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## CORRESPONDENCE FOLLOWING THE COMMITTEE MEETING

**Committee** ENVIRONMENTAL SCRUTINY COMMITTEE

**Date and Time of Meeting** TUESDAY, 9 JUNE 2015, 4.30 PM

Please find below correspondence send by the Committee Chair following the meeting, together with any responses received.

For any further details, please contact [scrutinyviewpoints@cardiff.gov.uk](mailto:scrutinyviewpoints@cardiff.gov.uk)

12 **Correspondence Following the Committee Meeting** (Pages 1 - 14)

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Ref: RDB/RC/BD/09.06.15

17<sup>th</sup> June 2015

Councillor Bob Derbyshire,  
Cabinet Member for the Environment,  
County Hall,  
Atlantic Wharf,  
Cardiff,  
CF10 4UW.



Dear Councillor Derbyshire,

**Environmental Scrutiny Committee – 9<sup>th</sup> June 2015**

On behalf of the Environmental Scrutiny Committee I would like to thank the officers for attending the Committee meeting on Tuesday 9<sup>th</sup> June 2015. As you are aware the meeting considered items titled 'Draft City Operations Directorate Delivery Plan' and 'Household Waste Recycling Centres – Proposed Changes'. The comments and observations made by Members following these items are set out in this letter.

**Draft City Operations Directorate Delivery Plan**

- Members noted that the presentation delivered by the Assistant Director for the Environment cited a spend of £73 million per annum for the services to be included within the new Alternative Delivery Model. The figure quoted during the recent task & finish exercise was £55 million, i.e. a difference of £18 million. I'd be grateful if you could provide an explanation for this variation; a breakdown of all the services to be included in the new Alternative Delivery Model; the budget for each of these and the number of FTE staff working in each of these services. The information should be based on the outturn figures for 2014/15.

**Household Waste Recycling Centres – Proposed Changes**

- The Committee noted the proposals put forward during your presentation on the 'Household Waste Recycling Centres – Proposed Changes'. Opinions were mixed on the two main options, i.e. to build a new site at Lamby Way or instead focus on the development of the Wedal Road site.

It was acknowledged that the Lamby Way site was based in an industrial area and, therefore, presented less of an immediate impact on local residents. At the same time the Wedal Road site appears to be a more convenient site for many parts of the north of the city.

- The presentation provided a list of distances from various parts of the north of the city to the Lamby Way and Wedal Road sites. Members were not convinced by the distances stated and in particular the travelling times quoted. For the benefit of any future consultation I would be grateful if you could ask officers to review this information and provide the Committee with a set of revised figures, if it proves to be the case that those quoted are inaccurate or unrealistic.

### **Draft Infrastructure Business Model & Alternative Delivery Options Task & Finish Report**

- At the meeting the Committee reviewed the 'Draft Infrastructure Business Model & Alternative Delivery Options Task & Finish Report'. After reviewing the content of the document Members accepted the draft report without the need to make any alterations. The Policy Review & Performance Scrutiny Committee will have the opportunity to consider the draft report on the 7<sup>th</sup> July. It is hoped that after this meeting (and subject to any required changes) the report will be finalised and provided to Cabinet for consideration at their next available meeting.

As a final comment and for future reference I would ask that all future Environmental Scrutiny Committee presentations are kept to a maximum of ten minutes. This in my view will ensure that adequate time is always allocated for Member questions.

I would be grateful if you would consider the above comments and provide a response to the requests made in this letter.

Regards,

A handwritten signature in black ink, appearing to read 'R Cook', written in a cursive style.

Councillor Ralph Cook  
Chairperson Environmental Scrutiny Committee

Cc to:

Jane Forshaw, Director for the Environment  
Andrew Gregory, Director for Strategic Planning, Highways, Traffic &  
Transport  
Tara King, Assistant Director for the Environment  
Jane Cherrington, Operational Manager – Strategy & Enforcement  
Pat McGrath, Operational Manager, Infrastructure & Projects  
Paul Keeping, Operational Manager, Scrutiny Services  
Joanne Watkins, Cabinet Office Manager  
Members of the Environmental Scrutiny Committee

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Ref: RDB/PM/RP/09.06.15

17<sup>th</sup> June 2015

Councillor Ramesh Patel,  
Cabinet Member for Transport, Planning & Sustainability,  
County Hall,  
Atlantic Wharf,  
Cardiff,  
CF10 4UW.



Dear Councillor Patel,

**Environmental Scrutiny Committee – 9<sup>th</sup> June 2015**

On behalf of the Environmental Scrutiny Committee I would like to thank the officers for attending the Committee meeting on Tuesday 9<sup>th</sup> June 2015. As you are aware the meeting considered an item titled 'Draft City Operations Directorate Delivery Plan'. The comments and observations made by Members following this item are set out in this letter.

**Draft City Operations Directorate Delivery Plan**

During the meeting the Director for Strategic Planning, Highways, Traffic & Transport commented that the Civil Parking Enforcement team was running at above the cost of running the service. Members were concerned at this statement and have, therefore, asked if you would provide a breakdown of the following costs:

- A detailed income and expenditure summary for the running of the Civil Parking Enforcement team. Where a payment is made from this service into the 'Parking Revenue Account' a further breakdown should be provided to illustrate what these monies are being used to fund.
- A detailed income and expenditure summary for the running of the Moving Traffic Offences service in Cardiff. Where a payment is made from this service into the 'Parking Revenue Account' a further breakdown should be provided to illustrate what these monies are being used to fund. I would be grateful if you could break income generated down by month.

- It has been stated on several occasions that it is currently difficult to accurately predict future income streams from Moving Traffic Offences. I would be grateful if you could let me know when the Council will be able to accurately forecast the Moving Traffic Offences income streams.
- The Committee noted that a draft 'Parking Strategy' is due to go to Cabinet for approval in the autumn. Members look forward to scrutinising this draft proposal prior to it going to Cabinet for decision. They are also keen to receive long overdue feedback on the Cabinet response to the Environmental Scrutiny Committee report titled 'Problem & Nuisance Parking in Cardiff'.
- The Committee noted that a draft 'Highway Asset Strategy' is due to go to Cabinet for approval in the autumn. This will look at how the Council funds the maintenance and development of Cardiff's highway asset in future. Members look forward to scrutinising this draft proposal prior to it going to Cabinet for decision.
- During the item the Director for Strategic Planning, Highways, Traffic & Transport explained that in future it would be vitally important to benchmark Council services within the new City Operations Directorate. In particular he was very keen to create a systematic approach against which to compare Cardiff's services against the best in the United Kingdom. The Committee agree with this approach and ask that once a way forward is identified that it is shared with Members. At a time of significant change it is felt that the Alternative Delivery Model services are benchmarked so that progress and improvement can be measured against the 'best in class'.
- During the item the issue of transport planning was raised. After discussing the matter the Committee was concerned at the lack of clear linkage between the various transport policies and strategies. For example, it is not clear how the Welsh Transport Strategy translates its high level vision into the Local Transport Policy, and then how both of these tie into the regional transport vacuum previously occupied by



SEWTA. Members are concerned that the lack of joined up working could result in missed transport planning opportunities which will impact on not only Cardiff but the wider South East Wales Region. The Committee believe that more can be done to improve the collaborative transport planning agenda and urge you to contact the Welsh Government to push forward this agenda.

- Members were informed that the Council is looking to publish a new Cardiff Transport Strategy in December 2015. The Committee will be interested in scrutinising this as a draft strategy before it is formally considered by Cabinet. We are in the process of creating the Environmental Scrutiny Committee work programme for 2015/16 and will in the coming weeks inform you how the scrutiny of this important document links into our work schedule. In the meantime I would be grateful if you could supply the Committee with a timeline for the development of this document along with detail on the consultation to be followed in the development of the strategy.

### **Draft Infrastructure Business Model & Alternative Delivery Options Task & Finish Report**

- At the meeting the Committee reviewed the 'Draft Infrastructure Business Model & Alternative Delivery Options Task & Finish Report'. After reviewing the content of the document Members accepted the draft report without the need to make any alterations. The Policy Review & Performance Scrutiny Committee will have the opportunity to consider the draft report on the 7th July. It is hoped that after this meeting (and subject to any required changes) the report will be finalised and provided to Cabinet for consideration at their next available meeting.

I would be grateful if you would consider the above comments and provide a response to the requests made in this letter.

Regards,

A handwritten signature in black ink, appearing to read 'R Cook', written in a cursive style.

Councillor Ralph Cook

Chairperson Environmental Scrutiny Committee

Cc to:

Andrew Gregory, Director for Strategic Planning, Highways, Traffic &  
Transport

Jane Forshaw, Director for the Environment

Tara King, Assistant Director for the Environment

Paul Keeping, Operational Manager, Scrutiny Services

Joanne Watkins, Cabinet Office Manager

Members of the Environmental Scrutiny Committee

Fy Nghyf / My Ref: CM31384  
Your Ref / Eich Ref: RDB/PM/RP/09.06.15

Dyddiad / Date: 02 September 2015

Chair, Environmental Scrutiny Committee  
Scrutiny Services  
Room 263  
County Hall  
Cardiff  
CF10 4UW

Annwyl / Dear Chair

### **Environmental Scrutiny Committee - 9th June 2015**

Thank you for your letter dated 17 June 2015 and the comments from the Committee. Please forgive the delay in my response, however I would respond to the points you had raised as follows.

- *Query - Detailed income and expenditure summary for the running of Civil Parking Enforcement.*

The table listed as Appendix One identifies the anticipated financial targets for 2015/16 as published in the statement of accounts. The budgeted target income for 2015/16 is £9.422m and the expenditure is £4.870m, there is also an anticipated contribution of £4.461m towards city operations where revenue funding is allocated through the budget setting process. This funding is used in line with Section 55 of the Road Traffic Regulation Act 1984.

- *Query - Detailed income and expenditure summary for the running of Moving Traffic Offences service in Cardiff.*

The table listed as Appendix Two identifies the planned income and expenditure against Moving Traffic Offences for 2015/16. The surplus of £815k was submitted as a Directorate saving which was approved by Cabinet. This saving will be allocated towards revenue budgets in line with Section 55 of the Road Traffic Regulation Act 1984.

- *Query - Current difficulty in accurately predicting future income streams*

Below is the anticipated income from bus lane enforcement for the 1<sup>st</sup> quarter of 2015/16. There is difficulty in predicting future bus lane enforcement income as the Directorate is unsure whether changes in driver behaviour will reduce PCN's issued. Currently this can be managed by the number of enforcement cameras in operation in the city and the number of operational hours of the cameras.

**PLEASE REPLY TO / ATEBWCH I:** Cabinet Support Office / Swyddfa Cymorth Y Cabinet,  
Room / Ystafell 514, County Hall / Neuadd y Sir,  
Atlantic Wharf / Glanfa'r Iwerydd, Cardiff / Caerdydd,  
CF10 4UW Tel / Ffon (029) 2087 2479

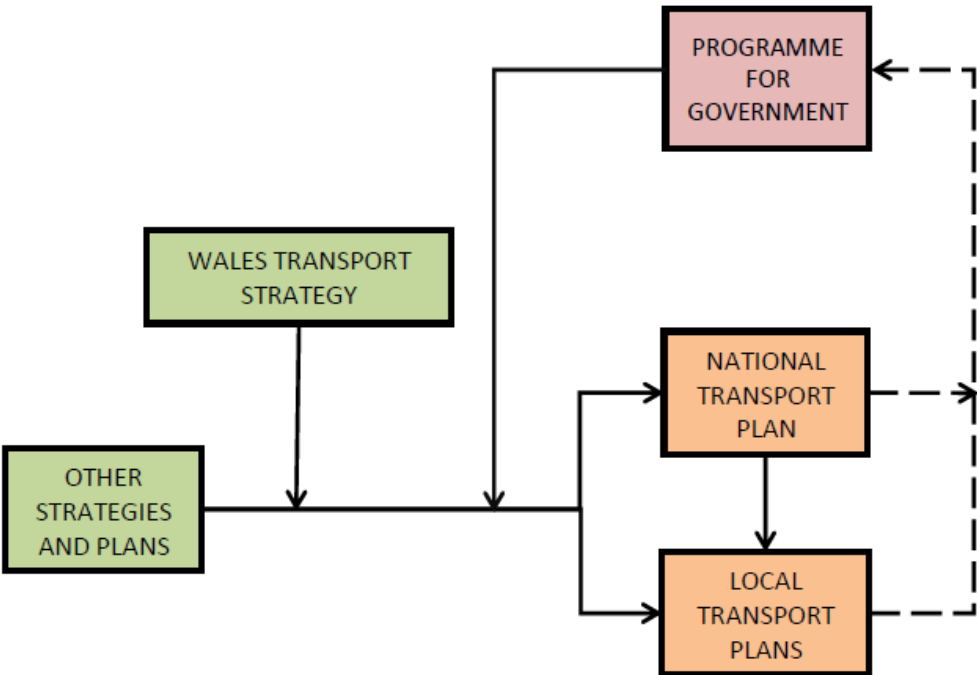
Additionally, new technology is being introduced relating to enforcement of yellow box junctions and the camera car. Until these are operational we are unable to accurately predict the financial impact.

**MTO Income Analysis 2015-16**

Month	Number of tickets issued	Number of tickets stopped	Tickets Issued/upheld (Printed & Posted)	Fines Expected to be Paid (Based on 80%)	Total Projected Income
April	5,021	380	4,641	3,713	£ 140,565
May	7,182	245	6,937	5,550	£ 209,542
June	8,360	262	8,098	6,478	£ 256,581
<b>Total (Actual)</b>	<b>20,563</b>	<b>887</b>	<b>19,676</b>	<b>15,741</b>	<b>£ 606,688</b>

- Query - During the item the issue of transport planning was raised. After discussing the matter the Committee was concerned at the lack of clear linkage between the various transport policies and strategies. For example, it is not clear how the Welsh Transport Strategy translates its high level vision into the Local Transport Policy, and then how both of these tie into the regional transport vacuum previously occupied by SEWTA. Members are concerned that the lack of joined up working could result in missed transport planning opportunities which will impact on not only Cardiff but the wider South East Wales Region. The Committee believe that more can be done to improve the collaborative transport planning agenda and urge you to contact the Welsh Government to push forward this agenda.*

**Figure 1.3: Transport Planning Framework**



The Welsh Government's (Draft) National Transport Plan (DNTP) published in December 2014 outlined Welsh Government's Transport Planning Framework.

Paragraph 1.2.1 of the DNTP states:

*“Two tiers of transport plans will be developed: the National Transport Plan and Local Transport Plans. These plans will demonstrate how we will implement the Wales Transport Strategy and support the delivery of the Programme for Government outcomes...”*

Paragraph 1.2.2 of the DNTP continues by stating:

*“The transport planning framework requires an integrated approach between national, regional and local priorities but which recognises where responsibility for different parts of the transport system lies”.*

Figure 1.3 on page 9 of the DNTP illustrates the Transport Planning Framework and the relationship between the National and Local transport planning tiers, the Welsh Transport Strategy and Welsh Government's wider policy agenda.

Local Transport Plans replaced Regional Transport Plans from the beginning of March 2015. The Council's LTP was produced in accordance with guidance issued by Welsh Government which has now approved the LTP submitted.

- *Query - Members were informed that the Council is looking to publish a new Cardiff Transport Strategy in December 2015. The Committee will be interested in scrutinising this as a draft strategy before it is formally considered by Cabinet. We are in the process of creating the Environmental Scrutiny Committee work programme for 2015/16 and will in the coming weeks inform you how the scrutiny of this important document links into our work schedule. In the meantime I would be grateful if you could supply the Committee with a timeline for the development of this document along with detail on the consultation to be followed in the development of the strategy.*

Officers are undertaking preliminary work on a draft Transport Strategy. The document will set out the Council's proposals for transport delivery and explain how these integrate with and support the implementation of Cardiff's Local Development Plan, Local Transport Plan and the agenda for the wider Cardiff City region.

The document will be visual and written in an accessible style and format. Its main purpose will be to enable the public and stakeholders to better understand how the Council's priorities and actions on transport will support developments for new housing, employment and community facilities in Cardiff. It will also highlight the relationship between Cardiff's transport agenda and plans for the emerging Cardiff City Region.

The strategy will be a living document which will be kept under continuous review based on monitoring of progress with the delivery of targets and outcomes. A draft strategy will be presented to Cabinet in December 2015.

Members will be invited to provide their early thoughts on key transport issues by the end of August 2015. Feedback received from Members will be reported to the Environmental Scrutiny Committee's session on the transport strategy in September 2015. Evidence from this session will then feed into the production on the draft strategy to be presented to Cabinet in December.

Cabinet's approval will be sought for the draft strategy as a basis for further public and stakeholder engagement in relation to transport issues. Within this, the Council will be keen to gain greater insight of the everyday experience of users of Cardiff's transport system which will be useful in informing and shaping the development and implementation of future transport schemes. This engagement will take place in spring 2016 following the adoption of the Cardiff LDP.

I trust this information is of assistance.

Yn gwyir,  
Yours sincerely,

A handwritten signature in black ink, appearing to read 'Ramesh Patel', written in a cursive style.

**Councillor / Y Cynghorydd Ramesh Patel**  
**Cabinet Member for Transport, Planning & Sustainability**  
**Aelod Cabinet dros Drafnidiaeth, Cynllunio a Chynladwyedd**

Enclosures: Appendices One & Two

Cc Members of the Environmental Scrutiny Committee

## APPENDIX ONE

<b>Civil Parking Enforcement</b>	<b>2015-16 Budget £000's</b>
<b>Parking Revenue Account Balance at 1 April</b>	<b>(68)</b>
<b>Income</b>	
On Street Car Parking Fees	(4,305)
Residents Parking Permits	(268)
Off Street Car Parking Fees	(697)
Penalty Charge Notices	(2,328)
Sub Total	<b>(7,598)</b>
Moving Traffic Offences	(1,824)
<b>Total Income</b>	<b>(9,422)</b>
<b>Expenditure</b>	
TRO Staff, Operational Costs & Parking Account	1,281
Enforcement Service	3,589
<b>Total Expenditure</b>	<b>4,870</b>
<b>CPE Annual (Surplus) / Deficit</b>	<b>(4,552)</b>
<b>Less Commitments to support City Operations</b>	<b>4,461</b>
<b>Revised Annual (Surplus) / Deficit</b>	<b>(91)</b>

## APPENDIX TWO

Moving Traffic Offences - Planned Budgets 2015/16	
Profit and loss accounts	Plan £
14001 Gross Pay	565,590
14004 Employers' Super LG	108,500
14006 Employers' NI	30,910
* Employee Related Expenditure	705,000
20702 Highway Maintenance	25,180
* Premises Related Expenditure	25,180
43001 General Printing & Stationery	20,000
45013 Postages	20,700
45508 Software Licences & Mtnce Agrmts	73,600
47102 Subscriptions	84,520
* Supplies & Services	198,820
63211 Internal Principal Charge	80,000
* Capital Financing	80,000
** Revenue Monitoring Expenditure	1,009,000
72514 Parking - Excess Charge Notices	-1,824,000
** Revenue Monitoring Income	-1,824,000
<b>*** Total Budget</b>	<b>-815,000</b>