rivers Group. Using vehicles for volunteer work incurs a range of costs;

this can include an annual MOT. Cardiff Council has an in house MOT testing facility that is based at Coleridge Road which is used to undertake MOT's on Council vehicles. The task group believes that if a volunteer group is using a dedicated vehicle for litter picks and other community projects, then the Council should provide a free MOT for that vehicle.

- **Household Waste Recycling Centre – ‘Waste Carrier Licence’ -**
Where a volunteer group is collecting a reasonable quantity of waste (both recyclable and non-recyclable), the Council should issue them with a ‘waste carrier licence’ so that they are able to dispose of the waste collected by taking it directly to the Household Waste Recycling Centre. This would help to save costs as the Council would no longer need to send out an officer to remove the waste.
- **Fundraising** – The Council should provide volunteer groups with additional support and opportunities to raise funds for their group, which in turn would help make them more self-sufficient. Feedback suggested that certain volunteer groups wanted more flexibility and opportunity to raise funds, which would mean that they could carry out more work and extend support to other groups. For example, a volunteer suggested that if they had access to the Household Waste Recycling Centres to pick up unwanted items, then these could be ‘upcycled’ and sold on to raise funds for the group. The Council already has this type of arrangement in place with Cardiff Cycle Workshop; this is an example of social enterprise that has worked very well.
- **Attendance at Volunteer Events** – Volunteers felt that the events that they ran would benefit from greater support from local councillors, PCSO's and Council Enforcement Officers. The task group recommends that this should be reviewed by the Council to see what can be done to improve participation by these groups at future volunteer events.
- **Refresh ‘Love Where You Live’** – Volunteers felt that ‘Love Where You Live’ was a strong brand that had provided a strong message. They felt that it was no longer promoted in the way that it had been in the past, and

that it now needed to be refreshed. The task group agrees with the volunteers and recommends that 'Love Where You Live' is refreshed to reflect the current challenges facing Cardiff in terms of addressing litter and fly tipping. Refreshing 'Love Where You Live' it was thought would provide a consistently branded and ongoing message.

- **First Aid Kits** – Volunteers felt that the Council should provide all volunteer groups with a first aid kit.
- **Recording Volunteer Achievements** - The Council needs to get a better understanding of the amount of rubbish that volunteers pick up. Several volunteers commented that the figures provided to illustrate the work of volunteers was a gross underestimate. A process needs to be put in place that accurately records the volume of litter collected by volunteers so that their achievements can be celebrated.
- **Recycling Waste Collected by Volunteer Groups** - Several volunteer groups felt that all recyclable materials collected should be recycled and not sent for incineration. They felt that the Council were not always recycling the material that they collected and that the position needed to be clarified. The task group recommends clarification on this position, and that the Council provides volunteer groups with information on what can and cannot be recycled. A sensible way to deliver this might be via a presentation at the 'Cardiff Litter Network', so that attendees can then circulate the information to their respective groups.

Litter in General

Litter in General had the largest negative impact on neighbourhoods across Cardiff, with 68% of responses falling within the highest impact categories (3 to 5). The public perceive the general litter position to be worse in 2018 than it was in 2012 by 4.31%. Educational campaigns aimed at reducing fast food litter performed very poorly with 35.6% and 36.4% recognition in 2012 and 2018 respectively. Finally, 61% of the public rated the Council's effectiveness for carrying out enforcement against fast food litter as either 'very ineffective' or 'somewhat ineffective' - rated as 8.22% worse than in 2012. It is clear that improvements are needed in this area; therefore, the task group has made the following recommendations:

- **Litter on Sports Pitches** - Litter on sports fields is a problem, for example, in Pontcanna fields after a football game. There are always bottles left after games and during the football and rugby seasons this dramatically increases. Cardiff Rivers Group believe the hire agreement for pitches stipulates that they need to be cleared of all litter after the games. They suggest a "three strikes and you are out" approach - three warnings in a season for not clearing up or your pitch would result in bookings being refused. This approach would need policing and accepting photos from other park users could be one way of identifying when there is a problem. It was suggested that "Pop-up" bins could be provided with a booking – the club would be responsible for the bin in the same way that they use their own nets for the goals. The task group feel that this is a good suggestion, and one that the Council should look to pilot at a sports field where litter has already been identified as an issue.
- **Localised Litter & Fly Tipping Approach** - The key message put forward by Jemma Bere from Keep Wales Tidy was that "one size fits all" does not work for litter and fly tipping management - the approach needs to be tailored to local needs and challenges. The task group agrees with this and recommends that once the Council is confident in its litter and fly tipping data, then it should look to develop localised litter and fly tipping

approaches that involve the local community and volunteer groups.

- **Litter in General – ‘Cardiff Gov App’** – As per a wider recommendation on the ‘Cardiff Gov App’, the task group recommends that a public reporting facility similar to the existing one for fly tipping is added to the app for litter in general. This would help provide management with information so that they can better direct resources to improve how they deal with litter in general.

DRAFT

Fast Food

The public is clearly concerned by the amount of fast food litter in Cardiff. For example, fast food litter had the second largest negative impact on neighbourhoods across Cardiff with 64% of responses falling within the highest impact categories (3 to 5). Educational campaigns aimed at reducing fast food litter performed very poorly with 16% and 12.5% recognition in 2012 and 2018 respectively. Finally, 65% of the public rated the Council's effectiveness for carrying out enforcement against fast food litter as either 'very ineffective' or 'somewhat ineffective' - rated as 8.33% worse than in 2012. It is clear that improvements are needed in this area; therefore, the task group has made the following recommendations:

- **Fast Food Litter Awareness Stickers** – Given that fast food litter is regarded by the public as one of the biggest litter problems in Cardiff, the task group felt that something had to be done to target this litter at source. The only way to target this litter at source is at the point of purchase, i.e. in the shop or take away where the fast food is sold. Members reflected on the positive impact of the recently introduced 'Food Hygiene Ratings Stickers'. All Welsh food establishments are now required to display these in a prominent location at the establishment to demonstrate the standard of food hygiene that they achieve. This very cost effective initiative has significantly increased food hygiene standards across Wales. The task group recommends that fast food litter should be targeted in a similar way, i.e. by asking all establishments to display a sticker at the point of purchase. The sticker should highlight the problem that fast food litter creates and provide details of the maximum penalty for the offence. The Council could quickly deliver this scheme by working with the Shared Regulatory Service who already distribute Food Hygiene Ratings stickers to 3,252 establishments across Cardiff. 3,500 stickers would cost less than £500 to purchase, and would ensure blanket coverage of establishments that sell fast food across the city.

- **Fast Food Litter – ‘Cardiff Gov App’** – As per a wider recommendation on the ‘Cardiff Gov App’, the task group recommends that a public reporting facility similar to the existing one for fly tipping is added to the app for fast food litter. This would help provide management with information so that they can better direct resources to efficiently deal with fast food litter.

- **Community Protection Notices** – Newport City Council identified fast food litter as an issue in the city, so to address the problem they are due to start using Community Protection Notices. These will be used against establishments who do not proactively deal with and control litter from their establishment. This approach will allow the local authority to issue a fine to a maximum value of £150 a day if the establishment fails to comply the Community Protection Order. Newport City Council seemed confident that this approach would work well; therefore, the task group recommends that the Council consider applying this approach against persistent offenders in Cardiff.

Fly Tipping

As is the case with most types of littering, fly tipping is perceived to be a problem in Cardiff. 56% of respondents felt that fly tipping had a negative impact on their neighbourhoods; 56.29% of respondents felt that improving enforcement of penalties and fines was best way to reduce fly tipping, and 47.24% suggested that the Council should look to issue more on the spot fines. Only 20.30% of the respondents were aware of any campaigns or promotions aimed at reducing fly tipping, while 77% of respondents were aware that the Council can issue fines against those who fly tip.

The picture is clear. The public regard fly tipping as a problem, awareness of educational campaigns to tackle fly tipping is very low and a large number of the public understand that the Council can issue fines against those who fly tip. Based on the survey data and the information provided to the inquiry the task group recommends that:

- **New Fixed Penalty Notice for Fly Tipping** – The task group believe that the introduction of the new £400 Fixed Penalty Notice for fly tipping is a positive step forward. They are encouraged that the Council issued 27 Fixed Penalty Notices in the first two months of the fine being introduced; particularly as the proceeds now go directly back to the Council and can be reinvested to tackle litter and fly tipping. The task group believe that more can be done to promote this new fine, and recommend that the Council uses social media, the press and other promotional tools to raise awareness – for example, publicising details of those who are fined.
- **Digitalisation, Technology & Data** – Officers explained that the process for dealing with the end-to-end management of fly tipping was not digitalised, with some teams using three separate systems to report one incident. This means that there are parts of the process that have to be recorded manually which is very time consuming. This creates gaps in Cardiff's fly tipping knowledge. As has already been mentioned in this report, gathering data is a vital part of dealing with litter and fly tipping.

Good data helps staff to efficiently manage the process, as it creates an accurate picture of where the main problem areas can be found. All data received needs to be recorded in a single location, with all stakeholders able to report information into this system through a range of technology. Positive steps forward have been taken in recent months, for example, the 'Cardiff Gov App' provides the public with a great tool to photograph, record and report fly tipping incidents – something that should reduce inaccurate reporting which has been a feature of the fly tipping process in recent years (in 2017/18 no waste was found at 19% of reported incidents). However, the ability of front line staff and other partner stakeholders to digitally report into the process remains limited. Encouraging a wider range of staff and partner stakeholders to use technology will increase the number of eyes on the street, resulting in problems being dealt with quicker. The process should deal with complaints on both public and private land, and link into data that is currently held on the fly mapper database. Based on this information, the task group recommends that the Council reviews its fly tipping reporting and monitoring systems so that all aspects of this process become digitalised.

- **Growing the CCTV Presence** – The task group believe that using CCTV to catch fly tippers is a very positive step forward. CCTV is a great way to covertly catch fly tippers, and the proceeds raised from the fines can be reinvested back into the service to catch even more fly tippers. In addition to this, promotion of the fact that a local authority uses CCTV is in itself a deterrent against fly tippers who do not wish to be caught. The approach has been successful in many areas, with groups like Fly Tipping Action Wales supporting the use of CCTV – to the extent that they hold a stock of real and dummy cameras that they are willing to loan to Welsh local authorities. This approach was supported by both the findings of the Litter & Fly Tipping Survey and opinions voiced in the volunteer workshop. The task group recommends that the Council continues with the roll out of this initiative and in doing so it should:

- ❖ As the success of the scheme grows look to introduce more cameras to Cardiff through further investment and borrowing cameras from Fly Tipping Action Wales;
 - ❖ Explore the possibility of using Cardiff's wider camera network to help catch fly tippers (this is done in Glasgow and Exeter);
 - ❖ Promote the fact that the Cardiff is using this technology, and publicise details of those that they catch in the local press and across social media.
- **Planning Advisory Notes** – The task group recommends that the Planning Service place a standard advisory note against all planning applications or building regulations cases, stating the importance of using a properly registered waste carrier for the removal of waste from their property. This advisory note should provide details of the potential £400 fine and that the applicant has a “duty of care” to ensure that they use a registered waste carrier. Household owners are not always able to accurately verify an operator's waste carrier licence – this means that they face the risk of having their waste collected and fly tipped by an illegal operator.
 - **Multi Skilling** – Best practice evidence gathered by the inquiry and working practice observed by Members during the job shadowing exercise suggests that the Council's approach to dealing with fly tipping could be improved by multi skilling staff. This applies to staff in the Fly Tipping Team and those who deliver wider street cleansing roles. For example, members of the Fly Tipping Team told a councillor that they would save time and money if they were trained on asbestos removal rather than the Council relying on a third party to remove the material. Conwy County Borough Council provided staff in the Street Cleanse Response Team with training on dealing with fly tipping. They are now able to extract evidence from bags (for example, letters, envelopes, prescriptions or other contact information), record and report the incident; meaning that fly tipping

doesn't always have to be passed onto the Fly Tipping Team which speeds up the process. The task group recommends that the Council invest in additional training for staff in the fly tipping team and wider street cleansing service. This would increase the range of staff skills that in turn would create savings.

- **Police Partnership** – Evidence gathered as a part of the research for the inquiry identified a number of examples of where close working relationships with police forces had significantly improved fly tipping management. For example, Birmingham City Council seconded a police officer to deal with fly tipping. The improved ability to share information meant that it became quicker and easier to check all suspected vehicles so that, for example, falsely registered vehicles became much easier to remove from the road. Birmingham's approach was copied by Newcastle City Council. Newport City Council also work closely with Fly Tipping Action Wales and Gwent Police to undertake multi-agency operations, for example, they periodically carry out stop and search exercises checking waste carrier licences. The stop and search exercises happen three or four times a year. Based on this, the task group recommends that the Council should review its working relationship with South Wales Police and other partner agencies (for example, Fly Tipping Action Wales) to establish how partnership working and information sharing can be improved.
- **Infrastructure** – Public opinion and volunteer feedback suggested that a lack of waste infrastructure made it difficult for members of the public to dispose of waste correctly, which in turn contributed to increased levels of fly tipping. In particular there was strong support for providing a Household Waste Recycling Centre in the north of the city and the reintroduction of the community waste skip scheme. The task group recommends that the Council urgently identifies a suitable site and then delivers a new Household Waste Recycling Centre in north Cardiff, and also reviews the option of reintroducing a community skip scheme in areas of the city that are prone to fly tipping.
- **Education & Awareness** - Only 20.3% of the respondents were aware of any campaigns or promotions aimed at reducing fly tipping. If the Council

is serious about reducing fly tipping in Cardiff then this is something that needs change. In order to increase education and awareness about fly tipping the task group recommends that the Council should:

- ❖ Run an ongoing educational campaign aimed at reducing fly tipping. All communications should contain clear and consistent messages about the impact that fly tipping has and reference the newly introduced £400 Fixed Penalty Notice.
- ❖ Social media should be used as a tool to push forward the message (but also supported by other communication tools), which should target specific groups to increase community engagement – an approach that was referenced as best practice during the inquiry.
- ❖ As has been mentioned, promotion of the public's "duty of care" to ensure that they use a properly licenced waste carrier has to happen. The public needs to understand that ignorance is not an excuse that will prevent a £400 fine.
- ❖ Fly Tipping Action Wales has an extensive range of effective promotional techniques and materials that it is happy to share with the Council. Officers should contact Fly Tipping Action Wales to discuss the option of using this material, and to discuss the best approach to take in Cardiff.

Dog Fouling

Dog fouling was perceived to be less of a problem by Cardiff's residents in 2018 than it was in 2012. The survey identified that the problem had reduced by 13.33% between the two dates; however, 52% of respondents still felt that it had a negative impact on their neighbourhoods.

Public awareness and campaigns around dog fouling was very low, with only 22.4% of respondents being aware of any campaigns designed to reduce the problem – this was lower than the 29.3% achieved in 2012. The two dog fouling logos were rated as the most identifiable, with one scoring a 48% recognition rate. In 2018, 53% of residents were aware of Council regulations around dog fouling, while 86% of people knew that the Council could issue fines for the offence. 56% of the public felt that enforcement against dog fouling was either 'very ineffective' or 'somewhat ineffective'.

Scrutiny is due to review the Council's Draft Public Space Protection Order for Control of Dogs. A joint meeting on the 19th November 2018 involving Cardiff's Economy & Culture and Environmental Scrutiny Committees considered an item titled 'Public Space Protection Orders – Control of Dogs'. This looked at feedback following a public consultation on proposals aimed at reducing dog fouling. A copy of the letter sent to Cabinet Members after the meeting is attached to this report as **Appendix 1**.

It is hoped that the new Public Space Protection Order will have a positive effect in reducing dog fouling, however, before making further comment the Environmental Scrutiny Committee has agreed to consider the 'Draft Public Space Protection Order – Control of Dogs'. It has been suggested that this draft document will become available for scrutiny in March 2019. To avoid prejudging Cardiff's future approach towards dog fouling, the task group has decided not to comment on how best to deal with dog fouling at this point in time. Instead they will make their comments and recommendations known after future scrutiny of the 'Draft Public Space Protection Order – Control of Dogs'. The only exception to this is that the task group recommends that dog

fouling is added to the 'Cardiff Gov App' to help improve public reporting of the problem, the full recommendation is below:

- **Dog Fouling – 'Cardiff Gov App'** – As per a wider recommendation on the 'Cardiff Gov App', the task group recommends that a public reporting facility similar to the existing one for fly tipping is added to the app for dog fouling. This would help provide management with information so that they can better direct resources to improve how they deal with dog fouling.

DRAFT

Title: Smoking Related Litter

The impact of chewing gum litter was 5.92% lower in 2018 than it was in 2012, although it was still perceived by 43% of the population as having a negative impact on their neighbourhoods. Campaign awareness around smoking litter was only 15.8% in 2018, while only 53% of residents understood that the Council could issue fines. 58% of residents felt that the Council's effectiveness in carrying out enforcement actions in 2018 was either 'very ineffective' or 'somewhat ineffective'.

In summary smoking litter is rated by Cardiff residents as the second least problematic of the litter categories, and that during the last six years there has been an 5.92% improvement in this area. Campaign awareness was low, however, given the rise of problems in other litter categories it does not appear that raising the profile of smoking litter as a problem should be a priority for the Council, i.e. the limited funds available could be better spent in other areas to target more significant litter problems. Based on the improvement in this area, the only recommendation directly aimed at smoking litter is:

- **Smoking Litter – 'Cardiff Gov App'** – As per a wider recommendation on the 'Cardiff Gov App', the task group recommends that a public reporting facility similar to the existing one for fly tipping is added to the app for smoking litter. This would help provide management with information so that they can better direct resources to improve how they deal with smoking litter.

Chewing Gum

The impact of chewing gum litter was 11.91% lower in 2018 than it was in 2012, although it was still perceived by 35% of the population as having a negative impact on their neighbourhoods. Campaign awareness around chewing gum litter was only 10.9% in 2018, while only 40% of residents understood that the Council could issue fines. 59% of residents felt that the Council's effectiveness in carrying out enforcement actions in 2018 was either 'very ineffective' or 'somewhat ineffective'.

In summary chewing gum litter is rated by Cardiff residents as the least problematic of the litter categories, and that during the last six years there has been an 11.91% improvement in this area. Campaign awareness was low, however, given the rise of problems in other litter categories it does not appear that raising the profile of chewing gum as a problem should be a priority for the Council, i.e. the limited funds available could be better spent in other areas to target more significant litter problems. Based on the improvement in this area, the only recommendation directly aimed at chewing gum is:

- **Chewing Gum – 'Cardiff Gov App'** – As per a wider recommendation on the 'Cardiff Gov App', the task group recommends that a public reporting facility similar to the existing one for fly tipping is added to the app for chewing gum. This would help provide management with information so that they can better direct resources to improve how they deal with chewing gum.

KEY FINDINGS

‘Litter & Fly Tipping in Cardiff’ - Meeting 1 - Wednesday 13th June 2018 - Cardiff Council Approach – Litter & Fly Tipping

Council Approach to Litter & Fly Tipping - Councillor Michael Michael and officers from the Planning, Transport & Environment Directorate were invited to the meeting to brief Members on the Council approach to managing litter and fly tipping across Cardiff. The briefing that they provided information and commented on:

- The ‘Fly Tipping’ report due to be received by Cabinet on the 14th June which seeks authorisation to expand the Council’s powers to deal with fly tipping;
- Future proposals being scoped around litter management in the city;
- The future use of Public Space Protection Orders to help create a cleaner and more sustainable environment across Cardiff.

Key Findings

1. **Fly-tipping Enforcement** - Local Authorities are responsible for clearing fly tipping from public land. Investigation of fly tipping is not a statutory duty, but tackling fly tipping is a corporate priority for the Council.
2. Historically there has been no Fixed Penalty Notice (FPN) for the Council to use against those who commit fly tipping offences, so where evidence is found the Council has prosecuted through the Courts or recovered the cost for clearing the fly tipping.

Fly-tipping Statistics

3. Officers provided fly tipping figures for the past seven years that are shown in **Table 1** below:

Year	2011/ 12	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016/ 17	2017/ 18
Fly-tipping incidents reported	11,185	10,957	4,621	3,905	6,241	7,993	5,928

4. The number of fly tipping incidents was at its highest in 2011/12 with 11,185 cases reported. There was a substantial drop in 2013/14 to 4,621 reported cases, followed by a further reduction to 3,905 in 2014/15. The large drop in this period has been linked to a change in the fly tipping definition, where an increased number of cases were reported as incorrectly presented waste. The number of reported cases increased in 2015/16 to 6,241 and then fluctuated between 7,993 and 5,928 in 2016/17 and 2017/18 respectively.
5. 5,928 fly tipping incidents were reported in 2017/18. From this total no waste was found on arrival at 1,134 of the reported incidents (approximately 19%).
6. 90% of reported fly tipping incidents must be cleared within 5 working days. The Council has consistently exceeded this target in recent years, achieving 98% in 2016/17 and 99% in 2017/18.
7. Fly tipping is a difficult crime to detect. Officers explained that in the last 12 months there had only been three cases that had met the criminal standard of proof criteria to proceed to court prosecution.
8. Officers explained that the process for dealing with the end-to-end management of fly tipping is not digitalised.
9. The Street Scene Enforcement Team in 2017/18 had a gross budget expenditure of £1,321,000. Funding from the Single Revenue Grant supports £415,000; £260,000 is funded through fines and £45,000 is delivered through enforcement service contracts. This means that the Council has to find an

additional (or net budget figure) of £601,000 to support the cost the service and its operations.

10. The Enforcement Team generated fine income of £137,466 in 2017/18, however, actual expenditure amounted to an additional £191,847. The additional expenditure was mainly due to non-recurring staff costs and additional disposal costs.

Solutions

11. The new Fixed Penalty Notice for fly tipping is set at £400. The proceeds raised through this will help support the service to tackle fly tipping, cover the costs of supporting staff and allow the Council to invest in CCTV to tackle the problem.
12. The Council is piloting the use of CCTV cameras by working with two different service providers (ARC internally and Vodafone).
13. The Council is developing a 'Report It' app / Webpage to hopefully help reduce ineffective reporting. This is also referred to as the 'Cardiff Gov App'. At this point in time the public is only able to report fly tipping through the 'Cardiff Gov App', i.e. they cannot report any other litter offences.
14. The service is in the process of transitioning across to the StarTraq system to support internal end-to-end processes and improved reporting.
15. Councillors raised the issue of businesses fly tipping commercial waste. They were also concerned by the trend of small businesses using public litter bins to dispose of waste to avoid the cost of using a commercial provider. An officer explained that they were aware of these problems, and that meat and oil disposal was a particular concern.
16. An officer explained that catching businesses who disposed of commercial waste was a challenge as they needed to witness them actually carrying out the action. Quite often watching the suspected culprits would require the Council issuing a RIPA – applying for these is very time consuming and very few are actually issued. The Council has yet to catch anyone disposing of

commercial waste in this way on CCTV. While enforcement is important, quite a lot of the work required to reduce this problem is educational.

17. A Member asked how close the Council was to successfully integrating technology into the whole process for dealing with fly tipping and litter enforcement. She was told that it was something that they were looking at; however, there were other more pressing priorities that they had to deal with first. Staff were not always enthusiastic about the idea of implementing new technology, with many believing its use should merit an additional technology payment.
18. Councillors felt that the roll out of technology to better manage litter and fly tipping was essential. It was a more efficient way of working that provided better information / data around how and where to tackle litter and fly tipping challenges. Encouraging a wider range of staff to use such tools would increase the number of eyes on the street, resulting in problems being identified and dealt with quicker.
19. An officer explained that the Council reporting system (at that point in time) still prioritised a phone call over an email – there is quite often a delay in responding to email. Phone calls are more expensive to deal with than emails, and taking this approach is the exact opposite of digitalisation.

**‘Litter & Fly Tipping in Cardiff’ - Meeting 2 - Tuesday 30th
October 2018 - Litter & Fly Tipping Survey, Best Practice
Research & Volunteer Workshop**

Litter & Fly Tipping Survey Results – Gladys Hingco, Principal Research Officer talked Members through the results of the recently commissioned Litter & Fly Tipping Survey.

20. The Litter & Fly Tipping Survey was commissioned by the task group as a part of the wider task & finish exercise into Litter & Fly Tipping in Cardiff. The survey was delivered by Scrutiny Research during June and July 2018. The aim of the survey was to test public perception on the following litter types:
- General litter;
 - Fast food litter;
 - Fly tipping;
 - Dog fouling,
 - Smoking related litter; and,
 - Chewing gum.
21. The survey also tested how the public felt about litter / fly tipping in specific parts of the city, including:
- City centre;
 - District shopping centres;
 - Residential areas;
 - Cardiff Bay; and,
 - Parks & green spaces.
22. As a part of the exercise the survey considered a number of broad questioning areas including:
- Litter / fly tipping regulation awareness;

- Perception of educational campaigns & initiatives;
 - General actions used to tackle litter; and,
 - The provision and management of litter bins in Cardiff.
23. The survey was very similar to a previous Scrutiny Research survey that was delivered as a part of the 2012 Environmental Scrutiny Committee task & finish report titled 'Litter in Cardiff'. The similarity between the two surveys allowed the task group to compare the 2018 results against many of those produced in 2012. This allowed the task group to consider how public perception had changed in the six year period for a number of littering challenges.
24. The survey was made available online and hard copies were provided to secondary schools, hubs and leisure centres. The survey was made available in English and Welsh. A copy of the survey is attached to this report as **Appendix 2**.
25. The response to the survey was very positive with 3,443 people completing the document; this was an improvement against the previous 2012 survey that was completed by 2,248 people (an increase of 53%). The survey completion details for 2018 are below:
- Completed by 3,443 respondents;
 - 3,384 respondents completed the survey in English (98.3%);
 - 49 respondents completed the survey in Welsh (1.7%);
 - 3,210 respondents completed the survey online (93.2%);
 - 233 respondents completed the survey in hard copy (6.8%);
 - 3,164 respondents completed the survey online in English (91.9%);
 - 46 respondents completed the survey online in Welsh (1.3%);
 - 230 respondents completed the survey in hard copy in English (6.7%);
 - 3 respondents completed the survey in hard copy in Welsh (0.1%);
 - The survey was completed by a very wide cross section of Cardiff's population.

26. The results and key findings identified in the survey are set out in the sections below.

Neighbourhood Impact – By Various Litter Type

▪ **Figure 1 – Impact by litter type on local neighbourhoods**

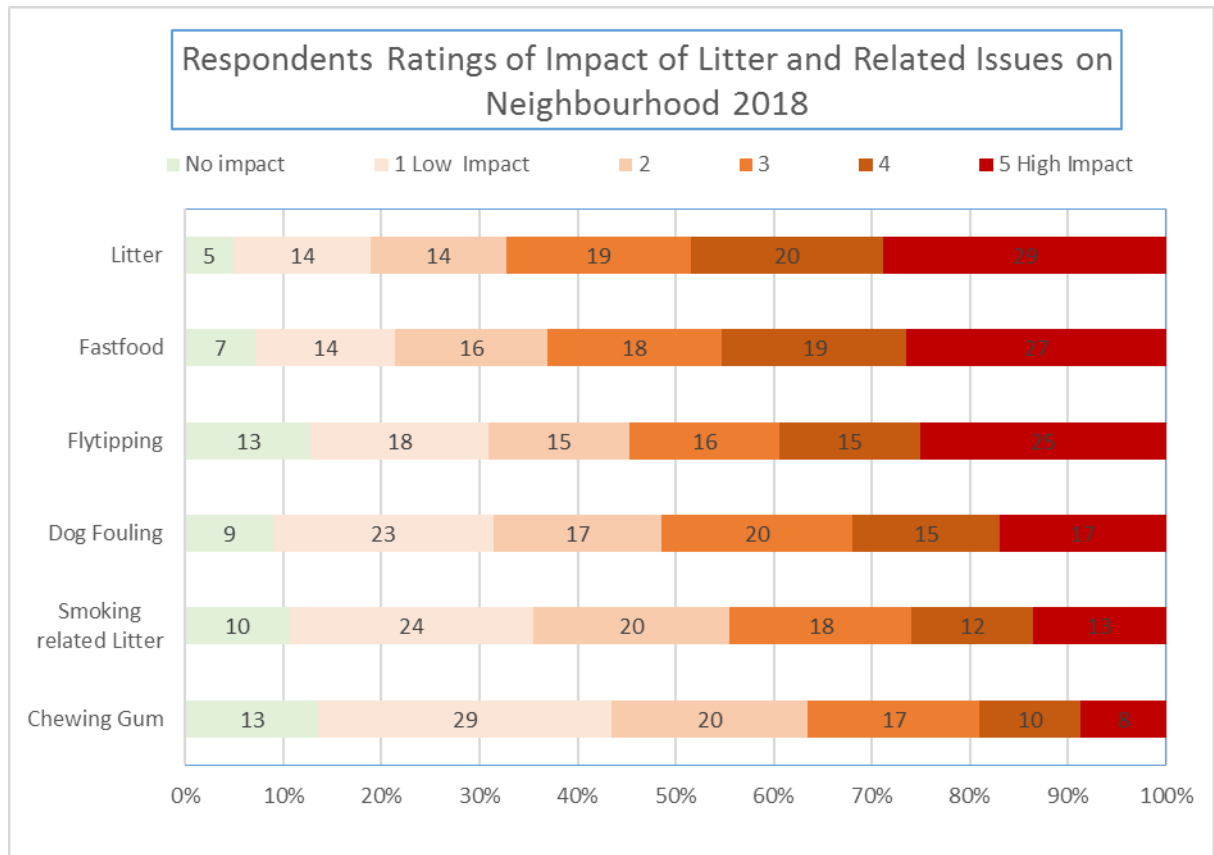


Figure 1 - Impact by Litter Type on Local Neighbourhoods - Key Observations

- 27. Litter in General had the largest negative impact on neighbourhoods across Cardiff, with 68% of responses falling within the highest impact categories (3 to 5).
- 28. Fast Food Litter had the second largest negative impact on neighbourhoods across Cardiff, with 64% of responses falling within the highest impact categories (3 to 5).
- 29. 56% of responses suggested that Fly Tipping had a negative impact on neighbourhoods with responses falling within categories 3 to 5.

30. Dog Fouling (52% in categories 3 to 5), Smoking Related Litter (43% in categories 3 to 5 and Chewing Gum (35% in categories 3 to 5) were assessed as the forms of litter that in relative terms had the least negative impact on neighbourhoods.

▪ **Table 2 - Mean Value Ratings of the Impact of Litter**

Perceptions of Impact on Neighbourhood							
		Litter in General	Fast Food Litter	Fly Tipping	Dog Fouling	Smoking Related	Chewing Gum
2012		3.25	3.2		3.3	2.87	2.77
2018		3.39	3.34	3.188	2.86	2.70	2.44
Percent (%) Change		4.31%	4.38%		-13.33%	-5.92%	-11.91%
2018 rating scale	No Impact	Low negative Impact				High Negative Impact	
		1	2	3	4	5	

Table 2 - Mean Value Ratings of the Impact of Litter Key Observations

31. The public perceive that the impact of ‘Litter in General’ and ‘Fast Food Litter’ on neighbourhoods was higher in 2018 than it was in 2012. Litter in General increased from a mean value of 3.25 in 2012 to 3.39 in 2018 – this represents an increase of 4.31%. Fast Food Litter increased from a mean value of 3.2 in 2012 to 3.34 in 2018 – this represents an increase of 4.38%.

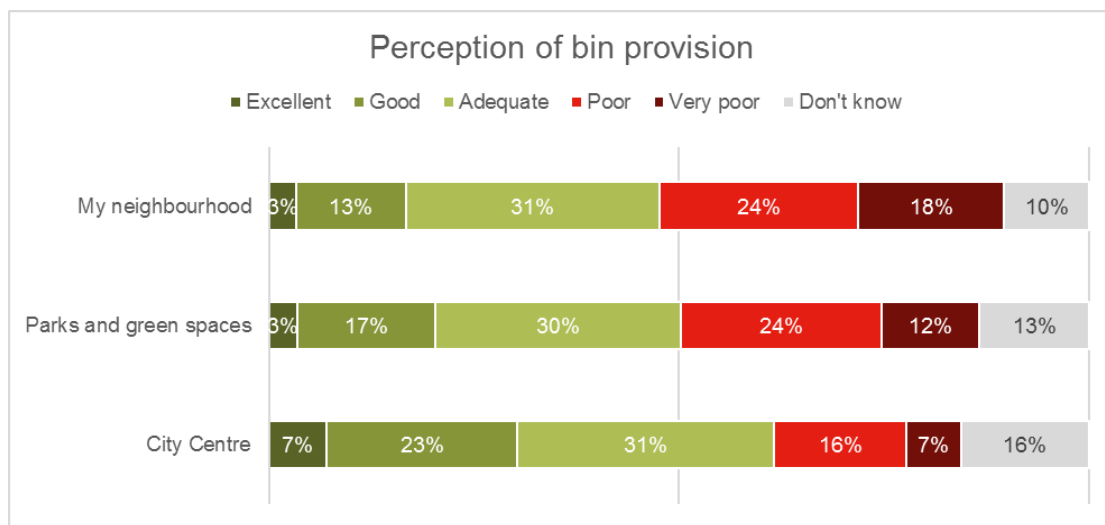
32. The public perceive that the impact of ‘Dog Fouling’, ‘Smoking Related Litter’ and ‘Chewing Gum’ on neighbourhoods was less in 2018 than it was in 2012. ‘Dog Fouling’ reduced from a mean value of 3.3 in 2012 to 2.86 in 2018 – this represents an reduction of 13.33%. ‘Smoking Related Litter’ reduced from a mean value of 2.87 in 2012 to 2.70 in 2018 – this represents a reduction of

5.92%. 'Chewing Gum' reduced from a mean value of 2.77 in 2012 to 2.44 in 2018 – this represents a reduction of 11.91%.

33. Public perception of 'Fly Tipping' was not tested in the 2012 survey. The mean value recorded for 'Fly Tipping' in 2018 was 3.188.

Bin Provision in Cardiff

Figure 2 – Perception of Bin Provision in Cardiff



34. The public believe that the 'City Centre' has the best bin provision from the areas identified in the survey, with 61% of respondents grading bin provision as 'Excellent' to 'Adequate'. 16% of respondents were classified as 'Don't know'.
35. The public believe that 'Parks & Green Spaces' has the second best bin provision from the areas identified in the survey, with 50% of respondents grading bin provision as 'Excellent' to 'Adequate'. 13% of respondents were classified as 'Don't know'.
36. The public believe that 'My neighbourhood' has the worst bin provision from the areas identified in the survey, with 47% of respondents grading bin provision as 'Excellent' to 'Adequate'. 10% of respondents were classified as 'Don't know'.

Table 3 – Rating of Bin Provision Mean Values

Rating of Bin Provision Mean Values						
	City Centre		Parks & Green Spaces		Neighbourhoods	
2012	2.66		2.92		3.44	
2018	3.09		2.74		2.192	
% Change	16.17%		-6.16%)		-6.33%	
2018 rating Scale						
	Excellent	Good	Adequate	Poor	Very Poor	
	5	4	3	2	1	

Table 3 - Rating of Bin Provision Mean Values - Key Observations

37. The public perceive that the provision of bins in the 'City Centre' was better in 2018 than it was in 2012. The mean value score in 2012 was 2.66 and increased to 3.09 in 2018 – an improvement of 16.17%. This means that the public now rates bins in the 'City Centre' as just above 'Adequate'.
38. The public perceive that the provision of bins in 'Parks & Green Spaces' was worse in 2018 than it was in 2012. The mean value score in 2012 was 2.92 and fell to 2.74 in 2018 – a reduction of 6.16%. This means that the public now rates bins in 'Parks & Green Spaces' as 'Adequate' to 'Poor'.
39. The public perceive that the provision of bins in 'Neighbourhoods' was worse in 2018 than it was in 2012. The mean value score in 2012 was 3.44 and fell to 2.192 in 2018 – a reduction of 36.33%. This means that the public now rates bins in 'Neighbourhoods' as just above 'Poor'.

Figure 3 - Ratings of the Frequency of Emptying Bins

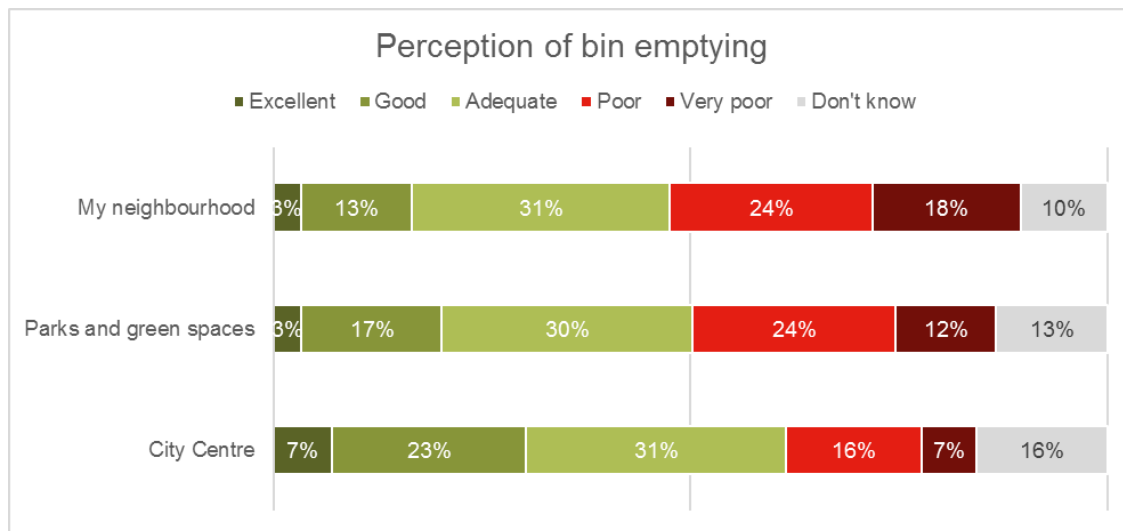


Figure 3 - Ratings of the Frequency of Emptying Bins - Key Observations

40. From the area categories identified the 'City Centre' achieved the highest public perception score for bin emptying, 'Parks & Green Spaces' came second and 'My neighbourhood' achieved the lowest score.
41. 61% of the respondents rated bin emptying in the 'City Centre' as 'Excellent' to 'Adequate'. 16% of respondents were classified as 'Don't know'. The mean value for the perception of bin emptying in the 'City Centre' was 3.09 – a rating of just above 'Adequate'.
42. 50% of the respondents rated bin emptying in 'Parks & Green Spaces' as 'Excellent' to 'Adequate'. 13% of respondents were classified as 'Don't know'. The mean value for the perception of bin emptying in 'Parks & Green Spaces' was 2.71 – a rating of between 'Adequate' and 'Poor'.
43. 47% of the respondents rated bin emptying in 'My neighbourhood' as 'Excellent' to 'Adequate'. 10% of respondents were classified as 'Don't know'. The mean value for the perception of bin emptying in 'My neighbourhood' was 2.55 – a rating of between 'Adequate' and 'Poor'.

Actions to Reduce Litter in Neighbourhoods

Figure 4 – Views on Actions to Reduce Litter in Neighbourhoods

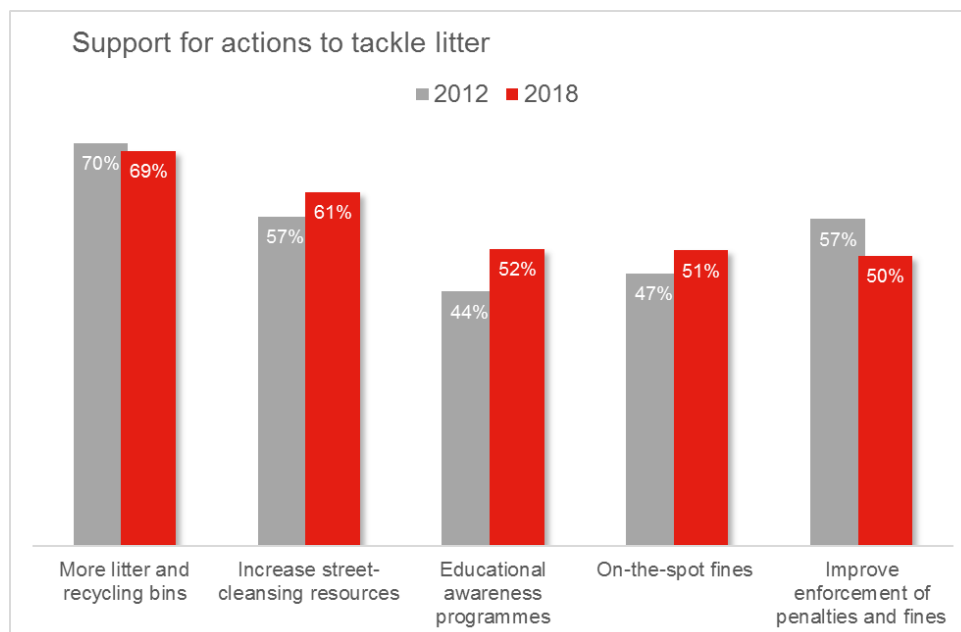


Figure 4 - Views on Actions to Reduce Litter in Neighbourhoods - Key Observations

44. The survey identified 'More litter and recycling bins' as the most popular action identified by the public to reduce litter in neighbourhoods – this was a consistent theme in both 2012 and 2018. The suggestion was marginally more popular in 2012 (70%) than it was in 2018 (69%).
45. The survey identified 'Increasing street-cleansing resources' as the second most popular action identified by the public to reduce litter in neighbourhoods – this was a consistent theme in both 2012 and 2018. The suggestion was more popular in 2018 (61%) than it was in 2012 (57%).
46. The survey identified 'Educational awareness programmes' as a popular action identified by the public to reduce litter in neighbourhoods in both 2012 and 2018. The suggestion was more popular in 2018 (52%) than it was in 2012 (44%).
47. Both 'On-the-spot fines' and 'Improve enforcement of penalties and fines' were suggested as popular actions to reduce litter in neighbourhoods. The two actions are linked and so it appears that the public is very supportive of

increasing enforcement related work to better manage litter and fly tipping. Over 50% of 2018 respondents in both categories felt that these were both initiatives that would help reduce litter in neighbourhoods.

Actions to Reduce Fly Tipping

Table 4 – Suggested actions to reduce fly tipping

	Flytipping	
	Number	Percent
Install more litter and recycling bins	634	20.80%
Improve enforcement of penalties and fines	1716	56.29%
Implement on the spot fines	1440	47.24%
Increase street cleansing resources	796	26.11%
Run educational awareness programmes	1080	35.43%
This isn't a problem in my neighbourhood	446	14.63%

48. When asked to comment on suggested actions to reduce fly tipping, most respondents (56.29%) felt that the Council should improve enforcement of penalties and fines. Nearly half of respondents (47.24%) suggested the Council should start implementing on the spot fines for those committing fly tipping offences. Just over a third of respondents (35.43%) suggested that running educational awareness campaigns could help to reduce fly tipping behaviours. 26.11% suggested that the Council should increase cleansing resources to deal with the issue and 20.80% felt that they should install more litter and recycling bins. 14.63% did not feel that fly tipping was a problem in their neighbourhood.

Awareness of Campaigns & Promotions

Figure 5 – Awareness of Campaigns & Promotions

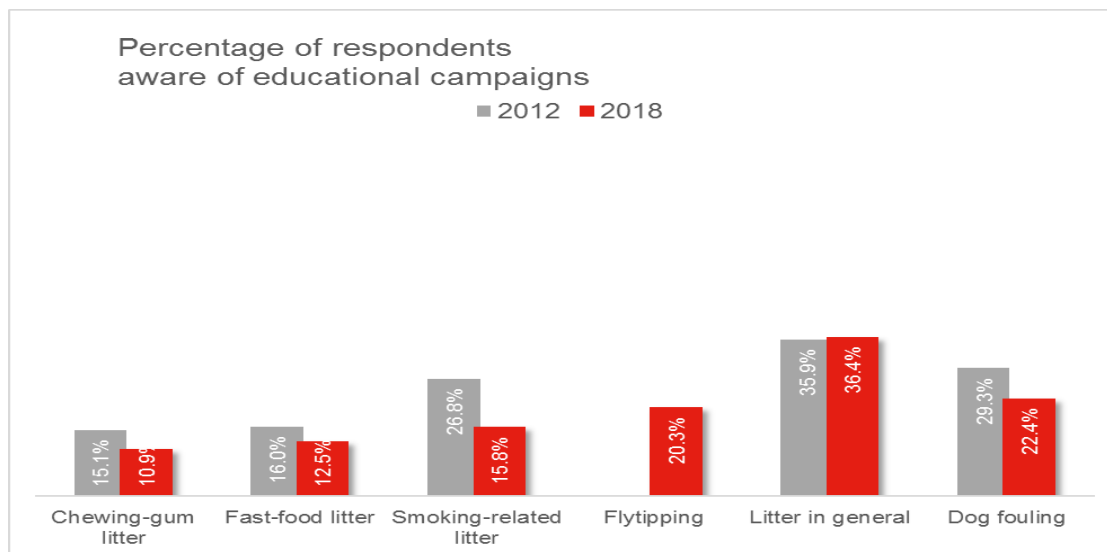


Figure 5 - Awareness of Campaigns & Promotions – Key Observations

49. Respondents were asked if they were aware of any educational campaigns or promotions in Cardiff aimed at reducing litter. The 2018 results show that only a relatively small percentage (11% to 36%) were aware of current or ongoing litter campaigns.
50. Litter in General achieved the highest overall score for campaign and promotion awareness in both years - scoring 35.9% in 2012 and 36.4% in 2018 - 0.5% increase in awareness in 2018.
51. Dog fouling achieved the second highest overall score for campaign and promotion awareness in both years - scoring 29.3% in 2012 and 22.4% in 2018 – 6.9% reduction in awareness in 2018.
52. Smoking related litter scored 26.8% in 2012 and 15.8% in 2018 for awareness of campaigns and promotions in 2018 – 11% reduction in awareness in 2018.
53. Awareness of campaigns and promotions for reducing chewing gum (15.1% 2012 & 10.9% in 2018) and fast food litter (16% in 2012 & 12.5%) was very low in both years. Awareness of fly tipping litter campaigns was only recorded in 2018, achieving the relatively low score of 20.3%.

Recognition of Promotional Logos & Campaigns

Figure 6 – Recognition of Promotional Logos & Campaigns

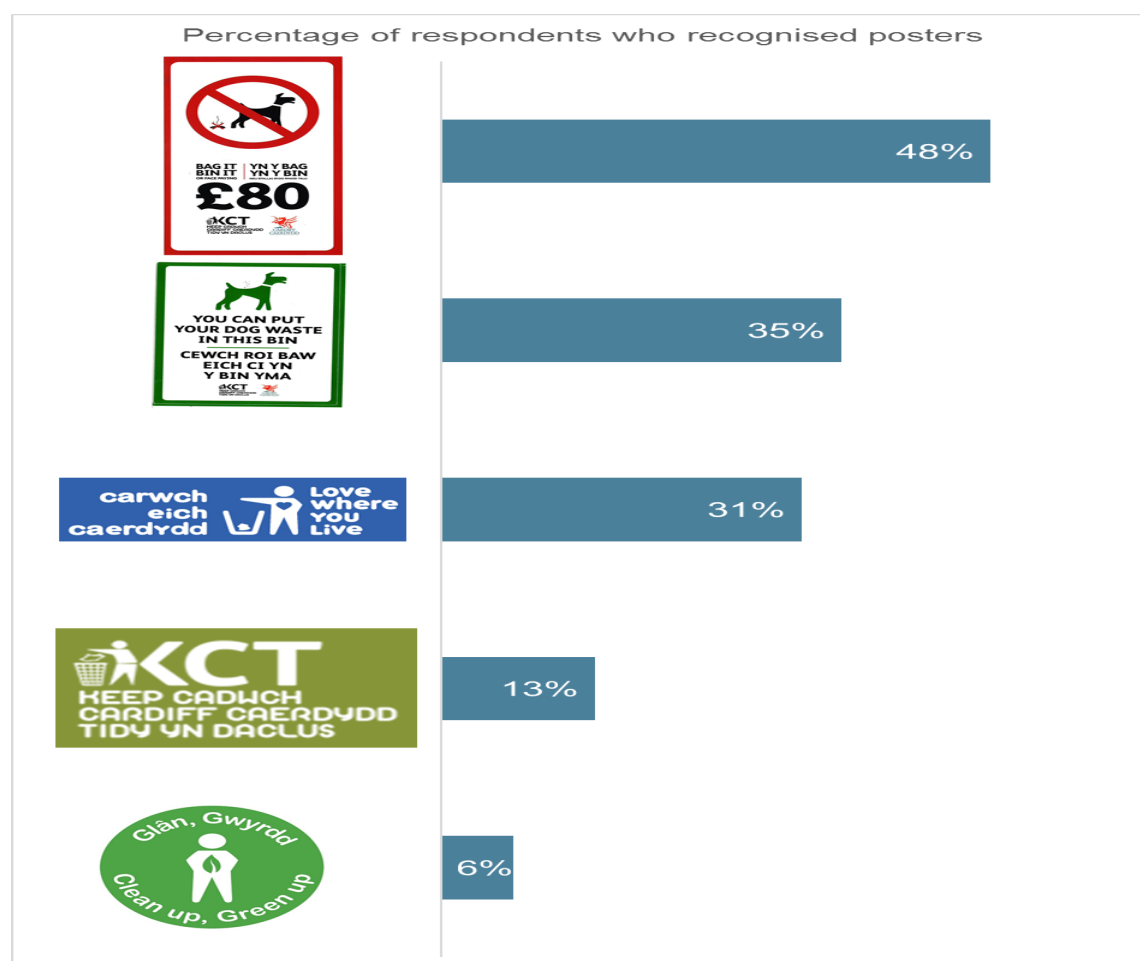


Figure 6 – Recognition of Promotional Logos & Campaigns – Key Observations

54. When respondents were asked if they recognised any of the logos shown in **Figure 6** (above), recognition rates were low. The dog fouling “BAG IT, BIN IT £80” logo was the most recognised (48%), closely followed by another dog fouling logo “YOU CAN PUT YOUR DOG WASTE IN THIS BIN” (35%).
55. Of the non-dog fouling related promotional material, the “LOVE WHERE YOU LIVE” logo scored 31%, the “KEEP CARDIFF TIDY” logo scored 13% and the “CLEAN UP GREEN UP” logo scored 6%.

Awareness of Council Regulations

Figure 7 – Awareness of Council Regulations

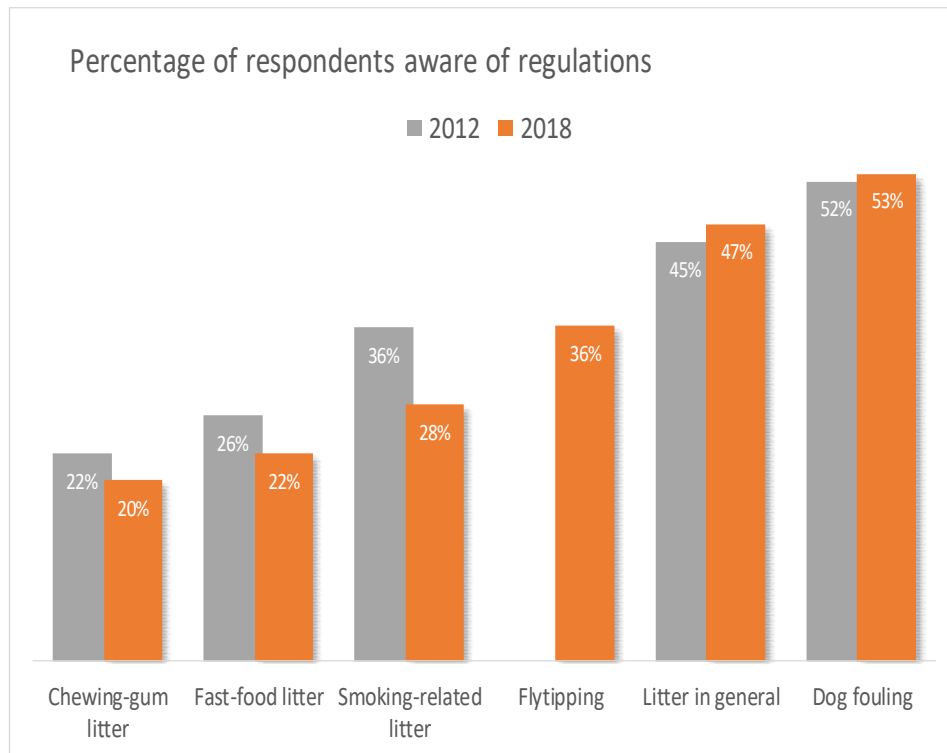


Figure 7 – Awareness of Council Regulations – Key Observations

56. The result from the 2018 survey show that around half of respondents (47% - 53%) are aware of regulations on “Litter in general” and “Dog fouling”. Just over a third (36%) are aware of regulations on “Fly Tipping”. A comparatively smaller proportion are aware of regulations on “Smoking related litter” (28%), “Fast Food litter” (22%) and “Chewing gum litter” (20%).
57. A comparison of the 2012 and 2018 results show that there has been a slight increase on the percentage of respondents who are aware of regulations on “Litter in General” (an increase from 45% to 47%) and for dog fouling (from 52% to 53%). The percentage of respondents who confirmed that they were aware of chewing gum, fast food and smoking related litter regulations was slightly lower in the 2018 compared to 2012.

Awareness that Cardiff Council can issue fines

Figure 8 – Awareness of the Council’s ability to issue fines

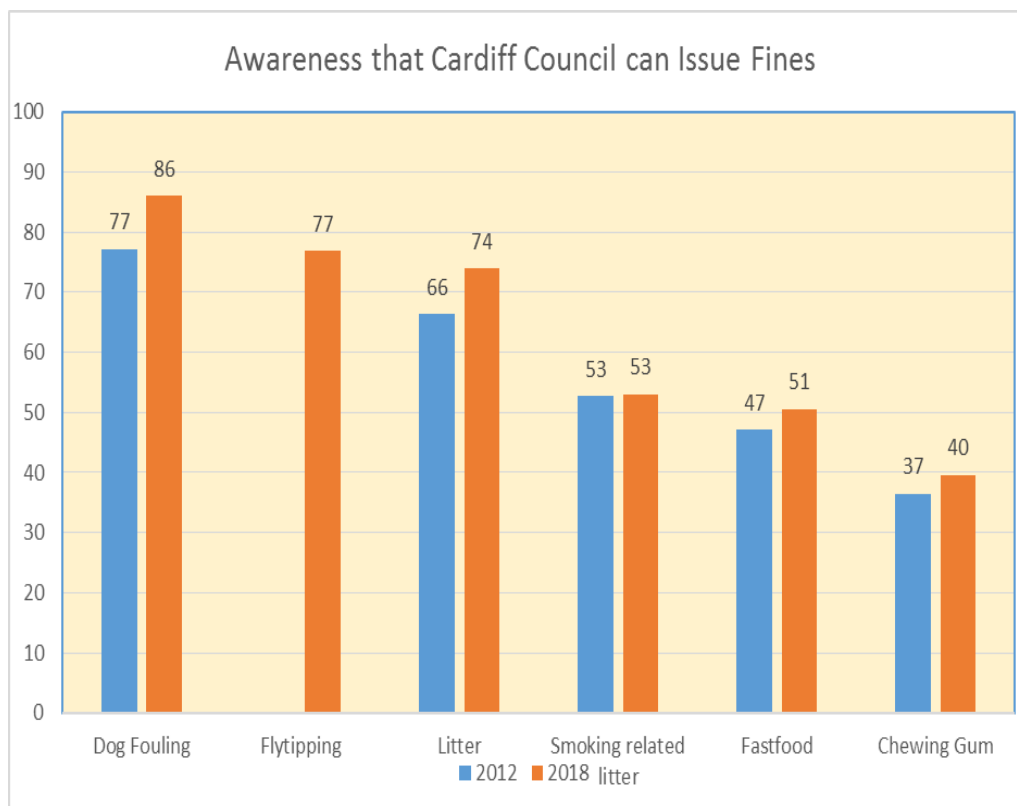


Figure 8 - Awareness of the Council’s ability to issue fines - Key Observations

58. Public awareness of the Council’s ability to issue fines for litter and fly tipping offences was relatively high when compared to other areas tested by the survey. It was also clear that overall public awareness is the Council’s ability to issue fines for litter and fly tipping offences was higher in 2018 than in 2012.
59. **Dog fouling** – 86% of respondents were aware that the Council could issue fines for dog fouling in 2018; this was 9% higher than 2012 where 77% of respondents were aware of the Council’s ability to issue fines.
60. **Litter in General** – 74% of respondents were aware that the Council could issue fines for litter in general in 2018; this was 8% higher than 2012 where 66% of respondents were aware of the Council’s ability to issue fines.

- 61. **Smoking Related Litter** – 53% of respondents were aware that the Council could issue fines for smoking related litter in 2018; this was the same as 2012 where 53% of respondents were also aware of the Councils ability to issue fines.
- 62. **Fast Food Litter** – 51% of respondents were aware that the Council could issue fines for fast food litter in 2018; this was 4% higher than 2012 where 47% of respondents were aware of the Councils ability to issue fines.
- 63. **Chewing Gum** – 40% of respondents were aware that the Council could issue fines for chewing gum litter in 2018; this was 4% higher than 2012 where 37% of respondents were aware of the Councils ability to issue fines.
- 64. **Fly tipping** – 77% of respondents were aware that the Council could issue fines for fly tipping in 2018; respondents were not asked if they were aware of the Councils ability to issue fines in 2012.

Perceived Effectiveness in Carrying Out Enforcement Actions

Figure 9 – Effectiveness in Carrying Out Enforcement Actions

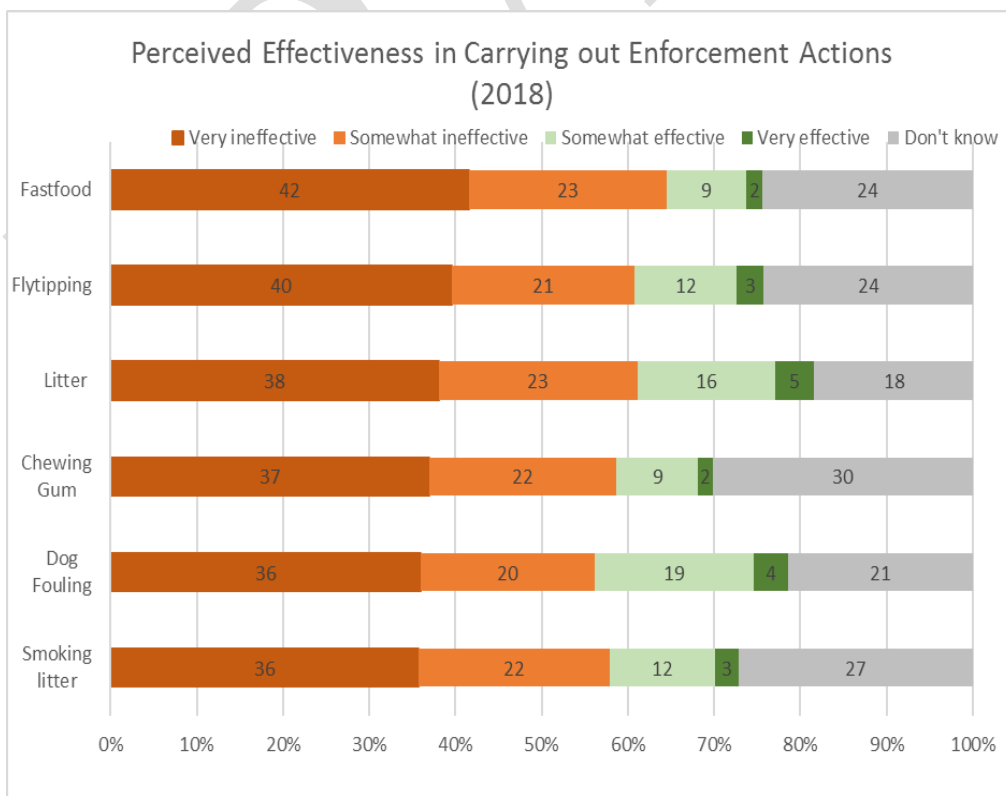


Figure 9 - Effectiveness in Carrying Out Enforcement Actions - Key Observations

65. The perceived effectiveness of carrying out enforcement actions in 2018 was consistently over 50% for ‘very ineffective’ or ‘somewhat ineffective’ in all six of the categories measured. Fast food was the highest at 65%, followed by fly tipping and litter in general at 61%. Chewing gum, dog fouling and smoking related litter scored 59%, 56% and 58% respectively. This suggests that the public feels that the Council could deliver more effective enforcement actions for a very wide range of litter and fly tipping offences.
66. The percentage of respondents who rated the effectiveness of carrying out enforcement actions in 2018 as ‘somewhat effective’ or ‘very effective’ was low. Dog fouling achieved the highest percentage score with 23%, closely followed by litter in general at 21%. Fly tipping and smoking litter achieved scores of 15%, while both fast food litter and chewing gum litter scored 11%.

Table 5 – Effectiveness in Carrying Out Enforcement Actions

	Fastfood	Chewing Gum	Flytipping	Smoking	Litter	Dog Fouling
Adjusted 2012 ratings adopted to a 4 unit rating scale	3.14	3.22		3.04	2.92	3.02
2018 (4 point rating scale)	3.38	3.34	3.28	3.25	3.16	3.12
Points Difference between 2012 2018	0.24	0.12		0.21	0.24	0.10
Percent change	8.33%	3.72%		6.90%	8.22%	3.31%

Table 5 - Effectiveness in Carrying Out Enforcement Actions - Key Observations

67. The public felt that the effectiveness of Council enforcement actions for dealing with all six of the litter and fly tipping categories was less effective in 2018 than it was in 2012.
68. The greatest reduction in perceived enforcement effectiveness was for fast food litter which the public now feel is 8.33% worse than it was in 2012 - the mean value score increased from 3.14 in 2012 to 3.38 in 2018.
69. The second largest reduction in perceived enforcement effectiveness was for litter in general which the public now feel is 8.2% worse than it was in 2012 - the mean value score increased from 2.92 in 2012 to 3.16 in 2018.
70. The public also perceives that the enforcement effectiveness chewing gum, smoking related litter and dog fouling reduced by 3.72%, 6.90% and 3.31% respectively.

Priority areas that Council should focus on when removing litter

Table 6 – Litter Removal Priorities

2018	City Centre	District Shopping Centre	Residential Areas	Cardiff Bay	Parks and Green Spaces	Other	
Main Priority	1658 (48%)	725	1073	796	1212	251	
Second Priority	475	869 (25%)	783	588	715	233	
Third Priority	272	365	387	281	436 (13%)	248	
2012	City Centre	District Shopping Centre	Residential Areas	Cardiff Bay	Parks and Green Spaces	Other	
Main Priority	562 (25%)	179	379	133	426	74	
Second Priority	392	304	284	202	439 (20%)	32	
Third Priority	269	344 (15%)	331	215	331	53	

Table 6 - Litter Removal Priorities - Key Observations

71. The City Centre was identified as the main priority for litter removal in both 2012 and 2018, with 48% of respondents identifying it as the main priority in 2018 and 25% in 2012.
72. District shopping centres were considered to be the second priority for litter removal in 2018 (securing 25% of the responses), this was a change from the 2012 survey where parks and green spaces was identified by the public as the second priority (securing 20% of the responses).
73. Parks and green spaces were considered to be the third priority for litter removal in 2018 (securing 13% of the responses), this was a change from the 2012 survey where district shopping centres was identified by the public as the third priority (securing 15% of the responses).

Best Practice Research – Gladys Hingco, Principal Research Officer talked Members through the findings of the recently commissioned report on best practice in litter & fly tipping management.

74. The Scrutiny Research report titled 'Arrangements for Managing Litter and Fly Tipping in Various Comparator Local Authorities' was written to identify best practice across a number of comparator local authorities in England, Scotland, Wales and Northern Ireland. The local authorities were identified through a combination of APSE benchmarking, LEQSE and LEAMS results.
75. The research involved the completion of an online survey, and followed up by a series of telephone interviews with officers from the selected local authorities. The research looked into innovative practices and arrangements in place by these local authorities to manage litter and fly tipping. Areas explored during the interview process included available resources; strategies and enforcement arrangements.

Number of Staff Dealing with Litter

76. Not all of the local authorities contacted were able to provide the figures on the total number of staff who deal with street cleansing and litter in their area, however, the following details were provided:
- **Newport City Council** – It has 46 members of staff directly involved in dealing with litter in the city and integral part of their work involves litter picking.
 - **Manchester City Council** - The data on the number of staff involved in street cleansing in Manchester was not readily available. However, an October 2018 report submitted to the Cabinet stated that in 2011/12 approximately 40% of cleansing staff left the organisation via voluntary severance or voluntary early retirement (VS/VER). Street cleansing frequencies were reduced from weekly to fortnightly and a range of restrictive waste measures were introduced to prioritise the collection of

recycling. The external contactor BIFFA has the responsibility for maintaining street cleanliness in Manchester. Information on their staffing numbers is not available.

- **Exeter City Council** – It has a total of 60 members of staff dealing with litter and street cleansing. All enforcement is undertaken by an external body who deal with enforcement.
- **Glasgow City Council** – It has around 70 manual street cleansing operatives working across the city.

Improving Effectiveness & Efficiency of Street Cleansing

➤ Re-alignment and changes in working patterns

77. Most of the local authorities contacted stated that they have faced significant challenges to deliver their street cleansing services as a result of austerity measures. Additionally, demographic changes have increased the demand for services and have compounded the pressures around providing effective services.
78. One of the key strategies that some local authorities have adopted to meet demand pressures was to review the process of their operational work and efficiency. In some cases this involved the re-alignment and restructuring of existing capacity and schedule of service provision.

➤ Rescheduling Staffing Rota

79. Cardiff Council's street cleansing service is currently looking to realign its staffing capacity to provide street cleansing and litter picking services at a different time from the current schedule, for example, undertaking afternoon litter picks in selected areas around the city due to the increasing demand for the service.
80. Similarly the service in Newcastle upon Tyne City Council is looking into providing a street cleansing service after 10pm at night to deal with the impact

of the night time economy. Currently, there are no street cleansing operatives on duty after this time.

81. Newport City Council has recently appointed a service manager who is looking into undertaking a service review in the next few months with the aim of rescheduling of the frequencies of the existing street-cleaning operations. It is intended that the outcome of the review will ensure that staff capacity is deployed in areas where the service is most needed. The identification and targeting of these areas will be based on existing “intelligence information” on the demand for service, information from complaints and data from the periodical LEAMs auditing undertaken by the service. As a result, some roads that are currently scheduled to be cleaned on a fortnightly basis, could be scheduled for cleaning on a weekly basis as a result of the review. Where roads do not need to be cleaned on a fortnightly basis, the cleansing could be rescheduled on a four to six week basis.
82. The service is also looking to re-align the deployment of staff capacity to streamline supervision and maximise their productivity and performance. In practice this means that the majority of the staff (80%) will be deployed to work in a specific ward area of the city once a month. As there are 20 ward areas in the city, and with approximately 20 working days in a month, it is planned that street cleansing for each ward will be undertaken on a monthly basis. The other 20% of staff would be deployed on the roads that need more frequent cleaning and will be tasked to respond to any ad hoc urgent work that appears during the week. The manager in Newport believes that from a supervisory perspective the planned new arrangement will make it easier to manage productivity and staff performance, i.e. when they are designated work in a specified geographical area.
83. In Conwy County Borough Council, the service has fully transformed the cleansing staff’s working pattern. In the past, street cleansers work a five-day working week with Saturdays and Sundays as overtime. With the new working pattern, street cleansing teams now work four days on, four days off on a constantly rotating cycle. Half of the team works for four days and the other half will work on the following four days. This arrangement has ensured

that there is always staff cover on weekends and bank holidays at no extra cost to the local authority. This has also allowed the service to make savings on the cost of overtime pay. Where there was previously limited staff capacity on the weekends and bank holidays, having full capacity and consistent service during these days, has improved the overall level of cleanliness the area. Staff are no longer catching up on the work on Mondays.

84. With the current financial pressures that local authorities face it was deemed unsustainable to continue to pay overtime for operatives to work on a Saturday and a Sunday to deliver an effective service. In changing the staff working pattern, it has also ensured that there is always capacity to meet service demands throughout the week. This avoids the risk of staff not being available to work overtime on weekends and bank holidays. The service was able to successfully negotiate this new arrangement with the Unions. With the new arrangement in place, the local authority did not have to cut jobs and had guaranteed the provision of a more sustainable and consistent service. The manager also believes that staff are now also benefitting from an improved work-life balance.
85. Glasgow City Council has also adopted a similar approach to Conwy in rescheduling the work pattern of the street cleansing team. The current staff work pattern moved away from Monday to Friday working. Staff are now working on a shift pattern with four days working and four days off. Staff are working compressed hours covering in total 10 ½ hours including breaks. The street cleansing duty starts at 7:30 am and finish at 6:30 pm. This new arrangement allows the team to provide a full service seven days a week. This has also enabled the service to make financial savings as staff no longer have to work overtime which receives a premium rate of pay.
86. In moving staff to this new work pattern, the service had worked closely with the Unions to ensure a smooth transfer to the new arrangements. The service guaranteed that the new shift pattern had no impact on staff take-home pay. Additionally, a payment package on top of the basic pay was agreed for all staff moving to the shift pattern, to cover for potential loss of earnings for those who had previously benefitted from overtime pay.

87. The service manager in Glasgow also recognised that with the new work pattern, the previous social connections that staff had established with local communities, for example, shopkeepers, schools and residents, might not be sustained due to different staff coming in to deliver the service in each week.

➤ **Rescheduling of Frequency of Emptying Bins**

88. Conwy County Borough Council is intending to improve bin collection service by prioritising the most heavily used litter bins and increasing the frequency with which they are emptied. In the past the street cleansing team used to service all of the 1000 plus bins during its bin servicing rounds, i.e. empty all the bins and replace with a new bin collection bag. It is intended that the bin collection will be rescheduled with the most heavily used bins serviced more frequently.

89. To determine which bins will be serviced more frequently, the team undertook a manual monitoring exercise on how quickly the bins are filled to capacity. The monitoring was undertaken for a few months using the existing bin servicing staff. The results from this exercise has enabled the service team to draw out a revised schedule and frequency for emptying the bins.

90. The review was undertaken to enable the team to work more efficiently, so that freed capacity could be diverted to other tasks that help to maintain the cleanliness of areas with high pedestrian traffic, for example, to increase litter picking capacity in highstreets, along Llandudno promenade, in parks etc... There was no intention for the service to make cost savings or to reduce staff numbers.

91. As a result of the adopted changes the manager of the service believes that their streets are looking better – with significant improvements on the level of cleanliness in the community.

➤ **Adoption of Bigger Capacity Bins & Innovative Technology**

92. **Conwy County Borough Council** - As part of the changes adopted in improving efficiency in service delivery, the team has replaced the smaller 160 litre bins with larger bins that have a capacity of 240 litres.
93. **Cardiff Council** has adopted the use of litter bin pods support to recycling activity. The litter bin pods are designed to encourage separate disposal of recyclables, food waste and general waste pods. This equipment was used recently during the Cardiff Half Marathon - initial feedback suggests that by using the new "litter pods" the service was able to achieve 95% recycling during the event.
94. **Newcastle upon Tyne City Council** - The local authority has altogether removed all lamp post litter bins and had replaced this with bigger capacity bins. The former were seen as providing no real benefit in reducing litter. It was more resource intensive to empty these bins and the service did not always have the capacity to do this.

➤ **Use of Smart Bins**

95. **Cardiff Council** has trialled the use of the ENEVO technology on its existing litter bins. This equipment is described by the manufacturer as:

"The Enevo is a wireless device that uses state of the art diagnostic technologies to provide continuous monitoring and updates of litter and recycling containers. It has a sensor that utilizes ultrasonic sonar technology to detect container fill levels and collections, along with more extreme events like fire and vandalism.

The wireless ultrasonic sonar sensor measures the fill level of the waste container every hour and sends the data to the Cloud software via the strongest cellular networks (3G) available four times a day (frequency of data collection can be modified to suit the customers exact requirements).

The device is generally provided free of charge with a monthly fee (similar to mobile phone contracts). The software is easily accessed by logging on to the Cloud service and daily email alerts are sent to all designated users.”

96. This technology has now been installed in 100 of Cardiff’s existing standard sized litter bins. It is anticipated that installation of this technology would not impact on how the public would dispose of their litter, and in most cases, the public using the bins would not even be aware of the presence of this technology. The use of this new technology has enabled the service to monitor the fill capacity and usage of the bin and its condition (whether upright or not). Using this technology has also enabled the service to determine that out of the 100 bins in the city centre there were three or four that weren’t highly utilised. The technology has helped establish the demand for litter bins throughout the city and was useful when considering removal and management of litter bins in various locations. The data from the use of this technology will enable the service to tailor its bin collection rounds, spare capacity can then be deployed to undertake other tasks. The image below (**Image 1**) provides an example of a sensor in operation:

Image 1 – An Enevo Wireless Device



97. **Newcastle upon Tyne City Council** is also currently trialling the use of electronic sensors on litter bins to provide real time information on the fill level of bins. It is intended that the data collected from each litter bin will inform the scheduling and frequency of litter bin collection. The local authority is trialling the use of this technology in 140 large capacity litter bins in the city centre. The 140 sensors installed in city centre bins at the trial stage cost £1,100 a month. This new technology enables the service area to plan its work by geographical area and provide a more reactive service depending on need or demand.
98. Newcastle upon Tyne Council decided to make use of this technology due to the large number of bins in their stock. Previously the local authority had 2,200 (90 litre capacity) smaller capacity litter bins. These smaller bins have now been replaced by 1,100 large 240 litre capacity litter bins. With the previously large bin stock the service had no real idea of the frequency required for emptying bins in various locations. "Some bins were over emptied when these were not full". The service was also previously receiving many complaints that the smaller bins in the city centre were filled to capacity more frequently. With the introduction of the larger bins with sensors the number of reports of full bins in the city centre declined, this consequently reduced the demand for staff capacity in those areas. The introduction the big litter bins has meant that the service has made a saving equivalent to four members of staff in the city centre.
99. This technology was also introduced on bins in outlying areas away from the city centre. This has enabled real time monitoring of fill levels and has helped to inform the scheduling frequency for emptying the bins. The scheme to roll out bigger bins has helped the service in making efficiency savings in staffing as well as rationalise the use of staff capacity. Since the start of the large savings programme the Newcastle cleansing workforce has declined by 53%.
100. The adoption of this bin monitoring technology has enabled officers managing the service to have informed discussions with elected Members on the location and frequency of emptying bins located in their localities.

Digitisation of Bin Locations

101. Newcastle upon Tyne Council has also digitised bin locations so that the local authority can easily address any issues that are raised by the public in relation a specific bin. This helps to improve the flow of information for the better management of bins in the city.

102. **Manchester City Council** - In looking to improve the service they deliver for Manchester City Council, BIFFA trialled the ultrasonic litter bin monitoring equipment in March 2017 for three months. Smart bin sensors were installed inside 250 litter bins in the city centre and in public spaces across the city. It was hoped that information from using the technology would help the Council's contractor Biffa to increase the efficiency of their service by emptying bins before they became full. The device monitors the "fill level" and then sends a notification to BIFFA that when the bin is almost full and needs emptying. Although the trial was successful and had proven the effectiveness of the technology, the system was not adopted as the operational cost was not deemed financially viable by BIFFA.

103. This year, the local authority and its contactor BIFFA are exploring the use of an alternative system which uses QR codes and an associated data software to develop an asset map of the litter bin network across the City. The QR codes will be placed on every litter bin and can be scanned by operatives to confirm when the bin has been emptied and also record bin fill levels. This will help BIFFA to build up intelligence about the rate litter bins are filled across the City. It will also will help the service to develop a schedule to ensure they are emptied on a sensible frequency. The use of the QR codes system will also help in reporting and recording bins that are found to be damaged or in need of washing - this information can be managed centrally to organise repairs and cleansing.

Use of Compactor Bins

104. Another innovation that had been adopted by various local authorities is the use the compactor bins. The most popular type that had been trialled by most of the local authorities contacted is referred to as the "Bigbelly bin". Each of

these solar powered bins can hold up to eight times more waste than standard bins. The technology puts out an alert over the cellular GPRS data network to maintenance crew mobile phones and a central office to indicate when the bins are full and need to be emptied.

105. Manchester City Council is currently undertaking a trail of ten “Bigbelly bins”. It is hoped that the adoption of new technology might help to manage the frequency of bin collection. This would then enable the service to allocate the waste collection capacity on other cleansing duties, thus help to maintain a higher cleansing standard throughout the city. **Image 2** (below) shows an example of a “Bigbelly bin”.

Image 2 – A “Bigbelly bin”



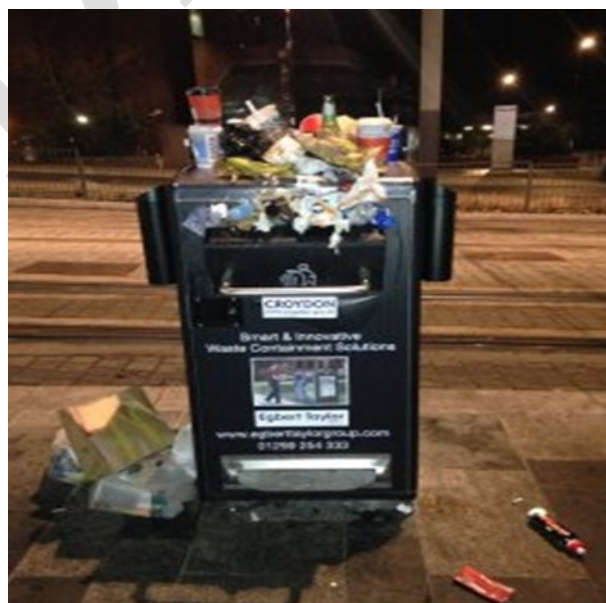
106. Nottingham City Council reported in <https://iotuk.org.uk/smart-bins-as-a-service-in-nottingham> that the service is already making use of the “Bigbelly” solar powered compactor bins. They were introduced to replace stainless steel bins in the city centre following complaints that some street bins, particularly those near fast food outlets, overflowed at weekends. Nottingham Council’s initial order of 130 bins was reported as the largest outside the US at the time. Currently, the local authority is now making use of 170 these

compactor bins in the city centre. It is reported that each bin costs between £3,500 up to £5,500 to buy depending on individual deals. In comparison, a standard litter bin cost around £400. In The Council reported that the scheme is funded through a leasing arrangement that costs £98,748 per annum (converts to approximately £1.60/day for each bin).

107. To fund the cost of the bins, the local authority generates revenue by the sale of space on the side of the bins for advertising. This deployment is interesting because Nottingham is one of a select few cities in the world that have installed expensive smart litter bins at very low cost to the City by funding them from the revenue generated by carrying advertising on the sides of the bins in: <https://iotuk.org.uk/smart-bins-as-a-service-in-nottingham/#1463069871399-62bca5c9-64e5>.
108. The media also reports <https://www.dailymail.co.uk/news/article-4634632/Residents-slam-vile-unhygienic-solar-powered-bins.html>. that Nottingham Council is the biggest spender, paying in total £627,000 to lease 170 bins over five years, while Croydon in south London bought 80 for around £440,000. Other big-spending councils include Brighton & Hove, which bought 105 bins for an estimated £577,500. Rugby, which bought 25 for £127,000, and York City Council, 28 for £126,000. In Cheshire West and Chester Council has an annual leasing bill of £68,000 for its 60 bins.
109. In Nottingham, the installation of these bins has reduced the overall weekly collections from 4,400 to just 260 and has resulted in significant reductions in the need to pick up street litter.
110. Since the installation of 60 bins in Cheshire West and Chester Council the authority has reduced its annual collections by about 94%. The service also highlighted the benefits of using this technology in cutting the operational cost of waste collection, vehicle movements and carbon emissions - www.cheshire-live.co.uk/news/chester-cheshire-news/chester-bigbelly-bins-vile-unhygienic-12819698.

111. The media has also reported that the solar power units in the bins have the potential to become nodes for other Smart City applications. For example, they can be used to power hubs for a community Wi-Fi mesh (this has been done in Aberdeen) or to mount additional sensors on the bins to monitor pollution, noise or footfall.
112. However, the introduction of these bins have also brought forward criticism from the general public. It was cited in the media that some feel that the mechanism for opening the bin is tricky to use particularly for those who have mobility and balance issues as this requires the individual disposing of rubbish to use two free hands.
113. The Cheshire Council has faced criticism from residents in using the technology. There have also been complaints about the mechanism used to open the bins, with many saying the handles are usually too dirty to touch so they end up putting rubbish on top rather than inside. In disposing rubbish the individual has to use the bin handles which are often covered in dirt from the disposal of other rubbish. Residents have also complained that some of the bins units are not cleaned as frequently as they should be. There have also been claims that the bins are not emptied often enough and are frequently overflowing. **Image 3** shows an example of an overflowing “Bigbelly” bin.

Image 3 – An Overflowing “Bigbelly” Bin



114. Although the service in Cardiff Council has undertaken a trial of the “Bigbelly bin”, it was decided that the technology would not be adopted due to the feedback on its usage from the general public and cost issues. During the trial some members of the public were averse to using the bins as this involved using the bin handles when disposing of rubbish - many felt that this was an unhygienic process. It was also found that the bins broke down easily and were relatively expensive to maintain.
115. The manager in Newport City Council recognised the benefits in using the “Bigbelly bin”. However, he felt that the introduction of this type of bin in the city centre would not deliver any additional benefits to existing services. The service currently has sufficient staffing numbers “going up and down” the city centre all day picking up litter and emptying bins. He felt that the use of the bins in the city centre would impact on the effectiveness of the service. He suggested that this type of bin would be useful in more remote locations where operatives have to drive a considerable distance to get to a particular bin, so that the frequency of emptying these bins could be reduced.
116. Similarly the service in Exeter City Council had also considered the using these bins but decided not to introduce them as the team had sufficient capacity within the city centre area. The use of the 240 litre bins used in the city centre has been able to meet the demand, this is alongside having sufficient number of litter picking operatives servicing the city centre.
117. **Glasgow City Council** reports that it is renewing its bins in the city centre. They are doing away with pole-mounted bins and increasing the capacity of free standing bins, thus reducing the total number across the city. The authority is currently running a three to four month trial of compactor bins from a number of various companies providing this technology. It is anticipated that in adopting this new technology the service can reduce frequency of emptying the bins. So far, the results of the initial trial have shown that some bins do not need to be emptied at the end of the day.
118. Outside the city centre, the authority has also changed all the free standing bins. They have replaced the 180 litre bins to the larger 360 litre wheeled bins

and installed them with sensors. The sensors will report to the service and operatives when the bins need to be emptied.

119. The service also makes use of litter bins that separate recyclables, for example, metals, plastics and general waste. So far, the authority has found that the response from the public has been very poor, as its users are not putting the right type of waste in the specified bin compartment.
120. As a result of adopting the larger bins with the sensor technology, the service has been able to extend the area that the operatives cover as they are not forced into staying in one area. The service also believes that in using this technology they have been able to address the concerns of elected Members that the pole-mounted bins are often full and overflowing.

New Street Cleansing Technology

121. In the last 18 months Exeter City Council has invested in a 'Glutton' cleansing equipment as a key tool used by their cleansing operatives. This equipment is described by its manufacturer as an urban and industrial vacuum cleaner that saves time, makes work more comfortable, reduces effort, and improves health and safety. So far, the service has had positive feedback from staff saying that this was *"easy to maintain, it's quiet, it's not dusty, and it is quite impactful and this thing hoovers up all the detritus, all the litter"*. The service has trialled and procured one machine at £18,000 and is looking to procure another. There has been no public feedback on the impact of the machine and the service cites that the number of complaints has dropped following the introduction of the equipment. The service also believes that the use of this equipment has made a significant difference in street cleanliness in the city. A picture of the 'Glutton' vacuum cleaner is shown in **Image 4** below:

Image 4 – The Glutton Vacuum Cleaner



Dealing with Dog Fouling

122. The Council is currently undertaking consultation on the proposed Public Space Protection Order for the Control of Dogs. The consultation closed on 22nd October 2018. Following the consultation process, the service area and Cabinet will make a decision on how the local authority will progress with this proposal.
123. In addressing dog fouling issues the Council's Community Development Coordinator is looking to adopt the Green Dog Walker Campaign. The Green Dog Walkers initiative was started by the Community Green Initiative of in partnership with Falkirk Council Litter Strategy Team. This scheme has been adopted by over 40 councils across the country. The scheme is regarded as a proven, non-confrontational and friendly way to change attitudes about dog fouling and encourages responsible dog ownership. This scheme emphasises the need for dog walkers to pick up after their dog has fouled and keep them under control.
124. Members of the general public are encouraged to sign up to be part of the Green Dog Walkers scheme. It is expected that individuals who sign up to this scheme will pledge to:
- Always clean up after their dog;
 - Dispose of the bag responsibly;

- Carry extra dog waste bags;
- Gladly give a bag to those without one; and,
- Be a friendly reminder to other dog walkers to clean up after their dogs.

125. In addition dog owners and walkers are also expected to:

- Ensure their dog is microchipped;
- Keep their dog under control at all times; and,
- Stay safe around farm animals and ground nesting birds.

126. Those who have signed up to the scheme in return, will receive a Green Dog Walkers badge to display on their coat or dog lead, a car window sticker and a leaflet the about the campaign. It is intended that Green Dog Walkers will serve as role models for responsible dog ownership.

127. Cardiff Council is looking to buy into the branding, promote this scheme and encourage dog owners and walkers sign up to the Green Dog Walker's pledge.

128. **Newcastle upon Tyne** - has adopted a zero tolerance policy on dog fouling as part of the enforcement process. Officers can issue Fixed Penalty Notices to offenders and it is estimated that the local authority receives a payment rate of roughly 86% on all Fixed Penalty Notices issued. The Council's website reports that in 2016/17 the City Council issued in total 3,409 Fixed Penalty Notices for offences such as littering, dog fouling and minor fly-posting. There is no specific information on how many of the Fixed Penalty Notices issued are for dog fouling offenses. The authority also took almost 800 prosecutions through the Courts for environmental offences such as fly tipping, burning waste, fly-posting and littering.

129. The Newcastle upon Tyne City Council has adopted 'The fouling of land by dogs Order 2012'. Enforcement action is taken against persons seen to contravene the Order either by prosecution or by means of a fixed penalty notice. The maximum penalty is a fine of £1,000 and the current fixed penalty is £75.

130. The local authority has invested in a new mapping technology for reporting dog fouling. As part of its service standards the service aim to respond to reports of dog fouling on pavements within 10 working days.
131. The service also receives complaints on dog fouling; however, the number of complaints has remained static for many years. Currently, the service has seven uniformed officers who could issue Fixed Penalty Notices for litter - including dog fouling. In addition to the uniformed officers, the local authority also has a Dog Warden Officer.
132. **Conwy County Borough Council** – In October 2017 the local authority’s Dog Control Orders were transformed to a single Public Space Protection Order (PSPO) - as a requirement of the Anti-Social Behaviour, Crime and Policing Act 2014. The new Public Space Protection Order will last for three years, and will be reviewed after this period. The current service manager reported that the Public Space Protection Order is now in effect and has the following key provisions:
- i. The person in charge of a dog that defecates at anytime on restricted land is required to remove the faeces and must have with them the appropriate means to pick this up;
 - ii. The order identifies the spaces where dogs are excluded throughout the year. A person who is in-charge of a dog must not take a dog onto or permit a dog to enter in these specified areas. The areas specified in the Public Space Protection Order include:
 - All Fenced Children’s Play Areas;
 - All Multi Use Games Areas;
 - All Tennis Courts;
 - All Skate Parks;
 - All Bowling Greens;
 - All Recreational Fields associated with Education Establishments;
 - The Playing Area of All Marked Sports Pitches.

Additionally, there were a number of areas including specific playgrounds or playing fields and football pitches that are identified in the plan that are also are off limits to dogs.

iii. The Order provides for seasonal prohibitions on dog exclusions.

It identifies the beaches including seashore and foreshore areas of specific beaches where dogs are excluded seasonally between 1st May and 30th September.

iv. The Order also provides that a person in charge of a dog, at any time, must put and keep the dog on a lead in the specified restricted areas. The identified restricted areas include:

- All public roads and pavements which are subject to the speed limit of 40 mph or less within the whole area of Conwy County Borough Council.
- Other areas where dogs are required to be kept on lead at all times include all cemeteries and churchyards and all Car Parks.

v. Anyone in breach of a Public Space Protection Order could receive a fixed penalty notice. Enforcement Officers can issue a Fixed Penalty Notice (FPN) of £100 for dog fouling. The Fixed Penalty Notice is not an on the spot fine and offenders have 28 days in which to pay. There is there is no discount if the fine is paid sooner. If payment is not received within the timeframe, court proceedings will commence.

Community Engagement & Resources

133. As part of Cardiff Council's community engagement strategy the service area has appointed a Community Development Coordinator (CDC). This officer is on a fixed term contract has now been in post for the last 18 months. The role is mainly responsible for reaching out and engaging with community groups to improve poor environmental behaviours. The Community Development Coordinator holds meetings with community groups and share best practice. This Officer encourages and supports voluntary organisations on their work to improve the environment including running and coordinating community litter

picks across the city. Part of their role is to record and monitor the number of volunteer hours provided by these groups and number bags collected.

134. Although the service has designated funding for this post, this is only for fixed term basis of two years. The service is currently putting forward a growth bid to further extend the funding for the post as a result of the benefits and outcomes that this role has achieved for the service and the city as a whole. It is reported that this officer has significantly improved the service engagement with communities around Cardiff and has so far facilitated many hours of voluntary work from community organisations to improve their environment.
135. As of March 2018 this officer had facilitated and supported a total of 8,864 volunteer hours and have collected in total 9,631 bags of litter. Using the living wage figures the total hours volunteered by community organisations that have benefited the communities and the Council would be valued at £75,985.

Volunteer Organisations

136. The Community Development Coordinator works with various community organisations such as Keep Roath Tidy, residents associations, primary and secondary schools in Cardiff. The Community Development Coordinator has also developed a close working relationship with Keep Wales Tidy. This relationship has made it easier to distribute and promote campaign material intended to raise public awareness and encourage the use of litter bins.
137. The Community Development Coordinator also introduced the “Love Where you Live Cards” that residents can sign up for. These cards work in the same way as library cards wherein residents can use the card to take out some litter picking equipment. Through this system, residents can have access to litter picking and return this for future use. So far, the initiative has been introduced in most of the libraries and hubs throughout Cardiff.
138. The work of the Community Development Coordinator had highlighted the need for the service to support community based environmental improvement initiatives and how tapping into this community resource (in view of shrinking

public sector resources) can make significant improvement in the local environment.

139. As part of community engagement work the Community Development Coordinator has also facilitated the introduction of community street planters in 26 various locations in Cardiff. This initiative has enabled the service to engage with more people in their communities. Based on feedback from residents involved in this initiative, this has contributed to the reduction of litter and fly tipping in the areas and residents have become more positive about the areas in which they live. It has also provided the communities with an opportunity to come together, get to know their neighbours better and manage the designated space.
140. The Cardiff Community Development coordinator also works collaboratively with the Cardiff Blitz Team and supports the work they deliver around street cleansing and making improvements on the overall street environment. This includes deep cleaning of streets, painting of benches and bollards, clearing of gulleys and areas that litter pickers are not able to deal with in their regular litter rounds.

Lack or Limited Resources for Community Engagement

141. The service manager at Newport City Council recognises that communication with residents is key to changing individual behaviours on litter and related issues. The manager believes that various methods should be explored in communicating existing regulations and the consequences of violating these. He sees that the distribution or dissemination of campaign material can be built into the schedule of work of on street cleansing operatives.
142. As part of its engagement strategy the service is looking into providing free dog waste bags and stubby pouches for disposal of cigarette butts that could be made available in public libraries – this could be paid for from enforcement proceeds. He believes it will be good public relations for the local authority when the public can see how income from enforcement benefits the public.

143. The team does not have dedicated resources for community engagement – this includes staffing. The service does not undertake periodical surveys or consultation to seek the general public view on the effectiveness of its services.
144. Just like Cardiff, Newport City Council also actively engages with local volunteer picking groups. The team encourages community organisations to support litter picking in those areas that are not necessarily a part of the public highway.
145. The service in Exeter City Council does not have a dedicated budget for community engagement but can access existing corporate resources to distribute information or campaign material on their work around dealing with litter and fly tipping. The local authority periodically produces a corporate newspaper called the “Exeter Citizen” that various council services make use of to distribute information and educational campaign material. The service does not have an allocated space in this publication but can negotiate with the communications team when need arises.
146. Similarly, the service in Conwy County Borough Council does not have a specific budget for community engagement but has officers who could provide information and engage with the public in libraries as and when requested. Community engagement is undertaken using existing resources and budget. Conwy County Borough Council additionally works in partnership with Keep Wales Tidy to provide support disseminating education and campaign material in the area.
147. As part of its strategy in tackling dog fouling, the Council launched “Keep it Clean - No Messing” campaign. This aims to reinforce the law and seeks support from residents to play their part in preventing persistent fouling from affecting communities. Residents are encouraged by the message – ‘DON'T STAND FOR IT’. They are encouraged to report offenders via a free phone number. **Image 5** (below) shows a copy of the reporting message circulated by Conwy County Borough Council.

Image 5 - Conwy County Borough Council - 'DON'T STAND FOR IT'



148. As a part of its campaign the local authority is targeting dog fouling hot spots areas by putting up signage and sending out letters to residents to encourage them to report offenders. Conwy County Borough Council vehicles also display signage with a dedicated telephone number and email address so that members of the public can contact the Council in confidence to report offenders.
149. Before to contracting out the enforcement of litter, dog fouling, smoking related litter, etc.. to an external service provider Conwy County Borough Council invested resources in engaging with the community – this included details of how they would implement the new waste enforcement strategy. As a part its community engagement the service also provides a free roll of dog poo bags to the public that can be picked up from libraries or shops. The service also gives out free stubby pouches that people can use to put out cigarettes and to dispose of chewing gum.
150. **Newcastle City Council** currently maintains a dedicated staff for engagement activities and to raise public awareness on litter related issues. The service previously had a staff team that had responsibility for community engagement, behaviour change and schools engagement. This team has now been reduce to just one member of staff.

151. The service in Newcastle also makes use of various social media methods, for example, Facebook and Twitter to disseminate messages about penalties for fly tipping offences. The service posted details on Facebook about crushing of vans used for fly tipping. The service believes publicising this will serve as a deterrent to potential fly tippers.
152. In raising awareness and engagement with local communities the service believes that it is important to take into account the socio economic conditions of the communities that they are targeting - in particular the ethnic composition of the communities. Their experience so far has shown that in areas characterised by a large migrant communities, more work needs to be invested in raising the communities awareness of existing service, waste disposal systems and in raising awareness on how the service can best offer support.
153. **Glasgow City Council** – Community engagement on litter, dog fouling, graffiti and other issues affecting the environment is undertaken as part the work of the Neighbourhood Improvement and Enforcement Service (NIES) – this falls within the remit of Community Safety Glasgow. The team’s work is regarded as central to making Glasgow a cleaner place for people to work, for children to play and for everyone to visit.
154. The NIES works with individuals, residents’ groups, schools and businesses. It educates and encourages them to take an active role in addressing local neighbourhood environmental issues. The service undertakes community clean-ups to enhance open spaces and supports activities that improve the environment – which they hope will result in a reduction of antisocial behaviour. NIES Officers regularly visit schools and community groups around the city to talk about keeping Glasgow clean, as well as providing equipment and support for clean-ups. The service also runs a Neighbourhood Improvement Volunteer (NIV) programme for groups and individuals interested in improving their local environment.

155. The NIES runs a scheme that encourages people to become a Neighbourhood Improvement Volunteer (NIV) and supports the work of the service. The scheme began in 2007 as a part of the Clean Glasgow campaign. It has played a central role in bringing services and communities closer together. The Clean Glasgow NIV scheme encourages and supports residents eager to play an active role in tackling environmental problems within their communities so that they can help to improve their local environment, making it cleaner and safer for everyone.
156. NIVs take part in a range of activities to enhance their local environment; this includes monitoring the cleanliness of their local streets, litter picking and reporting environmental problems. The service provides the NIVs with contact details that allow them to tap into the service and get a quick response for issues that they raise. They receive support from our Neighbourhood Improvement and Enforcement Service (NIES) who supply tools, liaise with other services and participate in clean-ups.
157. The benefits to the community have been summarised by an NIV volunteer who said:
- “I love my community but things like litter, dog fouling and fly tipping frustrate me and being a NIV provides me with a number of excellent resources to get things done about it. I can phone up and report stuff and it gets dealt with, it’s a great help. It has allowed the residents and community to be empowered to take action on these issues. Rather than just moaning about it they can actually get it dealt with”.*
158. **Manchester City Council** – A report to the Cabinet dated October 2018 states that the city has a £200,000 campaigns budget for street cleansing and waste collection. The service is working with Keep Britain Tidy to engage with and raise awareness on these issues. This year in partnership with Keep Britain Tidy the service has developed a campaign titled ‘Keep Manchester Tidy’. The overarching campaign encourages residents, businesses and visitors to do their bit and deliver interventions for the various types of litter issues experienced across the City.

Monitoring Public Perceptions

159. **Newport City Council** does not have dedicated resources to undertake periodical or a regular structured consultation to seek public opinion views around the effectiveness of service delivery.
160. In the past **Manchester City Council** had undertaken a periodical resident telephone surveys to measure resident perceptions and their satisfaction of condition of public spaces and land. More specifically, the survey measured resident perceptions of litter lying around and their satisfaction with the local area, parks and open spaces. The resident telephone survey came to an end in 2016. Currently resident perceptions and feedback are sought via an on-line survey of the public in the new “Our Manchester”.
161. **Exeter City Council** – does not currently have a structured approach or arrangements for seeking community feedback on service provision. Using the Council’s Facebook and social media connections, the service is able to get some feedback from the public.

Resources for Undertaking Community Engagement

162. **Glasgow Engagement & Enforcement** - Taking over from Clean Glasgow the Environmental Task Force is focused on improving and making the best use of the Council’s environmental services and those of its partners. It focuses service delivery on a local level.
163. The Environment Task Force model sees the 23 city wards grouped into four Task Force Cycles. An Environment Task Force team will arrive in a ward each week and work on that area before starting again in a new ward the following week. A typical Environmental Task Force team comprises of specialist units who will focus on graffiti removal, improving roads, dog fouling, community payback and littering.
164. The Environmental Task Force aims to revolutionise the way the city is maintained and gives the public the opportunity to make its voice heard through Facebook and Twitter. This means that real time information from the

public can be gathered at a state of the art command centre in Bridgeton with 30 rapid response teams dispatched to tackle the issues as quickly as possible. The following problems can be reported to the Environmental Task Force:

- Litter;
- Dog Fouling;
- Graffiti;
- Fly posting;
- Fly Tipping (illegally dumping waste).

165. As part of the programme a major recruitment drive will take place which will see unemployed people of all ages from across the city trained up as Environmental Task Force officers.

Publication of Service Standards

166. Street Cleansing services in most of the local authorities who responded to the survey indicated that they publicise their service standards. Most publicise these via the Councils' website. The services in Newcastle upon Tyne and Glasgow go further by publicising these more widely using various means including using the social media.

Target Time for Rectifying Complaints

167. In dealing with complaints relating to the service, most local authorities who responded to the survey stated that their target time for rectifying complaints is around five working days. In Newport City Council, however, the target time for the service depends on the nature of the complaint and whether the complaint is justified. For glass/needles, dog fouling and offensive graffiti, the service aims to attend to it, dog fouling within 24 hours. If a complaint comes in about the cleanliness of a particular street, and that the street is still a LEAMS pass, the service will not attend until the next scheduled cleanse. During "leafing" season, the service prioritises complaints in areas with the most amount of footfall due to potential slip hazards of the leaves.

Partnership Working

➤ Strategic Partnerships

168. The service in **Glasgow City Council** works collaboratively with Community Safety Glasgow to deliver enforcement around litter, dog fouling and fly tipping. This is a partnership arrangement between Police Scotland and Glasgow City Council that aims to prevent crime, tackle antisocial behaviour and promote community safety. This partnership also works with a broad range of agencies including Scottish Fire and Rescue Service, NHS Greater Glasgow and Clyde, as well as a wide range of third sector organisations across the City. This working arrangement allows the local authority and its partners to adopt a coordinated approach in dealing with crime prevention, antisocial behaviours and various community safety issues.
169. As part of the work of Community Safety Glasgow, the existing street cleansing team is able to tap into the resources available from the “Community Payback Scheme”. Individuals who fall under this scheme and have been sentenced to do community service are able to support the local authority’s environmental improvement by undertaking unpaid work. This could involve cleaning and other neighbourhood environmental improvement tasks such as litter picking, cutting back hedges, cleaning out open spaces etc..

Business Improvement District - BIDS

170. **Cardiff Council** is working in partnership with the local Business Improvement District (BID) group “For Cardiff” to improve street cleansing within the city centre. The BID funds additional street cleansing resources to deliver additional service, for example, seven day a week street washing. They are currently funding two teams to undertake street washing especially after big events in the city centre.
171. The service in **Newcastle upon Tyne** also works with the BID in the area to support the work in maintaining street cleanliness and litter. The BID provides resources to clean the doorways of businesses in the BID area as well as bid

area, and to clean bits of private land. The work funded by the BID includes litter picking and graffiti removal - over and above what the litter authority and highway authority would ordinarily do.

Additional Resources for Seasonal & Periodical Demands

172. During major events the street cleansing services from **Cardiff Council** and **Newport City Council** charge event organisers for the cost of street cleansing. The service in Cardiff reports that they offer competitive pricing on street cleansing services to organisers of major events to bring in additional revenue. In Newport, the service charges made on these occasions are “kept to a minimum” so that organisers are not put off from hosting events in the city as this brings in additional revenue for local businesses.
173. Similarly, **Exeter City Council** charge event organisers for additional cost of street cleansing following large events or festivals.
174. Exeter City Council also has partnership arrangements with Exeter University called “students on the move” - where the university provides some funding for the local authority to collect the rubbish and waste material that students want to dispose of at the end of the term. During these periods students put stickers on items and materials that they want disposed. The stickers help Council waste collection staff to distinguish between waste that needs to be taken away and fly tipped waste.
175. The manager in **Conwy County Borough Council** believes that the current service does not need to deploy or provide more resources to meet demands as a result of seasonal changes, for example, summer and school holiday periods. As an integrated service the structure of the team allows the service to have some degree of flexibility to be able to move resource when demand for the service changes. The team in the Integrated Open Space service includes staff ground maintenance, street cleansing, highways maintenance but does not include staff in refuse and recycling. During periods when service demand is greater, for example, the summertime, staff from grounds maintenance can be moved to provide additional capacity for street cleansing or to cover holidays or backfill staff absence. In the winter when the

street cleansing team load is less demanding staff capacity can be moved to support other work, for example, gritting. The Conwy County Borough Council manager explained that:

“So we have a workforce that we distribute over the different services. Whilst individuals are employed, primarily, to undertake a job, so somebody may be paid a Grade 3 to be a street cleanser, and it’s a Grade 5 to be a gritter driver, we will just pay them the uplift when they undertake the gritter driving”.

176. **Glasgow City Council** - The service has a permanent night shift to provide street cleansing service for the night-time economy and some of the outlying areas that also have a night-time economy. Being home to two main teams, Glasgow Rangers and Glasgow Celtic, the service provides the night shift cleansing service post matches.

Enforcement Strategies

➤ In House Enforcement

177. **Cardiff Council** – the service in Cardiff continues to undertake its enforcement work using staffing within the service. The service has recently undertaken a review of the structure of its enforcement team to ensure that there is clarity on the delineation of responsibilities between staff responsible for enforcement around waste presentation, and staff who deal with enforcement issues relating to local environmental quality, for example, litter, dog fouling, chewing gum, fast food and smoking related litter. The service in Cardiff is currently exploring how its enforcement services can be expanded to provide capacity and deliver enforcement work for other public sector bodies or other local authorities and thus generating additional revenue for the service.
178. In **Newport City Council** enforcement work on litter and dog fouling is currently undertaken by staff in the community safety team. This team is based in a separate Directorate and not integrated as part of the Street Cleansing Service. The work of these enforcement Officers does not only

include litter and dog fouling, it covers a wider remit to include other antisocial behaviours.

179. The current street cleansing manager is looking into recruiting two additional staff whose responsibility will be focused on the enforcement of regulations on litter, other associated waste and dog fouling. These additional staff will sit within the street cleansing team and will not be part of the Community Safety Warden Team. In addition to their role in enforcement it is intended that this new staffing capacity would also have responsibility around raising awareness and community engagement for the service. It is intended that the recruitment of these new staff will be cost neutral to the service. The salaries of these staff will come from revenue generated from the payment of Fixed penalty Notices. By having such enforcement capacity in-house the service manager believes that the remit of the work that they undertake can be optimised to undertake public engagement, a role that externally commissioned enforcement officers are unlikely to undertake alongside their commissioned enforcement duties.
180. The manager in Newport outlined his concerns on having external providers undertaking enforcement for the local authority. He is concerned that external enforcement operatives could be driven by incentives and bonuses in issuing Fixed Penalty Notices and could operate by targeting specific groups and vulnerable individuals.
181. He is also concerned that there is a perception that work undertaken by outsourced enforcement companies does not make any real significant impact on litter on the street. He cited that in some areas the vast majority of Fixed Penalty Notices issued are on smoking related litter. There is perception that external enforcement officers often just target smokers.
182. He felt that by using an external enforcement company there is a risk that the approach that they take could inflict reputational damage to the local authority, for example, inappropriate targeting of potential offenders can lead to “bad publicity” where the local authority can be perceived to be making use of its enforcement capabilities as an income generating stream.

183. In dealing with fast food litter, the manager in Newport is also looking to use powers to issue Community Protection Notices on fast food establishments who do not proactively deal with and control litter from their establishment. The Community Protection Notices will allow the local authority to issue a fine to a maximum of £150 on a daily basis if the establishment fails to comply the community protection order.
184. The Newport manager also believes that it is important that the public is made aware of how the income from the Fixed Penalty Notices are used by the service and local authority. In Newport, the income that had been generated from payment of Fixed Penalty Notices has been used to purchase an additional 20 litter bins in the city.
185. In **Newcastle upon Tyne** the enforcement of litter regulations is provided in house. So far, they have an 86% litter penalty payment rate. In the last year, enforcement staff issued a total of 3,095 litter tickets at £75.00 which provided a revenue of £232,000. With this revenue the enforcement team is paying for its own operational costs.

Outsourced Enforcement

186. **Exeter City Council** is currently conducting a twelve-month trial of an Fixed Penalty Notice scheme for litter enforcement in the city. More information can be obtained by visiting: <https://exeter.gov.uk/clean-safe-city/litter-rubbish/litter-enforcement/>. This trial came in following calls and complaints from the general public for the City Council to take action against litter offenders.
187. The company 3GS has been contracted by the Council to enforce existing regulations on general litter, cigarettes, spitting, food waste, chewing gum and dog fouling. Enforcement officers from 3GS will issue fines to those who deliberately drop litter or fail to clear up after their dogs. These officers are uniformed and badged and will target areas where there have been problems with litter and dog fouling in the past. Offenders will be issued with a Fixed Penalty Notice and fined £100 – this can be reduced to £75 for littering or £60 for dog fouling, if paid within 14 days. Offenders that do not pay within the 28-

day period will be taken to Magistrates Court and dealt with by the court process.

188. The outsourcing of enforcement will cost Exeter City Council nothing. The fines will go to cover the cost of the 3GS enforcement officers and then shared with the local authority. Revenue that is generated after costs will be returned to the Council and spent on sustaining the Council's street cleansing services.
189. It was reported that during its first month of operation in August 2018 a total 224 Fixed Penalty Notices were issued. Of the 224 issued 129 have already been paid. Anyone fined could make immediate payment via the enforcement company's mobile phone app. No payment via either cash or card could be made to the enforcement officers.
190. Conwy Borough Council had previously contracted out enforcement action on litter and dog fouling to the external provider Kingdom. This service was contracted by the local authority as this was regarded as a cheap option for delivering enforcement action. There was no cost to the service and it generated a substantial level of revenue for the authority. The external provider had four enforcement officers covering the local authority area.
191. The contract with Kingdom provides that a percentage of the income from fines collected will go to the contracted service provider and the remainder goes to the local authority. The fine was set at £70 with £40 going to Kingdom and £30 going to Conwy Borough Council.
192. In the summer of 2018 Kingdom withdrew their services from the contract, this was mainly as a result of the large social media outcry from various pressure groups on the enforcement of dog exclusion zones. Future enforcement options are now being reviewed through a scrutiny task & finish exercise – currently being delivered by the Place Scrutiny Committee. Options being considered include working with all of the other North Wales authorities to create a large and consistent in house service. They are also looking at

employing a third party litter enforcement service on a fixed fee basis – although there would be a cost for delivering this...

193. Conwy – working with Kingdom did raise public awareness around litter offences.
194. There was a lot of resistance, challenges, appeals and complaints from pressure groups around the use and enforcement of Fixed Penalty Notices. Kingdom's contract was due for renewal in the summer of 2018 and with consideration of the provisions added to the new contract, the provider deemed that it was not economically viable to continue on providing the service. Kingdom withdrew from the contract providing a month's notice to the local authority.
195. Currently the authority does not have authorised officers or contracted service providers to undertake enforcement action on dog fouling or littering. As a result the service has seen a significant increase in instances of reported dog fouling and of littering.
196. To determine the future enforcement approach and actions that the local authority will use the service is undertaking a task & finish exercise with the Place Scrutiny Committee so that Members and Officers can explore and consider various options on how they want to deliver this part of the service. As part of the task & finish exercise the service will be exploring the feasibility of adopting a regional approach and strategy on enforcement on these issues. It is envisaged that the six local authorities in North Wales will sign up to a shared and consistent approach on enforcement.
197. The task & finish exercise is considering various options for enforcement, including creating an in-house team of uniformed street wardens to undertake enforcement action on various issues. This option will enable the local authority to maintain a visible and internally funded service. This service will not be target or income driven; however, as an internally funded service this would require a significant budget outlay for the local authority.

198. Another option is to contract the services of another external service provider. Various contractual specifications could be explored by the authority. This could include an arrangement where fees paid to the service provider could be on a fixed fee basis – i.e. based on a number of hours of patrolling as opposed to target driven to prevent any negative perceptions that the scheme is a revenue generating opportunity.
199. The experience of contracting out the service has enabled the local authority to issue and collect more fines and achieve very high prosecution rates at very little or cost. The use of the external enforcement agency has also raised the public's awareness of enforcement actions and this has served as a deterrent for littering offenses.
200. The current task and finish is also reviewing the charge for the Fixed Penalty Notice. The local authority is exploring the feasibility of increasing the fines from £70 up to £150. As the external provider receives a fixed fee of £40.00 the increased difference would mean higher revenue for the local authority. The income that will be generated from enforcement will form part of the ring-fenced budget for regulatory enforcement. This can be used to support operational work on areas covered by regulatory team to include food standards, noise pollution and any other environmental enforcement activity.
201. As stated previously in this report Exeter City Council recently appointed a private company to undertake litter enforcement – the contract started in August 2018. Their enforcement work does include dog fouling because this issue is not covered under the anti-social behaviour order for the city.
202. Due to budget pressures the local authority opted to contract out the enforcement to an external company. This service provider maintains their own staff, has responsibility of issuing fixed penalty notices and takes people to court if they do not pay. This arrangement is deemed beneficial as enforcement action is delivered at no cost to the local authority.
203. The private enforcement company has been contracted on a one-year trial. At the point of gathering this information the local authority had not received any

negative feedback or “public backlash” as a result of the arrangement. The service currently has two enforcement officers who go out into the city to carry out enforcement activities - this could be increased to three officers. During August the enforcement officers issued more than 200 Fixed Penalty Notice.

204. Glasgow City Council - the enforcement of litter and dog fouling regulations is undertaken by Community Safety Glasgow. This is a partnership between Police Scotland and Glasgow City Council that aims to prevent crime, tackle antisocial behaviour and promote community safety within the Greater Glasgow area. This unique multi-agency approach has been developed to help tackle antisocial behaviour in communities; this includes reducing environmental offences such as littering, dog fouling or graffiti.
205. Under Community Safety Glasgow, the Community Enforcement Officers carry out highly visible, uniformed patrols across the city. Apart from enforcing Glasgow’s litter and dog fouling regulations through fixed penalty notices, these officers are also responsible for recording incidents of environmental crime and antisocial behaviour within communities.
206. Additionally the team is also responsible for operating Community Safety Glasgow’s CCTV vans, which act as a deterrent to antisocial behaviour. They pass on information to the Police Intelligence Office to provide evidence for prosecution.

Contracting Out of Services - Litter & Street Cleansing Services

➤ Background & Rationale for this Arrangement

207. In the past Manchester City Council’s street cleansing service was delivered as an in-house service. This included cleaning all streets on a frequency of every three weeks. The feedback on this arrangement revealed that crews regularly failed to visit all areas due for cleansing – this meant that some parts of the city were not cleansed on a regular basis. The Council did not have a monitoring system in place, standards achieved were inconsistent and perceptions of environmental quality in parts of the City were low. There was

very limited management information available on the effectiveness of the service with only service requests actually being captured.

208. Following an Executive decision in April 2014 the street cleansing service was contracted out to Biffa (already delivering waste collection service for the local authority) based on a competitive procurement process. Executive decided that street cleansing and waste collection services should be delivered through a single service contract model with the aim improving service delivery, increasing levels of recycling and at a lower cost.
209. With this contact Biffa has taken the responsibility for providing waste collection and street cleansing services. The contractor is required to provide services to an agreed standard and within a set service level agreement. The grounds maintenance service was not included in the tendered waste and street cleansing contract, along with some land types that form a part of the corporate estate and open green space network. It is reported that the outsourcing of these services has resulted in £1.6m savings.
210. **Delivery Structure** - The City Council manages the Biffa contract through a Strategic Board with representatives from Biffa and the Council including, the Executive Member, the Deputy Chief Executive and the Chief Operating Officer.
211. A Contract Monitoring Officer has also been appointed to monitor BIFFA's performance in meeting the requirements and standards outlined in the service level agreement.
212. The delivery of these services through a single contract led to a number of improvements including routine evening & weekend cleansing and bank holiday services.
213. Following concerns raised by officers in February 2017 about the standard of street cleansing Biffa enacted a Service Improvement plan – this concluded in November 2017.

214. **Performance Management & Service Improvement** - A key provision of the contract with BIFFA is that responsibility for day-to-day management and performance measurement lies with the Contractor. The contract specification for street cleansing is output based and sets cleansing standards for different land types based on a grading system and agreed standards of street cleanliness. These standards are described in the UK Code of Practice for Litter and Refuse (COPLAR).
215. Keep Britain Tidy provided the training on how to undertake surveys that use this methodology; it was provided to council officers and BIFFA staff. BIFFA is required to demonstrate that they are measuring performance and meeting the service standards set in the contract.
216. As part of the contract BIFFA is required to deliver to standards agreed as part of the service level agreement to a grade B or higher. Where standards are not met they are required to rectify the issue within a specified number of days. The rectification period is dependent on land type. For example, two working days for arterial roads and the city centre and five working days for residential areas. Where they do not address the complaints, there are contractual penalties and improvement measures that have to be put in place.
217. Biffa is responsible for resourcing and planning a schedule of work that can provide and maintain the cleansing standards required. The contract specification does not define the method that should be employed to achieve the required standard of cleansing, nor does it define a frequency of service required.
218. The local authority's Contract Monitoring Officer is responsible for assessing the standard of cleansing and quality of services provided by BIFFA. Street cleansing inspections are undertaken across the city on a random basis and without prior knowledge of the contractor. As and when problems are found, remediation requests are submitted to BIFFA for action. If these remediation requests are not completed within a set timescale, the 'fault' will be recorded. If BIFFA's performance does not meet the key performance indicators targets then financial penalties are incurred.

219. The Contract Monitoring Officer also monitors the number of 'Original Jobs Not Done' that are logged as a result of service requests. Reports of 'Original Jobs Not Done' are used as measure to provide assurance that BIFFA is actioning service requests – not simply closing them as complete. The Contract Monitoring Officer also undertakes checks involving a sample of service requests to ensure they have been completed satisfactorily. In 2017/18 a monthly average of 4.5% of jobs were reported as 'Original Jobs Not Done' by customers. This improved to 2.6% in 2018/19.
220. The increasing footfall in the city centre provides a challenge for BIFFA in maintaining the level of cleanliness B+ that is required. The Contract Monitoring Officer's assurance inspections have shown a steady reduction in the number of streets being graded at B+ since February 2018 – which is also reflected in BIFFA's inspections.
221. BIFFA has identified that growth in City Centre footfall since the contract was let has had a significant impact on street cleansing. They now have to cleanse high footfall areas more often. The local authority's analysis confirm and found that since the contract was let footfall in the City Centre had increased by 16% - this was due to population growth; there had been a 15% increase in jobs and increasing visitor numbers to the City. An increase in street cleansing issues attributable to rough sleepers has also resulted in an increase in request for the service.
222. As part of the service standard, the local authority requires from BIFFA that no litter bins should ever be full and that bins should be well maintained. The perceptions of the litter bin collection system employed by Biffa is low – concerns are regularly raised by elected members and officers that bins are regularly overflowing and not maintained to the expected standard. BIFFA's performance on bin collection frequency and bin conditions is also monitored by the Contract Monitoring Officer via spot checks and data collected form CRM.

Enforcement Challenges

223. Newport recognises the impact of seasonal variation on enforcement of litter and dog fouling offences. The Newport manager believes that if someone knows that they are being watched then they are less likely to drop litter or allow their dog to foul. He also suggested that enforcement against dog fouling during winter and autumn months is not particularly effective as offenders are difficult to catch. DNA testing of dog fouling is regarded as a costly alternative for enforcement and prosecutions. The Newport community safety team issued 300 Fixed Penalty Notices for litter last year, but only two for dog fouling.
224. Newcastle upon Tyne believes that increasing the number of Fixed Penalty Notices issued can be perceived negatively by the public. There is a view from the public that the local authority is making use of Fixed Penalty Notices as a revenue making scheme.

➤ Challenges in Dealing with Litter & Related issues

225. Cardiff Council's service manager believes demographic changes and the associated increasing in demand are key challenges that the service has to manage. Additionally, the current austerity measures have created a significant challenge for the service in its ability to procure and adopt innovative technology that will enable efficiencies in service delivery.
226. The service manager also believes that encouraging behavioural change towards positive environmental action and managing the public's expectations are some of the key challenges that service has to deal with in the long term.
227. Newport City Council – a key challenge to the team is dealing with the aftermath of the increasing night time economy. This poses a significant demand to street cleansing resources on weekend mornings. Mechanical sweeping in the city centre is often hampered by illegally parked cars, which in turn increases the time required to clean properly.

228. Another key challenge for the team is in dealing with needles. Currently the street cleansing team are picking up close to 100 needles a day. The service area is in the process of identifying and mapping out these hotspots so that information can be shared with partner agencies to support outreach work on the drugs issue. The service is exploring the possibility of trialling litter bins specifically for needles in the hotspot areas.
229. Another key challenge for the service is in encouraging behavioural change and positive environmental action for young people between the age 14 and 18. As enforcement action cannot be undertaken against young people the service has to explore effective ways of encouraging positive environmental behaviours from this group.
230. The current manager also believes that the local authority can further develop its campaigns, education and promotional material on litter, dog fouling and other litter related issues. He believes that educational and promotional materials need to be more engaging and not “boring” so that these messages are able to challenge and encourage the public to respond positively. He is currently looking to make use of more impactful and graphic messages on litter, fly tipping and dog fouling issues.

Arrangements for Managing & Monitoring Fly Tipping

➤ Resources & Management of Fly Tipping Incidents

231. Cardiff Council is now making use of a fly tipping app to facilitate the reporting and recording fly tipping incidents in the city. The information collected from this app enables the service to identify and map out fly tipping hotspots. This data is also used to inform the ward based action plans on cleansing. This enables the service to determine the level of resource that needs to be deployed in each ward.
232. Recently the service has introduced a higher charge of £400 for fly tipping Fixed Penalty Notices.
233. The service in Cardiff has issued press releases, issued promotional material to publicise the “duty of care” on fly tipping and highlighted the increase in

penalties for fly tipping offences. In particular Cardiff is raising the public's awareness on the need to check that waste collectors have a waste carrier licence; to ensure they understand how the waste will be disposed of and to request evidence of their waste transfer note.

234. Since the adoption of the new Fixed Penalty Notice charges in the last two months, Cardiff Council has already issued 27 Fixed Penalty Notices for fly tipping.
235. Newcastle upon Tyne City Council - the service is currently making use of 25 overt surveillance cameras. These are mainly located in back lanes to monitor fly tipping activities. A key challenge in using surveillance cameras is preventing the theft of the equipment.
236. Exeter City Council - the fly tipping enforcement staff are a part of the Environmental Health team. The teams make use of fly tipping reporting and tracking software called FIRMSTEP. This system enables the public to attach photos and other information that would be useful for enforcement and prosecution. The reporting form can accessed via the Council's website and also via mobile phones. The use of this system is not limited to fly tipped waste and can be used for the reporting of graffiti.
237. Enforcement action on fly tipping is only a very small part of the remit of staff in the Environmental Health Team. There are only two members of staff that deal with nuisance issues, i.e. antisocial behaviour and public health nuisance. Dealing with fly tipping is only small part of their work.
238. The team is able to make use of the CCTV resources that support the work of the Community Safety Partnership Group. The equipment is mainly used for work around community safety and is not solely intended for surveillance and monitoring of fly tipping activity.
239. Glasgow City Council – like Exeter City Council, staff dealing with fly tipping are based with the Community Safety Team. They are able to make use of existing cameras deployed throughout the city, for example, permanent fixed cameras and mobile cameras on vehicles that are used by patrol officers.

These cameras record and monitor a wide range of antisocial behaviour, including fly tipping. The service works with Housing Associations that have CCTV in the area to obtain evidence of fly tipping incidents.

240. As a preventative measure against fly tipping, the local authority provides a free, no charge, bulk uplift service for all residents. Landlords in flatted properties are also allowed to bring in bulk waste to the councils depot and dispose of these free of charge.
241. The service in Glasgow has also invested in providing staff in neighbourhood teams with smart phone technology. The neighbourhood team has one member of staff per ward (one for each of the 21 Wards) that is continuously patrolling the ward area. The telephones are equipped with apps that can be used to report fly tipping incidents and dog fouling. This allows real time information to be sent to the service and resources can then be deployed to deal with issues immediately. The neighbourhood team also has a dedicated vehicle that can respond to these reported incidents so that fly tipped waste can be cleared immediately. So far, this arrangement has enabled the team to clear fly tipped waste quickly.
242. Conwy County Borough Council – the manager of the service was concerned over the potential impact of the four weekly residual waste bin collection service on fly tipping. The service is looking into how they can effectively deal with such incidents via enforcement action and education.
243. To support the work in dealing with fly tipping the local authority has trained its street cleansing response team in dealing with low level fly tipped waste - including collecting and handling evidence. The teams do not need to wait for authorised officers to go through the fly tipped waste. The Street Cleanse Response Team is able to go through the bags and to extract evidence – for example, letters, envelopes or prescriptions that provide details of contact information. The operatives also have to produce a statement based on what they have found, where they found it and if it can be used as evidence should it progress to court.

244. This arrangement enables the local authority to immediately deal with low level fly tipped waste. This saves time so that instead of waiting for fly tipping enforcement officers to go through the waste, this initial task of evidence gathering has already been progressed by the street cleansing workforce.

➤ **Challenges in Dealing with Fly Tipping**

245. The manager in Exeter City Council believes that a key challenge for the service in dealing with fly tipping is the “continuity of evidence”. In most cases, the service area does not have the required type of evidence to enable them to identify and prosecute offenders. Generally, members of the public prefer to report such incidents anonymously.

246. The service in Newport City Council is faced with the same challenge as Exeter City Council. The local authority struggles to take fly tipping prosecutions forward due to lack of evidence. They believe that offenders are now “very data aware” and ensure that no identifying information is disposed of with the fly tipped waste. In gathering evidence, most members of the general public are often unwilling to come forward and provide witness statements.

247. The team in Newport works closely with Fly Tipping Action Wales and undertakes multi-agency operations with Gwent Police. They would periodically undertake stop and search exercise checking waste carrier licences. These stop and search exercise happen three or four times a year.

248. They also make use of surveillance cameras for evidence collection and to serve as a deterrent. In areas where these visible cameras have been placed there has been a reduction in fly tipped waste.

249. Newport City Council has introduced a higher fine of £400 on fly tipping Fixed Penalty Notices issued. It is anticipated that this would generate extra revenue for the enforcement team.

250. Newcastle upon Tyne – one of the biggest challenges that the service has to deal with is in prosecuting registered waste carriers that that do not operate

legitimately and resort to fly tipping. They charge residents a small fee to pick up waste and unscrupulously dump this illegally instead of going through waste processing. Some unscrupulous waste carriers in the area use falsely registered vehicles with fake number plates that are difficult to trace.

251. The local authority has publicised the “duty of care” which means that many local residents are now aware of their responsibilities around the disposal of waste. Household owners are not always able to accurately verify an operators waste carrier licence – this means that they face the risk of having their waste collected and fly tipped by illegal operators. In such cases, issuing Fixed Penalty Notices based on evidence collected from fly tipped waste could result in the illegal handler not being penalised for their illegal activities. The service manager also feels that the penalties issued by the Magistrates Courts are not high enough and do not serve as deterrent to fly tipping. The service cited their experience in taking a fly tipping offender to the Magistrates Court where illegal carrier was only fined £40.00. Another example he quoted was of a reoffending individual only being fined £80. He believes that this level of fines is not high enough to deter fly tippers from re-offending.
252. The service in Newcastle upon Tyne would also like to formalise partnership working with the police around fly tipping – this follows the experience of the West Midlands Police’s working arrangement with Birmingham City Council. Birmingham City Council has a seconded police officer to deal with fly tipping – this means that all vehicles can be checked within a given period and those that are falsely registered can be removed by the authority.
253. **Table 7** (below) sets out the range of fly tipping performance indicators used by the comparator authorities to measure fly tipping.

Table 7 – Fly Tipping Key Performance Indicators

Flytipping KPIs	Local Authority
Quantities of flytipped waste by waste type	Manchester Newcastle upon Tyne Leicester

Number flytipping incidents	Manchester Newcastle upon Tyne Leicester Glasgow Belfast
Number of flytipping incidents per 100 Households	Newcastle upon Tyne Leicester
Monies spent on dealing with flytipping	Newcastle upon Tyne Leicester
Number of incidents caught on camera	Leicester
Number of enforcement actions by type	Manchester Newcastle upon Tyne Leicester Glasgow
Income from fly tipping penalties/fines per quarter or year	Manchester Newcastle upon Tyne Leicester
Reported fly-tipping cleared in 5 working days	Cardiff

Local Authority Performance Management Arrangements on Litter

➤ Recording & Monitoring of Local Authority Performance Indicators for Litter & Street Cleansing

254. **Table 8** (below) sets out the range of litter and fly tipping performance indicators used by the comparator authorities to measure litter and street cleansing issues.

Table 8 –Litter & Street Cleansing Key Performance Indicators

KPIs	Local authority
Cost of street cleansing (£ per 1000 people)	Glasgow
Cost of cleansing service per household	Leicester City Council Exeter City Council Glasgow

Percent (%) of streets that are classified or rated as B+ and above	Newport Leicester City Council Exeter City Council Glasgow
Percent of (%) of sites surveyed that fall below a grade B for cleanliness (Local Environmental Quality pro survey carried out with requisite numbers)	Leicester City Council Exeter City Council Glasgow
Percent (%) of sites surveyed that fall below grade B for cleanliness (LEQS Pro survey with reduced survey numbers)	Glasgow
LEAMS Cleanliness index score as assessed by Keep Scotland Beautiful or Keep Wales Tidy	Newport Glasgow
LEAMS Cleanliness index score from self-inspections	Newport Glasgow Cardiff Council
Percent (%) of sites surveyed which were assessed as acceptably clean by Keep Scotland Beautiful (Scotland only)	Glasgow
Resident satisfaction of local street cleanliness	Conwy Newcastle upon Tyne Glasgow
Highways of a standard of Cleanliness	Cardiff Council

255. Glasgow City Council is the comparator local authority that uses the most litter and street cleansing key performance indicators.
256. The service in Newcastle upon Tyne City Council is no longer undertaking Local Environmental Quality monitoring due to lack of staffing resources. Funding to undertake the surveys via Keep Britain Tidy was removed and they no longer monitor this indicator.

257. English local authorities have stopped collecting NI195 and reporting it to Defra; although according to web based information there are still local authorities that continue to monitor NI195. Between 2001 and 2015 Keep Britain Tidy undertook the LEQSE assessment on an annual basis on behalf of the Department for Environment, Food and Rural Affairs (Defra). The funding to continue this work was withdrawn by Defra in 2015, however, due to the interest from various stakeholders Keep Britain Tidy carried out the survey again in 2017/18.
258. The Welsh Government funds Keep Wales Tidy assess the cleanliness of streets and public spaces in Wales. The data that is collected contributes towards the LEAMS indicator that in effect provides a street scene cleanliness assessment. Street scene refers to the appearance and condition of the 'street' and public open places. The performance indicator considers other issues, such as the presence of litter.
259. In addition to the LEAMS work undertaken by Keep Wales Tidy, local authorities such as Newport City Council and Cardiff Council confirmed that they also contribute to the LEAMS indicator in their respective areas via self-inspections. The LEAMS process records the cleanliness of a street, not the performance of the local authority cleansing staff. It is not a measure of the effectiveness of the cleansing service as cleanliness can be affected by a range of factors that are outside local authority control.
260. **Table 9** (below) provides a summary of the comparator local authorities that have a performance indicator to measure the cost of street cleansing.

Table 9 – Local Authorities with Performance Indicators for Cost of Street Cleansing

Local Authority	Monitoring Performance Indicator - Cost of Street Cleansing
Manchester	No
Newcastle upon Tyne	No
Leicester City Council	Yes

Exeter City Council	No
Cardiff	?
Newport	No
Glasgow	Yes
Belfast	No
Leicester City Council	Total staff cost as a percentage of total expenditures; Transport costs as a percentage of total expenditures; Front-line staff cost as a percentage of total staff costs; Cost of street cleansing per head of the population.
Belfast	Total % of ABCDs (what is this?); Overall street cleansing index based on a percentage of ABCDs.

261. Of the local authorities who responded to the survey only Glasgow, Belfast and Leicester City Councils indicated that they had performance indicators to monitor the cost of street cleansing.

Monitoring of Other Environmental Performance Indicators

262. **Table 10** (below) sets out a range of wider environmental performance indicators that are used by comparator local authorities.

Table 10 – Comparator Local Authorities: Other Environmental Performance Indicators

Performance Indicator	Local Authority
Percentage of street cleansing waste that is recycled	Leicester City Council Exeter City Council Newport Belfast
Number of litter offences	Manchester Newcastle Leicester Newport

	Glasgow Belfast
Number of dog fouling notices issued	Newcastle upon Tyne Leicester Newport Glasgow Belfast
Number of graffiti removal and notices issued	Manchester Newcastle upon Tyne Newport Glasgow Belfast

263. As shown on the table above there are a number of local authorities in England, for example, Newcastle upon Tyne, Manchester, Leicester and Exeter City Council who indicated in the survey that they record and monitor the performance indicators in addition to the KPI indicators required by DEFRA. Newport, Glasgow and Belfast City Councils also confirmed that they monitor additional performance indicators – these are listed above.

Volunteer Workshop – Richard Bowen, Principal Scrutiny Officer talked Members through a summary of the notes gathered at the recent Volunteer Workshop.

General Comments

264. The volunteers who attended the workshop on the 19th September were encouraged that 3,400 people completed the litter & fly tipping survey.
265. Volunteers explained that they take part because they wish to make a positive difference to the community and the local environment. They volunteer alongside colleagues at the Council and are not a resource that has come forward to replace wider Council cleansing services. They asked that the Council does not further cut services in areas such as Parks with the expectation that volunteers will make up the shortfall. If this happens then volunteers will think that they are being treated as free labour and stop freely giving their spare time.
266. A volunteer asked if the Council is to cut resources further and volunteer numbers fall, who will be left to pick up the rubbish?
267. The Council needs to get a better understanding of the amount of rubbish that volunteers pick up – during the meeting a figure was quoted regarding the number of bags of litter collected by area. According to the figures in the last year only 65 bags were collected in Whitchurch. A volunteer felt that this was a gross underestimate based on his experience alone. He felt that unless the Council is comparing actual/verified figures of numbers of bags collected, then it is very difficult to compare one area of the City against another.
268. A large number of the volunteers at the meeting felt that the extremely low number of prosecutions for littering and fly tipping needed to be reviewed. They explained that if it is too difficult to prosecute, then the enforcement teams should be dissolved and the resources utilised elsewhere. If the Council decides to persist with these teams then it should help by making it as easy

as possible to prosecute. In particular the enforcement teams should identify a way of targeting persistent offenders.

269. Cardiff is a multi-cultural city with dozens of languages and dialects. A review of supporting / educational materials for littering and recycling should be undertaken, for example, the documents / images they hold, the languages in which these are available, etc... Some information is available on the Cardiff Council website but it assumes everyone has internet access, that they know where to look, i.e. Cardiff.gov.uk and that can read and navigate their way through English or Welsh search and menus. Hard copies in places such as mosques, temples, Eastern European shops, etc. could help. Recruiting individuals who are multi-lingual to go out and talk to people would be even better.

270. The Council and volunteers both want the same end result - a cleaner more pleasant environment in Cardiff. This will make life better for residents, encourage more people to visit the city who in turn will spend money in the local economy. This will help local businesses and individuals.

▪ **Section 1 - Benefits & Barriers to Volunteering**

Benefits to Volunteering

271. **Volunteers – Council & Community Asset** - Volunteers are a valuable asset to the Council. They delivered almost 2,000 events in 2017/18, removing approximately 9,500 bags of rubbish.

272. **Creates Pride in Local Area** – Volunteering helps to generate pride in the local area. Get to know your neighbourhood. Creating pride in the city.

273. **Feel Good Factor** – Volunteers explained that the whole experience of volunteering often gave them a positive ‘feel good factor’. Makes you feel good – achievement. Empowered – other people all wanting to help. Empowered – making a difference; well-being and mental health benefits. Sense of community spirit/pride/feeling valued.

274. **Exercise & Fitness** – Taking part in volunteering is a good form of exercise and helps people to keep fit. Litter picking, walking and moving items is a good form of exercise. Being out in the fresh air is also a positive thing in terms of fitness, much healthier than staying indoors all the time. Walking is good for constipation (side effects from medication) and so reducing colon cancer risks.
275. **Social Interaction** – Volunteering is an excellent way to socialise, get out and about and meet new people. Some groups don't just work locally, they visit a range of different places across the city and wider afield. Social networks / fresh air. Get to know people in the local community. Big social aspect, getting to know our community and making friends with fellow volunteers.
276. **Flexibility** – Volunteers are able to do as many or as few hours as possible, for example, if you work with Keep Wales Tidy you can do as much or as little as you want.
277. **People Feel Valued** – People from a very wide range of backgrounds who take part in volunteering feel valued. For example, people with mental health issues and a wide range of other conditions.

Barriers to Volunteering

278. **Travel** - You sometimes have to travel to other areas.
279. **Time Credits** - Getting more volunteers – use of the time credit system – report hours to Gareth Davies. It should be possible to get more out of this if the system was automated. A better organised time credits system could encourage more people to join in.
280. **Insurance** - Insurance is a barrier. Sometimes groups need to take out independent insurance, for example, the Whitchurch Warriors.
281. **Council Flexibility, Continuity & Consistency** - River Group pick on weekends – are Council staff always available on weekends to do things like removing litter? Independent volunteers – using green bags – have to be

taken home – stickers that Council could pick up. Turnover of Council staff. Love where you live brand has not been continued, this prevents continuity in attracting new volunteers. Council officials should be filling in forms to help groups. Communication with the Council could be improved.

282. Lack of co-ordination from Council. 'Love Where You Live' staff only available to provide support on weekdays – generally not on weekends when many litter picks take place. A volunteer was surprised that there is such a range of disparate litter picking volunteer groups across Cardiff. Whilst this is good, it raises a number of issues regarding consistency of approach and sharing best practice etc...
283. **Diversity** - Ethnic minorities – low involvement currently, for example, in Grangetown. Engaging with certain groups involves a continual slog. A comment was made that the range of volunteers taking part wasn't always diverse enough. More needs to happen to get young people involved.
284. **Information** - Not enough information going out on how to get involved with volunteering. The Keep Wales Tidy website does not make it clear how individuals can get involved with volunteering.
285. **Time** - Time is a barrier. Volunteering needs to happen when it convenient for volunteers and not just during Council core hours.
286. **Volunteers Losing Interest** - There is a time barrier as most people work full time and are often busy at weekends. Volunteer numbers start high but then start to tail off, there seems to be a lack of ongoing interest.

Section 2 - Volunteering Perceptions

287. **Commitment & Support** - Do the volunteers feel valued? Helpful if more PCSO's and councillors attended to show commitment and support – also good to see more Council enforcement officers. Things like this would make the groups feel more valued. Run more regular workshops like this one – they allow us to input and make us feel valued. We do feel a lack of thanks from the Council.

288. **Negative Perceptions** - Asked if you are doing community service – negative perception. Some embarrassment when out at times? Community payback?
289. **Time Credits** - Time credits – only given to official groups – people would feel more valued if it was more readily operated.
290. **Volunteer Growth / Critical Mass** - Need a critical mass for litter picks to make a difference.
291. **Replacing Council Services** - The perception is that we are 'do gooders' or that we shouldn't be doing the work that is the Council's responsibility.
292. **Positive Perceptions** - Emails and thanks sent from Gareth. We feel valued by our local community and regularly get thanked for our work on our litter picks. Gareth at Keep Wales Tidy also thanks us for our continued efforts and genuinely appreciates everyone's hard work. Lorna, Community Development Coordinator has been really proactive in helping us and keeps in regular contact. Thank you for hosting the Cardiff Council's Environmental Scrutiny Committee task & finish exercise titled 'Litter & Fly Tipping in Cardiff' on the 19th September. Just another way to feel valued as a Volunteer Litter Picker from my Pentwyn ward.
293. **Source of Information** - We did feel undervalued when we were asked to provide the top 10 worst streets in Roath for a deep clean. They were not done so it felt like our feedback was a complete waste of time. We also provided feedback on certain alleys that were badly fly tipped. These alleys were then going to be named to try and help alleviate the problem. Once again we heard nothing back from the council on their project.

Section 3 – Support Provided to Volunteers

Rewarding Social Aspect & Linking Groups

294. Most groups don't celebrate picking bags while some groups do, for example, Cardiff Rivers Group. This adds a social aspect that strengthens the group.

295. Volunteering helps build connections with other people in same area, linking up other litter picking groups would only help grow connections.
296. The 'Cardiff Tidy Network' is very useful and is supported by Keep Wales Tidy and the Council. It would be good if this could be developed further.
297. There was surprise at the range of litter picking volunteer groups across Cardiff. Whilst this is good, it raised a number of issues regarding consistency of approach, sharing best practice, etc...
298. It is important to communicate the good work that volunteers undertake, this can be communicated in a number of ways including 'word of mouth', referrals, speaking to the community at PACT meetings etc.. with a complimentary 'Litter Picking Presentation' prepared for volunteers. Communication / speeches/ presentations, etc... should be unified with Cardiff Council, Keep Wales Tidy, Love Where You Live, Cardiff Rivers Group etc. There should be a consistent and branded message.
299. Explore the possibility of a 'branded uniform' and 'branded equipment.
300. Maximise the potential of social media to link the various groups, for example, via Facebook and Twitter. A volunteer closed group could be created on various social media platforms, where volunteers can come together to communicate openly and privately.
301. All groups should be encouraged to use social media platforms to promote and communicate the work of their groups, for example, Facebook pages. They should also be encouraged to link into social media platforms used by other bodies, for example, Keep Wales Tidy and the Council.
302. The volunteer workshop has certainly opened new lines of communications, a new learning experience to share and develop. Going forward all groups should be kept consistently updated around what is happening around litter picking / volunteering. Better communication to all volunteers would help reduce the order of hierarchy / increase value.

303. Volunteers highlighted the contributions made by the Community Liaison Officers (Lorna and Hayley) and Keep Wales Tidy, in particular Gareth Davies in getting community groups off the ground and undertaking litter picks. It would be good if the Council could continue and expand this type of support. Volunteering doesn't just happen. It needs someone to organise and manage.
304. A partnership approach between Cardiff council and Keep Wales Tidy is the best way of engaging more of the community.
305. Some groups have more kit than others – closer working together and sharing of equipment would benefit volunteering in Cardiff.

Multi-Agency Approach

306. To deliver better volunteering opportunities a greater multi-agency approach is required. More agencies like the Council and Keep Wales Tidy working better together with volunteers.
307. It would be more helpful if more PCSO's and councillors attended litter picking events to show commitment and support for the work delivered. It would also be good to see more Council enforcement officers at such events. Things like this would make the groups feel more valued.
308. The Keep Wales Tidy website does not make it clear on how to go about becoming a volunteer.
309. A website provided for all voluntary groups explaining what is happening where would be great, for example, quoting the names of the groups, where they are based, contact details, etc... Although overall Keep Wales Tidy do provide great support.

Strategy & Structure

310. At the meeting a question was asked about the importance of timing. Volunteers felt that it is important to plan and time work in advance of cleansing and volunteer activities, for example, ensuring that litter is collected after litter picks have finished; not cutting long grass before a litter pick takes

place; running community cleansing events at the same time as ward based blitzes.

311. Some volunteers felt that a better Council structure for supporting volunteers was required, for example, contact points, contact numbers, supporting litter picks out of normal Council working hours, rolling out a consistent approach to working, providing equipment and insurance, etc..
312. A future strategy should identify a way of getting more young people involved in volunteering.
313. The Keep Wales Tidy website does not provide clear instructions on how to become a volunteer.
314. The backbone to a successful volunteering approach / strategy should be effective communication. This should include a parent website that links to sites / Facebook pages that are run by individual groups. The website pages should explain what is happening, names of the groups, what they do, etc...
315. There needs to be a clearly defined and managed litter picking volunteer strategy for Cardiff – this would create much needed consistency. It should contain information on who is responsible at the Council, support that can be provided, aims and objectives, etc.. A five year strategy would be a good idea and should start to bring groups together and increase participation and the diversity of those volunteering.
316. Any strategy that is created should focus on informing, supporting and connecting groups.
317. Current cleansing contacts are very good for some groups, less so for others. A good strategy should resolve this inconsistency. For example, it could provide a definitive list of who volunteers need to contact to get litter collected.
318. Need to bring volunteer groups together – a standardised approach, sharing ideas / best practice and working together.

319. Create a "one stop shop" website to provide information & resources to support the aim of a "Clean Cardiff", similar to cleanphl.org for Philadelphia, USA. Create the equivalent of a Litter Cabinet, to promote effective inter-departmental collaboration.
320. Having a dedicated website with information in several languages would allow residents to know exactly where to go for the answers they need. Perhaps use the Keep Cardiff Tidy site as a starting point.

Time Credits

321. Effective use of the time credit system would be a great way of drawing in more volunteers.
322. Time credits are currently reported to Gareth Davies – would it be possible to get more out of his system by automating the process? Some volunteer groups in Cardiff currently run their own time credit systems.
323. There needs to be better organisation of time credits to encourage better engagement.
324. Several groups explained that a more consistent and transparent time credits system or other reward scheme needs to be implemented. This would go a long way to ensuring volunteers stay involved and could even help recruit new litter picking volunteers going forward.

Insurance

325. Insurance can be a barrier to setting up and running a volunteer group.
326. Some groups arrange their own insurance, other groups that are affiliated to Keep Wales Tidy are covered under the Keep Wales Tidy policy.
327. Is there a way that the Council can work with Keep Wales Tidy to unite all volunteer groups under one umbrella insurance policy.

328. It would seem sensible to have a consistent approach to insuring volunteer groups in Cardiff.

Council Support – General

329. Council officers should be more involved in filling out forms to support volunteer groups.

330. The Council needs to create a better and more consistent structure for supporting volunteers. Could this be done alongside Keep Wales Tidy?

331. Could councillors be used more to promote litter picks?

332. The turnover of Council staff has an impact on the consistency of support and advice provided to volunteer groups. Can a system be created to stop this from happening?

333. Quite often independent volunteers who are filling green bags have to take them home as they cannot be collected from the site – would the Council be able to provide volunteers with stickers that indicate that the waste is from volunteer litter picks, ensuring that it is taken away.

334. There appears to be a lack of co-ordination across different parts of the Council when dealing with volunteer groups.

335. 'Love Where You Live' staff are only available to provide support on weekdays – quite often litter picks take place on the weekend when many people aren't in work.

336. Litter needs to be picked up at the end of an event – this needs to be better co-ordinated.

337. Deep cleans – more advance notice is needed of these so that they can be planned alongside local volunteer groups.

338. Any requests for information from volunteers should be listened too and not ignored. Ignoring advice after asking for it simply frustrates volunteers. For example, a volunteer group was asked for a list of ten spots to tackle in their

ward by the Council, this was provided by the volunteer group before being ignored by the Council who didn't clean in the areas that the volunteers had identified.

339. When new residents move into an area they should receive a letter from the local ward Councillors explaining about things like waste collection, cleansing services and the work of local volunteer groups.
340. There needs to be an agreed contact point where people can alert the Council when a collection has been completed and bags have been left.
341. Cleansing contacts very good for some groups, less so for others – perhaps a definite list of who we can contact to get litter collected.
342. More support should be provided by the Council to help raise awareness in the various groups and the work that they undertake.
343. The Cardiff Network is very useful and is supported by Keep Wales Tidy and the Council.
344. Some felt that issuing of business cards was a bit 'old school' and that more focus should be placed on modern methods of communication and digital marketing, for example, social media, emails, apps, etc..
345. During the workshop the number of bags collected in each ward was quoted by the Council. Volunteers felt that based on personal experience this was correct and the point was made that unless the comparison is being made with actual/verified figures of numbers of bags collected, then it is very difficult to compare one area of the City against another.
346. Cardiff Council does not allow volunteers to use petrol engine tools on Council land, for example, chainsaws and brush cutters. Cardiff Rivers Group believe that in certain situations, where someone is qualified, has the correct PPE and is insured then they could significantly assist in the management of the Council estate. This is something that CRG would like to discuss further to

see if they can find some common ground. This they stress would be in support of Council employees and not in place of them.

Council Support – Equipment & Facilities

347. Hubs could be used to advertise and promote the work of community groups. Could they potentially be used to store and hand out things like litter pickers, bags, etc..
348. Litter pickers need better equipment – can the Council help provide this?
349. Suggested equipment could include - high visibility jackets, t-shirts, hand held pickers, gloves, hoops, high-vis bump / shock cap. breathable, high-vis waterproof jackets and trousers, long handle, titling dust pan for shattered glass/tiles.
350. Council to provide leaflets to promote work of volunteer groups and encourage more people to take part. These, along with banners could be placed in hubs, libraries, schools, etc...
351. Use the Council Tax bill to raise the profile of volunteering.
352. The Council should ensure that adequate equipment is provided to volunteer groups who undertake litter picks.
353. Could the Council provide a banner to each volunteer groups – this could be put up when they run an event to promote who they are and what they are doing, i.e. advertise events.
354. Keep Wales Tidy provide good litter bags – could the Council provide decent ones?
355. Business cards should be provided to volunteer groups by the Council to help promote the work of the volunteers.
356. For Cardiff Rivers Group storage in particular is an issue. They currently use a c800 to 900 sq ft container to store their existing equipment. Is there a way

that the Council can make storage facilities available to the various volunteer groups, for example, storing at existing Council facilities? Ideally if this is possible then it should be close to where the volunteer group is based.

357. Could the Council consider some type of community asset transfer of storage space to properly constituted volunteer groups?
358. Could a 'tipping licence' be provided for Bessemer Road?
359. MOT support for the Cardiff Rivers Group vehicle would be useful. Could the Cardiff MOT Testing Facility at Coleridge Road provide a free or discounted MOT for the vehicle?
360. A first aid kit should be provided for each group.
361. Cardiff Rivers Group – they are looking to facilitate a second pick at a different location toward the bottom end of City Rd. They feel that it would be useful to have a storage unit in that part of the city - perhaps in Shelley Gardens.
362. Cardiff Rivers Group has a great working relationship with the Council and are very grateful for the help that the Council provides.

Recycling Collected Litter

363. Several volunteer groups felt very strongly that if they were collecting recyclable materials then they didn't want it to go into landfill. They felt that the Council weren't always recycling the material and that it was often going to landfill (incineration). If they do separate then they need assurance that it stays separate and is then recycled.
364. The volunteer groups need better support in separating recycle from the general waste.
365. The situation regarding the recycling of litter collected by volunteers needs to be clarified and made consistent.

366. Why should volunteers take the time and effort to segregate the waste into recyclable and non-recyclable items, when it appears that all bags end up in landfill and not being recycled?
367. The council needs to work with Keep Wales Tidy to ensure that all litter groups are briefed consistently about how to collect recyclable waste. More importantly, the council and/or Keep Wales Tidy should provide volunteers with bags and/or stickers that show the Council staff who collect the full bags which waste is recyclable.
368. As attendees mentioned, it is the Council who get fined if they don't meet their recycling targets, so surely it is imperative they encourage and make it easier for volunteers to collect and segregate recyclable items.
369. Some volunteers didn't buy the excuse that "the waste is contaminated and, therefore, cannot be recycled", when in reality, average household waste (bottles, cans, etc) is just as likely to be "contaminated".
370. There is a great deal of confusion around whether plastics and cans that are collected by street cleansing when they litter pick the streets, and those separated by volunteers and collected during community litterpicks are actually recycled.
371. Mixed messages are received and from what we can see at Bessemer Road everything from Council vans is tipped into one pile and not separated.

Fundraising

372. Cardiff Rivers Group felt that voluntary groups provide excellent rates of return on any investment. They explained that - *'even when the standard volunteering equivalent hourly rate of £13.25 is used (a rate we believe significantly understates the true value of volunteering) our events where we regularly get in excess of 40 volunteers working for 2 hours i.e. 80 man hours of effort, equate to a value of £1060. However, we believe the true value to be double that. If we look at 80 hours of effort this effectively equals three working man weeks when we allow for travelling and breaks. Assuming a total*

annual cost of a council employee to be £30k when we take into account pension, NI, uniform etc (and not counting van etc) and assuming around 225 working days after weekends/rest days, bank holidays and annual leave, it equates to a benefit to the council of £2k per such event. We would like to have more flexibility and opportunity to raise more funds allowing us to both do more ourselves and help other groups. An example is access to the HWRCs to pick up items that we can sell, along the lines of the arrangement the Council has with the Cardiff Cycle Workshop, a great social enterprise who collect bikes from Lamby Way and Bessemer Road, refurbish them and sell them. We have a waste carriers licence and would like to explore opportunities around certain gas bottles, car batteries, non-ferrous metals'.

Section 4 - Better Management of Litter & Fly Tipping

Additional Enforcement

373. The volunteers present overwhelmingly felt that more Council enforcement needed to take place, i.e. fines for littering offences.
374. The thought that the Council should prosecute when bags are put out on the wrong day, split, etc... This means that the Council or volunteers then have to clear up the mess.
375. There was a strong feeling that there needed to be consequences for culprits.
376. Additional enforcement would encourage responsibility in terms of managing waste.
377. Prosecute when bags are placed out on the wrong day – they split and cause unnecessary mess and volunteers then have to pick it up.
378. Enforcement outsourcing is essential, for example, on a three year contract.
379. A large number of volunteers agreed that litter enforcement needed to be outsourced.

380. Volunteers felt that the Council's poor record on enforcement (as evidenced by the very low number of Fixed Penalty Notices issued) was appalling compared with other Welsh local authorities. They suggested that the Council should seriously look to either "up the anti" on enforcement or outsource this to a suitable body.
381. A great deal of litter is caused by lorries transporting rubbish having insufficient netting to prevent the rubbish from blown off. Tredelech Park under Southern Way is a perfect example. Cardiff Rivers Group would like to see fines for lorries or skips that are not covered adequately protected by a net. There are several waste transfer stations around the city such as in Wentloog, Leckwith, Cardiff Docks as well as the HWRCs that also accept commercial waste. Using existing CCTV monitoring, these sites may encourage greater care being taken by waste transporters and as long as necessary action taken, or fines applied where they fall short. A visit to the skip hire companies and waste transfer stations to remind them of their obligations would be a good start.
382. Send litter enforcement to police areas such as car parks or locations where cars and lorries park for a long period, for example, Longwood Drive, Coryton, where we know people throw litter. Offenders need to be caught and fined. A much more proactive approach is needed along with a higher prosecution rate.
383. The Cardiff Council website has a form that can be used to report someone when they are seen littering - this includes reporting someone who throws litter from a vehicle. Volunteers were not aware of any publicity for this and wondered how successful it had been. They noted the recent introduction of the Cardiff Gov app and urged that this is extended to allow the reporting of littering.

Better Co-ordination, Communication & Collaboration

384. Many volunteers felt that the whole volunteering approach could be improved with better co-ordination between the volunteers, Council and any other

bodies. They suggested that the Council should create a better structure for supporting volunteers.

385. It was suggested that the Council needed to be more of a true collaborative partner – this would help increase productivity.
386. A key element of improving co-ordination, communication and collaboration was to take time to actively listen to volunteers.
387. Providing volunteers with a Council contact list would be a positive step - especially out of hours numbers to report needles, etc...
388. The issue of what can, and cannot, be recycled in green bags was identified as an ongoing issue which needs to be addressed. Volunteers urged the Council to do two things. Firstly, push for a much more standardised approach to recycling across Wales in order that people are clear what can be recycled and recyclers are getting a good quality material. Secondly, they see that bags are split apart by seagulls because there is food in them or because plastic bottles and containers haven't been rinsed out. More information on what can and can be put in them needs to be in as many languages as possible. Grangetown alone has in the region of 75 different languages and dialects. Information in just English and Welsh isn't enough. Leaflets provided to local mosques, temples, European shops, doctor surgeries would all help as of course handed out with a roll of bags at the local Hubs. Recruiting multi-lingual officers to specifically assist the different communities would also help.

Bins

389. Volunteers commented that they regularly saw overflowing bins that were not emptied enough.
390. Perhaps numbering of bins could help – people could then text, email, Facebook, etc.. the Council to say that they are full.
391. They felt that full bins actually created a source of litter. Some are in very busy areas and need to be emptied every couple of days, others less often. If they were all numbered and placed on a city wide map, it would be much

easier for the general public to report which bin needs emptying rather than trying to explain where they are located.

392. It was noted that the Council is investigating “SMART” bins, where the bins would communicate that they are full to an app so Council operatives could be deployed to empty them. However, volunteers felt that this would be expensive and simply numbering them so that the public could easily report the bin would be a more cost effective option.

Businesses

393. A number of volunteers agreed that businesses should be more responsible, and play a greater part in making sure that there was less litter on the streets, for example, keep areas outside their premises clean and provide appropriate bins, etc..
394. It was felt that large businesses need to be enforced more thoroughly and that there should be better management of builders / landlord waste.
395. In some parts of the city it was a regular occurrence to see landlords who were upgrading properties dumping a range of items, for example, dumping mattresses and carpets in the street.

Education & Information

396. The information provided by the Council on litter and fly tipping needs to be clearer and more consistent. In addition, there needs to be more education and information.
397. It would also be good for the Council to regularly publish and share enforcement stats for the fines given in each area.
398. Volunteers understood that Cardiff Council had just started their own skip hire business. They felt that the service needed to be advertised much more than it currently is and had to be competitively priced - ideally cheaper than private competitors provided it is within the scope of the state aid regulations in order

to generate as much business (and revenue) as possible. They felt that income should be recycled back into waste services.

Additional Waste Facilities

- 399. There was a strong feeling that the Council needed to provide a new HWRC in the north of the city to replace Wedal Road. This would help reduce the level of fly tipping.
- 400. A number of volunteers suggested that Cardiff would benefit from the reintroduction of the community skip scheme. These should be placed in neighbourhood areas.

Review of Practice & Policy

- 401. Some volunteers felt that Council charges for collection of bulky items were prohibitively expensive.
- 402. Volunteers generally felt that five days to remove fly tipping is too long.
- 403. There was some frustration at the Council for cutting grass before it was picked for litter – chopping up of litter just turns it into a multitude of tiny bits.
- 404. They felt that the Council should have a rethink on its current policy / approach for dealing with commercial waste.
- 405. Fly tipping – some felt that builders must be allowed to dispose of materials free of charge. Could the Council benefit from builders being allowed to dispose of recyclable materials free of charge?
- 406. Currently if black bin bags are left on the street or by bins they are not taken and this causes an eyesore as bags are ripped open. Volunteers have been told that they have to leave them for the enforcement team who should be out the following day to check for evidence of the person dumping it. The problem is bags are ripped open and then the enforcement officer is unable to take further action.

407. It was suggested that the Council should recycle the contents of Cardiff Council skips and sort into constituent parts for resale. They felt that such an operation would need significant investment for resourcing and hopefully, a business case could be prepared and signed off. As an alternative they suggested that the contents could be delivered to a private contractor for them to sort and make money from the recycling.
408. Other councils, including Caerphilly, have introduced rubbish amnesties. This used to happen 10 years ago where a skip would be located in an area for a day and regularly emptied. The local residents would receive a mailshot so tippers passing by would be unaware that the service in operation and take advantage. Volunteers suggested that the Council should consider this, not necessarily across the city but in areas well away from a HWRC and with a record of persistent problems. Perhaps undertake them on a quarterly basis with those bringing items providing a means of identification. This would require different skips or vans so as much as possible was recycled. If Cardiff charities and community organisations like Cardiff River Group were involved then they could take items such as bicycles, good household goods, clothes, scrap metal, car batteries, etc.. thus not only providing a means of disposing of items locally but potentially a source of income for those groups.
409. A great deal of litter is caused by lorries transporting rubbish having insufficient netting to prevent the rubbish from blown off. Tredelech Park under Southern Way is a perfect example. Cardiff Rivers Group would like to see fines for lorries or skips that are not covered adequately protected by a net. There are several waste transfer stations around the city such as in Wentloog, Leckwith, Cardiff Docks as well as the HWRCs that also accept commercial waste. Using existing CCTV monitoring, these sites may encourage greater care being taken by waste transporters and as long as necessary action taken, or fines applied where they fall short. A visit to the skip hire companies and waste transfer stations to remind them of their obligations would be a good start.

410. Litter on sports fields is a problem, for example, Pontcanna fields after a football game. There are always bottles left after games and during the football and rugby seasons this dramatically increases. Cardiff Rivers Group believe the hire agreement for pitches stipulates that they need to be cleared of all litter after the games. They suggest a “three strikes and you are out” approach - three warnings in a season for not clearing up or your pitch would result in bookings being refused. They accept that this does need policing but accepting photos from other park users could be one way of identifying when there is a problem. Perhaps “Pop-up” bins could be used, one per pitch where the clubs would be responsible for the bin in the same way that they use their own nets for the goals.

Council Resources – Additional & Better Use

411. There needs to be a better use of existing Council resources, for example, do Council vans collecting / emptying bins need three members of staff? A volunteer suggested that this could be a trade union issue. It was suggested that the common practice of having three staff in vans emptying the street bins (due to union health & safety rules) was insulting to volunteers (who save the council money through their efforts) and is a practice that needs to be reviewed.
412. Many volunteers felt that the Council should allocate more resources for the removal of litter.
413. Refuse collector's should be reporting any fly tipping or damaged bins whilst they are out on the streets. Despite being told that this is already happening volunteers are seeing little evidence of this practice at work.
414. The coordination of black bin collections and litter picking days is considered a problem by volunteers. The streets need to be picked straight after a black bin collection and this is not happening.

Reporting

415. Volunteers felt that more litter and fly tipping issues needed to be reported to ward councillors and the waste teams.

Technology

416. Volunteers thought that the Council should make greater use of cameras to deal with fly tipping – they are moveable, cheap and smart.
417. Roundabouts and traffic lights – place cameras and signs here to spot and fine people throwing litter. This has worked well in other places.
418. A volunteer asked if money could have been spent on other important areas rather than developing the new app? She felt that 'Fix My Street' was very effective and the new way of reporting is proving to take longer for fly tipping to be collected.
419. The Cardiff Council website does have a form where if you see someone littering including from a car may be reported. However, volunteers were not aware of any publicity of this reporting mechanism and wanted to know how successful it had been.
420. Some volunteers noted the recent introduction of the Cardiff Gov app and suggested that it to be extended to allow the reporting of littering. They also felt that if the litter bins were numbered then it would be an ideal tool for reporting when the bin needed emptying. Once reported the onus would fall upon the Council to take action and empty the bin.

**‘Litter & Fly Tipping in Cardiff’ - Meeting 3 - Wednesday 31st
October 2018 - Natural Resources Wales, Keep Wales Tidy &
Member Job Shadowing**

Natural Resources Wales - Neil Harrison, Project Coordinator at Natural Resources Wales attended the meeting to brief Members on the work being delivered by Fly-tipping Action Wales.

421. Fly Tipping Action Wales delivers a partnership approach to tackling fly tipping in Wales. They are a Welsh Government sponsored initiative that is co-ordinated by Natural Resources Wales. They bring together over 50 partners including the 22 Local Authorities in Wales, Keep Wales Tidy, Third Sector Organisations, Private Landowners, Community Groups and the Police and Fire Services.
422. It is generally agreed that to tackle fly-tipping, behavioural change is needed through education, enforcement and community engagement. Fly Tipping Action Wales use a preventative approach to reducing fly tipping and develop collaborative and innovative solutions with partners that draw upon the three E’s – education, enforcement and engagement. Their main focus is to work in partnership to deliver the actions within ‘A Fly Tipping Free Wales’ – the Welsh Government’s fly tipping strategy. The outcome objectives for ‘A Fly-Tipping Free Wales’ are:
- **Outcome 1** – All key organisations in Wales commit to eliminating fly tipping – a commitment that is embedded in their strategies and day to day operations.
 - **Outcome 2** – Fly tipping is widely understood as being socially unacceptable.
 - **Outcome 3** – It becomes easier for people to deal with their waste responsibility.
 - **Outcome 4** – Anyone who fly tips is caught and punished appropriately.

423. The cross cutting themes for the Welsh Government's fly tipping strategy are:
- **Data Collection** - a robust evidence base is needed that covers both public and private land.
 - **Partnership Working** - no one organisation can tackle fly tipping in isolation, we need to work together.
 - **Communications** - consistent and clear messages delivered at a local level are key to influencing behaviour change.
424. **Communicating with Partners** – Fly Tipping Action Wales holds three working group meetings twice a year. The main topics that they focus on are fly tipping on private land; making fly tipping socially unacceptable and enforcement.
425. The knowledge hub is a digital collaboration platform for public service. They have set up on-line forums to allow partners to share best practice and request advice.
426. **Helping Partners** – some of the ways that Fly Tipping Action Wales actively supports partners are through working groups; online forums; surveillance cameras; the investigation manual; an intelligence sharing pilot; the FlyMapper system; providing signs & dummy cameras; through materials to support press articles & social media; by themselves running press articles and social media; by running transformation projects and the provision of educational resources.
427. **Social Marketing** – Fly Tipping Action Wales has developed a bi-lingual communications toolkit for its partners to utilise – this helps to get a consistent message out to members of the public. Two popular hashtags that they have used are - #NoMoreRubbishExcuses and #DimMwyOEsgusodionSbwriel . **Image 6** below provides a summary of the types of materials that Fly Tipping Action Wales can provide to its partners.

Image 6 – Fly Tipping Action Wales Partner Toolkit



428. **Image 7** provides more detailed examples of social media suitable images that Fly Tipping Action Wales shares with its partner agencies.

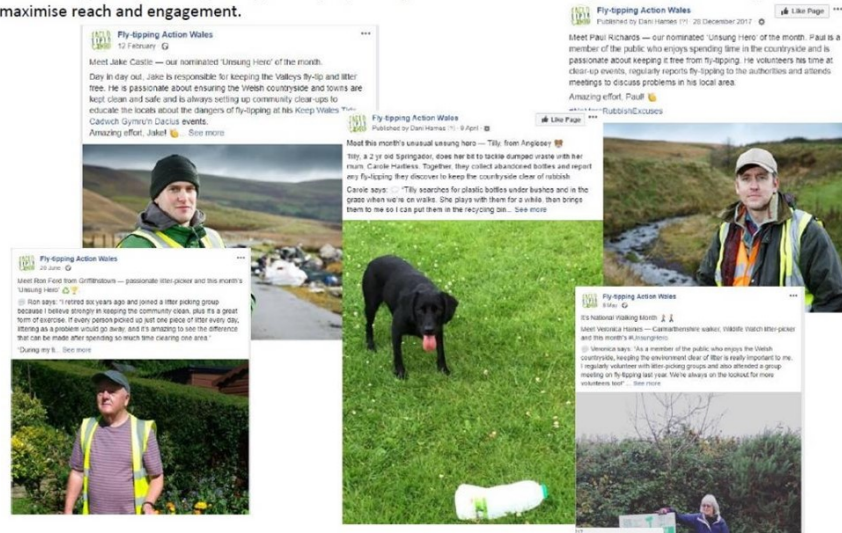
Image 7 – Fly Tipping Action Wales Social Media Suitable Images



429. Fly Tipping Action Wales uses the work of local unsung heroes to promote the issue of Fly Tipping in the local area by using localised social media promotion. Some Examples are shown below in **Image 8**.

Image 8 – Fly Tipping Wales Local Unsung Heroes

Each Unsung Hero post was geo-targeted to people living in the local area and amplified with promoted spend to maximise reach and engagement.



430. To support the impact that Fly Tipping Action Wales has achieved by using social media a slide was produced to highlight what the service has achieved. This can be seen below as **Image 9**.

Image 9 – Fly Tipping Action Wales – Social Media Impact



431. Fly Tipping Action Wales also provided a slide with a number of press articles that illustrated the success of their work - the slide can be seen below as **Image 10**. During the presentation an officer from Fly Tipping Action Wales stressed the importance of using the press to inform the public of the work that they take and the consequences that face those fly tip. Use of the press is a key part of the educational process that helps to deliver behaviour change.

Image 10 – Welsh Fly Tipping Press Articles

Media coverage highlights

Crackdown on fly-tipping

STAFF REPORTER
21/08/2018 10:22 AM

Drivers using Merthyr Common were stopped last week for routine checks for illegal waste activity as part of a multi-agency clampdown on the persistent fly-tipping that's been blighting the local beauty spot.

The operation was carried out by a rotating "roster" pair of waste enforcement officers from Merthyr Tydfil and Caerphilly county borough councils in partnership with officers from South Wales and Gwent Police forces, Fly-tipping Action Wales, Natural Resources Wales and Trading Standards.

The cross-border operation is part of a joint effort between Caerphilly and Merthyr Tydfil county borough councils to tackle fly-tipping on common land that separates the two counties.

Waste enforcement officers from both counties were joined by officers from Gwent and South Wales police forces, Fly-tipping Action Wales, Natural Resources Wales and Trading Standards on took place on the evening of Wednesday, August 15.

The operation was part of the Common Land Project, a collaborative partnership aiming to restore, maintain and protect the historic and working landscape across the area.

Starting at farmland near Redwelly, officers targeting vans and large vehicles, checking contents for signs of illegal waste and asking drivers to produce the appropriate waste carrier licence and duty of care documentation.

Cllr Eshard Steiner, CCBC's Cabinet Member for Environment and Public Protection, said: "We've seen a noticeable drop in fly-tipping incidents on the Common as a result of our recent stop check activity in partnership with Gwent Police.

"It's clearly making fly-tippers think twice. That's why we're now joining forces with our colleagues in Merthyr to broaden the net."

Jayne Carter, Senior Environmental Project Officer at Fly-tipping Action Wales, said: "The general public and local businesses have an important role to play in helping us tackle fly-tipping together and our message to them is simple.

"If you choose to use a commercial waste collection company to take away unwanted large household items or commercial waste always check that it's registered to do so using the Natural Resources Wales website and ask to see their license number.

"This includes individuals & businesses that advertise on social media. This ensures that your waste doesn't end up illegally dumped on our commons, mountain roads and other natural beauty spots."

For advice on how to dispose of unwanted household or commercial items legally and responsibly, visit flytippingactionwales.org.

NEWS IN BRIEF

Flytipping action

A MULTI-AGENCY clampdown took place across Caerphilly Common to catch suspicious vans on their way to dump illegal waste.

It was a collaborative effort between Caerphilly and Merthyr councils, South Wales and Gwent Police and Fly-tipping Action Wales.

Twelve suspicious vehicles were stopped and the drivers given advice, with the drivers of a further 20 vehicles asked to spread the word to deter potential fly-tippers.

Caerphilly Observer
21 August at 10:22

Cross-county operation targets fly-tipping on common land

Merthyr Express

Argus

Caerphilly Observer

432. Fly Tipping Action Wales stressed the importance of using community engagement to spread the message about the problem of fly tipping. They attend community open days and are proactive in engaging directly with groups commonly linked to fly tipping, for example, they regularly set up stands at builders merchants such as Travis Perkins to help raise the profile of the problems that fly tipping creates and the associated penalties for the perpetrators. They also support partners to deliver transformation projects of pieces of land that are often targeted by fly tippers – this helps change the perception of these sites encouraging greater community pride and ultimately

helping reduce fly tipping incidents at those sites. Before and after images can be seen below in **Images 11 & 12**.

Image 11 – Before



Image 12 - After



433. **Educational Resources** – The service is also able to provide a range of educational resources that can be used by schools. Examples provided included the ‘Catch A Fly-Tipper Resource Pack for Schools & Libraries’ and a ‘Gotcha!’ board game for school children. Copies of these are available to borrow from all Welsh local authority libraries.
434. **Enforcement** – Fly Tipping Action Wales has produced a fly-tipping investigations manual for local authorities to use and assist with their enforcement work. They have also set up an intelligence sharing pilot involving a number of Local Authorities and Natural Resources Wales that utilises the Memex Intelligence system.
435. **Surveillance Cameras & Signs** – Fly Tipping Action Wales is able to loan out covert surveillance cameras to Local Authorities and provide signs to partners for use in hotspot areas.
436. **Fly Tipping on the Natural Resources Wales Estate** – Fly tipping has been a real problem on land managed by Natural Resources Wales. The local Fly Tipping Action Wales enforcement officer has investigated over 70 incidents of fly tipping on the Natural Resources Wales estate since July 2018. He gathers evidence and intelligence from fly tips on the Natural Resources Wales estate with a view to prosecuting offenders.

437. **Living Levels - Black Spots to Bright Spots** – Natural Resources Wales and Fly Tipping Action Wales are supporting a fly tipping project named Black Spots to Bright Spots. This aims to reduce fly tipping on the Gwent Levels by turning hotspot locations into aesthetically pleasing environments such as pollinator gardens. The Living Levels Scheme is being led by the RSPB with Heritage Lottery funding. To date four meetings have taken place with a range of partners including NRW, RSPB, IDD, Cardiff, Newport and Monmouthshire Council, Community Councillors, KWT, and South Wales Police. They have created a collaborative action plan that has generated 13 actions to tackle fly tipping that are based on the principles of education, awareness and intervention. The delivery phase of the project started in March 2018 and is due to last for three years.
438. **Improving National Data** – Fly Tipping Action Wales has produced a 'Best Practice Guide' for 'Waste Data Flow' to improve consistency of reporting and to help to validate national data submitted by local authorities. They have also developed the FlyMapper system to enable incidents to be recorded spatially.
439. Some key Welsh fly tipping statistics provided by Fly Tipping Action Wales include:
- There are over 38,000 reported fly tipping incidents in Wales each year – this is over 100 a day or approximately four each hour;
 - There was a six percent increase in fly tipping in Wales in 2016/17;
 - Two out of three reported fly tipping incidents include household waste;
 - More than £2million of tax payers money is spent each year in Wales on cleaning up fly tipping incidents;
 - 39,308 enforcement actions were carried out by Welsh local authorities in 2016/17.
440. **FlyMapper** – FlyMapper is a web based tool for the field recording of fly-tipping incidents, it has two components:
- A mobile application to record the location of incidents along with a photo;
 - A website where the data can be analysed in more detail.

441. **Who is FlyMapper for?** - FlyMapper has been developed as a practitioners tool for the recording and management of substantiated fly-tipping incidents and is not currently a public reporting tool. FlyMapper is licenced for use by all local authorities and private organisations in Wales free of charge.
442. The benefits of FlyMapper include:
- The system is a support in applying for RIPA authorisations;
 - The system can be used to identify fly tipping hotspot locations – this allows a more targeted use of resources;
 - As the system contains a cross boundary data it can be used for collaborative working to tackle fly tipping between local authorities and other public partners;
 - The system allows for faster evidence retrieval / investigations;
 - The system can be used to analyse crime using a consistent data source;
 - The system reduces paperwork for local authority officers and office staff;
 - The system helps local authorities and other public bodies to respond to Freedom of Information requests;
 - The system can be used to run reports on electoral wards areas;
 - The system can be used to monitor the impact policy changes relating to fly tipping.
443. An officer from Fly Tipping Action Wales described the barriers to using FlyMapper in Cardiff as:
- Teams trained and using FlyMapper were often restructured;
 - There was an unwillingness from staff to adopt new technology;
 - There were ICT issues with phones and access to FlyMapper app;
 - There was no high level commitment to utilise the FlyMapper system;
 - There have been recent plans to use an alternative system for data capture.
444. **Education** – A Member asked how the effectiveness of education to prevent fly tipping was measured. He was told that it was actually quite difficult to measure, but that it was important that key messages were consistently presented to the public to change behaviour. For example, individuals have a

duty of care to ensure that they are dealing with a properly licenced waste carrier – failure to ensure this could result in prosecution. Most members of the public are unaware of this responsibility. It is also important to make the public aware that local authorities can now issue fixed penalty notices against those who fly tip. Another councillor felt that the cost of such messages was money well spent.

445. A councillor commented that dealing with fly tipping on private land was a particular issue. This wasn't the Council's responsibility, but it still had a very negative impact on local areas, it cost private landowners money to remove it and the problem wasn't always quickly addressed.

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Keep Wales Tidy – Jemma Bere, Policy & Research Manager at Keep Wales Tidy attended the meeting to brief Members on best practice in terms of dealing with litter and fly tipping.

446. Jemma Bere the Policy & Research Manager from Keep Wales Tidy attended the meeting to brief Members on best practice for dealing with litter and fly tipping. The key points raised during the discussion with her were:
447. Keep Wales Tidy is independent from other Keep Tidy organisations from across the United Kingdom, for example, Keep Britain Tidy and Keep Scotland Beautiful.
448. Litter has been a major issue for a number of years and there is always lots of work that has to be done to manage the problem.
449. Keep Wales Tidy has dedicated officers in each of the 22 local authority areas in Wales. The officers work on a local level and engage with a wide range of stakeholders including schools, volunteers, businesses, etc..
450. Keep Wales Tidy manage the Eco Schools Programme that is delivered into 94% of the schools in Wales. They are also responsible for running the Green Flags scheme for Parks, the Blue Flags scheme for beaches and the Green Sustainability Award for the Hospitality Sector.
451. The key message put forward by Jemma Bere was that one size fits all does not work for litter and fly tipping management - the approach needs to be tailored to the local need and challenges.
452. Litter prevention should be the first priority, i.e. to stop it from happening before it is created. This is done through behaviour change which is more of an art than a science. If you can't change the behaviour then you have to change the enabling environments – an example of where this has worked well in Wales is the increasing recycling rates.

453. There are rules around behaviour change, and it is important to understand and share the basic principles.
454. Across Wales there have been lots of interventions and pilots aimed at dealing with litter. Possibly a better approach would be to run a national campaign, but specific litter types need specific campaigns.
455. Local 'love' campaigns are very effective as they speak to local residents.
456. Keep Wales Tidy has developed a smoking litter policy paper. Jemma Bere recommended that councillors read this document. Apparently smokers that throw away cigarette ends are less likely than the average person to throw away any other type of litter.
457. It is important to work with the Keep Wales Tidy officers that are assigned to each local authority area. They are very effective at community engagement and working with local businesses. They also have an extensive list of contacts.
458. It is important to target resources against problems. Local expectations also differ, for example, some areas appear to be less aware / more tolerant of litter than others – the example of Splott v Rhiwbina was provided.
459. Very useful to target resources at high footfall areas. Local authorities need to zone streets with high intensity of use and monitor / manage these. Maintaining good data on key high footfall areas is very important.
460. Enforcement – generating large numbers of Fixed Penalty Notices for litter does not necessarily result in cleaner streets. Cardiff Council uses public enforcement, while other local authorities have tried private enforcement. Keep Wales Tidy does not have a specific position on private enforcement, however, as an organisation they do not believe that litter enforcement should be used as a money making scheme. It was emphasised that litter enforcement is a tool for behaviour change, however, when it is used it should be supported by education.

461. Jemma Bere explained that the LEAMS scheme assesses 6% of local authority streets every year. After 12 years of delivering the scheme Keep Wales Tidy is now inputting the data into a GIS scheme which should improve data management. The Cardiff LEAMS results are generally good – the Cleanliness Index Score recently increased to 67.3%. Graffiti in Cardiff is a problem.
462. Not dealing with litter properly results in lost resources in terms of recycling.
463. The idea of an all Wales litter campaign was again suggested. Gathering and planning this work properly in advance of launching the exercise would facilitate better collaborative working and provide better linkage to local Welsh issues, for example, varying topography.
464. Monmouthshire has recently created a community action plan for dealing with litter – this was identified as a good example of best practice as it worked with the community to help plan for a series of co-ordinated actions.
465. The topic of dealing with plastic waste was raised, in particular and how plastic litter might be better recycled. The councillors were told that segregated recycling bins could be used; however, more work was still required to identify how effective the segregated recycling bins actually were.
466. A Member was pleased that 94% of schools engaged with the Eco Schools, but was still concerned by the volume of litter that young people produce. He asked how the level of school litter could be reduced? He was told that young people are actually difficult to engage with, and that it was generally easier to deal with primary school children. Social norm messaging seems to work quite well, for example, pedestrian litter messages that feature green footprints to bins seem to work well.
467. Grading of zones to reflect the scale of litter issues was suggested, for example, Zone A, B and C. This would allow targeting of the highest problem areas, however, establishing such a system would need to be built around solid litter data.

468. When asked to provide examples of good anti-litter campaigns Jemma Bere mentioned the Wombles adverts and the 'Love Where You Live' scheme that was delivered by Cardiff Council.

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Job Shadowing – Member Feedback – During the summer Members took part in a job shadowing exercise across a range of front line cleansing, fly tipping and enforcement services. The aim of the job shadowing was to gain a better understanding of the various roles, to obtain direct feedback from front line staff and to get a clearer picture of the challenges that they face. This section of the meeting gave Members an opportunity to provide feedback on their job shadowing experience.

Councillor Philippa Hill John - Fly Tipping Team - Job Shadowing – General Observations

469. The perception of the team was that fly tipping is getting worse, although the current performance information does not reflect this position.
470. Team members felt that it would save money and time if they were trained on asbestos removal rather than bringing in another party to remove from this material from identified sites.
471. There is a public perception that the Council does not always clear or remove all reported waste.
472. Lorries are not equipped with rubble bags or shovels to help pick up and remove rubble and other rubbish. This means that the team sometimes wastes time going back to the base to collect the necessary equipment. They also went back to get a bigger machine to lift the bags that they were not able to pick up due to the weight.
473. Rotas do not reflect the times when it is likely that fly tipping will take place, for example, the shift that was shadowed finished at 12pm on a Friday. Cover should be looked at for the whole of the weekend, when it is most prolific.
474. Three systems are required to report an incident. It would be useful to align these into one system.

475. Prevention – staff do not appear to have the time to door knock to educate and prevent.
476. The paid collection service is not being promoted enough - perhaps leaflets could be delivered to properties with rubbish in their front / rear gardens. They should take pictures of the rubbish in front and rear gardens if allowed and note addresses, so if this then becomes fly tipped then they have evidence of where it came from?
477. During the job shadowing I built up a good relationship with the officers, however, they feel understaffed.

Councillor Ashley Wood – Waste Education & Enforcement Team - Job Shadowing – General Observations

478. The observation involved joining Alex Evans who is responsible for Waste Enforcement & Education in Gabalfa & Cathays wards. Activities for each day are determined in relation to waste collection days. In this case, it was collection day and the primary focus was on correct presentation of waste. Starting at Lamby Way a set route was followed along key roads in both wards; this included inspections of known hotspots for waste related issues such as fly tipping.

Key Observations & Feedback:

479. There have been some teething issues with the new app, but staff feel that it has improved the work process significantly. It was suggested that perhaps this has saved two hours a day not spent transferring paper notes to the IT system.
- Staff are still required to write report for the waste picked up – this could possibly be for a regulatory reason. Is it possible that this task could be added to app?
 - There were some pre-identified properties where companies were directly billed for mis-presented waste, for example, sheltered accommodation.

- Could partial charge for quick payment be used – a similar approach to the one used for traffic offences?
- It was noted that fines are fixed, therefore, an offence involving one black bag attracts same fine as an offence with 50.
- Waste issues felt to be relatively stable over the past seven years of experience, not improved or worsened. However, issues change predictably over the year, for example, the arrival and departure of students.
- Approximately five years ago the Enforcement Team were given free rein to deal with enforcement & education in Cathays. They agreed and followed a pro-active approach with educational intervention prioritised over enforcement. The team felt this to have been a success.
- It was noted that individual teams followed different approaches in the city. Some engage on regular rounds and are pro-active. Other teams are reactive only attending to reported incidents. Partly influenced by nature of area covered, but overall a pro-active response was more effective in managing issues.
- Lots of separate teams with different responsibilities, for example, fly-tipping, skips and fly-posting. Suggested that it would be more efficient if staff up skilled to deal with all, as often spotted as issues on location and would not necessitate additional teams being required to attend.
- Public usually respond positively to advice. Most common difficulty is public acceptance of council policies, for example, why enforcement can't take fly-tipping and have to ask another team to collect.

480. Suggestions to improve waste management:

- Unified system across UK;
- More competitive for business waste;
- Separation of waste at flats. Try events bins;
- Specific coffee cup bins in town.

Councillor Ramesh Patel – Street Cleansing (Canton) - Job Shadowing – General Observations

481. Councillor Patel undertook job shadowing with members of the Street Cleansing Team in Canton. The job shadowing took place on the household waste collection day for the ward. He went out with two members of the Street Cleansing team who used a caged flatbed vehicle. They picked up mixed collections and effectively acted as a sweep up team that followed the household waste collection round.
482. The work was very demanding and physical. Both members of staff were over 60. They had both had experienced health issues – one of them had recently had a heart operation.
483. There is a concern that the work is very demanding for an aging crew and that there are very few younger recruits coming through. The age profile of the staff could potentially be a factor in the high sickness rates. This is something that should be considered as a part of any workforce planning process.
484. This physically demanding work is full of risks and so the correct safety equipment is essential. It is often difficult to know how heavy a bag is until trying to pick it up – some are very light and others very heavy. The bags that they pick up can often contain dangerous materials, for example, broken glass. Councillor Patel commented that during round he almost fell victim to a needle / nail spike when he tried to pick up a bag – he was fortunate as he saw it last minute and had a pair of safety gloves.
485. The equipment worn by the staff could have been better. The jackets were ok, but the gloves could have been better. The clothing and equipment that they wear needs to be flexible to reflect the type of physical work that they carry out.
486. The cage on the flatbed vehicle filled up very quickly with rubbish, this meant that they had to go back to Bessemer Close to weigh and dispose of the rubbish. This involved lots of time just waiting around for the process to complete.

487. When they went back to the ward a second team came along and worked alongside the team – sometimes duplicating work. A part of this work involved a visual inspection of side streets.
488. They later did a litter pick in Victoria Park. People often complain that it is dirty, however, there very little litter and they didn't pick much up. It didn't necessarily seem to be time well spent.

Councillor Owen Jones - Street Cleansing - Job Shadowing – General Observations

489. My time was spent with the waste collection teams. Emptying the litter bins and cleaning the streets.
490. I was very impressed with local knowledge of the three who were with me. All were from the area and knew the route extremely well.
491. I will note that were delayed from setting off as the van provided for the day did not have any equipment on it. Equipment had to be found before being able to set off.
492. They did stress that going around with three of them wasn't that common anymore and that vans will often go out with only two staff.
493. They firmly believed that the lack of staff had contributed to dirtier streets as they were simply unable to maintain the same service now their routes are so large. There was definitely an element of frustration here as two of the team I was with had been working for the Council for years and years. They seemed annoyed that they weren't able to maintain the standards that they used to.
494. Concerns over a lack of drivers in the force as well, with frustration that those who did help out with the driving waited years to be formally hired as one on a full time basis.

495. I did note that there was a great reluctance to collect litter/ bags that were not on their designated route. These could be on side street that was meters away, but there was very much a 'that's another teams problem'.
496. I asked about what happened during the snow in March. They said that they worked every day and were diverted to where they were needed. There was clearly some resentment here as obviously the majority of Council staff had the days off and were paid for them. More should have been done to reward them in my opinion.
497. On the same line as this, I asked if they ever made use of some of the benefits offered to Council staff, such as tickets etc.. They said they didn't even know they existed as they don't have Council emails. Definitely another area that I believe needs to be looked into.
498. The different teams seemed to have a good working relationship with each other, i.e. the other teams that we met when going to Viridor.

Councillor Norma Mackie – City Centre Team - Job Shadowing – General Observations

499. Councillor Mackie undertook job shadowing with the City Centre Team. It was a 6am start and it involved a range of tasks including general street cleansing and dealing with fly tipping issues. The key observations that she made were:
500. That the recycling policy in the city centre could be greatly improved, with much of the waste collected not going forward for recycling.
501. Many of the bins that they emptied were old and had no separate compartments for recycling different materials, i.e. they weren't the modern pod recycling bins.
502. Businesses in the city centre do not tend to recycle much of their waste, which is a shame as much of it could be recycled. More businesses should be recycling – the additional volume would be huge.

503. The design of some bins could have been better, for example, rubbish had to be placed into the bin through a small hole in the middle which was much harder to do than it needed to be.
504. Much of the dumping (fly tipping) was done in very poorly lighted areas.
505. As she anticipated there was clearly a large homelessness problem in the city centre, which was apparent in the areas that they were cleansing, for example, at the back of the North Gate they found a large number of needles / syringes and bedding. The situation was similar in Crockherbtown Lane, with stuff dumped everywhere.
506. She felt that some of the locations that they went to were not great places to work, for example, the staff were constantly in and out of subways all of the time. Subway bins were needed at the edge of town.
507. There are regular big clean ups in the city centre, but they are not recorded as fly tipping – staff just clean up the waste as reporting it is time consuming.

WITNESSES TO THE INQUIRY

508. During the inquiry the task group was grateful to the following witnesses who provided verbal evidence or written contributions:

- Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling & Performance.
- Matthew Wakelam, Assistant Director, Street Scene – Planning, Transport & Environment Directorate.
- Claire Cutforth, Operational Manager Recycling Services – Planning, Transport & Environment Directorate.
- Neil Harrison, Project Coordinator at Natural Resources Wales.
- Jemma Bere, Policy & Research Manager at Keep Wales Tidy.
- Gladys Hingco, Researcher – Scrutiny Services.
- The 19 volunteers who participated in the volunteer workshop on the 19th September 2019.
- The front line cleansing and fly tipping officers from the Planning, Transport & Environment Directorate who supported councillors during the councillor job shadowing exercise.

LEGAL IMPLICATIONS

509. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without modification. Any report with recommendations for decision that goes to Cabinet / Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal power of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. standing orders and financial regulations; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

FINANCIAL IMPLICATIONS

510. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

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Scrutiny Services, Cardiff Council,
Room 263, County Hall, Atlantic Wharf, Cardiff CF10 4UW
Tel: 029 2087 3606

Email: scrutinyviewpoints@cardiff.gov.uk
www.cardiff.gov.uk/scrutiny

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