

A Cabinet Meeting will be held in Committee Room 3, County Hall on Thursday 20 September 2018 at 2.00 pm

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## **A G E N D A**

- 1 Minutes of the Cabinet Meetings held on 5 July and 12 July 2018 *(Pages 3 - 14)*

### **Scrutiny Matters**

- 2 To receive the report of the Environmental Scrutiny Committee entitled "Improving Cardiff's Air Quality" *(Pages 15 - 308)*

### **Culture & Leisure**

- 3 Cabinet response to the Economy & Culture Scrutiny Committee Report entitled 'Funding of Parks' *(Pages 309 - 316)*

### **Finance, Performance & Modernisation**

- 4 2018-19 Quarter 1 Performance Report *(Pages 317 - 400)*
- 5 Budget Monitoring - Month 4 Report *(Pages 401 - 454)*
- 6 Non Domestic Rates - Write Off *(Pages 455 - 460)*
- 7 Tender for Council Insurance policies including claims handling from 1 April 2019 *(Pages 461 - 470)*

### **Social Care, Health & Wellbeing**

- 8 Commissioning of Domiciliary Care and Procuring Care Home Services *(Pages 471 - 496)*

### **Strategic Planning & Environment**

- 9 Section 106 Local Infrastructure Idea Ward Lists *(Pages 497 - 504)*
- 10 Second Cardiff Local Development Plan Annual Monitoring Report *(Pages 505 - 736)*

### **PAUL ORDERS**

Chief Executive

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg



**CARDIFF COUNCIL  
CYNGOR CAERDYDD**



**MINUTES**

CABINET MEETING: 5 JULY 2018

- Cabinet Members Present: Councillor Huw Thomas (Leader)  
Councillor Peter Bradbury  
Councillor Susan Elsmore  
Councillor Russell Goodway  
Councillor Sarah Merry  
Councillor Michael Michael  
Councillor Lynda Thorne  
Councillor Chris Weaver  
Councillor Caro Wild
- Observers: Councillor Joe Boyle  
Councillor Keith Parry  
Councillor Adrian Robson
- Also: Councillor David Walker (Min no 11)  
Councillor Lee Bridgeman (Min no 12)
- Officers: Paul Orders, Chief Executive  
Christine Salter, Section 151 Officer  
Davina Fiore, Monitoring Officer  
Joanne Watkins, Cabinet Office
- Apologies: Councillor Graham Hinchey

**10 MINUTES OF THE CABINET MEETING HELD ON 14 JUNE 2018**

**RESOLVED:** that the minutes of the Cabinet meeting held on 14 June 2018 be approved

**11 TO RECEIVE THE REPORT OF THE POLICY REVIEW & PERFORMANCE SCRUTINY COMMITTEE ENTITLED 'CUSTOMER LEADERSHIP'**

Councillor David Walker presented the Scrutiny Committee report on 'Customer Leadership' to Cabinet. The report contained 35 key findings and 7 recommendations for Cabinet's consideration.

**RESOLVED:** that the report of the Policy Review & Performance Scrutiny Committee entitled 'Customer Leadership' be received and a response be provided by November 2018

12 **TO RECEIVED THE REPORT OF THE CHILDREN & YOUNG PEOPLE'S SCRUTINY COMMITTEE ENTITLED 'OUT OF COUNTY PLACEMENTS'**

Councillor Len Bridgeman introduced the report of the Children & Young People Scrutiny committee entitled 'Out of County Placements'. The report contained 20 recommendations for the Cabinet's consideration.

**RESOLVED:** that the report of the Children & Young People's Scrutiny Committee entitled 'Out of County Placements' be received and a response be provided by November 2018

13 **SCHOOL ORGANISATION PROPOSALS: IMPROVING SPECIALIST PROVISION FOR CHILDREN AND YOUNG PEOPLE WITH ADDITIONAL LEARNING NEEDS 2018-19**

*Councillor Bradbury declared a personal interest as a Governor of Ty Gwyn School*

Cabinet received a report advising that no objections to the statutory notices relating to proposals to increase specialist provision for children and young people had been received. The proposals would help to address ALN sufficiency needs projected in 2018-21, ensuring children and young people can access high quality education in Cardiff special schools or specialist resource bases, in both English and Welsh medium sectors.

**RESOLVED:** that

1. the proposals as set out in paragraph 2 of the report be approved without modification.
2. Subject to approval by the Welsh Government, the proposal to extend the age range of Greenhill from 11-16 to 11-19 be approved (This change requires determination by Welsh Ministers)
3. Subject to approval by the Governing Body St Mary the Virgin CiW Primary School, the inclusion of SRB accommodation in the Band B scheme for a new build St Mary the Virgin CiW Primary School be approved.
4. Officers be authorised to take the appropriate actions to implement the proposals as set out in paragraph 2 of the report
5. Officers be authorised to publish the decision within 7 days of determination of the proposal.
6. the approval of any necessary contracts be delegated to the Director of Education and Lifelong Learning in consultation with the Corporate Director Resources & Section 151 Officer, Director of Legal Services and the Cabinet Members for Finance, Modernisation & Performance and Education & Skills.



14 **WORKFORCE STRATEGY 2018-2021**

Cabinet considered the workforce strategy which set out a framework of priorities and commitments necessary to create a culture that supports a flexible, skilled, engaged and diverse workforce in order to support the objectives set by the Administration's Capital Ambition.

**RESOLVED:** that

1. the Workforce Strategy 2018-2021 as attached as Appendix 1 to the report be agreed
2. the changes in recruitment process detailed in paragraph 11 of the report be agreed

15 **2017-18 QUARTER 4 PERFORMANCE REPORT**

The Cabinet received details of the Council's performance for Quarter 4 of 2017-18 including a summary of the progress and challenges faced by each directorate.

**RESOLVED:** that the current position regarding performance, the delivery of key commitments and priorities as at Quarter 4, and the action being taken to address the challenges facing the Council be noted

16 **OUTTURN 2017/18**

The Cabinet received details of the Council's financial position for the year ending 31 March 2018. The final revenue outturn position indicated that the Council has maintained its spending within its overall net budget of £587 million in 2017/18 with a balanced position reported after contributions to and from reserves

**RESOLVED:** that

- (1) the report and the actions taken in respect of the Council's accounts for 2017/18 be approved
- (2) it be noted that this report will form an Appendix to the Financial Statements report to be considered at the Council meeting in September 2018

17 **CORPORATE TRANSPORT SERVICES**

Cabinet considered a report outlining progress in implementing the Central Transport Services Improvement programme. It was reported that further exploration of achieving financial savings through efficiencies and increased income generation was required and it was proposed that partnership with the private sector be explored.

It was also proposed that an approach be made to the National Motor museum to consider loaning the Council's Rolls Royce Phantom V1 and its KG1 numberplate on a temporary basis.

**RESOLVED:** that

1. the progress made on the implementation of the Central Transport Services improvement programme be noted and agreement be given to the further work required as identified in the report.
2. the principle of exploring a new approach with the private sector be agreed and authority be delegated to the relevant Senior Officers in consultation with the relevant Cabinet Members to deal with all aspects of commissioning a new approach including the award of contract(s) and any associated arrangements which may be required.
3. the Rolls Royce and number plate both be retained by the Council and that the Council approach the National Motor Museum with a view to loaning the Rolls Royce on a temporary basis pending it being returned to Cardiff to be put on permanent display at an appropriate facility.

**MINUTES**

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CABINET MEETING: 12 JULY 2018

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Cabinet Members Present: Councillor Huw Thomas (Leader)  
Councillor Peter Bradbury  
Councillor Susan Elsmore  
Councillor Russell Goodway  
Councillor Graham Hinchey  
Councillor Sarah Merry  
Councillor Michael Michael  
Councillor Lynda Thorne  
Councillor Chris Weaver (Mins 22 – 28)  
Councillor Caro Wild

Observers: Councillor Joe Boyle  
Councillor Adrian Robson

Officers: Paul Orders, Chief Executive  
Christine Salter, Section 151 Officer  
Davina Fiore, Monitoring Officer  
Joanne Watkins, Cabinet Office

**18. THE PROVISION OF CARDIFF SHORT BREAK SERVICES AT TY STORRIE**

Cabinet considered a report requesting authorisation to integrate the short break provision for disabled children at Ty Storrie into the Cardiff direct provision by ending the current arrangements with Action for Children. The report outlined the benefits of delivering the service in-house and it was noted that the proposal would not alter the amounts of delivery of services.

**RESOLVED:** that

- 1 The proposed transfer of the provision of the Short Break services to the Council's in-house team be agreed in principle, as detailed in the body of the report, subject to the outcome of further consultation with relevant stakeholders, including service users; and
- 2 Authority be delegated to the Corporate Director People and Communities in consultation with the Cabinet Member for Children and Families, the Section 151 Officer and the Director of Law and

Governance, to attend to all substantive matters to give effect to the proposal (provided that the Directorate has taken account of the outcome of the further consultation referred under recommendation 1) including (without limitation):-

- 1 Liaising with the incumbent provider to agree a mutually agreeable date to terminate the existing contractual arrangements and to transfer the delivery of the Short Break service to the Council's in-house team;
- 2 Deal with all associated matters, including (without limitation) the registration of the Ty Storrie property and the termination of the existing licence arrangements.

## **19. OCCUPATIONAL ROAD RISK POLICY**

Cabinet received the Occupational Road Risk Policy for approval. The policy ensured that the necessary arrangements were in place to effectively manage and minimise the risks arising from the use of motor vehicles for Council business purposes.

**RESOLVED:** that the Occupation Road Risk Policy (appendix 1 to the report) be authorised and implementation be authorised so as to take effect on 1 September 2018.

## **20. PUBLIC SPACE PROTECTION ORDERS - DOG CONTROL**

Cabinet considered proposals to widen enforcement powers relating to public space protection orders to improve and replace current outdated dog controls across Cardiff. It was proposed that public consultation be undertaken on prohibiting dog fouling in all public places owned or maintained by the Council, the exclusion of dogs in all enclosed playgrounds, marked sports pitches and Schools, which are owned or maintained by Cardiff Council, the requirement that dogs are kept on leads within all Cemeteries owned or maintained by Cardiff Council and the requirement allowing authorised officers to give a direction that a dog (s) be put and kept on a lead if necessary,

**RESOLVED:** that

1. Officers be authorised to undertake a 6 -12 week public consultation exercise on the proposal to introduce a Public Spaces Protection Order (PSPO) under the Anti-Social Behaviour, Crime and Policing Act 2014 to introduce dog controls in areas across the Cardiff and to report back to Cabinet.
2. the consultation for dog control specifically looks at:
  - the prohibition of dog fouling in all public places owned and/or maintained by the Council,

- the exclusion of dogs in all enclosed playgrounds, marked sports pitches and Schools, which are owned and/or maintained by Cardiff Council.
  - a requirement that dogs are kept on leads within all Cemeteries owned and/or maintained by Cardiff Council.
  - a requirement allowing authorised officers to give a direction that a dog (s) be put and kept on a lead if necessary,
  - setting the fixed penalty fine for breach of the order to the maximum permitted of £100.
3. the revocation of the current byelaws associated with dog control in Cardiff (appendix d to the report) be endorsed

## **21 CARDIFF COUNCIL 21ST CENTURY BAND B PROGRAMME: CAPACITY AND GOVERNANCE.**

Cabinet received an update on the development of the Council's proposed Band B schemes under the 21<sup>st</sup> Century schools programme and considered proposals for amending senior management arrangements for leadership of the Council's school estate development programme, and related governance of the programme across the Council.

**RESOLVED:** that

- 1 the update in this report on the scheduling and funding issues associated with the delivery of Cardiff's Band B schemes be noted
- 2 the creation of the post of Programme Director -School Organisation Programme at Tier 2, fixed-term for 3 years reporting to the Director of Education, in line with the Council's pay structure at Assistant Director level be approved
- 3 it be noted that the Director of Education and Lifelong Learning will review the roles and structure of the school organisation team to secure the capacity required as identified in the external report cited at Appendix 1, within the funding already agreed under Band B of the 21<sup>st</sup> Century Schools Programme, Asset Renewal and the LDP.

## **22 SCHOOL ORGANISATION PLANNING - THE PROVISION OF ENGLISH MEDIUM PRIMARY SCHOOL PLACES IN THE LLANRUMNEY AREA**

Cabinet considered authorising a public consultation on proposals to rationalise English-medium primary school places in the Llanrumney area, including a proposal to close Glan-yr-Afon Primary school. Cabinet was advised that demand for the school was low with the majority of children from the catchment area choosing to attend alternative school. The school was operating with a surplus of 48% of places and this had a significant impact upon the funding available for the school and there was a significant budget deficit. It was reported that the quality of accommodation and education available at other schools in the area was of a higher standard with the potential for demand for places to be met at those schools.

**RESOLVED:** that

1. officers be authorised to consult on a proposal to discontinue Glan-yr-Afon Primary School from 31 August 2019 including changes to community primary school catchments in the local area.
2. It be noted that officers will bring a report on the outcome of the consultation to a future meeting to seek authorisation as to whether to proceed to publish proposals in accordance with section 48 of The School Standards and Organisation (Wales) Act 2013.
3. It be noted that any decision to redesignate capacity at St Cadoc's Catholic Primary School for primary education places would be a matter for consideration by the Governing Body of the school with any permanent increase necessitating consultation in accordance with the requirements of the School Organisation Code

**23 CARDIFF COUNCIL'S DIGITAL AMBITION**

Cabinet received the Council's proposed Digital Strategy, including details of how it would be taken forward by the Council with an emphasis on designing digital services which delivered the best outcomes for citizens. It was noted that a series of action plans would be developed to ensure that the strategy would be effectively delivered. A Digital Cardiff board had been established to ensure that there was corporate oversight of the progress of digital initiatives to ensure a coherent approach.

**RESOLVED:** that

1. the progress that has been made to-date on the Council's Digital agenda be noted
2. the Council's proposed new Digital Strategy, as included at Appendix 1 to the report be approved
3. the overall framework and governance for delivering the Digital Strategy as set out in the report be approved, and the ongoing development of action plans to support the implementation of the Council's digital agenda be noted.

**24 BUDGET STRATEGY 2019/20 AND THE MEDIUM TERM**

Cabinet considered approving the budget strategy for the preparation of the 2019/20 revenue and capital budgets. The report included details of the budget gap and the challenges presented by that gap together with the strategy and timetable for dealing with it.

**RESOLVED:**

- (1) the budget principles on which this Budget Strategy Report is based and the approach to meeting the Budget Reduction Requirement both in 2019/20 and across the period of the Medium Term Financial Plan. Whilst recognising the objectives set out in Capital Ambition be agreed.

- (2) directorates work with the relevant Portfolio Cabinet Member, in consultation with the Corporate Director Resources and Cabinet Member for Finance, Modernisation and Performance to identify potential savings to assist in addressing the indicative budget gap of £34 million for 2019/20 and £91 million across the period of the Medium Term Financial Plan.
- (3) the Chief Executive, in consultation with the Leader and Cabinet Member for Finance, Modernisation and Performance, be delegated the authority to implement any saving proposal in advance of 2019/20 where no policy recommendation is required or where a policy decision has already been taken.
- (4) the Council indicate to Joint Committees and to bodies which raise precepts and levies on the Council, the level of the financial challenge facing the Council, and that this be taken into consideration when they are developing their own financial plans but still within the framework of the objectives set out in Capital Ambition.
- (5) the Corporate Director Resources in consultation with the Cabinet Member for Finance, Modernisation and Performance, be delegated the authority to identify an alternative budget reduction requirement upon receipt of further clarification in respect of Welsh Government funding.
- (6) the Corporate Director Resources in consultation with the Cabinet Member for Finance, Modernisation and Performance, be delegated the authority to amend the Budget Strategy, if this amendment does not significantly depart from the underlying principles. Any requirement to depart significantly from these principles would require a further Budget Strategy Report to Cabinet.
- (7) Council seek expressions of interest from officers in respect of the voluntary redundancy scheme by 14 September 2018.
- (8) Council be recommended to agree to adopt the Budget Timetable Framework set out in Appendix 2 and that the work outlined is progressed with a view to informing budget preparation.
- (9) there be a two stage process in relation to public consultation on 2019/20 proposals. This will commence with the Ask Cardiff Survey including a section on general budget themes, followed by more detailed consultation on 2019/20 proposals later in the Autumn, once there is further clarity on the 2019/20 funding position.

25 **RISK MANAGEMENT STRATEGY AND POLICY & THE QUARTER 4 POSITION 2017/18**

Cabinet considered approving an updated Risk Management Strategy and Policy together with the risk management position at quarter 4 of 2017/18. The updated strategy recognised the strength of the existing arrangements and empowered an open and balanced approach to managing risk.

**RESOLVED:** that the Risk Management Strategy and Policy be approved and the content of the Corporate Risk Register be noted

26 **MANAGEMENT OF THE COUNCIL'S NON-RESIDENTIAL PROPERTY ESTATE - EMBRACING A CORPORATE LANDLORD MODEL**

Cabinet received a report updating Cabinet on the implementation of the Corporate Landlord model across the Council's non-domestic estate. The report also contained the Cabinet's response to the Policy Review and Performance Scrutiny report entitled 'Managing the Estate under a Corporate Landlord Model' with the Cabinet being recommended to accept all the recommendations in full with one the partial exception in relation to recommendation 6.

The report also set out new governance arrangements and controls for the the operational estate, particularly in relation to the disposal of property.

The Cabinet also received details of progress made in addressing the recommendations of the September 2017 Health Safety Compliance.

**RESOLVED:** that

1. the recommendations of the PRAP Scrutiny Task & Finish Group Report attached as Appendix F to the report be accepted, except for Recommendation 6 which is partially accepted as explained in this report.
2. the recommendations of the independent review of statutory obligations and health and safety compliance set out in Appendices 2 and 3 to the report and the on-going work to address the key recommendations be noted
3. the strategy outlined in this report for commencing the identification of disposals and relinquishments to deliver the capital receipts required to meet the Medium Term Financial Plan be approved
4. the proposals set out in this report to enable the full implementation of the Corporate Landlord model be agreed, including:
  - a) Tighter controls over all building related spend.
  - b) The delivery of all new build projects through the Corporate Landlord team based in the Economic Development directorate.
  - c) Requirement for Property Implications to be included in all Cabinet Reports and Officer Decision Reports where there is an impact upon Council owned land and buildings.
- (5) authority be delegated to the Chief Executive, in consultation with the Cabinet Member for Investment & Development and the Cabinet Member for Finance, Modernisation & Performance, to review and implement new senior management arrangements for the Council's Property Functions



within the Economic Development Directorate, including if required the deletion of the vacant Assistant Director post.

**27 ANNUAL COUNCIL REPORTING FRAMEWORK - LOCAL AUTHORITY SOCIAL SERVICES REPORT 2017/18**

Cabinet to received the 9<sup>th</sup> Annual Report of Local Authority Social Services. It was noted that the Report had been authored by the incumbent Director for the period under consideration and therefore, in this case, by the previous Director of Social Services, Tony Young, who retired from his post in April 2018.

**RESOLVED:** that the Local Authority's Social Services Annual Report for 2017/18 be approved for consideration by Council

**28 LLANDAFF AND CARDIFF ROAD CONSERVATION AREAS: REMOVAL OF PERMITTED DEVELOPMENT RIGHTS FOR THE PARTIAL DEMOLITION OF FRONT BOUNDARIES**

Cabinet considered approving Article 4(2) Directions to remove permitted development rights afforded to single dwelling houses for the whole or partial demolition of a gate, fence, walls or other means of enclosure within the curtilage of a dwelling house fronting a relevant location (which means a highway, waterway or open space) within the Llandaff Conservation Area and the Cardiff Road Conservation Area.

**RESOLVED:** that the service of additional Article 4(2) Directions for the Llandaff and Cardiff Road Conservation Areas to remove permitted development rights afforded to single dwelling houses under Class B of Part 31 of Schedule 2 of the Town and Country Planning (General Permitted Development Order) 1995 (as amended) for the demolition of the whole or part of a gate, fence, wall or other means of enclosure within the curtilage of a dwelling house fronting a relevant location be approved and authorised

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## Scrutiny Report of Cardiff's Environmental Scrutiny Committee

# Improving Cardiff's Air Quality

**May 2018**



**Cardiff Council**

# CONTENTS

**Contents** – Page 2

**Chair’s Foreword** – Pages 3 to 4

**Inquiry Methodology** – Pages 5 to 6

**Inquiry Terms of Reference** – Pages 7 to 8

**Recommendations** – Pages 9 to 31

**Key Findings** – Pages 32 to 157

**Witnesses to the Inquiry** – Pages 158 to 159

**Legal Implications** – Page 160

**Financial Implications** – Page 161

## **Appendices**

- **Appendix 1** - Cardiff’s Air Quality Management Areas
- **Appendix 2** - 2016 Nitrogen Dioxide source apportionment analysis for each of Cardiff’s four Air Quality Management Areas
- **Appendix 3** – Euro Emissions Standards
- **Appendix 4** – Welsh Government Statement – Air Quality in Wales
- **Appendix 5** - Improving Air Quality Initiatives – Best Practice Examples
- **Appendix 6** - Public Sector Vehicle Fleet in Cardiff - Comparative Figures

## CHAIR'S FOREWORD

Clean air is essential. It has a direct impact on our health, our daily activities and our overall quality of life. For the sake of our friends and loved ones, it is something that we should not take for granted.

Since 2010 the United Kingdom has struggled to respond to and meet the targets set by the EU directives on air quality. This ongoing failure has triggered a number of successful legal actions by Client Earth against the United Kingdom Government and more recently the Welsh Government. All of this now means that Cardiff, as a local authority in breach of the targets, is now legally bound to meet compliance with EU air quality directives "in the shortest time possible". A significant challenge.

In response to this challenge the Environmental Scrutiny Committee identified improving air quality as one of its priorities for 2017/18 - not just for the Committee, but for the Council and Cardiff as a city. To reflect this priority the Committee decided to run this inquiry to review current air quality standards, to scrutinise the development of Cardiff's Clean Air Strategy and to explore the challenges and opportunities around 'Improving Cardiff's Air Quality'.

The inquiry included nine task group meetings that supported seventeen separate witness sessions, dealt with 38 expert witnesses and made 31 recommendations designed to help improve Cardiff's air quality. The exercise was designed to support the wider development of Cardiff's Clean Air Strategy and was structured around the following eight key topics - the current air quality position; development of Cardiff's Clean Air Strategy; the Welsh Government position on air quality; transportation; other pollution sources; planning & development; sustainable fuels and clean air zones. Having considered each of these areas the report made a number of key recommendations including:

- Putting public health at the heart of Cardiff's Clean Air Strategy;
- Creating a low emission zone in Westgate Street by focusing on reducing NO<sub>2</sub> emissions from diesel buses;

- Pushing for more sustainable fuel infrastructure for Cardiff to support the growth in the use of low emission vehicles;
- Accelerating public transport and active travel infrastructure, for example, more bus and cycle lanes;
- Using short term initiatives within the Council's control to drive modal shift, for example, 20 mph zones and increasing the number of 75% residential parking schemes.

To conclude I would also like to thank everyone who has taken part in the task & finish exercise. This includes the members of the Environmental Scrutiny Committee members, Cabinet members, external witnesses and Council staff. Without your help this inquiry would not have been possible. My hope is that the contents of this report are helpful to the Cabinet and that the recommendations provided play a part in helping to improve Cardiff's Air Quality.



**Councillor Ramesh Patel**  
**Chairperson – Environmental Scrutiny Committee**

## INQUIRY METHODOLOGY

Cardiff's Environmental Scrutiny Committee reviewed the development of Cardiff's Clean Air Strategy and considered a number of areas that had the most significant impact on air quality in the city. In doing this it explored the key themes that formed the basis of the Cardiff's Clean Air Strategy, for example, the current air quality position; the Welsh Government position; transportation; planning & development; sustainable fuels and clean air zones. In reviewing the information the task group drew upon a number of witness contributions and information sources including:

- Cabinet Members from Cardiff Council;
- Officers from Cardiff Council including representatives from Planning, Transportation, Energy & Sustainability, Highways, Waste Management and Fleet Management;
- Officers from Shared Regulatory Services;
- Public Health Wales;
- Cardiff & Vale Local Public Health Team;
- University of South Wales;
- Society of Motor Manufacturers;
- Representatives from local taxi companies including Premier Taxis, Dragon Taxis and Uber;
- University of the West of England;
- Bus industry representatives including Cardiff Bus, New Adventure Travel, Stagecoach Bus, Bus Users Cymru and Confederation of Passenger Transport;
- Welsh Government;
- Natural Resources Wales;
- Cardiff University;
- For Cardiff (Cardiff BID).

From this body of evidence the Members drew key findings and the 31 recommendations made in this report. The Environmental Scrutiny Committee Task & Finish Exercise will report to the Environmental Scrutiny Committee on the 17<sup>th</sup> April 2018, and subject to approval of the draft report it will be commended to Cardiff Council's Cabinet for consideration and response.



## INQUIRY TERMS OF REFERENCE

The aim of the inquiry is to provide Members with the opportunity to explore and consider how the Council can help to improve air quality in Cardiff. This will include reviewing:

- **Current Air Quality Position** - to include a report and analysis of the worst affected areas; the major contributing factors to air pollution in Cardiff; resources, monitoring arrangements & statutory responsibilities; the impact on public health; consider any existing air quality action plans for Cardiff; to consider air quality responsibilities placed on the Council.
- **Development of Cardiff's Clean Air Strategy** – to include a report on the aims and objectives of the strategy; associated policies that support the development of the strategy; resources and timescale for delivering the strategy; desired impact of the strategy and the main areas that the strategy will target.
- **Welsh Government Position on Air Quality** – to gain a better understanding of the policy objectives of the Welsh Government in terms of air quality; to understand the applicable timescales and consequences of the Council not meeting these policy objectives; to identify the key areas that Welsh Government believes should be targeted to achieve the best outcomes for air quality.
- **Transportation** – to understand the positive and negative impacts that transport (and transport systems) can have on air quality in Cardiff; to establish a hierarchy of transport pollution sources and evaluate what can be done to better manage the worst polluting sources; to review transport schemes and infrastructure planned for development or in the process of being delivered in Cardiff; to explore the benefits of sustainable fleet management in Cardiff; to consider the impact that changes in technology and public perception can have on air quality.

- **Other Pollution Sources** – to consider a range of pollution sources (excluding transport) and the impact that these have upon air quality in Cardiff; to establish a hierarchy of pollution sources (excluding transport) and evaluate what can be done to better manage the worst polluting sources; to review proposals currently being developed or delivered (excluding transport) to reduce pollution in Cardiff.
- **Planning & Development** – to understand how the planning and development process can be used to improve air pollution in Cardiff; to consider the current planning processes / policies and how these impact upon air pollution; the impact that the growth of the city might have upon air quality.
- **Sustainable Fuels** – to understand the challenges and opportunities that the growth of sustainable fuels can have upon air quality in Cardiff; to consider the role of the Council in terms of helping to establish the local market for sustainable fuels; to consider what the Council and its partners can proactively do to support the move to sustainable fuels.
- **Clean Air Zones** – to understand how Clean Air Zones work; the impact that a Clean Air Zone could have upon air quality in Cardiff and the wider implications for the city; the costs and opportunities of setting up a clean air zone; best practice in delivering Clean Air Zones (to include domestic and international examples).

## RECOMENDATIONS

The recommendations for this report are set out in this section of the document. They based on seven separate areas that the task group believe should be the basis for the development of Cardiff's Clean Air Strategy. The seven areas are set out below:

- Public Health;
- Clean Air Strategy – The Next Steps;
- Planning;
- Transport;
- Sustainable Fuels;
- Council & Public Sector Partner Responsibilities;
- Consultation & Engagement.

The recommendations are based on the evidence received during the task & finish exercise and the key findings that are documented on pages 31 to 156 of this report.

### **Public Health Recommendation**

- **Recommendation 1** – It is clear that poor air quality is a significant health issue and that it has a negative impact on people living in Cardiff and across the wider region. It is estimated that it contributes to approximately 40,000 premature deaths in the United Kingdom every year and that some doctors believe that this is just the tip of the iceberg. Given the scale of the problem the task group recommends that improving public health should be documented as the primary reason for introducing a Clean Air Strategy in Cardiff. Ultimately nothing should be more important to the Council and its partners than improving public health.

## Clean Air Strategy – The Next Steps

- **Recommendation 2** - During the task & finish exercise it became apparent that achieving the EU air quality standards by 2022 was virtually impossible by using and / or accelerating existing practice, for example, by improving sustainable transport infrastructure and driving widespread public behaviour change. Not one of the many witnesses we asked was confident that the EU air quality target would be achieved in the short timescale available by carrying on with or accelerating the current approach. It was also clear in the evidence sessions that reaching the challenging target 'in the shortest time possible' would almost certainly involve the creation of some kind of clean air zone or low emission zone. That said, working out what is best for Cardiff in terms of air quality is an evidence based scientific exercise that will be delivered in the form of a feasibility study. Such a study will review a range of alternative options for achieving the air quality standards and assess which is most likely to achieve the change needed 'in the shortest time possible'. There are many different 'Clean Air Zone' options and variations, for example, congestion charging zones, low emission zones and low emission neighbourhoods. These are further complicated by geographical boundaries, emission levels, vehicle types, financial implications and time / date restrictions. Working out the best option to take is a significant challenge that will require time, expertise, clear guidance and financial resources - unfortunately based on the evidence provided Cardiff appears to be short on all four. With all of this in mind the task group recommends that the Council:
  - Continues to work with and lobby the Welsh Government for a clear direction and guidance on the next steps to take in terms of achieving air quality compliance 'in the shortest time possible';
  - Ask the Welsh Government to provide financial assistance to undertake the feasibility study and to deliver the option identified to

improve air quality in the feasibility study;

- Employ suitably qualified experts to deliver the feasibility study and help implement the option identified in the feasibility study to improve air quality;
  - Consider, evaluate and scrutinise the advice before taking a final decision as to the way forward;
  - Waste no further time in carrying out the feasibility study – the EU air quality limits need to be addressed by either 2022 or in the soonest time possible. The evidence presented suggests that feasibility studies take about two years to deliver and at the point of writing this report the Council had not started its feasibility study for Cardiff.
- **Recommendation 3** - All evidence presented to the task group identified nitrogen dioxide produced by motor vehicles to be the single biggest air quality pollutant in Cardiff - with diesel vehicles being the major offender in this category. As we are ultimately looking to reduce air pollution in the city the task group recommends that the new clean air strategy cites the reduction of nitrogen dioxide from diesel vehicles as one of its key aims, and that whenever possible actions resulting from the clean air strategy specifically reflect this aim.
  - **Recommendation 4** - The task group believe that Cardiff on its own cannot fully address the air pollution issues facing the city. As has been explained in the report nitrogen dioxide is Cardiff's largest pollutant and privately owned cars, particularly diesel, predominantly produce this. It is estimated that there are 81,800 commuter journeys into Cardiff each day from neighbouring local authorities and this volume of traffic undoubtedly has a negative impact on air quality. The two sections of road that when modelled breach EU emission limits and mandate that action is taken are located on two of the main commuter routes into the city. In addition to this Cardiff is the main commercial hub for the South East Wales region, this means that a significant number of public transport journeys occur from neighbouring local authorities into the city. Understanding this

relationship means that we have to work with our neighbours to address the air quality problem, therefore, the task group recommends that we consult and work with neighbouring local authorities to develop the Clean Air Strategy and supporting action plan to improve air quality. It is important to remember that air pollution from motor vehicles does not start at the city boundaries and so any regional transport initiatives that encourage modal shift into Cardiff should in some way feature in any evolving air quality improvement action plan.

- **Recommendation 5** - It was noted during the task and finish exercise that the introduction of clean air zones, congestion charging zones and low emission zones tended to have a dramatic impact in increasing modal shift, for example, the London congestion charging scheme increased bus patronage by 14% in a very short period of time. Cardiff has in recent years worked hard to increase modal split and has the proud ambition of achieving a 50:50 modal split by 2026. Should the feasibility study recommend some type of clean air zone, congestion charging zone, or low emission zone as the way forward the Council should not be afraid to implement the decision as it will ultimately help achieve its biggest existing transportation target.
- **Recommendation 6** - A low emission neighbourhood is an area-based scheme that includes a package of measures delivered within a specific area and is focused on reducing emissions and promoting sustainable living locally. Such schemes have been implemented in five areas across London and have focused on locations with high pollution. They aim to reduce pollution levels through local measures and reducing the number of local journeys undertaken. Key to their success is the partnership and involvement of the local community, businesses and the local authority to jointly identify and deliver a common set of goals. Relevant projects could include working with major landowners to improve emissions from buildings; better management and reduction of freight movement and service vehicles entering the area, for example, the consolidation of deliveries and use of shared supplier scheme; the implementation of

emissions based on street parking charges and the introduction of electric vehicle charging infrastructure. The task group recommends that the Council look into the feasibility of creating a low emission neighbourhood in an area of Cardiff with the worst air pollution levels. It could act as a pilot for trialling air quality improvement initiatives and would be a first of its kind for Wales.

- **Recommendation 7** - Evidence provided and research gathered for the task & finish exercise clearly indicated that the cities that made the biggest improvements in terms of air quality also made the largest investment in terms of resources for dealing with the problem. In addition to this, the cities that have been the most successful in reducing air pollution received significant support from central government – both financial and policy guidance terms. For example, three of the top twelve performing European cities in terms of reducing air pollution were in Germany. Germany is also responsible for 55 of the 225 European low emission zones - in contrast the United Kingdom has only created two low emission zones. On this basis the task group recommends that the Council continues to lobby the Welsh Government for clear direction and financial support, and that it invests as much money and effort as possible to drive air quality improvements across the city.

## Planning Recommendations

- **Recommendation 8** - Cardiff has a well-established planning system that is able to assess, consider and deal with any air quality issues that might arise through the planning process. The Shared Regulatory Service is able to act as a consultee on any specific air quality planning matters and other public sector bodies such as Natural Resources Wales can provide specialist expertise on the topic should a complex case arise. However, the numerous factors that impact on our relationship with air quality standards is constantly changing, and means that we continually need to review our planning process to ensure that they keep pace with changing demands. For example, Newport City Council has recently created supplementary planning guidance for dealing with air quality issues, while other local authorities have developed supplementary planning guidance for dealing with emerging issues such as sustainable fuel infrastructure. As a result the task group recommends that the Planning Service reviews its existing supplementary planning guidance in relation to managing air quality and implementing sustainable fuel infrastructure alongside the development of the Clean Air Strategy. If the Planning Service identifies any significant gaps in statutory planning guidance provision then an appropriate document(s) should be commissioned to ensure that such matters are properly addressed.
- **Recommendation 9** - When assessing planning applications the wider knock on effect on air quality should always be thoroughly considered. For example, the creation of a new housing development might accidentally create a traffic driven pollution problem several miles away that had not been properly considered by the planning process. The task group acknowledges that such assessments are sometimes carried out and that the introduction of the development master planning process has helped, however, this isn't always the case and sometimes the wider local implications are not considered. With this in mind the task group recommends a review into the wider traffic and pollution implications of



new developments. This should include a review of traffic modelling techniques and how planning obligation monies can be applied across a wider area to deal with the impact of traffic and pollution.

- **Recommendation 10** - In a world of shrinking financial resources it is important for the Council to take advantage of any additional expert support currently available. During the inquiry the Members were told that the Health Protection division of Public Health Wales and Natural Resources Wales were available to offer free expert advice on technical and complex air quality issues. The task group recommends that the Planning Service takes advantage of these expert resources as and when required.

## Transport Recommendations

### ➤ General

- **Recommendation 11** – There was broad agreement that the Council's travel plans for Cardiff were sound and if delivered would have a positive impact in terms of driving modal shift and improving air quality in the city. In addition to this it was acknowledged by several witnesses that we don't currently have the necessary infrastructure to ensure that we meet the EU air quality targets, and that the Metro proposals wouldn't be delivered within 'the soonest time possible'. One notable witness stressed that now was the time to deliver against the plans as we have moved from the position of 'predict & provide' to 'provide & promote'. On this basis the task group recommends that the Council notes the urgency of required change to meet air quality targets and does all that it can to deliver and then promote its existing transport proposals.
- **Recommendation 12** - Delivering the long-term infrastructure that is required to grow sustainable travel and drive modal shift is very important. The Council needs to be involved in helping to bring the large pieces of infrastructure to Cardiff and the wider South East Wales Region, for example, by playing its part in the development of schemes like the Metro. However, it is quite often the case that the Council is just a partner in such schemes and that ultimately it is reliant on the purse strings of other organisations (such as the Welsh Government) to ensure that large infrastructure schemes are delivered. At the same time it is important to remember that the Council has a number of short-term initiatives for influencing travel behaviour that are within its control. For example, the introduction of 20 mph zones; increasing residential parking schemes to 75%; working with and educating the public, local businesses and schools, etc.. The small changes that the Council is able to make can have a huge difference to influencing public behaviour and driving modal shift. On this basis the task group recommends that the Council should increase its

focus on the affordable short-term measures within its control.

- **Recommendation 13** – There are a number of existing and potential traffic / parking control measures that the Council is able to employ to help control the use of the public highway. For example, the Council currently delivers civil parking enforcement and moving traffic offences across the city and in theory could introduce a range of other charging schemes including congestion charging, low emission zones and a work place parking levy. All of these schemes are capable of generating significant levels of income that could be used to underpin the delivery of transport infrastructure improvements. With this in mind the task group recommends that monies raised from existing or proposed traffic / parking control measures is reinvested directly back into transport infrastructure. This would create a virtuous circle where driver penalties are reinvested to provide clean and sustainable long-term travel alternatives.
- **Recommendation 14** – During the task & finish exercise Members were informed that the Council is due to publish ‘Cardiff’s Transport & Clean Air Green Paper’ in the spring of 2018. The Environmental Scrutiny Committee would welcome the opportunity to scrutinise this document once it becomes available.

#### ➤ **Public Transport Infrastructure**

- **Recommendation 15** - Several witnesses stressed the importance of completing the Cardiff Central Transport Interchange and the positive impact that it will have on increasing the use of public transport. It is felt that the facility will act as the heart of the regional transport network and, therefore, help drive modal shift. The task group agrees with this and urges the Council to work with developers to complete this facility ‘in the soonest time possible’. As an interim measure the Council should republish and distribute the map that was made available when the old bus station was first closed; this will provide a vital navigation tool for new / infrequent users of public transport and visitors to the city.

## ➤ **Active Travel (Cycling & Walking)**

- **Recommendation 16** – The task group agrees with the Public Health position around accelerating the improvement of infrastructure to support active travel (cycling & walking). Based on the evidence received during the inquiry the task group recommends that:
  - The Council continues with improvements and ongoing development of dedicated walking and cycling infrastructure, for example, by accelerating the development of segregated cycle lanes in Cardiff;
  - The Council continues to improve access to local green spaces by active travel, for example, improving walking and cycling access in Cardiff's parks;
  - The Council actively promotes and encourages the use of its recently introduced 'NEXTBIKE' cycle hire scheme. Members felt that such schemes provide a positive message in terms of sustainable travel and encourage behaviour change;
  - The Council continues with its roll out of 20 mph schemes in the city. Members felt that 20 mph schemes support the growth of active travel (cycling and walking) by reducing average vehicle speed. This in turn creates a safer travel environment and so encourages people to undertake more cycling and walking journeys. Quite a few of the witnesses to the inquiry were very supportive of the continued roll out of 20 mph zones.
- **Recommendation 17** - The Council, public sector partners, major employers and For Cardiff (the Cardiff BID) should do all it can to encourage their staff to use active travel to get to work and carry out day to day trips whenever possible. The Council should work with these groups to create a strategy to drive this change and identify practical incentives that can be directed at staff to encourage modal shift. Suggestions could include the expansion of flexible working; increasing

the option of home working; travel discounts for using park & ride facilities; involving major employers in the planning of car free days; issuing support and direction to employers to provide and fund bike stands; providing information on cycle lanes and safe cycle routes; selling the health and well-being benefits of active travel.

## ➤ **Parking**

### **Recommendation 18**

Car parking is an important factor in managing travel behaviour. Cheap plentiful parking encourages car journeys into an area, while placing physical restrictions and financial barriers on parking supply encourages a positive modal shift. As stated in many parts of this report, reducing car journeys into and out of Cardiff is key to meeting air quality targets. It is also, in part, something that the Council has control over and so is able to change. With this in mind the task group recommends that the Council should:

- Consider gradual increases in public car parking charges in city centre areas as public transport options are improved. The funding raised by the public parking charges should then be used to pay for and accelerate improvements in active travel facilities and public transport;
- Run a consultation on private parking facilities in the city to identify how much it is used and to understand the impact that it has on businesses, congestion and air quality;
- Consider what the Council can do to manage the large amount of private parking in Cardiff, for example, a review of the planning process around car park development to encourage modal shift;
- Review the option of introducing a workplace parking levy to Cardiff. Nottingham has successfully introduced a workplace parking levy which has increased modal shift and raised significant funds (£44 million) for transport initiatives in the city;

- Consider variable parking charges to correspond with traffic parking demand when next reviewing the parking charges within the Parking Revenue Account;
- Develop further methods to encourage 'For Cardiff (Cardiff BID)' members and their staff to use the park & ride facilities offered by the Council - if successful this would help reduce traffic movements into the city.

➤ **Taxis**

- **Recommendation 19** – As a part of the task & finish exercise Members met with representatives from the taxi industry to discuss the air quality challenges facing taxi drivers and companies in the city. It was clear during discussion that there is an understanding of the future challenges facing the industry, for example, some companies have already taken steps to address the problem by procuring low emission vehicles. However, the ongoing Welsh Government Taxi Consultation and a lack of financial assistance for the taxi industry in Wales has created uncertainty and stalled vehicle investment decisions. Other issues discussed during the meeting included existing taxi licensing policy; emissions levels and the use of bus lanes. Based on the evidence gathered, discussion at the meeting and the key findings the task group recommends that:

- The Council makes a clear statement that sets out the Council's ambitions for taxi emission standards in the city and explains out how this might be achieved, for example, Nottingham has stated that it wants to significantly reduce taxi emissions in the city by converting all of its taxi fleet to electric by 2025;
- The Council needs to work with Cardiff's taxi companies and drivers to establish and implement a reasonable timescale to set a minimum emissions standard for taxis operating in the city, with the new minimum emissions standard being built into the existing licensing policy. To support this change the Council should work with the taxi companies and drivers to identify potential financial assistance to

deliver the change, for example, an approach could be made to Welsh Government asking for support – such transitional support has been provided in cities like Dundee, Derby and Birmingham;

- Taking the Welsh Government Taxi Consultation into consideration the Council should review the use of the ‘Exceptional Conditions Policy’ and wider ‘Taxi Licensing Policy’ to make sure that it is fit for purpose and complies with the aim of improving air quality in the city;
- The Council needs to work closely with the taxi companies and drivers to ensure that parking or blocking of bus lanes stops. It should be made clear that enforcement action will be taken by the Council against any drivers who block the bus lanes. The task group recommends that any driver found blocking a bus lane should be fined and ultimately have the privilege removed if they persist in doing it. In return for this support the Council should acknowledge that the number of Hackney Carriage licences greatly exceeds the number of taxi rank spaces and carries out a review of taxi rank facilities in the city centre. It would be appreciated that any response to this recommendation is supported by a series of proposed actions and agreed timescales as this matter has been raised at previous scrutiny meetings during the last twelve months.

### ➤ **Buses**

- **Recommendation 20** – As a part of the task & finish exercise Members met with a number of bus company and passenger group representatives. It was clear from discussion that they understood that overall bus emission levels needed to fall to help improve air quality, however, to achieve this substantial and ongoing financial assistance would be required from the public purse. Several references were made to the lack of Welsh Government funding to support bus services in Wales; this was in contrast to the support offered other parts of the United Kingdom and indeed to the rail network. Other issues discussed during the meeting included emission

levels in the city centre; bus company business planning and investment in future vehicles; the introduction of low emission buses; park & ride and bus lane infrastructure and a single ticketing approach. Based on the evidence gathered, discussion at the meeting and the key findings the task group recommends that:

- The City Centre Air Quality Management Area (predominantly based around Westgate Street) has the highest levels of nitrogen dioxide concentrations in Cardiff - this is significantly impacted by approximately 140 bus movements per hour. It is estimated that buses account for 56% of the nitrogen dioxide emissions and that 63% of the bus movements in the Westgate Street area are from vehicles that are Euro 4 or less. To provide some context the Euro 5 standard was established on the 1<sup>st</sup> September 2009; this means that over half of the bus movements in Cardiff's worst polluted street are from vehicles that are approaching ten years of age or more. This local air pollution problem is compounded by the canyon nature of the street. Members of the task group believe that air quality improvements are urgently required in this very busy area and recommend that the Council should work with local bus companies to explore the feasibility of restricting older buses from the area. Options that should be considered might include the creation of a 'greener bus route' or developing a low emission zone in the area that might exclude buses that fail to meet a specified emissions standard, for example, Euro 6. The Members of the task group acknowledge the challenges that this might present to local bus companies, however, such restrictions have been applied in other parts of the country and have dramatically reduced nitrogen dioxide emissions.
- Bus companies should be asked to work with the Council and provide a business plan to illustrate how they plan to reduce bus emissions for bus journeys in the Cardiff in the next three years. This would correspond with the timescale for achieving compliance with the EU air quality limits and help provide focus on the role that they have in



helping to achieve this target.

- In terms of financial support to reduce bus emissions it is clear that Welsh bus companies are a poor relation when compared to their Scottish and English counterparts. Government funding has been put in place in other parts of the United Kingdom to help support the transition to cleaner buses, while the Welsh Government in comparison has provided very little. The Council should support the local bus companies by lobbying the Welsh Government for financial assistance for bus services in Cardiff and Wales.
- There are no low emission buses operating in Cardiff or indeed Wales. The Council should do what it can to bring a low emission bus to the Capital City, for example, supporting a major bus provider to procure and introduce one or more hydrogen buses would be a very positive step forward.
- The Council should continue with its development and promotion of Park & Ride and bus lane infrastructure across the city. These are essential in driving modal shift and will be a key ingredient in supporting the wider Metro effort. Effective bus lanes help reduce journey time and improve punctuality – this in turn breeds confidence and convenience into the system, important for delivering modal shift. To compound this park & ride journeys should be punctual, quick and direct. Members were aware of park & ride journeys that made multiple stops between the park & ride facility and city centre – this adds time and makes the park & ride journey less attractive compared to using the private car, on this basis the Committee recommends that all park & ride journeys should be direct, i.e. not feature additional stops.
- Bus and train services in Cardiff should work towards a single ticketing approach in the South East Wales Region. Introducing this in line with the new Metro developments would appear to be a good opportunity and the functionality of the ticket should be similar to that of the London

Oyster Card.

- The Council should work with local bus companies and consider the potential option of introducing bus mounted transponders onto buses using bus lanes to enter and exit the city. In doing this feedback should be sought from the Swansea bus lane transponder scheme where they are used to send a signal to traffic lights before the bus actually arrives at the light. The signal changes the traffic light in favour of the bus to allow it to proceed smoothly without having to wait as standing traffic. This makes the bus journey quicker and ultimately more reliable – two important characteristics in helping to increase bus patronage.

➤ **Other**

- **Recommendation 21** - In recent years Cardiff has promoted itself as a cruise liner destination and has managed to attract some interest from visiting cruise liners. The task group was told that when a cruise liner visits a port it emits the equivalent amount of particulate matter as approximately of 100,000 vehicles entering the city – this is greater than the average number of commuter vehicles entering the city on a typical day. While the task group acknowledges the economic benefit created by cruise liners it is also concerned at the level of particulate emissions that they produce and the impact that these emissions might have on public health. With this in mind the committee feels that when the Council is assessing the economic benefits of allowing cruise liners to dock it should also factor the environmental impact that they might create into the overall assessment.

## Sustainable Fuel Recommendations

### ➤ The Wider Picture

- **Recommendation 22** - Recent market trends clearly illustrate that that low emission vehicles are the future of motoring – this is a very positive thing as the technology is much cleaner than traditional crude oil based fuels. The growth of sustainable fuels such as electric and hydrogen will result in air quality improvements, but will not necessarily reduce congestion. This future direction of travel means that Cardiff and Wales cannot afford to be left behind; therefore, the Council and its other public sector partners must do everything they can to embrace and support the change. With this in mind the task group recommends that:
  - The Council continues with the development of its Sustainable Fuel Strategy and supporting list of short, medium and long-term action plans. Clearly documenting the actions that the Council is planning to take is a positive step forward;
  - The Council works with and lobbies Welsh Government to create a sustainable fuel strategy for all of Wales. This is something that countries like Scotland have done and it would send a clear message of intent to all Welsh local authorities, public sector bodies, businesses and the wider public;
  - The Council engages with other local authorities in the South East Wales region to encourage them to create and publish sustainable fuel strategies. When developing the strategies they should be encouraged to publish short, medium and long-term actions that align with those established for Cardiff. It is important to reiterate that air pollution doesn't just start at Cardiff's boundaries and so a regional approach is required;
  - The Council engages with its public sector partners across the South East Wales Region to encourage them to create and publish

sustainable fuel strategies. When developing the strategies they should be encouraged to publish short, medium and long-term actions that align with those established for Cardiff. The Cardiff Public Services Board would seem to be a good place to table the debate on improving air quality and developing suitable sustainable fuel strategies across the public sector;

- The Council should encourage neighbouring local authorities and other public sector partners to issue positive proposals on how and when they intend switching existing fleet to sustainable fuel options. In addition to this, they should also be encouraged to build the use of sustainable fuels (such as electric and hydrogen) into their procurement processes for vehicles and the wider supply chain;
- Cardiff has very little in the way of sustainable fuel infrastructure. Without the necessary charging and refuelling infrastructure it is very difficult to increase the use of electric and hydrogen fuelled vehicles in Cardiff and across the wider area. The Council needs to work with neighbouring local authorities, public sector partners and local businesses to identify what they can do to grow sustainable fuel infrastructure across the South East Wales Region. Welsh Government, neighbouring local authorities, public sector partners and major businesses should be asked to provide information on the sustainable infrastructure that they currently have and intend to provide or support. This information should then be collated to create a 'South East Wales Region Sustainable Fuel Infrastructure Map' that would then be published and circulated to various stakeholder groups to raise awareness of the options available.
- **Recommendation 23** –The task group recommends that the Council should work with local car dealerships to encourage the growth of electric, hybrid or hydrogen vehicle sales. In particular the following information should be clearly communicated:
  - That there is an urgent and legal need to improve air quality in the city

- this in part can be addressed through the increased use of electric, hybrid or hydrogen vehicles;
    - Details of existing and proposed sustainable fuelling infrastructure in the South East Wales Region;
    - The benefits to their customers for owning new electric, hybrid or hydrogen vehicles;
    - Details of any financial assistance available for the purchase of new electric, hybrid or hydrogen vehicles.
  - **Recommendation 24** – The Council should work with the motor industry to bring a trade show for electric, hybrid or hydrogen vehicles to Cardiff. To achieve this it should approach an established industry body or motor trade show provider (for example, the Society of Motor Manufacturers & Traders or Green Fleet Urban) and invite them to deliver an event aimed at the motor vehicle industry in Wales. Such an event would help to stimulate further interest in electric, hybrid and hydrogen vehicles and hopefully increase local take up of the vehicles.
- **Electric (EV)**
- **Recommendation 25** - Cardiff has no on street electric vehicle-charging infrastructure. Some private companies such as IKEA and ASDA have charging points at their sites but the offer is very limited. This means that electric vehicle charging opportunities are very limited in the city, making it difficult for people to refuel electric or hybrid vehicles. Cities like Manchester, Leeds and Bristol are pushing ahead in creating public on street charging infrastructure and it would be a shame for Cardiff to be left behind. The Council has recently commissioned a report that aims to identify the best way forward for electric charging infrastructure in the city. It aims to explore different charging methods; the challenges of installing on street charging; the various implementation options and the potential economic opportunities being presented to the Council and private sector.

It is important that we understand all of these factors before taking the next step. With this in mind the task group recommends that the Council considers and evaluates the content of the report before deciding on how to roll out electric charging infrastructure to the city. That said the need to make progress is immediate and so the Council should ensure that there are no unnecessary delays in the decision making process for taking this forward. Once a clear picture has been identified then it is essential that the Council does what it can to accelerate the delivery of this much needed infrastructure.

- **Recommendation 26** – The Council currently has only one electric vehicle. From the evidence provided it is clear that electric vehicles are a part of the solution in terms of improving air quality, therefore, we need to procure more of these vehicles. With this in mind the task group recommends that the Council builds the use of sustainable fuels (such as electric & hydrogen) into the vehicle and wider supply chain procurement process to support the growth of low emission fuels. If suppliers and contractors are keen to win our business then they should support our objective of improving air quality by using cleaner vehicles;

### ➤ **Hydrogen**

- **Recommendation 27** - Cardiff has no hydrogen-fuelling infrastructure; the closest refuelling site being found a few miles north of the city in Treforest. In total there are only three hydrogen-refuelling stations in all of Wales. The lack of convenient and accessible hydrogen refuelling infrastructure has been identified as the single biggest barrier to owning and running a hydrogen vehicle in Cardiff; without more infrastructure the market for hydrogen vehicles will simply not grow. The slow take up of hydrogen-fuelled vehicles seems to be a shame for a number of reasons, these include:
  - Producing hydrogen fuel is a relatively simple chemical process that

can be achieved anywhere;

- Water is the only emission produced by hydrogen fuelled cars;
- Refuelling a hydrogen car is a relatively quick process which can take anywhere between one and five minutes – this is comparable to refuelling to a petrol or diesel car and significantly quicker than charging an electric vehicle;
- The drive range on a tank of hydrogen is comparable to most petrol or diesel cars;
- South Wales has significant expertise in the production of hydrogen fuel;
- The hydrogen fuel cell was invented by a Welshman called Sir William Grove in 1839. It seems a shame to have invented the technology in Wales and then to have fallen behind the rest of the world in rolling out its use in motor vehicles;
- South Wales could play a significant role in supporting the supply chain for the production of hydrogen vehicles in the United Kingdom.

With all of this in mind the task group recommends that the Council needs to review and then do what it can to bring at least one hydrogen refuelling facility to Cardiff. Potential options include supporting a major fuel supplier to install a facility or developing a Council / public sector facility to fuel Council or other public sector vehicles. In particular, the Members of the task group would like to see a hydrogen bus and waste truck being introduced to the streets of Cardiff – the introduction of public sector hydrogen vehicles could act as a catalyst to underwrite the development of new refuelling infrastructure. Members understand that hydrogen vehicles are approximately twice the cost of similar petrol or diesel vehicles and so financial support would be required to make the purchase a reality. Contacting the Welsh Government for financial assistance for such a purchase would be a good starting point.

## **Council & Public Sector Partner Responsibilities - Recommendations**

- **Recommendation 28** – Improving air quality in Cardiff is an issue that affects everyone in the city. This means that a united public sector response is required and so it is vital that the Council and other major public sector partners assume a leadership role in driving this agenda forward. On this basis the task group recommends that the Council works with its public sector partners to:
  - Agree and work towards setting clear and meaningful targets for air quality improvement;
  - Implement air quality strategies and that detail time focused action plans to help achieve air quality compliance;
  - Communicate and educate the public on air quality issues;
  - Monitoring the progress achieved.
  
- **Recommendation 29** – The Council and all major public sector organisations should run a programme to encourage their staff to switch to active travel and encourage workplace practices to reduce the number of unnecessary journeys. For example, increasing work from home opportunities where practical; creating partnerships and discounted travel offers with public transport providers; increasing use of conference calls; emphasising the benefits of sustainable travel and implementing flexible start times.



## Consultation & Engagement Recommendations

- **Recommendation 30** – Once the Clean Air Strategy is complete and a clear direction of travel is established the task group recommends that the Council should do all it can to raise the profile of what is being done to improve air quality in Cardiff and explain why it is being done. This should involve a huge communications, consultation and engagement exercise that targets neighbouring local authorities, public sector organisations, major employers and the public. The aims and ambitions of the strategy should be highlighted; specific actions should be detailed and an explanation on the potential benefits provided. As with most change there will be negative feedback, however, evidence suggests that in the medium to long term the popularity of any significant proposals will increase.
- **Recommendation 31** – The Council should support an interactive consultation event during the feasibility study period with its public sector partners and Members of the business community to explain the air quality challenges facing Cardiff. This event should include a brainstorming session with the group to explore practical steps that Cardiff's employers could take to help improve air quality in the city. It would seem sensible to work with For Cardiff (Cardiff BID) to deliver this event as they are in direct contact with most of the employers in the city centre. A business community representative who took part in the inquiry felt that drawing on the collective experience and knowledge of the business community might identify ideas that public sector partners might not have considered. For example, drawing on his wider experience he explained that some cities in the United Kingdom had worked with businesses to introduce a voluntary ban on private workplace deliveries which it is estimated account for approximately 40% of private deliveries in a typical city centre.

## KEY FINDINGS

### **‘Improving Cardiff’s Air Quality’ - Meeting 1 - Wednesday 1st November 2017 - Setting the Background**

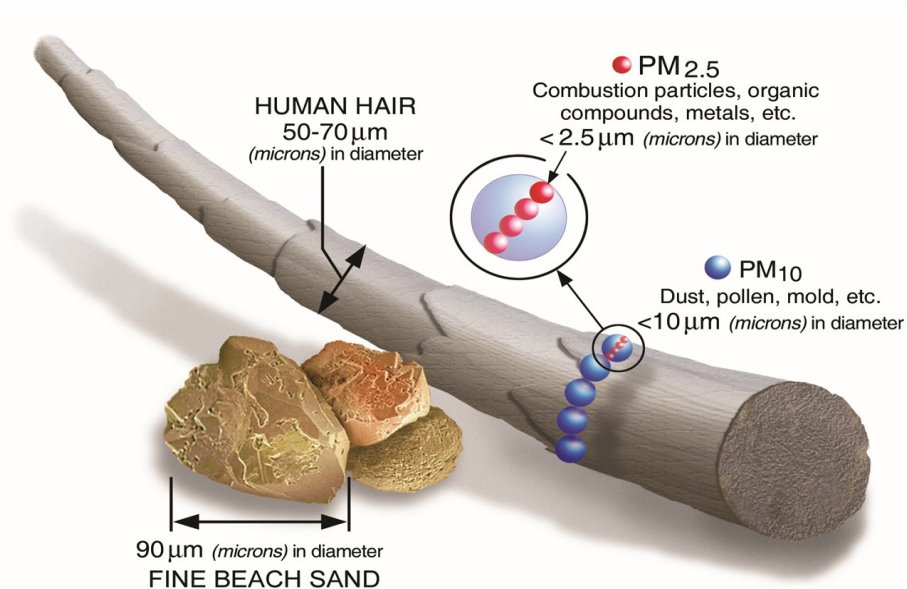
**Part 1 - A Review of Cardiff’s Current Air Quality** – Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling & Environment, Councillor Caro Wild, Cabinet Member for Strategic Planning & Transport and Councillor Susan Elsmore, Cabinet Member for Social Care, Health & Well-being were invited to brief the task group on air quality in Cardiff. In doing this they identified the challenges and opportunities facing Cardiff’s air quality as well highlighting the main problem areas in the city. They were supported by officers from Shared Regulatory Services and the City Operations Directorate.

#### **Key Findings**

- Local air quality management is a statutory duty for all local authorities in the United Kingdom. This statutory responsibility is set out under Part IV of the Environment Act 1995 and air quality objectives for specific pollutants are prescribed in air the quality regulations.
- Exposure to air pollution reduces life expectancy by increasing mortality and morbidity risks from heart disease and strokes, respiratory diseases, lung cancer and other illness.
- In the UK, the health burden is substantial. It is estimated that the equivalent of 40,000 deaths occur each year as a result of exposure to outdoor pollution.
- Public Health Wales estimates that there are 225 attributable deaths to PM 2.5 and 220 attributable to nitrogen dioxide per annum in the Cardiff and Vale Health Board area each year.

- Particulate Matter (PM) – These are fine particles composed of a wide range of materials and sources. Current regulatory monitoring is focussed on PM<sub>10</sub>, however, PM<sub>2.5</sub> and ‘ultrafine’ particles are also vitally important in public health terms.
- Particulate matter can be carried deep into lungs. This can cause inflammation and worsen heart / lung diseases. It is also possible for particulate matter to carry surface-absorbed carcinogenic compounds into the lungs.
- The primary man made sources of PM are fuel combustion, transport, quarrying and construction.
- **Diagram 1** illustrates the relative sizes of particulate matter when compared against grains of sand and human hair.

**Diagram 1 – Relative Size of Particulate Matter (PM)**



- Nitrogen dioxide is the most common air pollutant in Cardiff. It is a secondary pollutant that that is mainly produced by vehicle emissions. Nitrogen dioxide is created when Nitric oxide is emitted from vehicles as a

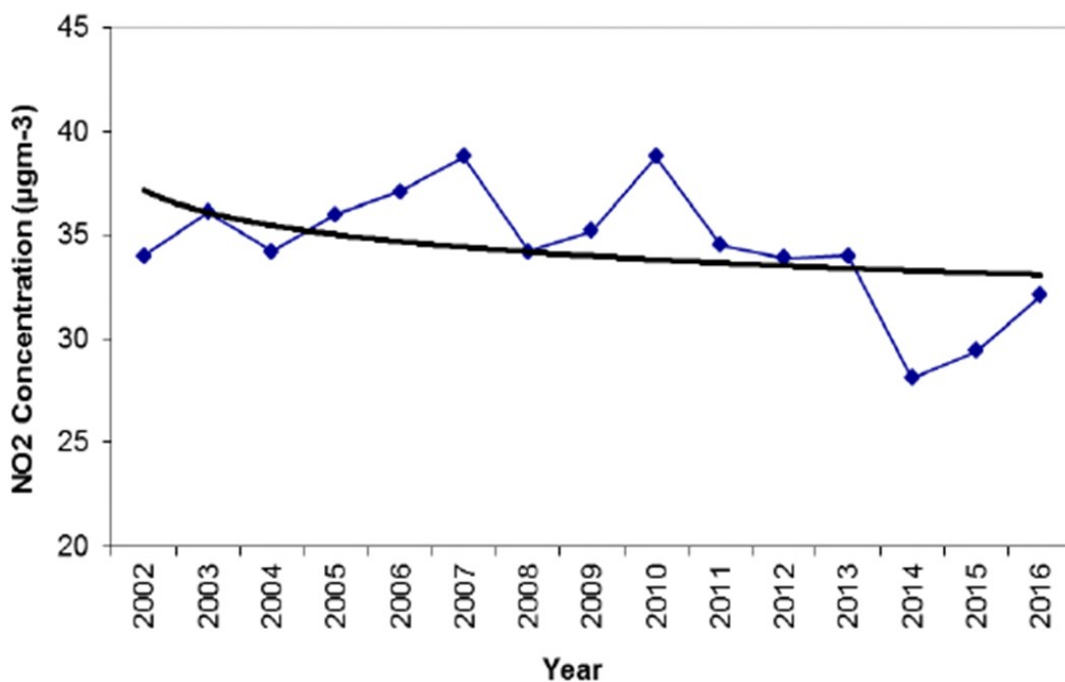
result of the combustion process – on its own it is not harmful to human health. However, nitric oxide then oxidises with atmosphere to form nitrogen dioxide which is harmful to health. Nitrogen dioxide can irritate lungs and lower resistance to respiratory infections.

- Continued or frequent exposure to concentrations higher than those normally found in the ambient air may cause increased incidence of acute respiratory illness in children.
- 2016 Local Air Quality Monitoring in Cardiff – there are 77 diffusion tubes located across Cardiff that are used to monitor nitrogen dioxide on a long term basis to provide annual average concentrations.
- Real time monitoring of ozone, particulate (PM10 & PM 2.5), sulphur dioxide, nitrogen dioxide is undertaken by the AURN on Frederick Street. This provides an overall background reading for the city – the latest results can always be accessed online by visiting:  
  
[http://www.welshairquality.co.uk/current\\_levels.php?lg=](http://www.welshairquality.co.uk/current_levels.php?lg=)
- Cardiff has four ‘Air Quality Management Areas’ which have been declared due to elevated nitrogen dioxide concentrations as a result of vehicle emissions. These are:
  - Stephenson Court Air Quality Management Area
  - Ely Bridge Air Quality Management Area
  - Llandaff Air Quality Management Area
  - City Centre Air Quality Management Area
- Maps of Cardiff’s four Air Quality Management areas are attached to this report as **Appendix 1**.
- During 2016 Cardiff had a number of sites with exposure exceeding the 40µg/m<sup>3</sup> annual mean objective. In addition to this, it had a number of monitoring sites (11) that exceeded the 40µgm<sup>3</sup> annual mean objective for nitrogen dioxide. The exceedences were predominantly contained within

the declared Air Quality Management Areas; however, there were four monitoring locations that were not located within Air Quality Management Areas.

- During 2016 the City Centre Air Quality Management Area experienced an increase of  $2\mu\text{g}/\text{m}^3$  in nitrogen dioxide concentrations.
- **Diagram 2** illustrates the results of nitrogen dioxide concentration monitoring for the years 2002 to 2016. Overall there has been a reducing trend during this period, however, since 2014 the nitrogen dioxide concentration levels have increased quite steadily.

**Diagram 2 – City Centre Air Quality Management Area Nitrogen Dioxide concentration monitoring - 2002 to 2016**

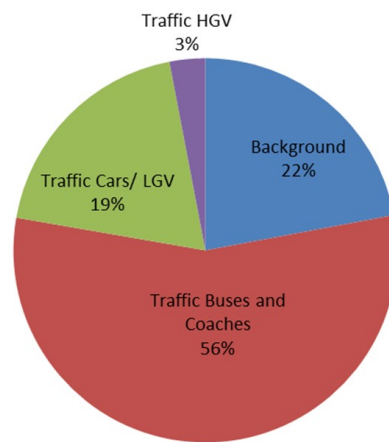


- Road traffic is the primary source of elevated concentrations of nitrogen dioxide for Cardiff. This is mainly caused by cars (predominately diesel), buses and coaches. A breakdown of the nitrogen dioxide source apportionment analysis for each of Cardiff's four Air Quality Management Areas is attached to this report as **Appendix 2**.

- The City Centre Air Quality Management Area (predominantly based around Westgate Street) has the highest levels of nitrogen dioxide concentration in Cardiff. This is significantly impacted by approximately 140 bus movements per hour. A breakdown of the nitrogen dioxide contributions by percentage can be seen in **Diagram 3** below:

**Diagram 3 – City Centre Air Quality Management Area Nitrogen Dioxide Contributions**

**City Centre AQMA (Westgate Street)**



- It is important to note that 56% of the Nitrogen Dioxide emissions for this area are caused by buses and coaches. From the 140 buses using this area:
  - 72 (51% of the overall total) have engines that comply with Euro 3 standards;
  - 17 (12% of the overall total) have engines that comply with Euro 4 standards;
  - 15 (11% of the overall total) have engines that comply with Euro 5 standards;
  - 36 (26% of the overall total) have engines that comply with Euro 6 standards.

- The Euro engine emission standards were first established in July 1992 with the launch of the Euro 1 standard. Since then an additional five overall standards have been added with the aim of reducing emissions and improving air quality. The most recent standard to be introduced is the Euro 6. **Appendix 3** that is attached to this report details the six Euro categories that have been created to date.
- Travel Patterns – during the presentation it was explained that 38% of Cardiff's workforce travel to Cardiff from outside the county area. This figure increased by 10% between 2004 - 2014. Figures from the census conducted in 2011 suggest that between 76% - 84% of the commuting workforce travel by car.
- Progress on Action Plans - Cardiff Council has a statutory requirement to produce Air Quality Action Plan(s) for Air Quality Management Areas. Previous experience in implementing singular action plans has not been as successful as has been required. Air Quality Action Plans focus on introducing local measures to individual road links/ areas - this only targets improving air quality within the identified Air Quality Management Area itself. Sometimes localised measures can lead to adverse impacts on air quality in surrounding areas as they don't address the actual root cause of air quality issues.
- The development of a Clean Air Strategy will target the whole of Cardiff to try and improve the overall air quality within the city. In doing this it is hoped that the Clean Air Strategy will help protect and improve public health.

**Part 2 - Development of Cardiff's Clean Air Strategy** - Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling & Environment, Councillor Caro Wild, Cabinet Member for Strategic Planning & Transport and Councillor Susan Elsmore, Cabinet Member for Social Care, Health & Well-being were invited to briefed the task group on the development of Cardiff's Clean Air Strategy.

### **Key Findings**

- It was explained that a collaborative approach is being taken in the development of Cardiff's Clean Air Strategy, i.e. the work was being spread across a number of portfolios and that it would involve the harmonising of existing strategies and policies. To help achieve the aims of this important strategy they are working with a number of external bodies, for example, Public Health Wales, Welsh Government and Industry/ Businesses.
- In developing the strategy the collaborative working group were reviewing best practice, NICE Guidance and a number of relevant strategies produced by other local authorities. A key aim of the strategy is to develop a number of strategic measures that would then be implemented through an action plan.
- The overarching aim of the Clean Air Strategy is to Improve Air Quality in order to protect and improve public health. Officers anticipated that this would be achieved by:
  - Enhancing Local Planning Policy - for example, by adhering to air quality related Local Development Plan policies and by creating relevant supplementary planning guidance to help improve air quality.
  - Enhancing Cardiff's Transport Infrastructure - for example, by delivering a Transport Strategy with the aim of reducing congestion,

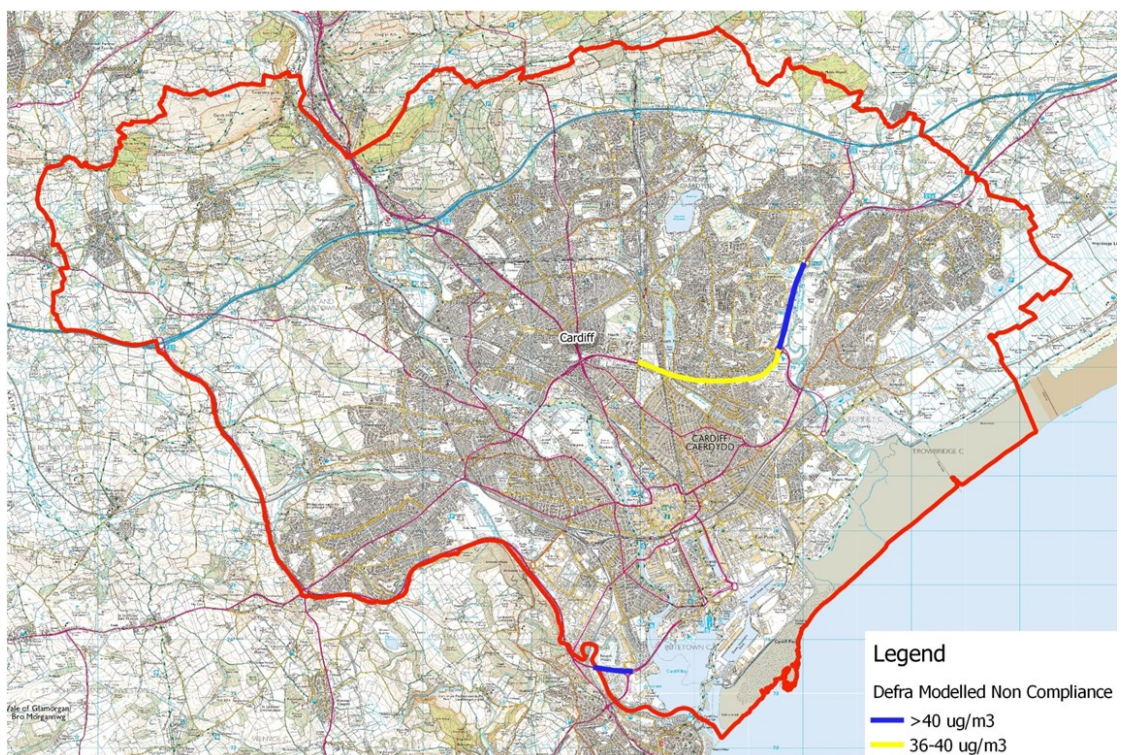


increasing car clubs, delivering on 20mph zones and influencing behavioural change.

- Increasing the Uptake of Sustainable & Active Travel – for example, by delivering active travel improvements to increase cycling and walking; by supporting public transport improvements through buses, the Metro, trains, school travel plans and influencing behavioural change.
  - Implementing a Renewable Fuel Strategy & Improving OLEV Capacity – for example, by increasing electric charging infrastructure, by supporting alternative fuels (e.g. hydrogen); by delivering green fleet changes (with the Council to take a lead); by supporting industry change and by helping to influence behavioural change in the area of sustainable fuels.
  - Increasing Public Information & Behaviour Change Initiatives – for example, by delivering an effective communications strategy; by focusing on the promotion and marketing of the wider health and environmental benefits of tackling air quality.
  - Implementing Additional Regulatory Interventions – for example, by creating non-idling zones; through parking permit reform and as a part of a taxi policy review.
- 
- The Clean Air Strategy will be vital to develop and implement strategic long term measures to improve air quality below and beyond Air Quality Standards across Cardiff, however, the strategy may not be sufficient to enable Welsh Government to meet legal ruling that compliance with the Ambient Air Quality Directive needs to be achieved in ‘the shortest time possible’ – this was established in a recent court case between Client Earth and the United Kingdom Government.
  - In order that legal compliance is achieved the United Kingdom and devolved governments have legal obligations to achieve nitrogen dioxide annual average limit value (40ug/m<sup>3</sup> AA) as set out in the EU Ambient Air Quality Directive (2008/50/EC) ‘in the shortest possible time, and is likely’.

- The United Kingdom government published its final action plan on the 26th July 2017. The policy paper titled 'Air quality plan for nitrogen dioxide (NO<sub>2</sub>) in UK (2017)' set out to detail the measures required to bring about compliance in shortest time possible.
- Modelling undertaken by Defra indicates that Cardiff will be non-compliant beyond 2023, and as such will be in breach of the Directive that could result in legal action/ fines being implemented. **Diagram 4** (below) illustrates the results of this modelling and indicates that the two routes highlighted in dark blue on the map would exceed the 40ug/m<sup>3</sup> limit and so create non-compliance. The two areas are both along key arterial routes into and out of the city, i.e. the A48 from the centre of the city going east and the A4232 in Grangetown to the west of the city. This theoretical modelling has concluded that the main reason for 40ug/m<sup>3</sup> limit breaches in these areas is the volume of diesel fuelled private vehicles using the routes, for example, the use of private diesel fuelled cars in the section of the A48 in breach accounts for 46% of the nitrogen dioxide emissions for the section.

**Diagram 4 – Defra Modelled 40ug/m<sup>3</sup> Estimated Limit Breaches in 2023**



- The following statements were included in the United Kingdom Published Action Plan in July 2017:
  - *‘The latest modelling undertaken by Defra identified areas across the UK that may need to implement a Clean Air Zone to achieve compliance in the shortest time. One area identified in Wales, for which, based on current projections, a zonal approach would accelerate compliance, is in Cardiff’.*
  - *‘Welsh Government anticipates a Clean Air Zone, with vehicle access restrictions, could be implemented in Cardiff during 2021 or earlier if possible, thereby achieving compliance by 2022 or sooner’.*
- If a local authority can identify measures other than charging zones that are at least as effective at reducing nitrogen dioxide, those measures should be preferred as long as the local authority can demonstrate that this will deliver compliance as quickly as a charging Clean Air Zone. If Cardiff cannot demonstrate compliance and doesn’t introduce a charging Clean Air Zone then Welsh Government can mandate the Council to implement a Clean Air Zone under Section 87 (2(j)) of the Environment Act 1995.
- Client Earth have stated that local authorities should ensure their plans meet the legal test set out in the High Court by:
  - Explaining exactly how the limit values can be met;
  - Taking the route that reduces people’s exposure as quickly as possible;
  - Ensuring that compliance is not just ‘possible’, but ‘likely’.
- Five cities in England were directed to implement Clean Air Zones in 2016. These were Leeds, Derby, Nottingham, Birmingham and Southampton. The 2017 Plan details additional local authorities in England that have been required to undertake action to achieve statutory nitrogen dioxide limit values within shortest time. These local authorities

have to produce draft action plans by March 2018, with final plans approved December 2018. The United Kingdom Government will assess these plans – if they are not able to demonstrate compliance in shortest time possible then they will be forced to implement a clean air zone.

- A £255m implementation fund has been created to support local authorities in preparing their plans and to deliver targeted action to improve air quality - £40m of this fund is immediately available. At the time of receiving this evidence, the Welsh Government had not indicated if Cardiff could apply for this funding or requested that such plans were put in place. Ongoing discussion was taking place on the issue.
- A Clean Air Zone is an area where targeted action is taken to improve air quality and resources are prioritised and coordinated in a way that delivers improved health benefits and supports economic growth. There are two types of Clean Air Zones, non charging and charging.
  - Non Charging Zones are defined geographic areas used as a focus for action to improve air quality.
  - Charging Zones are areas vehicle owners are required to pay a charge to enter, or move within, a zone if they are driving a vehicle that does not meet the particular emission standard for their vehicle type in that zone.
- Before any decisions are taken on the best option(s) for a Cardiff clean air zone a feasibility study will need to take place. At the time of the meeting it was hoped that a feasibility study would start in Quarter 1 2018 and that this could be delivered within a year. The Council had not identified a funding source to pay for a feasibility study and were negotiating with Welsh Government to attempt to secure monies to deliver the work. They acknowledged that the timescale for delivering a feasibility study was short – other local authorities (for example Bristol) had taken at least two years. The hope was that the Council would learn from the mistakes of the other local authorities and deliver the piece of work in a year. It was anticipated

that much of the work for the feasibility study would involve traffic modelling across the city.

- It was hoped that the results of the feasibility study would go out for consultation in early 2019 with a final plan being delivered by the end of 2019.
- At the time of the meeting the Welsh Government had yet to define the strategic measures to be applied in the development of the feasibility study. English local authorities have received guidance on the strategic measures to be used in feasibility studies from DEFRA.
- Members felt that clear guidance and funding was needed from the Welsh Government to help drive the whole process forward.

**Part 3 – Welsh Government Statement** - The task group to received an air quality update statement from the Welsh Government. The statement set out the current Welsh Government position on managing air quality in Wales and the Cardiff local authority area.

### **Key Findings**

Representatives from the Welsh Government were unable to attend the meeting and so provided a statement to set out the Welsh Government position titled 'Air Quality in Wales – the National Context'. The statement is attached to this report as **Appendix 4**. Extract containing the main points from **Appendix 4** are set out below:

- *Taking further action to improve air quality in Wales is a key priority in the Welsh Government's National Strategy, Prosperity for All. In 2018, the Welsh Government will develop and consult on a new Clean Air Plan for Wales, including a Clean Air Zone framework.*
- *The United Kingdom currently meets the legal limits for almost all pollutants but faces significant challenges in reducing levels of nitrogen dioxide.*
- *Non-compliance with EU legal limits for nitrogen dioxide across the United Kingdom and Europe is associated principally with high vehicle emissions in urban areas. This is due both to the significant growth in vehicle numbers and to European vehicle emission standards not delivering the expected reductions in emissions of nitrogen oxides from diesel vehicles.*
- *In the event of exceedances of EU legal limits, air quality plans produced by Member State governments are required to set out appropriate measures to attain compliance in the soonest time.*
- *New evidence received from Defra in early 2017 showed compliance with EU legal limits for nitrogen dioxide in Wales will take longer than the 2015*

*UK Air Quality Plan had previously predicted. Defra's modelling now predicts non-compliance in Cardiff until 2023.*

- *The Welsh Government therefore set out further remedial measures to accelerate the pace of compliance in Wales. These were published in July 2017, within a new UK Air Quality Plan:*

<https://www.gov.uk/government/publications/air-quality-plan-for-nitrogen-dioxide-no2-in-uk-2017>.

- *We need all levels of measure, local and national, to deliver compliance in the soonest time possible, requiring close joint working with Local Authorities and others.*
- *The need for urgent action is not just about compliance with law; the essential reason for action is the health of our citizens.*
- *The Welsh Government is working with Cardiff Council to help the Council bring its area within the legal limits in the soonest possible time and to protect the health of people over a wider geographical area.*
- *The Welsh Government is also working with Local Authorities to strengthen air quality provisions in Planning Policy Wales to prevent new problems from arising.*

### **Clean Air Zones**

- *The latest modelling undertaken by Defra identified areas across the United Kingdom that may need to implement a Clean Air Zone to achieve compliance in the shortest time. One area identified in Wales, for which, based on current projections, a zonal approach would accelerate compliance, is in Cardiff. The Welsh Government anticipates a Clean Air Zone, with vehicle access restrictions, could be implemented in Cardiff during 2021 or earlier if possible, thereby achieving compliance by 2022 or sooner.*

- *Implementation of a Clean Air Zone will need to be subject to further assessment and ongoing work with Cardiff Council to understand whether alternative local measures could achieve compliance more quickly. Where alternative local measures are suggested, to be effective they must be capable of achieving compliance within the same amount of time, or sooner, than a Clean Air Zone with access restrictions. This further assessment will need to be based on local as well as national data modelling relating to both air quality and transport. The modelling will be followed by a thorough options assessment, local consultation, planning and implementation. The actions up to the point of implementation should complete during 2019.*
- *The Welsh Government intends to consult on a Clean Air Zone framework for Wales as soon as possible and in any event no later than the end of April 2018.*

## **Legislation**

- *Under domestic legislation, specifically the Environment Act 1995 and associated regulations, the local air quality management (LAQM) regime requires Local Authorities to review and assess air quality in their areas against objectives and standards for a range of averaging periods for a number of air pollutants. Assessment of air quality is focused on locations where members of the public are regularly present and where there is exposure to the pollutant in question over the timescale for which the air quality objective is defined. Under LAQM, Cardiff Council has declared four air quality management areas for non-compliance with the annual average air quality objective for nitrogen dioxide. The Council has produced an action plan for only one of these areas to date, but has advised the Welsh Government that the Council's new Clean Air Strategy and Action Plan, expected in draft by the end of March 2018, will incorporate actions covering all four air quality management areas as well as the city as a whole.*



- *The Well-being of Future Generations (Wales) Act 2015 (“the WFG Act”) requires public bodies in Wales, including the Welsh Government and Local Authorities, to carry out sustainable development. This is the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the seven national well-being goals. Specifically, public bodies in Wales must act in a manner which seeks to ensure the needs of the present are met without compromising the ability of future generations to meet their own needs.*
  
- *One of the national well-being indicators under the WFG Act is average population exposure to nitrogen dioxide.*  
*(<https://statswales.gov.wales/catalogue/environment-and-countryside/air-quality>). This has been calculated at a Local Authority as well as a national level, and indicates that Cardiff Council has the highest average concentration of nitrogen dioxide where people live of any Welsh Local Authority, Statutory guidance issued by the Welsh Government in June 2017*  
*(<http://gov.wales/topics/environmentcountryside/epq/airqualitypollution/airquality/guidance/policy-guidance/?lang=en>) joined up these two domestic regimes by requiring Local Authorities in Wales to follow the ways of working set out in the WFG Act when carrying out LAQM. The Welsh Government also made regulations in 2017 requiring Public Services Boards to consider Local Authorities’ LAQM progress reports when carrying out assessments of local well-being.*
  
- *National improvements in air quality have also been driven by European Directives, including those that set limits on:*
  - *Concentrations of pollutants in ambient air (for example, the Ambient Air Quality Directive which sets EU limit values for air quality in Member States, similar to the national air quality objectives under LAQM);*
  - *Annual pollutant emission totals for each Member State, helping to tackle trans-boundary pollution (for example, the National Emission*

*Ceilings Directive, which implements the UNECE Gothenburg Protocol); and,*

- *Concentrations of pollutants from specific sources (for example, the Industrial Emissions Directive which, together with domestic environmental permitting legislation, controls emissions to air from industrial sites regulated by Natural Resources Wales and Local Authorities, and EU legislation covering car and lorry exhaust pipe emissions).*
  
- *Under European legislation, the Ambient Air Quality Directive (2008/50/EC) requires the Welsh Ministers to secure compliance as soon as possible with EU air quality limit values at locations where the public has access. The work of Local Authorities in relation to LAQM makes an important contribution to actions being implemented by the Welsh Government to achieve compliance with EU legal limits.*
  
- *The Cabinet Secretary for Environment and Rural Affairs wrote to the Leaders of all Welsh Local Authorities in July 2017, emphasising the importance of their public protection, planning and transport departments taking joint ownership of the LAQM work programme, and, in Cardiff's case, of having regard to the non-compliance with EU air quality limit values highlighted in the UK air quality assessment.*

## **Improving Cardiff's Air Quality - Meeting 2 – Public Health - Wednesday 8th November 2017**

**Impact of Air Quality on Health – Public Health View** – Dr Huw Brunt and Dr Tom Porter were invited to provide the Public Health Wales view on the impact of air quality on health in Cardiff. Councillor Susan Elsmore, Cabinet Member for Social Care, Health & Well-being was also invited to attend to provide context on the work that the Council is delivering in this area.

### **Key Findings**

- It was identified that the linkages between air pollution and health were:
  - Air pollution has been identified as the single most significant environmental determinant of health;
  - Exposure to air pollution is associated with increased mortality and morbidity risks;
  - It has created a substantial health burden in the United Kingdom, for example, PM2.5 - equivalent of 29,000 annual deaths (or 307,000 lost life-years); Nitrogen Dioxide - equivalent of 23,500 annual deaths (or 277,000 lost life-years). Overall it is estimated that it contributes to 40,000 premature deaths in the United Kingdom every year – some doctors actually believe that this is just the tip of the iceberg.
  - On average it is estimated that it contributes to a reduction in life expectancy of seven or eight months.
- It was explained that the national-level burden estimates masked local variations in air quality. Some people are more at risk than others, this can be driven by 'differential exposure vulnerability', for example, exposure to high air pollution concentrations and 'differential susceptibilities' for example, intrinsic factors such as age, sex, genetics, ethnicity and acquired factors such as chronic illness, lifestyles and behaviours and

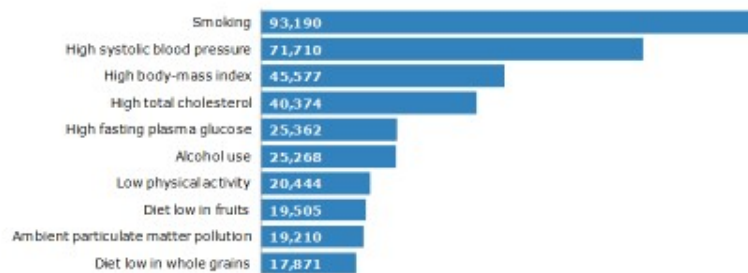
multiple deprivation. This is further complicated by interaction with a wider range of other health determinants.

- 'Triple jeopardy' in Wales – research has been carried out to explore the relationships between linked air pollution, deprivation and health data. The research identified that the air pollution concentrations are highest in the 'most deprived' areas where population most is susceptible.
- Public Health was described as a key stakeholder in dealing with air quality management. As a part of its role it aims to:
  - Support others to assess air pollution in the context of public health risks;
  - Support others to mitigate risks;
  - Advise and support planners and regulators;
  - Provide information to the public to reduce risks and drive behaviour change;
  - Manage public health risks associated with acute and chronic incidents;
  - Influence and support action to improve corporate environmental sustainability;
  - Lead evidence-based change through effective advocacy and informed policy development.
- It was explained that the main legislative drivers for change were Environment Act 1995 (LAQM); Environment (Wales) Act 2016; Active Travel (Wales) Act 2013; Climate Change Act 2008; Planning (Wales) Act 2016 and the Public Health (Wales) Act 2017. These in turn feed into the Wellbeing of Future Generations (Wales) Act 2015 which is underpinned by seven well-being priorities, i.e. a globally responsible Wales, a prosperous Wales, a resilient Wales, a healthier Wales, a more equal Wales, a Wales of cohesive communities and a Wales of vibrant culture and thriving Welsh language.

- The health impacts of air pollution are associated with cardiovascular and respiratory disease, stroke, cancer, diabetes, low birth weight and dementia. In addition it was explained that:
  - One fifth of cases of low birth weight are due to traffic related air pollution;
  - An estimated 5% of deaths in Cardiff and Vale are due to particulate matter air pollution;
  - Levels of nitrogen dioxide in Cardiff and Vale residential areas are the highest in Wales.
  
- In terms of the broader public health context it was illustrated that the way in which we travel has significantly changed over time, for example:
  - 1952 - 42% of journeys were by bus, this reduced to 5% by 2016;
  - 1952 - 11% of journeys were by bike, this reduced to 1% by 2016;
  - 1952 - 27% of journeys were by car, this increased to 83% by 2016;
  - 2015 - total motor vehicle traffic in Great Britain reached a new record level;
  - 1928 - 42 million journeys were taken by tram in Cardiff in 1928 (that is the equivalent of 150 return journeys in the city per person per annum);
  - 1950 - The Cardiff tram system closed in 1950. Most housing and commercial developments over the last 50 years have been shaped by cars, not people.
  
- **Diagram 5** sets out the top 10 risk factors for years of life lost in Wales in 2015. Four of the top ten are impacted by car use (high systolic blood pressure, high body mass index, low physical activity, ambient particulate matter pollution).

## Diagram 5 – Top 10 Risk Factors for Years of Life Lost in Wales 2015

Figure 3. Top 10 risk factors for years of life lost (YLL) in Wales (2015). Four of the top ten are impacted by car use.<sup>16</sup>



- The car has seven general effects on health and well-being in Wales, these were air pollution; road traffic injuries and deaths; reduction in green space; climate change; physical inactivity and sedentary lifestyles; increase in loneliness and social isolation and exacerbating health inequalities. The effects on health and well-being are expanded upon below:
  - **Physical Inactivity & Sedentary Lifestyles** – over half (54%) of adults in Cardiff and Vale are overweight or obese; sedentary lifestyles are associated with 91% increase in the risk of type 2 diabetes; people are much less likely to undertake active travel if they have a car.
  - **Road Traffic Injuries & Deaths** – there are 20 road accidents causing death or serious injury each week in Wales; the most common cause of death for children aged 5 to 14 years is being hit by a vehicle; half of car drivers in 30mph zones routinely exceed the speed limit.
  - **Increase in Loneliness & Social Isolation** – Nearly 1 in 4 vulnerable people in Cardiff and Vale report being lonely some or all of the time. Reducing car use and increasing access to public transport support healthy ageing in urban environments and is attributed to increasing social interaction.

- **Reduction in Green Space** – Green spaces are associated with improved social interactions, increased physical activity and cardiovascular health and reduced mortality.
  - **Exacerbating Health Inequalities** – Cars are owned and used more by the least deprived, but adverse impacts are felt most by the most deprived. Children in more deprived wards are four times more likely to be hit by a car compared with the least deprived wards.
  - **Climate Change** – Global temperatures are expected to increase by 4 degrees celsius by 2100 if current trends continue, with some areas experiencing 10 degrees Celsius increases. Flood related displacement of communities has been found in the United Kingdom to cause significant and enduring mental health issues; one quarter of domestic greenhouse gas emissions are due to car transport.
  - **Air Pollution Health Impacts** – cars are associated with cardiovascular and respiratory disease, stroke, cancer, diabetes, low birth rate and dementia.
- Public Health Wales believes that addressing the causes of transport-derived air pollution will have broad public health benefit. In doing this we need to:
    - **Support active travel and public transport** – Daytime journeys of less than 2km should be walkable for individuals aged 5 to 74; for many people the trigger to take up active travel is a significant life event; to achieve change we need to provide high quality, flexible public transport. The National Institute for Health & Care Excellence found that off-road cycle routes were good value for money, with every £1 investment in off road routes returning around £14 in benefits.
    - **Reduce Air Pollution & Carbon Emissions** – NICE (National Institute for Health & Care Excellence) recommends the introduction of Clean Air Zones which support low emission travel. The NHS should set the benchmark for clean air and safe workplaces.





- Maximise opportunities presented by the Metro programme;
  - Introduce bike hire schemes (including e-bikes);
  - Consider the widespread introduction of 20mph zones;
  - Increase electric vehicle charging infrastructure, particularly for areas without off-street parking;
  - Reject planning proposals which have an adverse impact on walking or cycling;
  - Support local renewable energy generation.
- Public Health felt that it was important to support staff to choose active travel options and suggested that the Council should work with employers to help them:
    - Encourage all staff to travel actively, to reduce sickness absence and productivity;
    - Provide visible senior leadership and role modelling;
    - Assess opportunities at times of workplace moves;
    - Support employees preparing for retirement.
- Public Health Wales felt that it was important to engage with the local community and businesses on the benefits of active travel and to discourage unhealthy and polluting travel, suggestions on how to do this included:
    - Agree consistent communication across local public sector;
    - Emphasise increased customer spend in walkable areas;
    - Organise and promote co-ordinated car free days across the region;
    - Introducing 'no idling' zones outside all schools;

- Consider gradual increases in public car parking charges to fund and accelerate improvements in active travel facilities and public transport;
  - Scope the introduction of a low emission zone in Cardiff, with any charges levied used to fund active travel and public travel transport improvements;
  - Introduce low emission pool cars for major sites where they are not already in place.
- The Health Protection Division of Public Health Wales has supported Newport Council in the development of supplementary planning guidance for air quality. They are also able to deal with challenging issues around public health that relate to planning applications. The team has the skills to undertake complex health risk assessments that perhaps local authorities are not able to support. They are happy to offer their support in dealing with the more complicated health risk assessments.
  - Ocean liners emit an enormous amount of particulate matter when visiting a port. It is estimated that when one ocean liner visits a port it is the equivalent of 100,000 vehicles entering the city – this is greater than the average number of commuter vehicles entering the city on a typical day and the associated level of pollution that they produce. In 2017, Venice announced that from 2021 ships of over 55,000 tonnes in weight would no longer be allowed to enter the city harbour and would have to instead dock at a mainland port.
  - The main culprit for air quality emissions in Cardiff is road traffic with diesel fuelled vehicles being the biggest emitter (it contributes to 65% of emissions). Industry is the second largest emitter in Cardiff. As Cardiff has a working port it is also subject to emissions from shipping (again mostly nitrogen dioxide).
  - It was suggested by Public Health Wales that the Council and other public sector partners have a collective corporate responsibility for air quality and

so they should do what they can to reduce emissions, for example, through fleet management and responsible procurement practices.

- Public Health Wales explained that there appeared to be a challenge in terms of working on air quality issues across more than one local authority area. They also stressed that in order to deal with air quality issues it was often essential to take a cross boundary approach and so work with neighbouring authorities. For example, large volumes of traffic come from neighbouring authorities such as Rhondda Cynnon Taff and the Vale of Glamorgan. This traffic contributes significantly towards air pollution in Cardiff.
- Public Health Wales feels that as a society we have the responsibility to drive forward long term, sustainable transport solutions. To emphasise this they highlighted a number of messages including:
  - In 1928, 42 million journeys were taken by tram in Cardiff – that equates to 150 tram journeys per person per annum. The tram service closed in 1950;
  - Car ownership is now the default transport position;
  - National Institute for Health & Care Excellence found that off road cycle routes were good value for money. Every £1 spent on off road routes generated benefits equal to £14;
  - Cardiff Metro is a long term vision that needs to become a reality;
  - The London congestion charge resulted in an 80% increase in cycling;
  - Run a car free event in conjunction with another event;
  - Car clubs and car share schemes are encouraged by Public Health Wales;
  - Public Health Wales stated that feasibility studies are long costly exercises that generally require financial support for local authorities to deliver.

## **Improving Cardiff's Air Quality - Meeting 3 – Transportation (1)**

### **- Wednesday 15th November 2017**

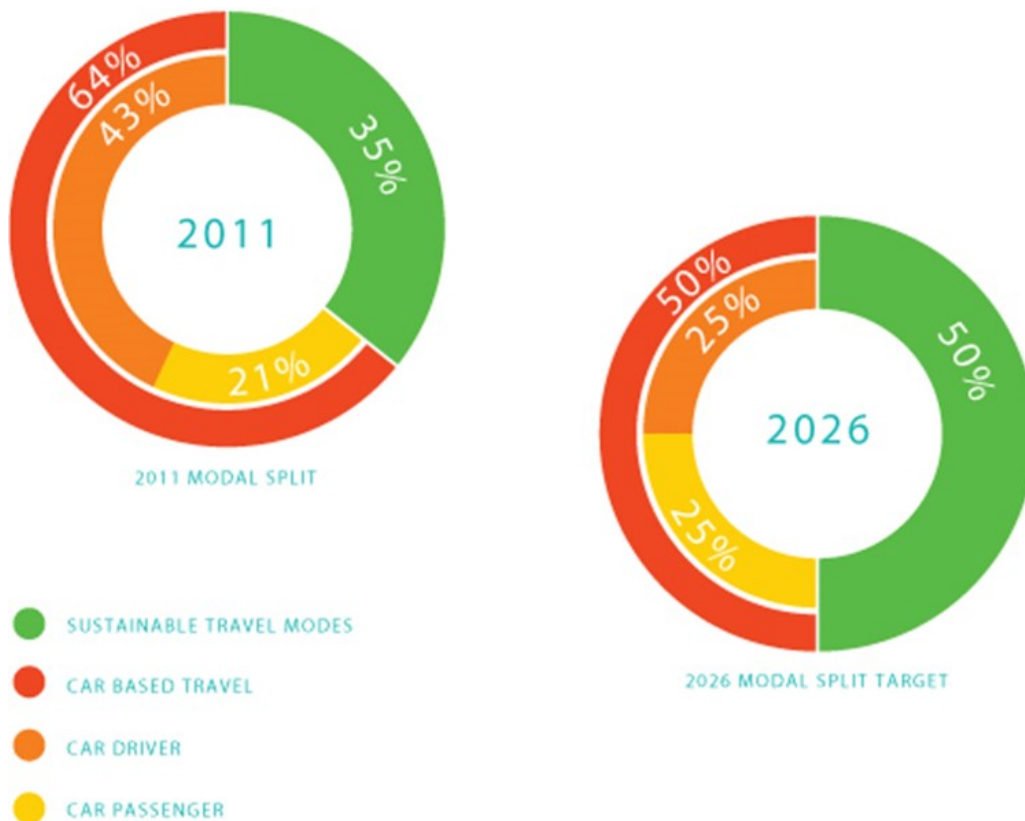
**Part 1 - A Review of Cardiff's Current Air Quality** – Councillor Caro Wild, Cabinet Member for Strategic Planning & Transport briefed the task group on the transport management work being delivered by the Council and how this will contribute to improving Cardiff's air quality. In doing this he identified the challenges and opportunities around using transport initiatives to improve air quality. He was supported by officers from the City Operations Directorate.

### **Key Findings**

- It is anticipated that much of the transport information covered in the presentation would feature in the 'Transport Green Paper' which is due to go out for consultation in April 2018. It was felt that the 'Transport Green Paper' would be a key document in terms of improving air quality in Cardiff.
- It was explained during the presentation that Cardiff's Transport Strategy priorities were:
  - Widening travel choices making it practical for most daily trips to be made by alternatives to the car, for example, public transport, walking and cycling;
  - Demand management to reduce the demand for travel overall, and particularly by car;
  - Network management using technology to make best use of the existing highway network, rather than building new roads that would generate more traffic.
- The Local Development Plan 2006 – 2026 aims to achieve a 50:50 modal split by 2026. To put this into context it aims to take the 65:35 figure achieved in 2011 and make a 1% improvement for every year over a 15 year period.

- Achieving modal shift is viewed as being vital to deal with the rapid growth of the city – it is anticipated that 41,000 new homes and up to 40,000 new jobs will be added to Cardiff by 2026. This means that transport alternatives will be required beyond using the existing network and that peak traffic periods might be extended. It is estimated that if nothing happens then this could lead to a 32% (net) increase in traffic by 2026 - finding extra capacity on the highway network cannot be achieved. **Diagram 6** illustrates the planned change in modal split between 2011 and 2020.

**Diagram 6 – Cardiff’s Planned Modal Split between 2011 & 2026**



- There are 80,000 plus traffic movements in and out of the city every day, and that managing this isn't completely within the control of the Council. Some Councillors felt that the Council needed to spend more time dealing with transport issues within its control and focus less effort on delivering the larger schemes. While the larger schemes were important there was

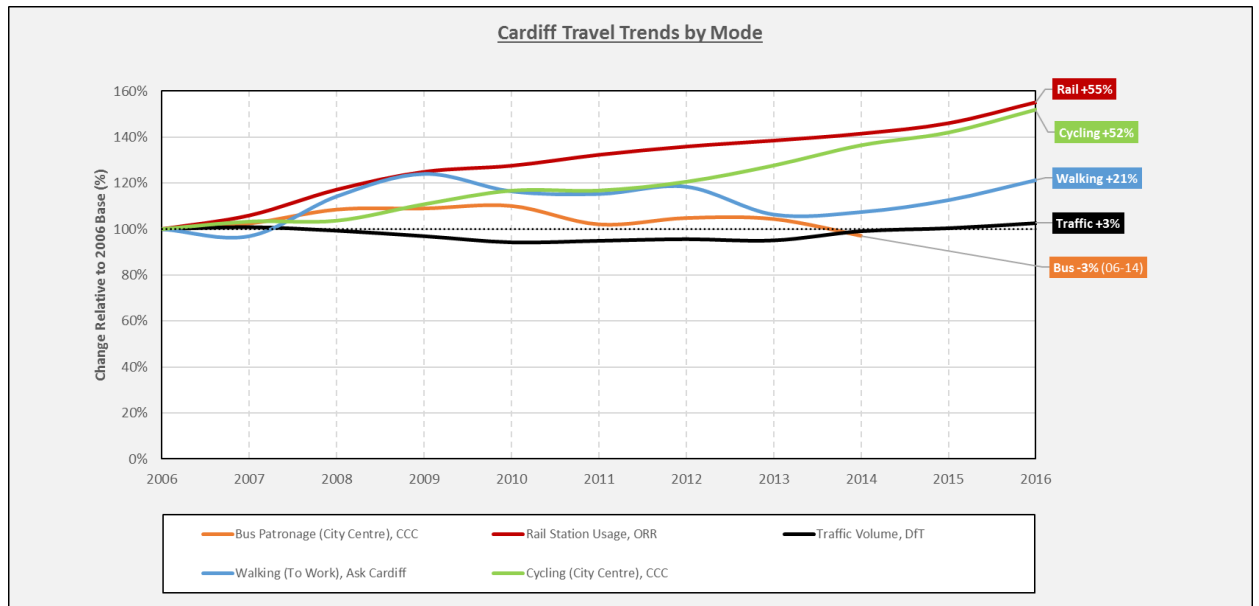
the tendency for the Council to focus on these instead of changing public behaviour through initiatives like 20 mph zones and 75% residential parking schemes. He felt that delivering short term measures was a tried and tested approach which worked well in places like London; they force people out of cars and into alternative means of transport. This suggestion was generally accepted, however, it was noted that Cardiff did not offer the same level of transport alternatives, for example, bus and train services were nowhere near as extensive as the options provided in London.

- A Council officer made a comment that the range of bus services and supporting infrastructure needed to be improved. This was supported by Professor Cole who felt that Cardiff's rail provision was reasonable, however, additional capacity needed to be added.
- Council officers identified the current transport issues, challenges and barriers facing Cardiff as congestion; through traffic; poor bus priority; a lack of cycling lanes; pedestrian safety issues; poor air quality; links with Cardiff Bay and a dated transport system.
- There have been some good strides in terms of developing Park & Ride in Cardiff in recent years, for example, Cardiff East Park & Ride, Cardiff City Park & Ride and the Junction 33 Park & Ride scheme now has planning permission. It is estimated that the Junction 33 site will have between 1200 and 1500 spaces. In addition to this there is some discussion around creating a new Park & Ride scheme in the Vale of Glamorgan which could access the city via the Cardiff Bay Barrage. Work is ongoing on identifying a suitable Park & Ride site for the A470 – sites at Nant Garw and Taff's Well have been suggested. An A470 scheme would need to be supported by bus priority measures (bus lanes) along the A470 into Cardiff.
- A comment was made that services from the Cardiff East Park & Ride into Cardiff City Centre were not direct enough, i.e. they stop at every junction on Newport Road and the journey takes approximately 30 minutes. It was felt that for the service to succeed (and act as a good alternative to the car) it needed to be convenient, quick and direct. The Park & Ride

contract for this site is due for renewal soon and with the large scale housing developments being built in that section of the city it could be possible to get new subsidies to support the upgrade of the bus routes, for example, through planning obligations associated to the development.

- It was explained that there was still a lot of work to do but that the Council has taken some important steps forward in recent years. The results of these include a 28% increase in cycling; the implementation of new measures on key transport strategic corridors and a 26% reduction in daily through traffic in the city centre between 2004 and 2014.
- An officer felt that enforcement was a 'big stick' to get things moving, but that ultimately better infrastructure provides the required reliability. Public transport services need to be quick, reliable and convenient.
- **Diagram 7** sets out the percentage change relative to Cardiff travel trends by mode set against a baseline figure of 2006. During the 10 year period of this chart rail travel and cycling increased by 55% and 52% respectively. Walking increased by 21% while overall traffic levels only increased by 3%. The only negative result was that bus patronage fell by 3% across the 10-year period. A comment was made that the closure of the bus station had contributed to the reduction of bus patronage – Cardiff badly needs a good functioning bus station / transport hub to help reverse the current bus patronage trend, i.e. getting a new bus station / transport hub has to be a priority.

**Diagram 7 – Percentage Change for Cardiff Travel Trends 2006 to 2016**



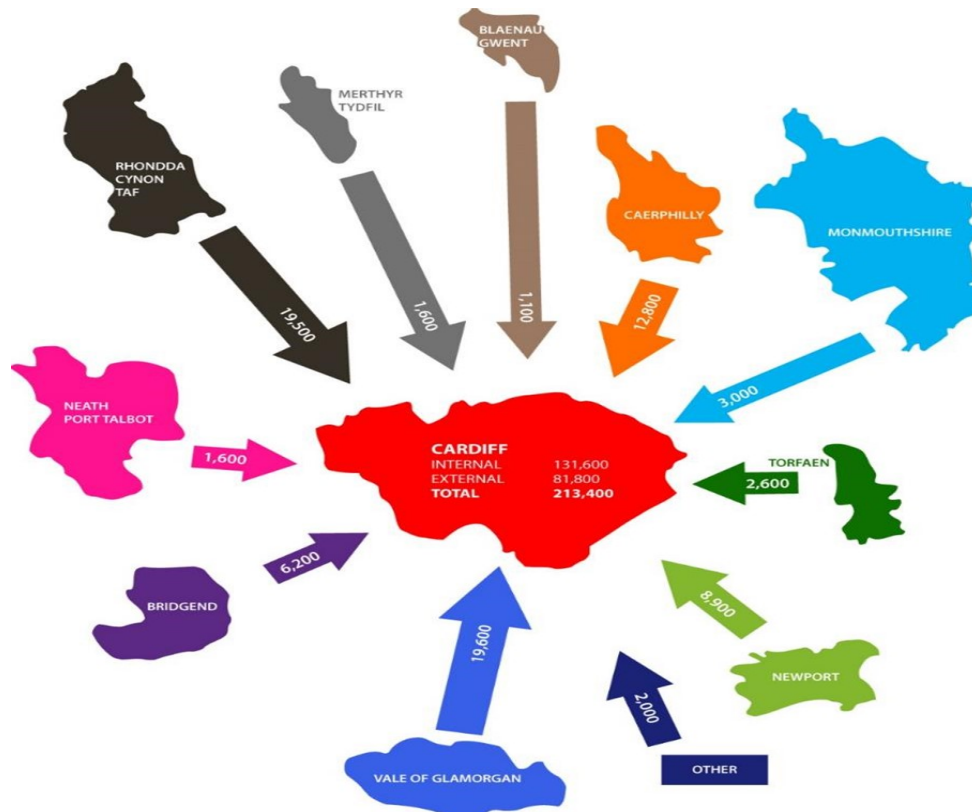
- During the presentation officers provided the following ‘Headline Statistics’ to set out the current picture of travelling into and around Cardiff on a typical day in 2016:
  - 107,800 vehicles entered and exited the city centre during a typical twelve hour period during 2016;
  - There were 55,300 city centre bus passengers (on a two-way journey) across a twelve hour period in 2014;
  - Each year the city centre attracts a footfall of approximately 40 million people in the pedestrianised retail area;
  - It is estimated that Cardiff’s population will grow by 23% between 2016 and 2039;
  - In 2016 39% of Cardiff’s workforce travel into the city from outside the local authority area;
  - Approximately 5,300 cyclists passed through the city centre during a typical twelve hour working day in 2016.
  
- A Member asked what the Council is doing to better manage residential parking. He felt that by using good planning and other parking mechanisms it was possible to drive behavioural change which in turn



would reduce congestion and air quality issues. Examples of where this might work well would include increasing residential parking to 75% limits and the continued roll out of 20 mph zones. An officer felt that this approach was working and that public parking capacity was slowly being squeezed out from the city centre through a mixture of policy and enforcement. A Council officer emphasised that more could be done to drive behaviour change by increased working with neighbouring local authorities.

- **Diagram 8** illustrates the commuter journeys into and out of the Cardiff local authority area during a typical twelve-hour working day in 2016. The data identifies that a total of 78,900 journeys were made into Cardiff each day (Vale of Glamorgan 19,600; Newport 8,900; Torfaen 2,600; Monmouthshire 3,000; Caerphilly 12,800; Blaenau Gwent 1,100; Merthyr Tydfil 1,600; Rhondda Cynon Taf 19,500; Neath / Port Talbot 1,600; Bridgend 6,200 and other 2,000). This is in addition to the 131,600 internal journeys.
- It was felt that Cardiff is now a 24/7 society and Cardiff Bus needs to think more proactively about the night time economy and how it services demand in this area. A Council officer explained that there is a plan to create a park & ride facility with a bus gate at Junction onto the A4232 and a rapid bus route into the city.
- Swansea City Council has created a Park & Ride facility next to the Amazon Fulfilment Centre on Fabian Way. It directs bus journeys into the city centre and uses a bus light activator to clear sections of the route so that buses can run to time, this has proved to be an efficient approach and has made services more reliable.

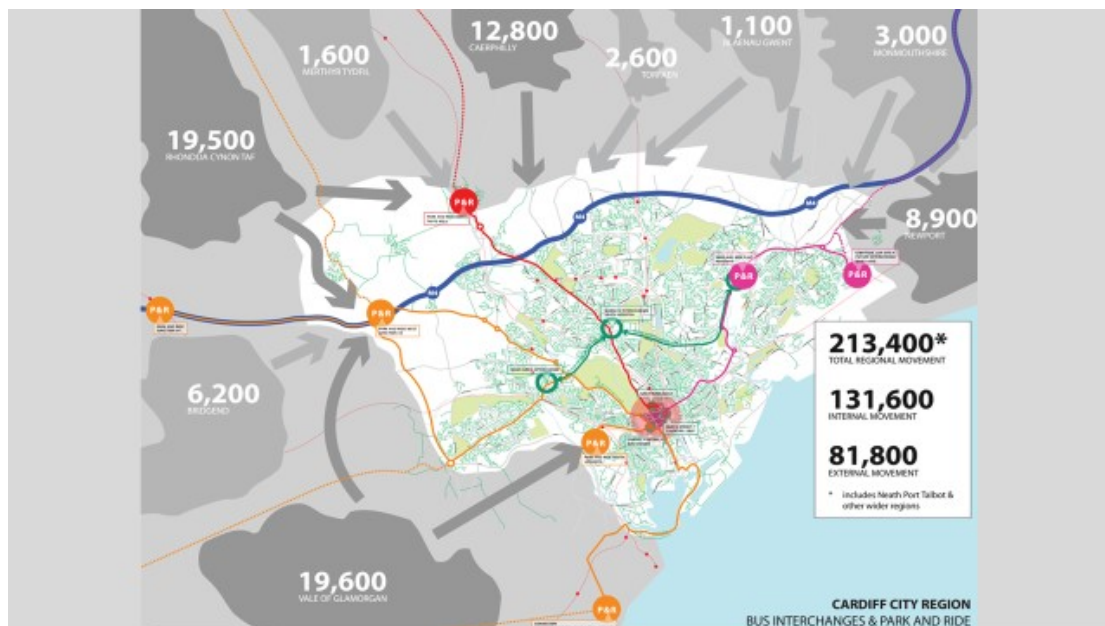
**Diagram 8 – Cardiff Local Authority Commuter Journeys 2016**



- The importance of using a common ticket on the new Metro system was stressed, i.e. a ticket that can be used across different companies and modes of transport (for example, bus and train).
- Places like the Netherlands franchise out bus and train routes, when in the United Kingdom journeys are commercially driven operations. In effect Wales runs a market driven approach where bus operators are able to develop their own core operation.
- A Member was of the view that Park & Ride will only ultimately work when it becomes very difficult to park in Cardiff City Centre.
- A Council officer stated the importance of developing every radial route around the city.

- A comment was made that competition on bus routes could be a good thing with companies successfully creating a series of new routes. Some operators are currently looking at developing cross city movements. Such thinking and healthy competition is good for the development of transport options in the city.
- It was explained that if we could get bus patronage to where it was 10 years ago we would quickly move to the 50:50 modal split position. The biggest issue that we have in Cardiff is the transport funding deficit.
- **Diagram 9** illustrates the current and proposed Park & Ride facilities relevant to the daily internal commuter journeys into Cardiff. It also identifies the potential future bus interchanges planned for the city.

**Diagram 9 - Current / Proposed Park & Ride Facilities Relevant to the Daily Internal Commuter Journeys**

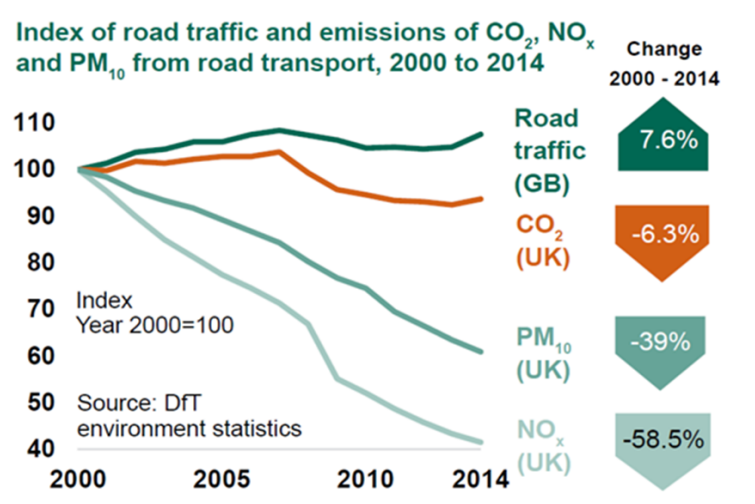


- The Council transport presentation reiterated that:
  - Road traffic emissions, in particular particulate matter and nitrogen dioxide, are the primary contributing factor to poor air quality in Cardiff;
  - Emerging scientific evidence shows air pollution exposure reduces life expectancy by increasing mortality and morbidity risk from heart

disease, and strokes, respiratory diseases, lung cancer and other conditions;

- Public Health Wales state: "...local-level health risks and impacts will vary considerably, not only influenced by differential air pollution exposures but also by individual and population-level susceptibilities. These factors may be 'intrinsic' (e.g. age, sex, genetics) and/or 'acquired' (e.g. income, education, housing, employment, service access, lifestyle/behaviour-related chronic illnesses). The triple jeopardy of air pollution, impaired health and social deprivation is said to compound problems by creating disproportionate and amplified disease burdens between and within regions."
- The presentation provided evidence from the Department for Transport that illustrated that emissions had fallen in recent years, however, for particulate air pollution and nitrogen dioxide there is no safe level of exposure. Any initiatives to reduce air pollution will have positive health benefits. **Diagram 10** illustrates the index of road traffic and emissions of carbon dioxide, nitrogen dioxide and particulate matter from road transport for the period 2004 to 2014. This illustrates that nitrogen dioxide and particulate matter have reduced significantly (58.5% and 39% respectively), while carbon dioxide emissions have only fallen by 6.3%. During the same period road traffic increased by 7.6%.

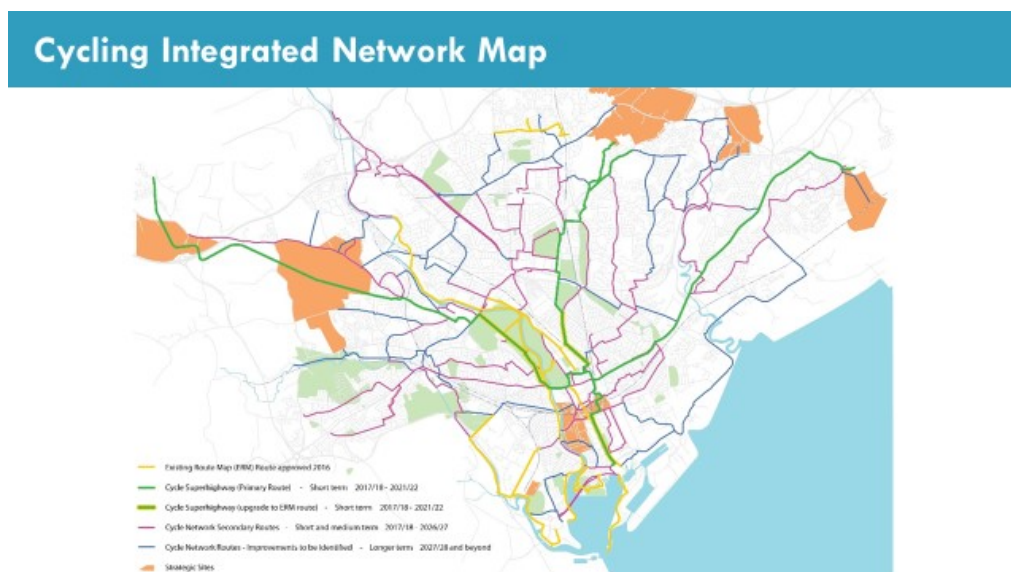
**Diagram 10 - Index of Road Traffic and Emissions from Road Transport for the Period 2004 to 2014**



- Officers explained that Cardiff's Local Transport Plan was approved by the Welsh Government in May 2015. Cardiff's Local Transport Plan sets out its main transport infrastructure proposals which will support this significant modal shift and recognises the need to improve air quality. Its programme prioritises:
  - The development of active travel networks to increase walking and cycling for local journeys;
  - The provision of cycling infrastructure;
  - The bus network;
  - Reduced speed limits;
  - Reducing congestion;
  - Improving transport efficiency and reliability;
  - Bus based park and ride.
  
- The presentation detailed a list of measures submitted to DEFRA for the United Kingdom Air Quality Plan for tackling roadside nitrogen dioxide concentrations in the Cardiff urban area (July 2017). These are taken from key plans and strategies, including the Local Development Plan, Local Transport Plan and the Cycling Strategy. These were summarised in the presentation.
  
- **Cycling Strategy & Integrated Network Map** – This is an ambitious vision to double the number of cycling trips by 2026, from a 9.2% modal share in 2015 to 18.4% in 2026. It includes:
  - The development of a comprehensive network of cycling infrastructure which is suitable for use by people of all ages and abilities;
  - Working with key partners from employers, retail and schools to ensure that appropriate cycling facilities are provided at destinations and to promote cycling;
  - The development of the Integrated Network Map which is a requirement of the Active Travel (Wales) Act 2013. This document plans and prioritises infrastructure improvements for walking and cycling;

- Proposals for two new cycle superhighways which will provide high quality cycle routes, segregated from pedestrians and motor vehicles on busy roads, connecting residential and employment sites.
- **Diagram 11** (below) sets out the plan for the Cycling Integrated Network Map for Cardiff

**Diagram 11 – Cycling Integrated Network Map**



- The presentation explained that Cardiff City Centre attracts hundreds of thousands of commuters and visitors each day from across the Cardiff City Region and further afield. Traffic flows on main routes to and through the city centre generate peak time congestion which causes delays to bus services and can make the area less attractive for pedestrians and cyclists. Increasing sustainable travel to and through the city centre are crucial to achieving improvements in air quality.
- Bus travel has an important role to play in reducing the number of journeys made by car. Developing bus priority measures on strategic bus corridors is essential in reducing bus journey times, improving journey time reliability and making bus travel a more attractive alternative to the car for a greater range of journeys. 400m of bus lane can give each bus a time advantage of five minutes or more over general traffic on the approach to junctions

and improve the ability of bus drivers to meet timetables (Cardiff 2014 Regional Bus Lane surveys). Lanes have been installed on a number of main roads into the city including the A470, A4119 and A48.

- While all contributions to the inquiry agreed that growing the existing cycle infrastructure was important it was stressed that creating good quality modern cycle lanes was very expensive, i.e. they cost £1 million per kilometre to build.
- A report was published in 2016 which stated Wales would need to spend £60 million per annum each year for the next 10 years to match the standard and relative scale of cycle lanes in the Netherlands. As previously stated developing a comprehensive cycle network is not a cheap option, achieving cycle lane parity with countries like the Netherlands would require huge central government subsidies and many years to deliver.
- A Councillor noted that we were a long way behind countries like the Netherlands and asked why this was the case? He was told that it was because they started working on the infrastructure in the 1970's and in relative terms we are at the start of our journey. The Dutch started to invest in cycling infrastructure in the 1970's because they had a very high cycling death rate for young children.

### **City Centre Transport Improvement Projects**

- Cardiff City Centre attracts hundreds of thousands of commuters and visitors each day from across the Cardiff City Region and further afield. Traffic flows on the main routes to and through the city centre generate peak time congestion which causes delays to bus services and can make the area less attractive for pedestrians and cyclists. Increasing sustainable travel to and through the city centre will be crucial to achieving improvements in air quality. Key measures will focus on sustainable transport improvements that will encourage mode shift and contribute to improving air quality levels.

- Trains in the Netherlands are half the price of the United Kingdom thanks to the rail subsidy – this is funded by central government.
- The Council presentation delivered to the task & finish exercise set out a number of priorities for bus travel in Cardiff, these included:
  - Developing a new bus interchange as part of the major redevelopment of Central Square;
  - Working with bus operators to identify and develop an expanded city bus network, including new cross-city and local routes;
  - Work with operators to increase the number of buses where bicycles can be taken on board, to encourage mixed active travel to be used as part of longer journeys;
  - Developing new bus park and ride facilities at M4 Junction 33 and other appropriate locations in Cardiff and neighbouring areas to reduce the number of cars driving into the city;
  - Making bus services faster and more reliable by providing bus priority measures on strategic bus corridors to help reduce bus journey times, improve journey time reliability and make bus travel a more attractive alternative to the car for a greater range of journeys;
  - Investigating opportunities for the development of a green technologies bus fleet.
- **Greener Bus Fleets** - Cardiff Council and Cardiff Bus have submitted an application to UK Government for £1.5million funding to retrofit buses within the Cardiff Bus fleet to reduce their emissions to Euro 6 compliance. The Council will continue to work with Cardiff Bus and other regional bus operators to continue making improvements in the composition of the bus fleets operating on the Cardiff road network. They will explore the use of greener bus types, such as hybrids, full electric and hydrogen. There has been discussion with Welsh Government officers around making new monies available for the development of greener bus fleets.



- It was suggested that the flow of bus lanes wasn't great and needed to be smoother to avoid causing a traffic backlog. Key routes need to have continuous bus lanes like the ones coming in from the Cardiff East Park & Ride.
- A Member stated that bus patronage across the United Kingdom was down and asked how we could reverse this trend? A suggestion to address this issue was the introduction an integrated ticket approach, something similar to the Oyster Card in London. To achieve this in Wales a regional approach would be needed and a network of transport partners would need to take a part in the initiative.
- A Cardiff Capital Region Metro has been proposed by the Welsh Government. It is expected to be a combination of rail-based and bus-based rapid transit routes linked through interchanges and using the same network brand and integrated ticketing system.
- 6% of journeys to work by Cardiff residents are made by rail. Passenger numbers across the city and the wider region have grown significantly in recent years. The Council works closely with key partners, including Welsh Government, rail operators and Network Rail, towards improving and developing the rail network. The new Wales and Borders rail franchise should deliver new rolling stock, increased capacity and frequencies to the meet rising demand and allow for further modal shift to rail based journeys.
- It is hoped that cutting congestion by reducing the number of journeys made by car will bring air quality improvements as well as reducing costs and journey times for individuals and businesses. It also makes journeys made by sustainable and active modes of travel easier, for example, by making bus journey times more reliable and providing a more attractive environment for walking and cycling. By managing Cardiff's highway network more effectively, the Council hopes to make the best use of the existing highway in a way which promotes access by sustainable modes of travel.

- A 20 miles per hour limit was piloted in Cathays /Plasnewydd in March 2014. This was deemed successful and a wider future rollout of 20mph limits is underway in residential streets in areas around the city centre. The consensus is that lower speed limits in residential areas can:
  - Improve air quality in terms of particulate matter exposure;
  - Improve the liveability of the city by reducing car use for local trips;
  - Make it easier to cross roads and access local facilities – especially for children and the elderly;
  - Help to improve the environment for walking and cycling resulting in greater levels of physical activity;
  - The installation of 20 mph limits will complement the ongoing programme of school safety zones through Safe Routes to School and Safe Routes in Communities. These improvements at the local level support active and sustainable travel;
  - Air quality around schools, as well as the impact of driver behaviour and inconsiderate parking on schools and their local communities, are matters of concern. The Council (and other key stakeholders) all have a role to play in tackling these issues.
  
- Electric Vehicle Infrastructure & Car Clubs – The presentation identified that electric vehicle infrastructure and car clubs had a role to play in improving Cardiff's air quality. In particular it made the following points about this evolving technology:
  - It moves toward a shift from traditional fossil fuels for motorised transport to more sustainable forms of clean, renewable energy;
  - The United Kingdom government has a commitment to ending sales of new petrol and diesel cars from 2040;
  - The transition is largely private sector led through vehicle manufacturing markets, however, there is also a clear role for the Council in facilitating, championing and preparing for this transition;

- The Council is running a feasibility study which will review best practice, the market and funding streams which will inform a decision on the best option for the city;
  - Use of more environmentally friendly modes of transport including Low Emission Vehicles will be supported through provision of electric vehicle charging and the rollout of additional car club vehicles;
  - A pilot electric vehicle charging system is expected to be launched in Cardiff during 2017/2018;
  - Car clubs offer a flexible alternative to car ownership and can play an important role in an integrated transport network;
  - Car club provision in Cardiff is set to grow in the short term, helping to reduce the number of journeys made by car and giving access to new, low emission vehicles.
- During the session it was explained that the Council fleet needed to be continually upgraded to ensure that we have clean / low emitting vehicles. This responsibility should also be embraced by the other public sector partners (for example, Health Service, Police, Universities, etc...) and other major employers in the city.

**Part 2 - A Review of Cardiff's Current Air Quality** - Stuart Cole, Professor of Transport at the University of South Wales provided a view on the transport initiatives being proposed and delivered by the Council. In particular, he commented on how the proposals could contribute towards key policy objectives such as modal shift and sustainable travel.

### **Key Findings**

- Professor Cole agreed with all of the objectives set out in the Cardiff Council Transport Presentation, but emphasised that the important area to focus on now was delivery, for example, the it was important that the Council focused on the delivery of the new integrated transport hub.
- It was again explained that the major cause of urban pollution was the motor car – this was consistent with what all other witnesses had said. There is a specific problem at peak periods of the day or during major events.
- We need more bus lanes on strategic bus routes into and out of the city. These are needed to support a prompt reliable service which is ultimately what the public want. The key bus priority characteristics that will influence modal shift are reduced journey times and reliability of journey time.
- Bikes on buses are a good intention but are almost impossible to achieve. Lots of time was spent some time on Trans Cymru trying to achieve this, and it has been attempted on three occasions in England. Only the Nottingham service has partially worked as the approach causes delays on loading and unloading; the drivers and trade unions are not keen on the idea and there is a lack of space on the bus.
- The task group was warned that the amount of investment that was being proposed for the Metro was probably only sufficient for train line upgrade at the moment, however, the rail upgrade would result in the electrification

of heavy rail and this would quickly increase capacity. The introduction of trams was considered to be a practical option for densely populated areas of the city that have no rail service, for example, Ely, Heath; Caerphilly road; Newport road and parts of Cardiff Bay.

- To be successful we have to follow examples of places like the Netherlands and we have to create separate spaces for travel modes, for example, walking, cycling, bus / tram and motor vehicles.
- Professor Cole suggested that public transport access to Cardiff Airport needed to be improved if Cardiff is serious about its ambitions to be a major event city.
- Different parts of Wales have differing transport challenges, for example, urban areas are prone to congested roads, while accessibility is an issue in rural areas.
- The Welsh Assembly has brought many business to Cardiff making it an attractive city to live and work in – this success brings increased transport considerations with it which we have to address.
- There is plenty of private parking in the city centre and in recent years several very large car parks have been built. How do you deal with a large car park company?
- Previously the phrase ‘predict and provide’ has been used to describe what needs to be done to address transport issues. We are now at the stage where this needs to change to ‘provide and promote’, i.e. we don’t need to predict as we understand the issues.
- Little details are important, for example, Cardiff Bus doesn’t give change. All other providers do. Cardiff Bus insists on the correct fare, no one else does this.
- Having a single travel card which can be purchased by one transaction is important to improve public transport in Cardiff and the South East Wales

Region. A card that could be used across several different transport providers to cover the whole journey – it would make things easier and push large volumes of people onto our public transport systems.

Something similar to the Oyster Card.

- Park & ride works well if done properly. The trick here is to ensure that there are always buses on hand and that services are punctual. For example, the Park & Ride scheme in Oxford has been a success as they have made sure that there is always a bus waiting at the facility at peak periods. When drivers arrive at the Park & Ride site they are greeted with a bus waiting to take them to their destination – this makes them content and more likely to use the facility in future. They also run to time and are supported by good bus lanes. Cardiff has started introducing bus lanes on strategic routes – more of this needs to happen.
- The key Swansea bus routes use a transponder to trigger lights on key routes – this speeds up journeys. An example of this can be seen on Fabien Way between the new University campus and the city centre.
- Transport for London takes parking in bus lanes very seriously. Cameras are placed on the front of buses and the details of any vehicles blocking these lanes are recorded and a fine is immediately issued. This has had a dramatic effect on driver behaviour change. Average journey times have come down, services are reliable and the cost is the same or less than the corresponding car journey.
- Trans Cymru offer free travel access across Wales. Average patronage on these services is about 70% and these are mostly leisure journeys.
- The number of over 60's that have moved to public transport in Wales has increased by between 40% and 50%. This is mainly due to the fact that they have free bus travel.
- Train journeys in Wales are 52% cheaper in Wales than in other parts of the United Kingdom.

- The importance of creating interchanges that are able to attract people from more outlying areas was stressed.
- Cardiff's Integrated Transport Interchange – Cardiff very badly needs this to be completed. Why is it so late? This has cost the city in terms of growing the use of public transport.
- Initially when the old bus station was closed the Council issued maps to help people find their way around. These were invaluable, particularly for people visiting the city. Why aren't these issued any more? Could the Council reprint and start giving these away again. It is important to get better transport information to public transport (and potential) users. A Member stated that the Council tends to distribute information well at the start of a scheme, however, this then drops away after a while and our communication becomes poor.
- The task group were told that £12 million was a fairly accurate cost for an average size station – they need a large land development to support them which tends to increase costs.
- Cycle parking – to ensure that cycling take up improves we need to put in place lots of cycle parking facilities. In Copenhagen every hotel hires bikes and has bike parking facilities.
- It was felt that it is important to establish safe routes to stations – this could be paid for out of parts of the City Deal bid. Important to ensure that routes are safe to encourage people to use them.
- Once again there was more support for a single ticket option for the Cardiff and wider South East Wales transport network. The information collected from the use of a single ticket approach can be used to collect huge amounts of data for travel planning.
- Professor Cole explained that Utrecht and Cardiff are similar in size. Utrecht has 16 train platforms while Cardiff has eight. He stated that we need more platforms than we currently have.

## **Improving Cardiff's Air Quality - Meeting 4 – Transportation (2)**

### **- Tuesday 21st November 2017 – 4:00pm to 7:00pm**

**Air Pollution & Cardiff's Bus Services** – A round table discussion with Cardiff based bus services and associated stakeholders to consider the impact that bus services have upon Cardiff's air quality. This discussion included, but was not limited to the current level of emissions produced by bus services in Cardiff; the state of Cardiff's current bus fleet; current and proposed work to improve / upgrade Cardiff's bus fleet; the impact that a clean air zone could potentially have on Cardiff's bus services.

### **Key Findings**

- It is important that bus companies put forward a business plan about the positive contribution that they make towards reducing congestion and taking cars off the road. The bus providers emphasised that it is difficult for them to upgrade vehicles voluntarily and at a speed required as the financial assistance isn't available. Introducing new vehicles needs to be supported by a benefit to the business. This could involve fitted telematics, safer fuel initiatives as well as replacing vehicles.
- The bus providers explained that to just replace all older vehicles simply isn't viable. The Green Bus Fund which operates in England is currently in its 7<sup>th</sup> tranche, however, despite lobbying there is no equivalent fund in Wales.
- Cardiff Bus has applied for OLAF funding, but to date this has not been successful – the fund has been oversubscribed by over five times.
- A witness suggested that society is hung up on stopping people from coming in by bus and that the car is king. He added that we do need to look at far more financial assistance but we need to tackle day to day sustainable transport issues first. We need to make buses look more



attractive, we need to make it unpopular for people to use the car. A full bus can take 75 cars off the road.

- A witness explained that using a bus to get into Cardiff City Centre was a huge challenge if you were a wheelchair user. She also added that there are over 3,000 parking spaces in Cardiff City Centre, this number needs to be reduced – the parking spaces on Westgate Street are a particular problem. Other witnesses agreed with this and reiterated the importance of taking some of the car parks out of Cardiff City Centre.
- A witness explained that she lived in London and did not own a car; however, through a car club she had access to a car. She explained that the shift needed to be sustainable and reflect the needs for modern living.
- A witness explained that London has the infrastructure to support such an urban shift while many other parts of the United Kingdom did not. Improving route reliability is key – if journeys are quick and reliable then customers will make the shift.
- A bus provider representative explained that lots of funding has been taken out of bus services. The funding model has changed, buses now run as a business and are driven by the volume of where people actually want to go.
- A witness explained that making the bus services more popular would probably mean having to increase the prices of car parking and the potential introduction of a congestion charging zone.
- A witness stated that the quality of buses is increasing rapidly in Wales with £140 million being invested into new buses since 2010.
- It was explained that the cost to convert a Euro 5 bus into a Euro 6 was typically between £10,000 to £15,000 per conversion.
- It was suggested by a bus service representative that the creation of a clean air zone in Cardiff would result in the delivery of fewer bus services.

- A witness explained that the subsidy on rail in Wales is £6 per journey, while bus services only receive £1 per journey.
- A bus service representative suggested that Wales needed a policy to support a good fleet replacement cycle, i.e. ensuring that bus companies always buy the latest and best. This would go a long way towards reducing emissions. Such a policy would also need to be supported by a package of financial assistance.
- It was explained that other things being equal Cardiff Bus is potentially able to replace ten old vehicles with new ones every year. A subsidy is needed to increase the percentage of fleet running on new technology.
- A witness asked if Cardiff Council could help with funding as the Welsh Government had decided against a green bus fund in Wales. He suggested that DEFRA had made funding available in England - £30 million has already been allocated to local authorities and a further £100 million is available for new investment. Denbighshire was awarded some funding for electric buses in 2017 from the government's 'Low emission bus scheme'. Electric buses typically cost 2.5 times the cost of regular petrol or diesel buses.
- In the last financial year London received £1.1 billion for investment in bus services, while the rest of England received a further £2 billion. Wales received £92 million (split into amounts of £67 million and £25 million). In bus investment terms Wales is the poor relation.

**Air Pollution & Cardiff's Taxi Services** – A round table discussion with Cardiff based taxi services and associated stakeholders to consider the impact that taxi services have upon Cardiff's air quality. This discussion included, but was not be limited to the current level of emissions produced by taxi services in Cardiff; the state of Cardiff's current taxi fleet; current and proposed work to improve / upgrade Cardiff's taxi fleet; the impact that a clean air zone could potentially have on Cardiff's taxi services.

## Key Findings

- An Uber representative explained that there are pressing and important challenges facing areas in the United Kingdom in terms of air quality. Cardiff is one city that has been identified on the list where action needs to happen. Council's are having to implement clean air zones – this is a trend that we are seeing across the country. Uber has made the following clean air pledge:
  - *By the end of 2019 every car available on uberX in London will be 100% hybrid or fully electric with no diesel vehicles on the app;*
  - *They are starting in London but aim to meet the same standard (100% hybrid or fully electric cars on uberX with no diesels on the app) across the UK by the end of 2022;*
  - *More than half the miles on uberX journeys in London are already in hybrid or fully electric cars, but we want to go much further with a goal for every vehicle using the app in London to be electric in 2025;*
  - *They are also launching a diesel scrappage scheme aimed at removing 1,000 of the most polluting cars from London's roads. The first 1,000 people in London to scrap a pre-Euro 4 diesel vehicle and provide an official scrappage certificate will receive up to £1,500 of credit to spend on Uber or uberPOOL rides as they encourage Londoners to get into a shared car to connect with public transport. Londoners can register*

*their interest here and will be able to apply through the scheme from October 2017.*

### **Setting up a Clean Air Fund**

- *In order to achieve these ambitious goals Uber will create a dedicated Clean Air Fund to allow licensed drivers who use their app across the UK to access up to £5,000 towards the cost of upgrading their car to a hybrid or fully electric vehicle.*
- *Over the life of the fund, it is expected that drivers will claim more than £150m to help transition to a greener car. Uber is currently in discussions with potential third-party administrators of the fund.*
- *Uber kickstarted the fund in October 2017 with a £2m investment. 35p will be added to every ride taken through the app in London – every penny of which will be donated to the dedicated and ring-fenced fund. An amount will also be added to rides in other UK cities over the next year.*
- *uberPOOL trips will be excluded from the 35p addition as passengers are already opting to share their journey with someone else heading the same way. In London more than 400,000 people regularly use uberPOOL to travel from A to B.*
- *Uber-branded rapid chargers have also be installed in central London which will initially be dedicated for use by drivers of electric vehicles who use the Uber app.*
- 65% of miles driven on the Uber app are on petrol or LV. The biggest challenge facing most United Kingdom cities to address the air quality issue is putting new infrastructure in place, for example, public charging points. Uber ran a trial in one United Kingdom city with 50 Nissan Leaf cars and 90% of the drivers identified the biggest challenge as not having enough off-street parking where they could charge the vehicles.

- Uber is chasing OLAF funding for its fleet in major cities across the UK, for example, Glasgow and Edinburgh are keen to drive this agenda forward – such schemes make vehicles cheap to buy or rent, i.e. the new technology is viable with grants.
- Infrastructure – taxi firms are really looking for support and certainty to drive forward with the purchase of low emission vehicles. The ideas and technology are available, they just need help in rolling these out.
- It was stressed that in order to increase the uptake of new low emission vehicles a carrot and stick approach would need to be taken. You need a grant to make the vehicles financially viable as they are very expensive at the moment.
- Making loans available to purchase new sustainable vehicles has to be affordable. The changes need to be phased in for the new drivers – buying hybrid vehicles isn't currently an option in the second hand market so all purchases would need to be new.
- A taxi firm representative explained that there is an issue in Cardiff around the use of the 'Prestige List' (also known as the 'Exceptional Conditions Policy'). It is not fit for purpose as many drivers are claiming that older vehicles are 'prestige vehicles'. The very wide definition of a 'prestige vehicle' means that it is difficult to reject an older vehicle from the list. This means that older vehicles can still taxi on the back of this list – these tend to be higher polluting vehicles which potentially have an impact on Cardiff's air quality.
- To improve the quality of the taxi fleet in Cardiff local standards need to be introduced that force drivers to make a change. Once they understand the direction of travel then they will have to invest in greener and less polluting vehicles. This can only be achieved once the results of the Welsh Government consultation into taxi services is published.

- A witness explained that there are 2,200 licenced taxis in Cardiff, 406 of these are over 10 years old. The policy around the prestige list (Exceptional Conditions Policy) needs to be revisited and updated. Setting new emissions standards would be a good way of lifting the quality of the fleet. The powers for changing taxi legislation in Wales has recently been devolved to the Welsh Government. They are currently undertaking a consultation into the current taxi regulations in Wales and are due to provide feedback at some point in 2018. All Welsh local authorities have contributed to this consultation exercise by completing and submitting a consultation response – these will all be considered before announcing any changes.
- A taxi service representative explained that the Welsh Government consultation into taxi standards in Wales has been a breath of fresh air. It is much needed as the industry needs a clean-up. Moving forward as an industry everything has to focus on efficiency. Financial considerations is the main driver for most taxi drivers and the majority of taxis in Cardiff are owned by owner drivers.
- A Member asked if the taxi companies would help in raising awareness with drivers on a range of key issues such as air pollution. He was told by a taxi company representative that taxi companies could be great drivers for this information and that they would be happy to do this, particularly if the Council got a grip of the current regulations.
- One taxi company representative explained that they were aware of the changes and that when they replace existing vehicles they are ensuring that they are replaced with low emission fleet. Another taxi company representative explained that running low emission disabled access vehicles wasn't currently viable.
- A Council officer explained that the Council's response to the Welsh Government taxi consultation made that point about disabled access vehicles and raised a number of other issues. He felt that a now would be

a good time to review the wider taxi licensing conditions and that this could include disabled access vehicles.

- A taxi company representative explained that government funding needed to be put in place to encourage taxi drivers to switch to low emission vehicles. Support has been provided for taxi upgrades in other parts of the United Kingdom, for example, Birmingham and Scotland. Easy access to refuelling infrastructure also needs to be put in place.
- A witness explained that the taxi industry has successfully evolved many times over the years – these proposed changes will be no different and the industry will adapt to any new proposals.
- A taxi firm representative explained that taxi companies are now able to provide hydrogen kits to its drivers that are Arriva approved for the cost of £500 including installation. These are proven to significantly reduce emissions.
- A comment was made about one taxi company who when renewing their fleet generally replaced older vehicles with the new Toyota Avensis. It was explained that staying technology neutral is important when taking vehicle investment decisions. There needs to be at least a consistent Euro 4/6 standard for taxis applied across Wales. This will really help and will be supported by natural vehicle changeover.
- A Member stated that it is important to open up the debate between bus and taxi companies about the issue of taxis blocking bus lanes. The bus companies are complaining that taxis are regularly blocking lanes and slowing down services. He wanted to know if the message around blocking bus lanes was being clearly communicated to taxi drivers.
- Some of the representatives from the taxi companies were aware of there being an issue around Greyfriars Road in Cardiff, i.e. a bus lane was regularly being used as a drop off point. In response a comment was made that there is a need for a rank or drop off point in this part of the city.

It was explained that there are approximately 1,100 Hackney licences in Cardiff and only 70 rank parking spaces. The issue for many taxi drivers is where are they able to park?

- A Council officer explained that the Council's Moving Traffic Offences Service were asked if any Fixed Penalty Notices had been issued against taxi drivers for parking in bus lanes, however, none had. They stated that the Council is able to revisit this issue, however, it needs evidence to support taking any action. It was suggested that no Fixed Penalty Notices had been issued because Moving Traffic Offences are not specifically looking for the problem. A taxi company representative suggested that if this was an issue then it was something that Council needs to review using its Civil Parking Enforcement and Moving Traffic Offences teams.
- A taxi firm representative stated that the benefits for all taxi drivers being able to use bus lanes – he felt that the decision to allow them to use the bus lanes was a positive thing and felt that a harder approach needed to be taken against individuals who regularly broke the rules around 'banking'.



**Part 3 Society of Motor Manufacturers – Sukky Choongh - Campbell** from the Society of Motor Manufacturers attended the meeting to brief the task group on the view of the Society of Motor Manufacturers on managing air pollution.

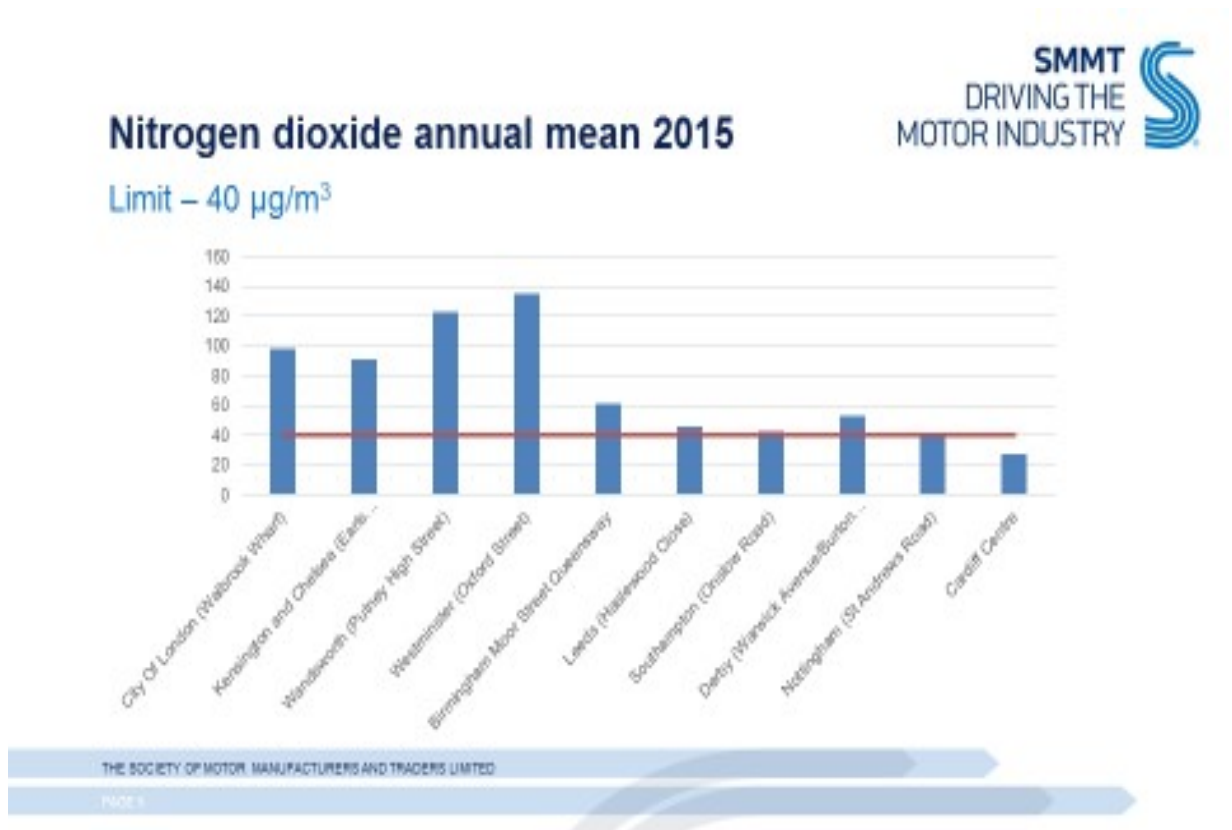
### **Key Findings**

- The Society of Motor Manufacturers & Traders presentation started by setting out the scale of the United Kingdom automotive sector for the start and end of the period 2006 to 2016, the data was as follows:
  - Turnover - £50.4 billion in 2006; £77.5 billion in 2016.
  - Value Added - £9.5 billion 2006; £22 billion 2016.
  - Vehicles Exported – 1,242,312 in 2006; 1,354,216 in 2016.
  - Vehicles Manufactured Annually – 1,649,789 in 2006; 1,816,622 in 2016.
  - Jobs in Automotive – 851,000 in 2006; 814,000 in 2016.
  - Jobs in Manufacturing – 205,000 in 2006; 169,000 in 2016.
  - Engines Manufactured – 1,442,085 in 2006; 2,545,608 in 2016.
  - New Cars Registered – 2.34 million in 2006; 2.69 million in 2016.
  
- National Air Quality Plan – the presentation outlined the government’s ambitions as:
  - End the sale of conventional diesel and petrol vehicles by 2040;
  - Clean Air Zones – original five cities to develop plans, plus an additional 29 local authorities to produce new plans (March and December 2018);
  - Funding - £255 million Implementation Fund and new Clean Air Fund which would cover mitigating actions;
  - Consultation to be launched in Autumn 2017 on mitigation measures (retrofit, discounts, car clubs, subsidised public transport and scrappage);

- New labelling and consumer information requirements to be developed.
- The presentation touched on the proposals for a diesel related United Kingdom scrappage scheme - the consultation for the diesel scrappage scheme was due to be launched in the autumn of 2017. It was anticipated that the aim of the scrappage scheme would be to target support at those that are most likely to be impacted by measures to improve air quality. The government has stated that they are open to ideas from stakeholders through the consultation on how some of the challenges to implementing a scheme could be overcome.
- The presentation touched on 'Clean Air Zones' and explained that the Government will take forward as previously announced plans to introduce Clean Air Zones. Clean Air Zones will be mandated in five United Kingdom cities (Birmingham, Leeds, Nottingham, Derby and Southampton) with a 2019 implementation timeline envisaged. A further 29 local authorities have been identified as requiring to take action due to persistent exceedances of the annual mean objective limit for nitrogen dioxide. Secondary legislation requiring these authorities to implement a Clean Air Zone is still to be passed. Emission standards for Clean Air Zones remain as previously planned with cars/vans at Euro 6 (diesel) and Euro 4 (petrol) and HGVs/buses at Euro VI. Vehicles which meet these minimum emission standards will be able to enter or move within the zone free of charge. Fully electric or hydrogen fuel cell ULEVs will also be able to enter or move within zones free of charge. Government has stated that charging zones should only be used where local authorities fail to identify equally effective alternatives, i.e. as a last resort.
- Clean Air Zone plans will only be approved by government if local authorities can demonstrate that:
  - It is likely to cause nitrogen dioxide levels in the area to reach legal compliance within the shortest time possible;

- The effects and impacts on local residents and businesses have been assessed, including on disadvantaged groups, and there are no unintended consequences; and
  - Proposals that request Central Government funding support demonstrate value for money.
- **Client Earth** – The Presentation explained that the recent Client Earth legal action against the United Kingdom Government had succeeded, however, it had not mandated the following:
  - The five local authorities referenced in the case have not been mandated to introduce clean air zones;
  - 45 local authorities exceeding the nitrogen dioxide limit are not required to do anything;
  - No action is required in Wales.
- It is anticipated these might be addressed in the third Client Earth legal action due to take place against the United Kingdom Government in 2018.
- The presentation included **Diagram 12** that set out the nitrogen dioxide annual mean for 2015 for a number of areas in London and compared these against the annual mean in Cardiff City Centre. It is clear from the data that Cardiff City Centre is by far the lowest of the sites identified and the only one under the nitrogen dioxide limit. Westminster (Oxford Street) was the highest at 135 – almost four times higher than the Cardiff value. It should be noted at this point that the Cardiff City Centre value was taken from the 24 hour City Centre ambient background tracking site in Frederick Street which is in a pedestrianised area. The London values are based on roadside recordings that are adjacent to the public highway.

Diagram 12 – Nitrogen Dioxide Annual Mean 2015

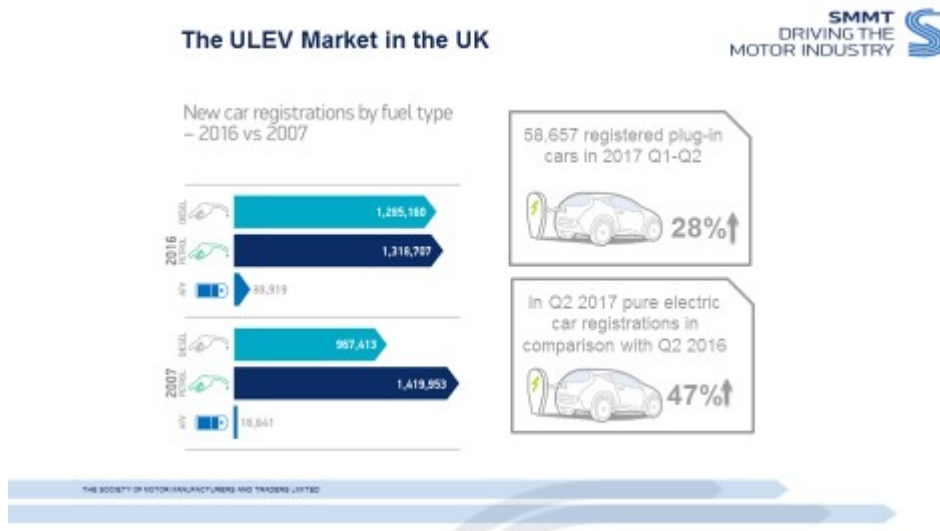


- The presentation identified the four types of electric and ultra low emission vehicles currently available in the United Kingdom, these were:
  - **Battery Electric Vehicles (BEVs)** - A battery electric vehicle is a type of electric vehicle (EV) that uses chemical energy stored in rechargeable battery packs. BEVs use electric motors and motor controllers instead of internal combustion engines for propulsion. They derive all power from battery packs and thus have no internal combustion engine, fuel cell, or fuel tank. BEVs include motorcycles, bicycles, scooters, skateboards, rail cars, watercraft, forklifts, buses, trucks and cars.
  - **Extended – Range Electric Vehicles (E-REVs)** – AN E-REV, or Extended-Range Electric Vehicle, offers all of the benefits of a plug-in hybrid, but with the promise of even greater efficiency. Think of an E-REV as an electric car, but with a generator on board to stop the batteries from getting flat. The idea is that you can recharge an E-

REV's batteries from a socket at home or work, and hopefully the car's range will be sufficient for most journeys. But if it isn't, the petrol engine just kicks in and works as a generator, keeping the battery at a minimum charge level until the next mains charge can top it up.

- **Fuel Cell Electric Vehicles (FCEVs)** – A fuel cell electric vehicle (FCEV) is a type of electric vehicle which uses a fuel cell, instead of a battery, or in combination with a battery or supercapacitor, to power its on-board electric motor. Fuel cells in vehicles generate electricity to power the motor, generally using oxygen from the air and compressed hydrogen.
- **Plug-in Hybrid Electric Vehicles (PHEVs)** - A plug-in hybrid electric vehicle (PHEV) is a hybrid electric vehicle that uses rechargeable batteries, or another energy storage device, that can be recharged by plugging it in to an external source of electric power as well as an on-board internal combustion engine and generator.
- **Diagram 13** was included in the presentation and sets out the new car registration for diesel, petrol and AFV in the years 2007 and 2016. It is clear to see that there has been a significant increase in AFV's since 2017. 58,657 plug in cars were registered in quarter 1 – 2 of 2017 which represents a 28% increase. In quarter 2 2017 pure electric car registrations were up by 47% when compared against Quarter 2 2016.

## Diagram 13 – Changes in the United Kingdom ULEV Market



- It is estimated that 15% of vehicles in the United Kingdom will be electric by 2021.
- The presentation then considered the experiences of other cities in developing a clean air strategy and reducing air pollution, the areas covered were:
  - **Manchester** – The planning for the approach to be taken has been delivered in Manchester by Transport for Greater Manchester as six of the local authorities required to deal with the clean air issue are within the Greater Manchester area (Manchester, Rochdale, Stockport, Trafford, Bury, Oldham, Salford, Tameside and Wigan). It is being driven by the Mayor for Manchester Andy Burnham who has publically stated that publically that he will not charge drivers to use the road. Planned initiatives include an electric bus trial with Volvo; a ‘Go Ultra Low’ event with Europcar; they are very keen to increase the number of ULEVs in the city and they are looking to showcase an event next summer around the National Clean Air Day. Manchester has an established tram system - which helps.
  - **Leeds** – Leeds launched an informal public consultation on Clean Air Zones in November 2017. The critical issue in Leeds is that the non-

compliant areas currently have 75% through traffic, i.e. the bulk of the problem isn't caused by local resident traffic. To help deal with this improvement works for traffic flow are being planned which should be completed in 2022. The main local bus operator has committed to only use Euro VI diesel by 2020. They are also in the process of accessing funding to help convert local taxis and are looking to secure a site for an alternative re-fuelling station. They are looking to work with local dealerships to help increase educational awareness on Clean Air Zone requirements and to help promote the uptake on ULEVs. Leeds was one of the first five cities in the England to be given £1 million for taxi improvements.

- During this part of the meeting it was suggested that one national bus company was passing older buses across to Cardiff / Wales because certain English cities have now increased emission standards.
- **Derby** – In Derby the main areas of exceedance are caused by the M1 corridor. As with most other exceedance areas, cars are the greatest source of emissions. Derby has undertaken research into census data to identify the residents most likely to upgrade their vehicles. They have also used the planning and development process to install electric vehicle charging points. Derby has a non-retrofit policy and are looking to arrange an event to promote Ultra Low Electric Vehicles in the city. The Leader of the council is an ex-taxi driver and has been reluctant to do anything that will charge drivers or adversely affect the economy in anyway. They are very keen to work with dealerships to promote the benefits of electric vehicles and the potential impact of a clean air zone. They are keen to access the JAQU funding which is potentially able to provide each clean air zone authority £1m for electric Hackney carriage taxis.
- **Nottingham** – They are in the early stages of writing their plan. The main area on non-compliance is the inner ring road with the private vehicles contributing to 83% of the emissions. DEFRA has advised they should implement a Class D Clean Air Zones by 1st January

2020. Additional measures include the implementation of trams, biogas vehicles and electric buses. They are looking to convert to a 100% electric taxis fleet by 2025. They have a workplace parking levy in place. This has raised £44 million since its introduction and currently generates a £9 million income each year for investment into Nottingham's transport infrastructure.

- **Bristol** – They are looking to implement the most stringent Clean Air Zone to deter cars from entering the city centre. The first Clean Air Zone feasibility study was deferred due to Client Earth contact, there is a need for a new AQAP and they need to deliver a completed Clean Air Zone feasibility study. It estimated that 60% of vehicles drive into the city from outside Bristol. They are looking to achieve the 'Go Ultra Low' (GUL) city status, and plan to install a large number of EVCPs. They have the ambition of upgrading the entire taxi fleet to electric vehicles. In doing this they are applying for help with upgrading their taxi and bus fleets.
- **Bath** – The city is trying to introduce a number of freight interventions, and to this end DHL are supporting this initiative by trying to acquire an alternative to the Smith electric truck. Source apportionment shows diesel to be the greatest contributor to air pollution, and the most polluted place is a strategic road with high volume of freight. They have recently added a combined natural gas re-fuelling station to the list of potential options for implementation. They are looking to introduce electric taxis into the fleet. Bath is keen to become a test area for connected & autonomous vehicles (CAV's). Bath also considers it important to spread the message of sustainable vehicles by working with dealerships, i.e. they ultimately sell cars and so it is probably a good idea to develop their sales pitch to support sustainable fuel vehicles.
- **Southampton** – Southampton has a large port which makes a large contribution to air pollution. The PCM model doesn't recognise other AQMAs. They have an Enterprise car club which is reluctant to move to

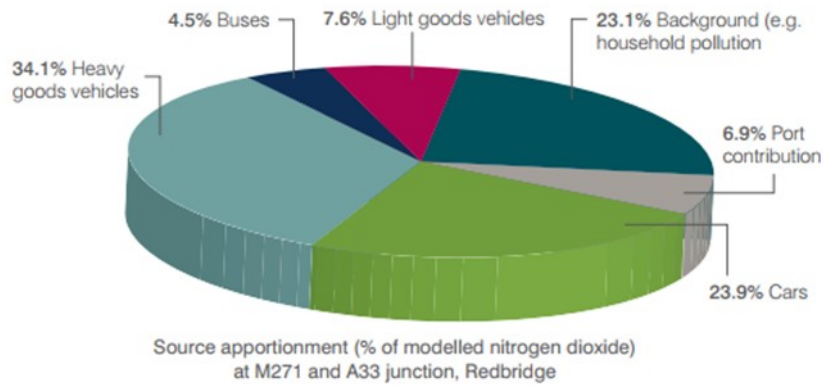


ULEVs. Southampton would like their taxi fleet to become EVs.

**Diagram 14** sets out the main pollution sources in Southampton, this shows that the port contributes to 6.9% of the pollution, with heavy goods vehicles accounting for the single largest pollution contribution at 34.1%.

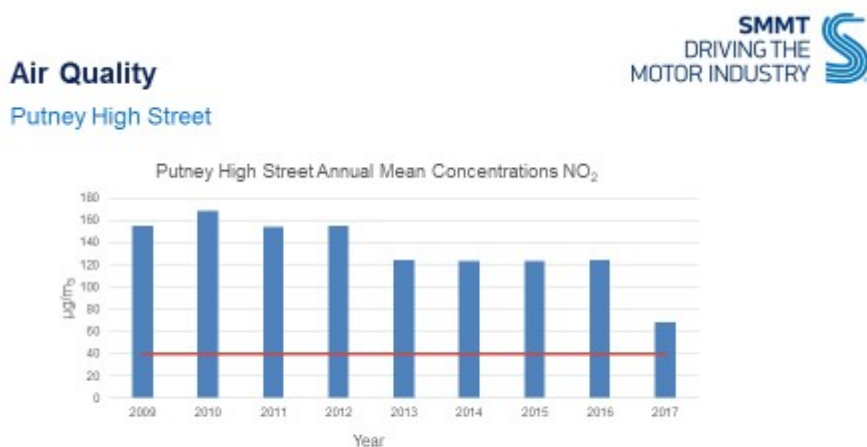
**Diagram 14 – Causes of Pollution in Southampton**

**Causes of pollution in Southampton**



- Due to exceptionally high air pollutions caused by NO<sub>2</sub> emissions a ‘Clean Bus Corridor’ has been introduced on Putney High Street. This now means that only vehicles achieving Euro 6 standards or higher can access the route. As can be seen on the **Diagram 15** this has significantly reduced nitrogen dioxide concentrations.

**Diagram 15 – Air Quality – Putney High Street**



- The Society of Motor Vehicle Manufacturers representative made a number of suggestions on the next steps for Cardiff's Clean Air Strategy, these included:
  - Encouraging the uptake of Ultra Low Electric Vehicles;
  - Develop a recharging infrastructure for electric vehicles in Cardiff;
  - Bus fleet upgrade;
  - Taxi fleet upgrade;
  - ULEV incentives, for example, parking, bus lane use;
  - Procurement – build the use of using vehicles that use sustainable fuels into the procurement process to ensure that the Council and public bodies convert as well the key parts of the supply chain;
  - Planning and Development – use active planning and development to encourage sustainable travel;
  - Encourage and expand car clubs;
  - Promote car sharing across the local authority and with its partners;
  - Introduce the 'Mobility as a Service' (MaaS) concept into Cardiff – i.e. this combines options from different transport providers into a single mobile service, removing the hassle of planning and one-off payments;
  - Freight – develop schemes to divert heavy goods vehicle transport out of key areas of the city;
  - Communications – clearly communicate the message of what is happening and more importantly why it is happening;
  - Lead by example – take control of the situation, deliver the required changes and other bodies and individuals will follow your example.
  
- It was suggested that the Council should work with a commercial partner to introduce electric charging points into public spaces. They are experienced in delivering this type of infrastructure whilst most local authorities aren't.

## **Improving Cardiff's Air Quality - Meeting 5 – Planning, Development & Other Pollution Sources - Thursday 23rd November 2017 – 11:30am to 2:45pm**

**Part 1 - Planning & Development** - Councillor Caro Wild, Cabinet Member for Strategic Planning & Transport and officers from the City Operations Directorate were invited to attend the meeting to discuss the role that planning & development has on Cardiff's air quality.

### **Key Findings**

- An officer stated that the Planning Service has numerous interfaces with air quality issues, and that they work closely with the Air & Noise Team within Shared Regulatory Services.
- Cardiff's Local Development Plan has been adopted and sets out Cardiff's growth plan until 2026. The site planning includes future transport infrastructure which will have a large impact on air quality in the city. One of the fundamental aspects of the plan is to maintain or improve air quality in the city.
- The Planning Service is going through the long task of developing new supplementary planning guidance and is able to create additional guidance to support the planning process where a specific need is identified. New supplementary planning guidance has recently been published on green infrastructure, managing transport infrastructure. These were presented to Council in November 2017.
- A Planning Officer explained that air quality could be reviewed as a potential topic for a supplementary planning document and but that it needed a policy hook from the Local Development Plan.
- Cardiff deals with the largest number of planning applications in Wales – it also deals with the most complicated by type. The Air Quality Team within

Shared Regulatory Services are regularly contracted to act as a technical consultee for these planning applications.

- A Member felt that dealing with air quality issues was sometimes a tick box exercise. A Planning Officer disagreed saying that today it was a far more regulated and highly technical process than had previously been the case.
- A Member stressed the importance to consider the wider (further afield) knock on effects of air quality issues caused by new developments, for example, building a new housing estate could cause air pollution issues at a road junction several miles away. In response it was explained that larger developments now have to be supported by an Environmental Impact Assessment. Such documents now look at the impacts caused over a much wider area.
- A Member explained that objections were put in for a specific Cardiff site over wider traffic problems. There was no new road to support the work required and the planning department was not minded to ask the developer for a new one. He felt that for such large sites we should be telling the developer that one is required, not asking or having the debate.
- It was explained that thorough assessments are undertaken and considered for all sites. The process involves deciding if a development should proceed based on a balance of factors, not just one or two. A development can proceed within parameters of acceptable harm. The task of the Planning Service is to challenge and then debate on the background of professional advice.
- A Member commented that large new sites created large levels of traffic during the construction phase and that this should be factored into the planning decision. A Planning Officer replied by saying that the bigger the site the more traffic, etc.... This is addressed through the master planning process, for example, sites are designed with more internal trips to keep traffic / travel within the site; there is significant investment in public

transport. Lots of thought is applied in getting under the skin and detail of the development.

- It was stated that the Planning Service had offered good collaboration and support to the development of the Clean Air Strategy.
- A Member agreed that the process of internalising developments was important and that it needed to work to cope with the scale of growth in the city and wider city region. A Planning Service Officer explained that good planning is not just about onsite provision, it should also focus on offsite contributions, for example, transport infrastructure.
- Planning obligation contributions have been large in Cardiff in recent years, for example, one site has attracted a planning obligation payment of £250 million.
- Trigger points should be applied to certain traffic levels, for example, if traffic increases in certain points then developers would become liable. Ensuring that good transport planning is put in place is crucial.
- A Member explained that a bus gate was put in place at a Cardiff site without there being any discussion with the bus companies. No one actually understood if there would be sufficient demand to make the route viable. Without financial support no bus company would take on the route.
- The strongest tool that the Council can use to ensure that developments deliver the required infrastructure is planning obligation. It is important to be as strict as possible when applying this. Front loading of planning obligations is also important when developing transport infrastructure – this provides an option to get bus subsidies in from the start.
- A Member asked if we have supplementary planning guidance that relates to electric cars and supporting provision. She was told that technology is changing really quickly, for example, things seem to change on an annual basis. This means that the relevant supplementary planning guidance will need to be reviewed each year.

- A Member asked if the Council should take the risk of keeping up with technology. It was explained that policy integration is a huge issue and striking a sensible balance in this area is very challenging. The Wellbeing of Future Generations means that the Council is now obliged to evidence that the planning process satisfies such need.
- National Planning Policy Wales is updated every year to ensure that it follows the needs of the Wellbeing of Future Generations Act. The Council follows and updates its policies to ensure compliance with the Act.

**Part 2 - Dr Clare Beattie - Associate Director at Air Quality Consultants**

**Ltd** – Dr Clare Beattie was invited to attend the meeting to comment on the important characteristics of a clean air strategy and discuss the opportunities and challenges that exist for the Council as it develops ‘Cardiff’s Clean Air Strategy’.

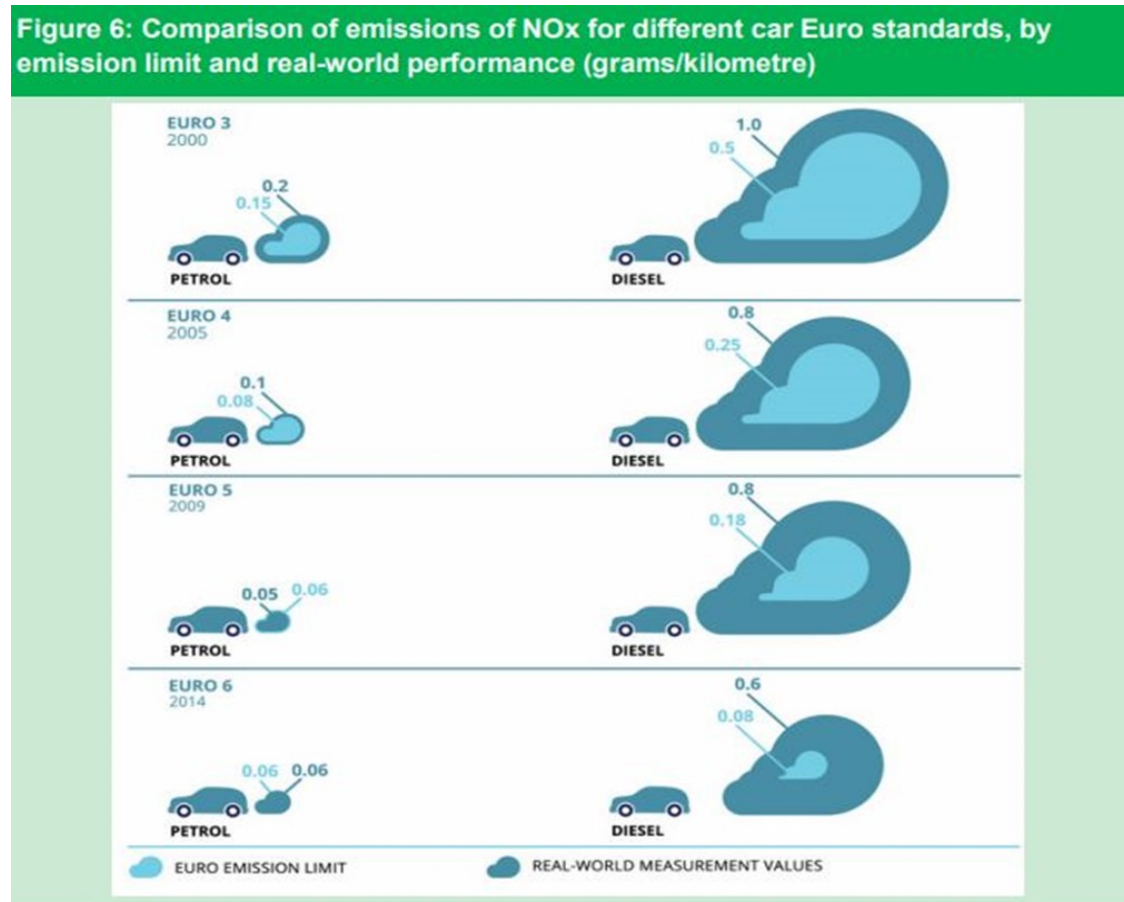
**Key Findings**

- Local Air Quality Management should be delivered through a systematic review of air quality against health based air quality ‘Objectives’ and that where necessary ‘Air Quality Management Areas’ would be required. Action Plans required where objectives are not met.
- EU Requirements - Welsh Ministers are responsible for meeting ‘Limit Values’ in Wales and failure in this area could result in potential fines for non compliance. Such assessments are undertaken on a different basis to LAQM (national modelling – PCM (Pollution Climate Mapping Model)).
- As explained by previous witnesses it was stated that nitrogen dioxide is the dominant pollution issue in Wales and that limit levels are set at a constant level of 40 mg.
- The presentation explained that the Welsh Government has recently produced the Well-being of Future Generations (Wales) Act 2015 - air quality clearly has an impact of well-being. Poor air quality impacts on health in Wales and so it needs to be addressed to comply with such legislation. The Welsh Government has recently introduced an average population exposure to nitrogen dioxide national indicator which Cardiff has to report on and comply with. By July 2018 consultation on Clean Air Zone Framework for Wales will need to be assessed in relation to whether other measures could achieve compliance more quickly. Welsh Government will need to work with Cardiff Council (and any other LAs) on this consultation and all other Welsh local authorities.

- Other Relevant Issues – Dr Beattie commented on a number of other relevant issues around air quality, these included:
  - That objectives and limit values are measured as an annual mean;
  - Several parts of Cardiff with Air Quality Management Areas are impacted on the ‘Street Canyon’ effect. Tall buildings create a canyon effect and hold the pollution in a confined area preventing dispersion;
  - Complex chemistry of nitrogen dioxide;
  - Drop off in concentrations away from road for nitrogen dioxide and other forms of pollution are quite rapid;
  - Congestion increases emissions - stop/start driving significantly increases the level of vehicle emissions;
  - HGVs/ Buses – these produce greater emissions per vehicle;
  - Gradients will increase emissions – although Cardiff is fairly flat which is a positive for air pollution levels in the city;
  - Real world emissions – especially diesel.
  
- **Real World Emissions – Diagram 16** provides a comparison of emissions of nitrogen dioxide for different car Euro standards, by emission limit and real – world performance. It is clear from the diagram that nitrogen dioxide emissions are significantly higher for diesel than petrol for each of the four Euro categories, and that actual emissions from vehicles when driven in a real world environment (and not under laboratory conditions as used for the Euro limit standards) are significantly higher than the prescribed Euro standard values. The diagram illustrates that in terms of nitrogen dioxide emissions, diesel engines present a far more significant threat to health than their petrol equivalent.



**Diagram 16 - Comparison of emissions of Nitrogen Dioxide for different car Euro standards (diesel & petrol), by emission limit and real world performance**



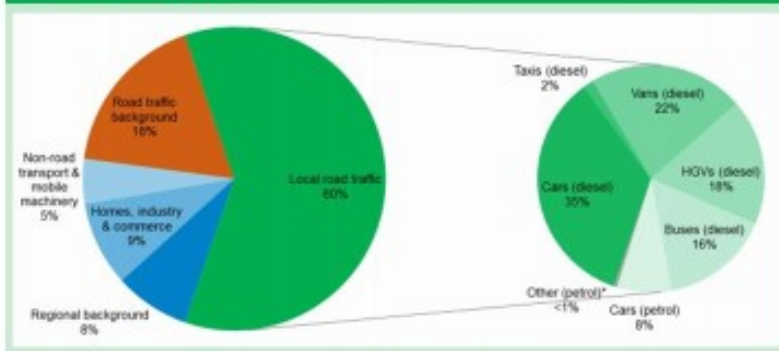
Source: Adapted from a report by the European Environment Agency<sup>25</sup>.

- Diagram 17** sets out the United Kingdom national average nitrogen dioxide roadside concentration apportioned by source of nitrogen dioxide emissions 2015. The diagram illustrates that 60% of nitrogen dioxide is generated by local road traffic – from this 60%, 93% is generated from diesel vehicles (cars (diesel) 35%; Taxis (diesel) 2%; Vans (diesel) 22%; HGV's (diesel) 18%; Buses (diesel) 16%). This means that as a United Kingdom average in 2015 55.8% of all nitrogen dioxide emissions was generated by diesel vehicles.

## Diagram 17 - United Kingdom national average NO<sub>x</sub> roadside concentration apportioned by source of NO<sub>x</sub> emissions 2015

### Sources

Figure 3: UK national average NO<sub>x</sub> roadside concentration apportioned by source of NO<sub>x</sub> emissions, 2015



Source: PCM modelling provided by Ricardo Energy & Environment (2017)

Note: 'Local road traffic' in the large pie chart is the estimate of the proportion of local NO<sub>x</sub> roadside concentrations contributed by traffic on that road and is shown in greater detail in the smaller pie chart. 'Road traffic background' is the estimate of NO<sub>x</sub> concentrations contributed by traffic on other roads.

\* Other (petrol) is made up of petrol vans and motorcycles.

HGVs = Heavy Goods Vehicles.



- The presentation touched on the Client Earth High Court cases to date and the impact that this has had on dealing with air pollution in the United Kingdom. In particular the presentation made reference to:
  - The Client Earth High Court cases relate to the Defra National Air Quality Plan, which ClientEarth considered had only taken 'minimum steps' to achieve the EU Limit Value.
  - In November 2016 the High Court concluded that modelling of when the Limit Value will be met was based on overly optimistic vehicle emission factors in future years. It also identified that the Defra National Air Quality Plan was not sufficiently ambitious to meet the Limit Values by the 'soonest date possible'.
  - In November 2017 a further legal action against the Government was announced. This also included taking the Welsh Government to court for failing to meet their obligations in Wales.

- **Clean Air Zone Feasibility Work** – it was explained that most of the local authorities who have a requirement to consider implementing a clean air zone are at an early stage of the process, i.e. are involved in the planning or are actually undertaking a feasibility study. DEFRA has set out prescriptive reporting requirements for English local authorities with 2020 Limit Value exceedances. JAQU (Joint Air Quality Unit – Defra and DfT) is providing considerable financial support to English local authorities in planning for and implementing clean air zones. It was felt that Wales needed to utilise this existing experience and that the resource allocation for Wales for carrying out this work was still unclear.
- The presentation made some suggestion on how to go about creating a Clean Air Strategy in Cardiff, in doing so she explained that:
  - It would need a ‘Steering Group’ of relevant Council officers and other key stakeholders – this should include the Welsh Government;
  - Extensive traffic and air quality modelling would be required to identify the scale of the problem in the city;
  - A list of options would need to be identified for dealing with the issue, this should include a range of Clean Air Zone scenarios (size of area? the type of vehicles to include?);
  - It would be important to engage political involvement at the earliest possible opportunity.
- It was suggested that a Clean Air Strategy for Cardiff should include:
  - A detailed evaluation of options impacting on air pollution in Cardiff and not just air quality;
  - A detailed business case setting out the option(s) chosen for the Clean Air Strategy and why these had been selected;
  - Prioritisation of measures – i.e. those that need to be delivered first to achieve the Limit Values as quickly as possible;
  - Consideration of consultation/ engagement with the public and other key stakeholders;
  - An ‘Implementation Plan’ for the Clean Air Strategy’;

- A defined monitoring approach to ensure that the chosen initiatives are being properly implemented;
  - Key elements / wider measures worth building into the Clean Air Strategy should include 'Smarter Travel', 'Low Emission Vehicles and Infrastructure', 'Traffic Management', 'Planning Frameworks' and 'Communication'.
- The challenges facing the Council in developing the Clean Air Strategy were highlighted as:
  - A Clean Air Strategy will need to cover the identified Air Quality Objectives and deal with addressing the EU Limit Value requirements;
  - Working through the lengthy processes of feasibility work, gaining approval and public / political acceptability;
  - The funding position in Wales is still unclear for developing a Clean Air Strategy and dealing with the implications of potentially introducing a Clean Air Zone;
  - Many aspects of the work that needs to be delivered is outside of local authority control;
  - Brexit and all of the uncertainty that this presents.
- The opportunities presented to the Council in developing the Clean Air Strategy were identified as improved health; a more agreeable city centre environment; the development of a collaborative approach for dealing with the issue.

**Part 3 - Natural Resources Wales – Air Quality Monitoring** – An air quality officer from Natural Resources Wales was invited to attend the meeting to explain the role that the organisation has in monitoring and compliance around air quality in Cardiff and across Wales.

### **Key Findings**

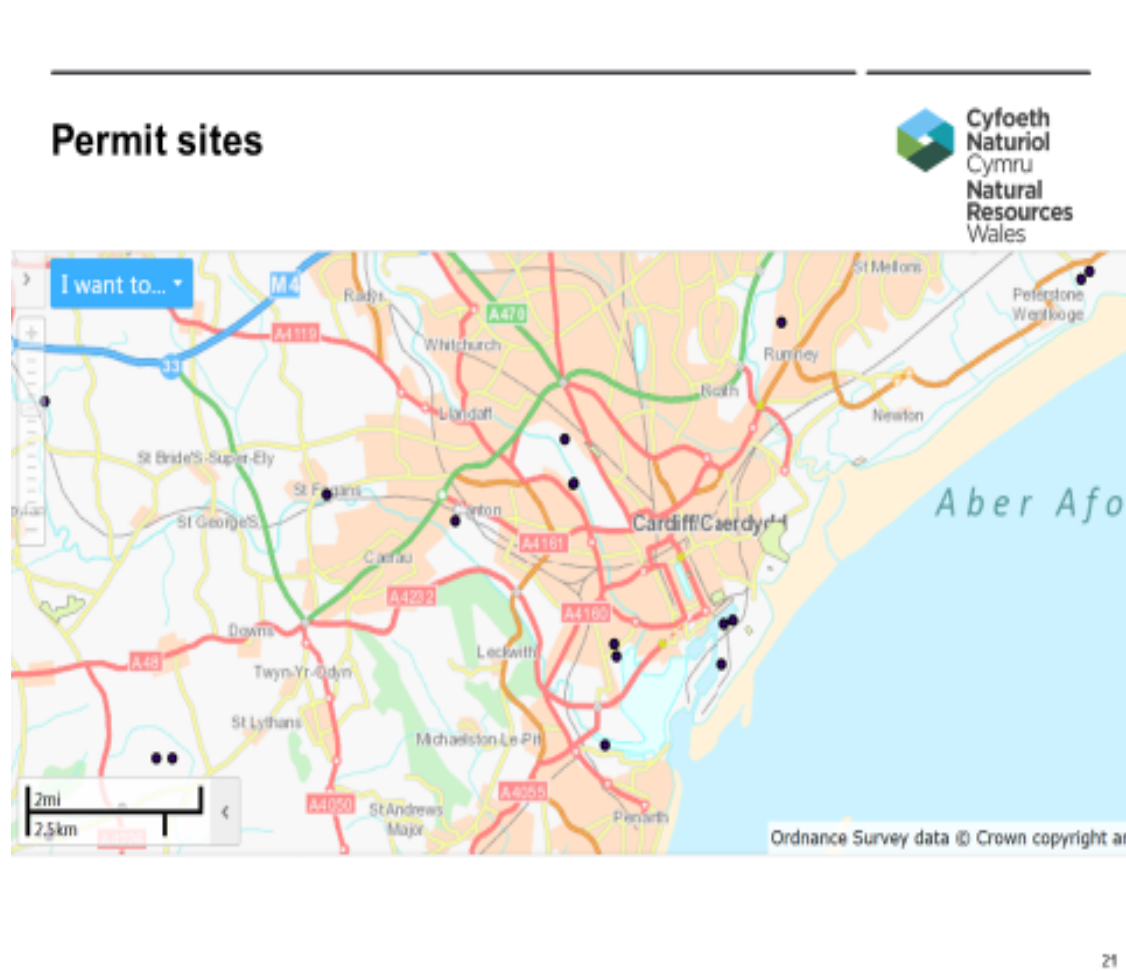
- The Natural Resources Wales role can be broadly categorised as adviser, regulator and evidence gatherer/provider. Within this remit they have a number of duties including:
  - They ensure that the industrial facilities comply with EU requirements on Wales and the United Kingdom (for example, Air Quality Directives, Habitats Directive, the National Emissions Ceiling Directive and the Industrial Emissions Directive, Domestic and UK requirements such as the Environmental Permitting Regulations, the Air Quality Standards (Wales) Regulations, the UK Air Quality Strategy and the Countryside and Rights of Way Act and the Well-being of Future Generations (Wales) Act).
  - They support local authorities in improving local air quality, including the provision of ambient air quality modelling, advice and guidance.
  - They coordinate ambient air quality monitoring for incidents that can have an impact on air quality.
  - They provide air quality modelling, analysis, guidance and advice services to support permitting, conservation and compliance activities.
  - They are not generally responsible for monitoring or assessing ambient air quality.
  - They are the advisor to the Welsh Government - air quality is a devolved matter, and the Welsh Government is responsible for their

own air quality policy and legislation. The UK government leads on international and European legislation.

- Natural Resources Wales is the principal environmental advisor to the Welsh Government. They support the Welsh Government in its duty to achieve air quality limit and target values set in European Directives and domestic regulations. They also support its duty to minimise the harmful effect of air pollution on human health and the environment. They provide the Welsh Government with advice, guidance and evidence.
- Natural Resources Wales is committed to working with local authorities and playing its part in Local Air Quality Management. They continue to agree improvements with local authorities for the installations they regulate that contribute significantly to breaches of an Air Quality Strategy objective.
- Natural Resources Wales provides local authorities with information that identifies the current releases from industrial installation(s); any assessments on the effect of the releases from the installation on local air quality; any plans already in place that will deliver future improvements for local air quality; any equipment or operational changes that could deliver improvements for local air quality.
- The monitoring and compliance arrangements in place to measure air quality includes:
  - **Stack monitoring** - Large combustion plant (LCP) and waste incineration plant (covered by WID/IED) are required to take stack monitoring. For example, permit at Viridor requires continuous monitoring (CEMS) for Oxides of Nitrogen (NO and NO<sub>2</sub> expressed as NO<sub>2</sub>), Particulate Matter TOC, HCl, SO<sub>2</sub>, CO. Such data has to be provided every hour or half hour.

- **Ambient monitoring** - When it is necessary, installations will be asked to carry out stack or ambient air quality monitoring as a permit condition or compliance check.
- **Diagrams 18 & 19** set out the sites that Natural Resources Wales routinely monitors for air quality standards in Cardiff and the wider South Wales Region. An officer from Natural Resources Wales explained that Cardiff in particular did not contain a high concentration of industrial facilities that needed constant monitoring and that there were no recent examples of emissions breaches in the city.

**Diagram 18 – Cardiff Permit Sites Monitored by Natural Resources Wales**



## Diagram 19 – South Wales Permit Sites Monitored by Natural Resources Wales



20

- Natural Resources Wales has the following enforcement powers at its disposal, the main one that they use is the Environmental Permitting (England and Wales) Regulations 2016.



## **‘Improving Cardiff’s Air Quality’ - Meeting 6 – Sustainable Fuel for Vehicles - Wednesday 6th December 2017**

**Part 1 - Council Approach to Sustainable Fuel for Vehicles** - Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling & Environment and officers from the City Operations Directorate / Economic Development Directorate were invited to attend the meeting to discuss the work that the Council is doing to support the delivery of sustainable vehicle fuel within the Council and across Cardiff as a whole.

### **Key Findings**

- The presentation set out why the Council needs to act in terms of developing low emission transport in Cardiff. It addressed six key points including:
  - **Poor Air Quality** – this contributes to 40,000 premature deaths per year in the United Kingdom. Cardiff is in breach of EU limit values, with diesel fuel related emissions being the largest contributor to Cardiff’s problem.
  - **Carbon Reduction** – There are national and city wide targets for carbon reduction across the United Kingdom. Transport accounts for 24% of emissions nationally. The Welsh Government is pushing for a carbon neutral public sector by 2030.
  - **Cost** - Fossil fuels are an ever increasing cost to the Council and citizens. Fuelling the Council fleet cost £1.5m in 2016/17.
  - **Demand/Supply Standoff** - Market confidence needs to grow in low emission transport. High consumer cost and an uncertainty/slow emerging supplier market slows down potential growth. Strategic leadership and “intelligent customer” actions needed are needed to

help push things forward. This underlines the Council role as an “early adopter” and strategic player.

- **Cardiff’s Competitive Position** – It was explained that Cardiff should have a strong competitive position in pushing forward low emission transport, for example, it presents a ‘World Class City Offer’; it is a city at the forefront of technology and it is a city that facilitates a cleaner smarter quality of life.
- The Cabinet Member stressed the importance of taking a lead in this area, i.e. upgrade the standards within our fleet and to act as an enabler for things like public electric charging infrastructure. He also commented on the potential benefits of dealing waste on a South Wales Regional basis, for example, he felt at the time that it would be great to have a waste collection vehicle that ran on sustainable fuel (electric or hydrogen), however, there didn’t appear to be an appropriate vehicle in the market to meet this ambition. As a consequence he felt that a waste collection vehicle using sustainable fuel would not feature in the next procurement exercise, but hoped it would happen in the one after that.
- Background studies have been commissioned to help understand the Council’s role, opportunity and key points of impact in terms of developing and supporting sustainable fuel infrastructure.
- A Member explained that £4 million had just been made available for electric charging infrastructure in Wales. An officer explained that he was off to a meeting the following day to discuss the potential implication for Cardiff from this fund.
- Members commented and agreed that it was essential to build sustainable fuel vehicle options into future procurement strategy. The Cabinet agreed with this and felt that it should now be easier to do this as all fleet procurement is delivered through Central Transport Services.

- £50,000 in the 2017/18 budget was allocated to fund a study into how Cardiff supports and delivers electric charging infrastructure in the city.
- The Cabinet Member explained that as a general rule of thumb hydrogen currently works better for larger vehicles and electric is more efficient for smaller vehicles. An officer then explained that there is strong hydrogen expertise in South Wales, for example, at the Baglan hydrogen centre and University of South Wales.
- An officer explained that it is important to acknowledge that in the short, medium or long term there is no single silver bullet to solve this problem. Cardiff needs to embrace the complete range of technologies available.
- Five examples of best practice in terms of using sustainable fuels in the United Kingdom were mentioned in the presentation, these were:
  - **Dundee City Council** – they have introduced electric vehicle charging infrastructure across the city (15 rapid chargers & 50 fast chargers); converted 81 Council vehicles to electric); created electric vehicle charging “hubs” and a pool car scheme; they have converted the main taxi fleet to electric (81 vehicles). To help achieve this they have received £3m in financial support from the EU, the United Kingdom Government and the Scottish Government. They were ‘Highly Commended’ in the United Kingdom cities ‘Go Ultra Low’ scheme.
  - **Fife Council** – they were cited as a best practice example as they are trialling hydrogen waste vehicles and using renewable energy assets to generate hydrogen as a fuel for the vehicles.
  - **Greater Manchester Combined Authority** – They have made bids to the ‘Green/Clean Bus Fund’; they are implementing 200 electric vehicle charging points as a part of a ‘Plugged in Places” initiative; they are aiming to set stricter emission standards for taxis operating in the area.
  - **Nottingham City Council** – They have rolled out electric vehicle charging infrastructure across the city; they have converted the Council fleet to electric; they have introduced a ‘Low Emission Zone’ and they are now operating compressed Natural Gas Buses. This has been

achieved thanks to £6 million of United Kingdom Government financial support. Nottingham City Council were winners of the United Kingdom cities 'Go Ultra Low' scheme.

- **Mayor of London Assembly** – They have created 'Low Emission Zone exemptions'; introduced an 'Ultra Low Emissions Zone plan'; all new buses introduced in London are either hydrogen or electric; they have introduced an extensive range of car clubs and electric vehicle charging points.
  
- The presentation went on to explain the main opportunities available to Cardiff in terms of growing the use of low emission or sustainable fuels, the actions that it needs to take and why we need to deliver the actions. These included:
  - Cardiff is the capital of Wales and as such it should take a 'Leadership role' in growing the use of low emission or sustainable fuels;
  - Cardiff is a population and business centre. It has the critical mass to stimulate uptake of low emission or sustainable fuels;
  - The Council is in a strong position to control and influence the introduction of sustainable fuel infrastructure. Also given its size it can act as an early adopter in terms of converting its large fleet and build the use of sustainable and low emission fuel into its procurement process and the procurement supply chain;
  - The Council has close working links with Cardiff Bus, Cardiff's taxi companies and other partner public sector organisations (for example, Health Service, Police Force, Universities, etc..);
  - They have the responsibility of managing the public highway and major development sites across the city;
  - The Council is able to support and deliver local energy supply opportunities that can be used to produce sustainable energy and create circular economies. Local sustainable / renewable energy

examples include the Lamby Way Solar Farm, Viridor Energy from Waste Facility and the Tidal Lagoon;

- South Wales has significant levels of hydrogen fuel expertise, for example, at the University of South Wales and several manufacturing sites across the region. In addition to this, the South Wales Steel Industry has huge potential for capturing hydrogen as a waste product and then reusing it as a sustainable vehicle fuel;
  - Do-nothing is not an option. Improving air quality to achieve compliance with EU limits without some type of clean air zone was unlikely and that without the growth of sustainable / low emission fuels it would be even more difficult.
- The presentation set out a 'Strategic Vision' that the Council needed to deliver to act as a catalyst for change, this included:
    - Facilitating and speeding up a pathway to zero emission transport;
    - Proactively addressing Air Quality Challenges;
    - Using procurement power to provide market confidence;
    - Accessing grants to proactively kick-start infrastructure provision;
    - Engaging with and supporting local innovation;
    - Exploring beneficial business models on supply and generation;
    - Securing the best Circular Economies for the City and for Wales.
  - The presentation then provided three slides that set out short, medium and long term actions that the Council needed to take to drive the clean / low emission fuel agenda forward. These are set out in **Diagrams 20, 21 & 22**.

Diagram 20 – Short Term Strategic Actions

		Short Term		
STRATEGIC ACTIONS		Action	Evidence	Progress
		<b>Fleet Procurement</b> Gradual conversion to ULEV vehicles	<ul style="list-style-type: none"> <li>Pool cars and small vans – already cheaper on a whole of rental life analysis but requiring associated charging infrastructure</li> <li>HGVs - less mature market still needs piloting approach</li> </ul>	<ul style="list-style-type: none"> <li>Testing 2 EV vans</li> <li>Corporate target around fleet emissions</li> <li>Draft Procurement strategies pointing towards inclusion of ULEV vehicles</li> </ul>
		<b>EV Charging Infrastructure</b> Install more publically available Charging Points	<ul style="list-style-type: none"> <li>Growing consumer demand</li> <li>Market needs support in dense urban areas</li> <li>OLEV Funding available</li> </ul>	<ul style="list-style-type: none"> <li>Detailed feasibility study commissioned</li> <li>Preparing for bid to OLEV</li> </ul>
		<b>Understand the Council's Energy Supply Role</b>	<ul style="list-style-type: none"> <li>Renewable projects - business models significantly enhanced with Council Fleet as a potential customer</li> <li>Unclear governance and delivery models around on-street sale of electricity</li> </ul>	<ul style="list-style-type: none"> <li>Already using innovative solar to supply EV's</li> <li>Modelling impact on Solar Farm proposal</li> <li>EV study looking at issues to do with sale/supply</li> </ul>

	Small Van (per year)	EV Van	Electric Vehicle	Commercial Motor Use	Range Cost
Car	5	€ 27,342	€24,816	-	€ 2,524
Small Van	7	€ 28,877	€18,708	-	€ 10,169
Large Van	7	€ 28,242	-	€ 30,218	€ 3,984
Tipper Van	7	€ 27,664	-	€ 41,791	€ 1,762
Bus/Truck	10	€ 110,411	-	€131,827	€ 21,416

Diagram 21 – Medium Term Strategic Actions

		Medium Term		
STRATEGIC ACTIONS		Action	Evidence	Progress
		<b>Cardiff Bus</b> Understand current investment approach and identify more ambitious opportunities for Hydrogen, electric and CNG vehicles	<ul style="list-style-type: none"> <li>Best Practice in London, Manchester, Nottingham and elsewhere</li> <li>English Schemes have benefitted from funding not available in Wales</li> </ul>	<ul style="list-style-type: none"> <li>Significant carbon and emissions reductions already achieved</li> <li>Needs further and longer term strategy to address Carbon Neutrality and Air Quality agendas</li> </ul>
		<b>City Growth</b> Explore opportunities for ULEV infrastructure as part of new development proposals (LDP sites, Park and Ride, Metro, etc)	<ul style="list-style-type: none"> <li>Clear and increasing demand.</li> <li>Relates to general SD design principles</li> <li>Cost effective business models (viability)</li> <li>CIL item?</li> </ul>	<ul style="list-style-type: none"> <li>Developing SPG</li> </ul>
		<b>Taxis</b> Explore incentives and licencing levers to favour ULEV Incl Council Taxi Use strategies	<ul style="list-style-type: none"> <li>Working in Dundee and elsewhere</li> <li>Needs level playing field in licencing (UBER risk)</li> </ul>	<ul style="list-style-type: none"> <li>Residential areas with high incidence of licenced taxi drivers targeted for on-street EV charging points</li> <li>Explore ULEV criteria for CCC taxi use contracts</li> </ul>

Hydrogen Bus - London

Dundee EV Taxi rank

**Diagram 22 - Long Term Strategic Actions**

Longer Term		
Action	Evidence	Progress
Clean air Zones	<ul style="list-style-type: none"> <li>• WG stats</li> <li>• UK Govt response</li> </ul>	<ul style="list-style-type: none"> <li>• Air Quality Strategy considering this</li> </ul>
Develop Fully Integrated Hydrogen Strategy	<ul style="list-style-type: none"> <li>• Fife pilot scheme</li> <li>• London Bus Pilot Scheme</li> <li>• WG – circular Economy aspiration</li> <li>• UK and EU innovation funding programmes</li> </ul>	<ul style="list-style-type: none"> <li>• Dialogue with Shell</li> <li>• IUK hydrogen project ( now closed)</li> </ul>
Electric Vehicles to Grid and Energy Storage Provision	<ul style="list-style-type: none"> <li>• Potential enhanced business case and citizen benefit</li> <li>• UK and EU innovation funding programmes</li> </ul>	<ul style="list-style-type: none"> <li>• Local Electricity Distributor (WDP) developing strategy</li> </ul>
Electric Vehicle hubs providing a social purpose	<ul style="list-style-type: none"> <li>• Dundee experience</li> <li>• WG directive on EV inclusion in 21<sup>st</sup> Century Schools Programme</li> </ul>	

- The task & finish group were pleased to see that the slides provided an outline plan and structure for driving forward the development and growth of sustainable / low emission fuels in Cardiff. Seeing a series of actions, supporting evidence and progress to date across the short, medium and long term was encouraging and seemed like the basis for a sound Low Emission Transport Fuels Strategy.
- The presentation concluded by explaining that the Council is currently in the process of delivering an Electric Vehicle Feasibility Study. The scope of the study is to:
  - Review the electric vehicle market including – electric vehicle charging infrastructure providers; demand for electric vehicle charging & charging types and developing technology.

- Review 'Best Practice' including - Technology in the UK and abroad; potential links to other projects (e.g. car clubs, renewable fuels, fleet, parking sensors, smart living principles etc.); enforcement.
- Consider a range of infrastructure technology, including types of charge point; connection types; charge speed and site suitability; system architecture.
- Consider Energy requirements including - power availability by location and power requirements by charging technology type.
- Consider installation issues, including potential locations and feasibility assessment placement considerations; maintenance and warranty.
- Review costs, including capital (excluding delivery and installation) and revenue (indicative).
- Consider funding options and availability including - OLEV and commercial partnership options;
- Consider commercial/operational models including - an understanding of business models around direct sale of energy through on street charging points;
- Consider the procurement - options appraisal and recommendations emerging;
- The development of a Draft Action Plan.



## Improving Cardiff's Air Quality - Meeting 7 – Clean Air Zones & Scrutiny Research - Tuesday 12th December 2017

**Part 1 - Scrutiny Research** – Gladys Hingco from Scrutiny Research attended to brief Members through the findings of her research into the implementation of 'Clean Air Zones' and the emission standards of Cardiff's public sector fleet.

### Key Findings

- The Environment Scrutiny Committee commissioned a research report to identify current initiatives and arrangements that selected cities have adopted to achieve improvements in air quality. The report focused on initiatives and measures introduced by selected local and transport authorities to reduce levels of nitrogen dioxide emissions and Particulate Matter (PM10). In the UK, this research examined the work in improving air quality in London and its Boroughs as well as initiatives that were implemented in the cities of Nottingham and Manchester. More specifically the report focused on best practice initiatives in implementing Low Emission Zones; the procurement of clean cars and transport; the use of economic incentives and disincentives such as congestion charging, parking management approaches and improvements in modal shift. The document is titled 'Improving Air Quality Initiatives – Best Practice Examples' and is attached to this report as **Appendix 5**. This section of the report highlights the key findings identified in this piece of research.

### European City Ranking

- The European City Ranking report examined various initiatives to improve air quality in European city capitals. In 2015, their evaluation work reviewed initiatives in 23 key cities in Europe. The city which has achieved the highest ranking for improving air quality for that year was Zurich, closely followed by Copenhagen, Vienna and Stockholm. Although the City

of London ranked 7<sup>th</sup> in 2015, this latest ranking is a significant improvement from the previous review in 2011. **Diagram 23** shows the ratings and achievements of the twelve highest ranked cities in 2015.

**Diagram 23 - Top twelve ranked European cities in terms of delivering initiatives for managing air quality in 2015**

City	Overall Mark	Emission Reduction Success	Low Emission Zones and bans of High Emitters	Public Procurement	Non-Road Mobile Machinery	Economic Incentives	Mobility Management and Modal Split	Promotion of Public Transport	Promotion of Walking and Cycling	Participation and Transparency
Zurich	A+ (89%)	++	0	++	++	+	++	+	+	++
Copenhagen	A+ (87%)	+	0	++	+	+	++	++	++	+
Vienna	A+ (84%)	++	0	+	+	+	++	++	+	+
Stockholm	A- (80%)	0	0	0	+	++	+	++	++	+
Berlin	B (76%)	0	++	++	+	0	+	0	0	+
Helsinki	A- (71%)	++	0	0	--	0	++	++	+	0
London	A- (71%)	-	0	+	+	+	0	++	+	0
Paris	A- (71%)	--	+	)	-	+	++	+	++	+
Stuttgart	C- (71%)	0	++	+	--	+	+	+	0	+
Amsterdam	D+ (69%)	+	-	0	-	+	0	+	++	+
Graz	D+ (69%)	0	0	0	0	0	0	++	+	+
Dusseldorf	A- (7%)	0	++	0	0	-	0	0	+	+

- **Diagram 23** sets out the top twelve ranked European cities in terms of delivering initiatives for managing air quality in 2015. Zurich is the best performing city and scores 89% - the overall mark is based on it performing well in areas such as emission reduction success; low emission zones and bans on high emitters; public procurement; non-road mobile machinery; economic incentives; mobility management and modal split; promotion of public transport; promotion of walking and cycling; participation and transparency. The only United Kingdom city to feature in the top twelve is London which scored 71%. It is clear from the table and following evidence that the best performing cities have been working to improve air quality for some time and that they have invested considerable resources into managing the air quality problem. In comparative terms these are wealthy cities - the list (excluding Frankfurt) contains five of the largest financial centres in Europe. German, Austrian and Danish cities are dominant in the list accounting for six of the twelve places – these are

countries that have received strong support from central government to improve air quality standards. In short, achieving quick improvements is expensive and generally requires financial support from central government.

- In reducing PM10 and nitrogen dioxide emissions, the Scrutiny Research report cited that the cities of Helsinki Zurich and Vienna had made significant improvements in this area. In Helsinki, the reduction in these pollutant indicators was partly attributed to the implementation of the low emission zone, while in Zurich this partly attributed to regulations around emission standards for old and new vehicles.

### **Low Emission Zones**

- Low Emission Zones are often introduced to reduce particulate matter (PM10 and PM2.5) and nitrogen dioxide emissions. Minimum emission standards are set within these areas for vehicles that wish to enter the zone. Such schemes operate by regulating the entry (ban, restrict, charge) of highly polluting vehicles into the area.
- So far it is reported that there are as many as 225 active or planned low emission zones in Europe. In the United Kingdom, there are only two low emission zones, the biggest covering most of the Greater London area. In Europe, the cities of Stuttgart and Berlin are reported as leading practice in implementing Low Emission Zones. 55 of the 225 low emission zones are in Germany – principally because central government has prioritised the matter, issued clear guidance and provided financial support.
- The LEZ s in Berlin and Stuttgart as with others in Germany are also referred as Green Environmental Zones. These environmental zones only allow traffic for vehicles bearing a green environmental badge i.e. vehicles that meet the minimum EURO 4 or better emission standards. This stricter regulation has been in force since January 2017. The restriction to traffic apply all the time irrespective of whether the levels of air pollution are higher or lower at any one time. Vehicles that drive as well as stop and

park in an environmental zone without a valid environmental badge, will be fined 80€ plus an additional 25 € to cover administrative fees.

- It is also planned that traffic restrictions for diesel vehicles will be introduced in selected German cities including Berlin, Hamburg, Munich, Leipzig and Stuttgart by 2018. These “diesel restriction zones” or “blue environmental zones” and is intended to regulate traffic of diesel vehicles depending on their emission rate of nitrogen dioxide.

### **Low Emission Zone – Berlin**

- The environmental zone in Berlin covers 88 km<sup>2</sup> and was introduced in 2008. Significant reductions were seen in the level of PM<sub>10</sub> and nitrogen dioxide following the introduction of the measure. Reports have cited that the introduction of the scheme had no measurable impact on traffic flows in Berlin. However, this scheme is credited for speeding up the turnover of vehicle fleet towards more cleaner vehicles and is regarded as a significant factor to the change in composition of vehicles in the area.
- The Berlin Low Emission Zone restricts entry by only allowing vehicles with EURO 4 or better emission standards into the area. All vehicles entering the city need to display a green environmental badge – failure to adhere to this will generate a non-compliant fine of 80€ plus an administrative charge 25 €. In addition to this Berlin is planning to introduce “diesel restriction zones” or “blue environmental zones”. The results to date measured against the baseline figures have achieved reductions in PM by 58% and nitrogen dioxide by 20%. There has been no measurable impact on traffic flows in Berlin following the introduction of the Berlin Low Emission Zone, but there has been an increased vehicle turnover in favour of cleaner or low emission vehicles. In 2012 around 96% of diesel cars and approximately 85% of all trucks had a green sticker.

### **Low Emission Zone & Congestion Charging - Milan**

- Milan has adopted a combined Low Emission Zone and congestion charging. The measure was trialed in 2008 and was fully implemented in

2012. The scheme in Milan differs to the environmental zones in Germany in charging petrol and diesel cars entering the zone. Entry to the zone is forbidden for pre-EURO gasoline vehicles and for pre-EURO, EURO1 and EURO2 diesel vehicles. The entry fee for vehicles that meet emission standards is €5. The restriction applies every working day (Monday-Friday) from 7:30am-7:30pm with shortened hours on Thursdays from 7:30 am to 6:30 pm to encourage weekday shopping activities. The area is free to access (no charge) on weekends and public holidays. The payment allows users to travel for the whole day in the charged area. Electric vehicles, hybrid vehicles, bio-fuel natural gas vehicles and scooters, public utility vehicles are exempted from the charge.

- The implementation of the measure in Milan led to significant reduction in PM10 (~19%) and nitrogen dioxide (~14%) levels. The scheme also led to a significant reduction in traffic volume with the average number of vehicles that entered Area C declining by 34%. The number of polluting vehicles entering the area also declined by 49%. The number of cleaner vehicles entering the area has increase from 9.6% to 16.6% of total vehicles entering the area.

### **Low Emission Zone - London**

- In London, the Low Emission Zone was introduced 2008. Unlike the low emission zone in Milan and Berlin, this measure only applies to all heavy goods vehicles greater than or equal to 3.5. tonnes (for example, diesel lorries, buses, coaches, motor caravans, motorised horseboxes, larger vans, minibuses and other specialist vehicles) so that cars and motorcycles are not affected by this regulation. From 2012, heavier goods vehicles including busses have to meet Euro 4 emission standards and Euro 3 for heavier vans and mini buses. All heavy goods vehicles in these categories that do not meet the required emissions standards have to pay a daily charge. The charges range from £100 - £200 depending on vehicle category and weight. The low emission zone covers most of the Greater London area. It operates 24 hours a day, every day of the year, including weekends and public holidays. Charging days run from midnight to

midnight. Similar to the impact of low emission zone in other cities in Europe, the scheme in London has also led to reduction in PM10, nitrogen dioxide and black carbon. It is estimated that this Low Emission Zone has reduced emissions of PM10 by 1.9% (28 tonnes) and nitrogen dioxide by 2.4% (26 tonnes).

### **Ultra Low Emission Zone - London**

- The Ultra Low Emission Zone was planned to be introduced in 2020 but will instead come into force in Central London in April 2019. The Ultra Low Emission Zone will replace the “toxicity charge” T-charge, that was recently introduced. The Ultra Low Emission Zone will cover the same area as the Congestion Charging Zone in London. It is also planned that in 2020, Ultra Low Emission Zone could be further expanded to cover nearly all of Greater London for heavy polluting buses, coaches and lorries. Starting April 2019, all vehicles will need to meet exhaust emission standards (Ultra Low Emission Zone standards) or pay a daily charge when travelling in central London. With the implementation of this measure, the minimum Euro standard for Motorcycles is Euro 3 and for petrol cars and light utility vehicles not exceeding 500 kg, the minimum standard will be Euro 4. For diesel cars and vans, Euro 6 and for lorries and busses the requirement is Euro VI. The daily charge for non-compliant smaller vehicles is £12.50 and £100 for buses and lorries. These charges are in addition to the congestion charges in London and the Low Emission Zone requirements.

### **London Toxicity Charge & Zero Emissions**

- The London Toxicity Charge or T-charge came into force on 23 October 2017. The charge was introduced to further improve air quality within the capital and to prepare Londoners for the Ultra Low Emission Zone that will be introduced in 2019. The T- charge costs £10 per day and is payable on top of the London Congestion Charge and applies to all vehicles that do not meet the current emission requirements within the zone. For petrol and diesel vehicles the minimum standard required is Euro4 and Euro 3 for motorised tricycles and quadcycles. There are no charges for motorcycles.

- It is also intended by Transport for London that the entire road transport system in London will be zero emission by 2050 at the latest. Zero emission zones will be introduced in Central London and town centre zero emission zones from 2025, with a view of achieving this zero emission zone for inner London by 2040 and a London-wide zone by 2050.

### **Low Emission Neighbourhoods - London**

- Another scheme that has been introduced via the Mayor of London's Air Quality Fund is the Low Emission Neighbourhood. This is defined as an area-based scheme that includes a package of measures delivered within a specific area and is focused on reducing emissions and promoting sustainable living locally. This scheme is currently being implemented in five areas across different Boroughs in London. This scheme is focused on areas of high exposure to high pollution which can be reduced through local measures, and locations with high trip generation. The measures associated with Low Emission Neighbourhoods are less suited to areas where the high pollution levels are restricted to a single road, especially if through-traffic is a large source of emissions. Key to the success of Low Emission Neighbourhoods is the partnership and involvement of the local community, businesses and the local authority to jointly identify and deliver a common set of goals. The Mayor of London has provided £1m in funding to each of the five Low Emission Neighbourhoods to support the measure and a range of initiatives.

### **Marylebone Low Emission Neighbourhood**

- The partnership between Westminster City Council and local stakeholders, including businesses, landowners and residents gave rise to the Marylebone Low Emission Neighbourhood. The Low Emission Neighbourhood implements a range of innovative projects to improve air quality throughout the area including encouraging behavioural changes that directly reduce emissions. This includes projects that involve working with major landowners to improve emissions from buildings, better management and reduction of freight movement and service vehicles

entering the area, for example, by consolidation of deliveries and use of shared supplier scheme. The scheme also implemented on street parking charges that mean vehicles are charged according to their emissions level when parking in on-street pay and display and residents' bays. This measure intends to encourage use of electric vehicles and discourage more polluting vehicles. The Council has also commenced the trial for a 50% parking surcharge for all diesel vehicles in certain locations in area (for example, in the Hyde Park, Marylebone and Fitzrovia areas typical parking charges increased from £4.90 to £7.35). The Low Emission Zone is also working with the taxi industry to improve the management of taxi ranks through the use of parking sensors that provide taxi drivers with real time information of the location of available taxi rank spaces. The Low Emission Neighbourhood scheme is also working with taxi drivers and local hospitals to reduce unnecessary vehicle idling in the Westminster and Marylebone area. Air Quality champions were recruited to encourage drivers to stop vehicle idling and inform them of its harmful effects. They will be empowered to enforce unnecessary vehicle idling via a penalty charge notice. The scheme will also include a pilot to provide on-street electric vehicle charging points, a schools emissions engagement scheme and focus on children's play activity through temporary street closures.

### **Manchester Air Quality Strategy**

- The Transport for Greater Manchester has developed the Greater Manchester Low-Emission Strategy and Greater Manchester Air Quality Action Plan – their approach was identified as best practice at the UK Clean Air Day 2017. These identify key priority areas and commitments in improving local air quality. A key priority is to increase the take up of electric vehicles and alternative fuel vehicles. The authority hopes to achieve this by providing incentives and by setting emission standards and restricting vehicle access to specific areas. It is also committed to increasing the number of publically available charging points (with an initial implementation of 200 and an aim to eventually reach 700) and increasing the number of low emission vehicles within the public sector via joint procurement schemes. Transport for Greater Manchester will work with



licensing authorities to standardise the minimum emission requirements of the vehicles that are allowed to operate and the standards that will operate in future years. The strategy is also committed to reducing freight emissions by shifting freight to Urban Distribution Centers'. This will allow loads to be broken down for final delivery via low emission vehicles. It is also planned that local consolidation centers will be set-up so that courier services and small deliveries are coordinated to avoid multiple delivery providers from visiting same premises. The strategy also supports the take-up of zero emission transport refrigeration and will promote anti-idling policies with freight transport companies. Transport for Greater Manchester will work with bus companies to ensure that they sign-up to targets for improving emission standards and in implementing practical measures such as the deployment of buses with the lowest emission in areas with the highest pollutant concentrations. The Transport for Greater Manchester will also continue to work with bus operators to roll out the bus electrification scheme, to encourage the use of new technology (such as geofencing control systems and exhaust abatement technology) and to support a driver training initiative for drivers of hybrid buses.

- Transport for Greater Manchester will also explore the feasibility of establishing a Low Emission Zone in the Greater Manchester area, as well as the implementation of the 20mph zones in areas where this will have significant impact on emissions. Finally, Transport for Greater Manchester will work with the planning authorities to develop common guidance and toolkit for assessing proposals to support the identification of appropriate mitigating measures, for example, electric vehicle charging points, access to public transport or sustainable transport.
- Other initiatives included in the action plan are to set ULEV specifications for all car club vehicles; to work with licensing authorities (across the Greater Manchester area) to standardise the minimum emission requirements of taxi vehicles and the retrofitting of yellow school buses.

## **Procurement and Retrofitting of Vehicle Fleet**

- One of the key measures that many cities are working on is to improve emission standards of their fleet is through the retrofitting of older vehicles with diesel particulate filters and investment in vehicle fleets that use electric and sustainable fuels. Leading in practice is the city of Berlin which has adopted a policy for using green air technology. More than 50% of diesel vehicles are equipped with particulate filters or meet the Euro V/EVV standard. Similarly, the city of Copenhagen aim to make its public transit carbon neutral. So far, the city has acquired 255 electric vehicles and has attained its goal that 85% of the municipality's own vehicles are electric, hydrogen or hybrid powered. The city of Zurich has introduced regulations that require the strictest Euro standards for new vehicles and have also planned for the extensive retrofitting of its older vehicles. The city is working to increase usage of electric vehicles in its sustainability plans. The cities of Zurich and Copenhagen provide a host on financial incentives and infrastructure to support the use of electric vehicles through reduced taxation or exemptions from vehicle tax and increasing availability of charge points.

## **Congestion Charging Zones**

- Some cities have implemented congestion charging schemes to restrict the number of vehicles entering a specified area to reduce traffic volume and improve environmental conditions including air quality. Such a scheme was introduced in Stockholm in 2006 in the form of congestion tax. The tax applies to cars, lorries and buses while there are exemptions for emergency vehicles, buses, diplomatic vehicles, disabled persons vehicles, military vehicles, hybrid or electric cars, motorcycles and mopeds. The amount charged varies depending on the time of day that the driver enters or exits the congestion tax area. Generally, the cost is higher during periods when traffic is heaviest. Unlike other congestion charging schemes, the scheme in Stockholm charges vehicles on both entry and exit of the affected area. A limit is set (£9.35 or 10.54 Euros) for the amount that a vehicle can be charged per day. The charges do not apply

on Saturdays, Sundays, public holidays or the day before public holidays, in the month of July, nor during the night-time period (18:30 - 06:29). The vehicle owner is expected to pay the charges at the end of the next month. The scheme served as an effective stimulus for the adoption of alternative fuel cars. Following the introduction of the measure, the number of alternative-fuel cars increased from 3% in 2006 to 15% in 2009. The exemption was abolished in 2009 as the authority believes that the scheme had filled its role as a facilitator for market introduction. On the whole the scheme led to a reduction in traffic level (22%) and the reduction in congestion has led to increased in reliability of travel time and travel times have declined substantially inside and close to the inner city. The reduction in traffic also led to reduced emissions of between 10-15% across different types of emissions. There was also no adverse impact on retail as was initially feared. The number of passengers in the transit system has also increased because of the scheme.

- A key obstacle to congestion charging is often the support and acceptability of the scheme. The experience in Stockholm is an example in a change in the attitude and support of the public on issue or a measure that needed acceptance and support. In this case the attitude changed from fairly hostile to overwhelmingly positive. The experience in Stockholm supports the hypothesis that “familiarity breeds acceptability”, i.e. that once a system is in place, support will generally increase or build up as the benefits and advantages of the scheme become more evident.

### **London Congestion Charging**

- The world's first congestion charging scheme was introduced in Central London in 2003. It aims to reduce congestion and encourage motorists to use other modes of transport. The daily congestion tariff is £11.50. This daily charge allows motorists to drive around, leave and re-enter the charging zone as many times as required in one day. The charge is in operation Monday to Friday from 07:00-18:00 and does not apply at weekends, Bank Holidays, public holidays or the period between Christmas Day and New Year's Day, when traffic levels are lighter. The

charges generate a significant source of revenue for Transport for London that is then invested to improvements to the bus network in London. Although the revenue from the scheme make a significant contribution towards the London Bus network, questions have been raised whether this is a cost effective way of generating the money for investment in transport improvement and infrastructure. Similar to the experience in Stockholm, the ring fencing of income proceeds for improvements in transport facilities and infrastructure has increased its acceptability. Following the introduction of the scheme, there was decline in the level of automobile traffic, however the long-term impact of congestion charging to traffic levels have yet to be established. Studies have reported that the measure changed people's travel patterns in London and have increased the use of buses (14%) and the underground system. The introduction of the scheme also resulted in significant increase in traffic speeds within the zone and peak period congestion has also declined. Although the measure has brought many benefits, the system is not considered optimal because the fee charged is not based on how many miles a vehicle is driven within the charging area and is not time-variable as the fee is not higher during the most congested periods and lower during less congested periods.

- There are certain exemptions for the London Congestion Charging scheme, these include:
  - Cars or vans (not exceeding 3.5 tonnes) which emit 75g/km or less of carbon dioxide and that meet the Euro 5 standard qualify for a 100% discount;
  - Any car registered as new on or after 1 January 2011- Euro 5 standard;
  - Vehicles that are powered by 'electric', hydrogen or are defined as a 'plug-in hybrid'.
- The scheme has brought in a significant source of revenue for the Transport for London Authority, for example, £190m in 2004/5 and £268m in 2007/8. Questions have been asked about the cost effectiveness for

generating the money for investment in transport improvement and infrastructure. The scale of initial investment required was quite high and the operating costs have been reported as being approximately 40% of total revenue.

### **Singapore's Electronic Charging**

- Singapore adopted a congestion charging scheme in 1975, referred to as an Area Licensing Scheme which required vehicles to have a special license to operate within specific areas. In 1998, the scheme was replaced by Electronic Road Pricing. This new system introduced electronic toll collection, electronic detection, and video surveillance technology. The in-vehicle unit communicates with detectors when passing under gantries and the respective charge is deducted from the driver's cash card. The amount varies by time of day (rush hour is two to three times more expensive), type and size of vehicle (taxis and passenger cars according to engine capacity, goods vehicles and buses and others) and the type of road (arterial and expressways).

### **Parking Management Schemes**

- Parking management is used as a travel reduction strategy in many cities in Europe and the US. The reductions in car travel will reduce traffic congestion and will reduce transport emissions. Various parking schemes have been adopted to dis-incentivise motorists from taking private vehicles in their commute into the city. In Rotterdam, the parking scheme adopted by the Erasmus Medical Centre in Rotterdam required employees to pay for parking according to arrival time and gives credit for every kilometre not travelled by car if employee decides to take public transport.
- Improving user information as part of parking management will allow motorists to identify parking locations and prices so they can choose the best option for each trip. Some cities make use of advance parking management systems that provide motorists with real-time information to help them quickly find a parking space. Since 2011, the San Francisco Municipal Transportation Agency has implemented a comprehensive

smart parking system to help manage congestion. The system is demand responsive whereby rates may vary by location, by time of day and day of the week. With this scheme, parking rates would vary incrementally, depending on time of day and availability of spaces. In areas and at times of the day where it is difficult to find a parking space, rates will increase incrementally. However, in areas where open parking spaces are plentiful, rates will decrease until some of the empty spaces get filled.

- Some local authorities in the UK use charging for parking to help with their CO<sub>2</sub> reduction objectives. Richmond upon Thames Borough Council charges residents for parking permits according to the CO<sub>2</sub> emissions of the vehicle. The Council is considering extending this principle to charges at parking meters and in car parks. Edinburgh City Council has proposed to introduce a similar CO<sub>2</sub>-related charge for residents parking permits.
- Nottingham City Council introduced the Work-place Parking Levy in 2012. It was intended that the Work-place Parking Levy scheme would serve as an incentive for employers to manage their workplace parking provision and encourage commuters to use public transport on their journey to work. The scheme generates significant revenue for the Council that is ringfenced to finance improvements in transport infrastructure and air quality in the city. The scheme works as a levy for employers who provide parking spaces for its employees. The local authority collects a charge for each parking place used by employees, certain types of business visitors, and pupils and students. The employer decides whether or not they would pass the charge on to their employees. Each employer that provides more than 10 parking spaces for its employees is required to obtain an annual licence for the maximum number of liable places they provide. The current charge for each workplace parking for this financial year 1 April 2017 to 31 March 2018 is set at £387. The Work-place Parking Levy generates around £9 million pounds a year for the City and since its implementation has generated over “over £44 million of revenue” with “100% compliance of liable employers”. The scheme is low cost to run as the operating costs only take up around 5% of the total revenue. It is considered more cost

effective scheme than the London Congestion Charge. The London Congestion Charge raises more money in absolute terms than the Work-place Parking Levy; however, it is regarded as less efficient due to more than 40% of total revenue taken up by operating costs. So far, the revenue from the Work-place Parking Levy has successfully leveraged £400m funding from central government to finance major transport infrastructure developments and improvements.

### **Reduction of Speed Limits**

- Cities can also impact on air quality by reducing speed limits. Vehicle emissions are at its lowest at 30-50 km/hr. A number of cities have adopted 30 km/hr speed limits in residential areas (Zurich and Copenhagen) while Paris envisages reducing the 50km per hour limit to 30km/h across the central district in the future.
- The aim of the Clean Air Zone research was to identify current initiatives and arrangements that selected Cities have adopted to achieve improvements in air quality and review a range of documents available on-line.

### **Stockholm Congestion Charging**

- All vehicles are required to pay the congestion tax in Stockholm. Exemptions are applied for electric cars, hybrid vehicles, mopeds and motorcycles. The amount charged varies depending on the time of day that the driver enters or exits the congestion tax area. The cost is higher when traffic is heaviest. Charges are applied to vehicles both on both entry and exit of the affected area – the scheme has set a maximum charge of 10.54 Euros. Charges do not apply Saturdays, Sundays, public holidays or the day before public holidays, in the month of July, nor during the night time period (18:30 - 06:29).
- The impact of the scheme has been positive with a 22% reduction in traffic levels; an increase in reliability of travel time; declining travel times;

reduced traffic emissions; no adverse impact to retail & business and an increase in patronage of public transport.

- The task & finish group also commissioned a second Scrutiny Research report titled 'Public Sector Vehicle Fleet in Cardiff – Comparative Figures'. A copy of this document is attached to this report as **Appendix 6**. The research was commissioned to look into the fuel and emission characteristics of vehicle fleets that are being operated in the Cardiff area by various locally based public sector bodies.
- The public sector bodies included for this research were Cardiff Council, Cardiff & Vale University Health Board, South Wales Fire & Rescue, South Wales Police Authority and Natural Resources for Wales. The findings of the research provided comparative information on the number, fuel type and age public sector vehicles that are currently in use.
- Key findings identified in **Appendix 6** include:
  - The organisations surveyed reported that they had 1,210 vehicles that were operating across Cardiff. This was broken down as – Cardiff Council 732; South Wales Police – 273; University Health Board – 120; Natural Resources Wales – 58; South Wales Fire & Rescue Service 27.
  - 1,137 from the total of 1,210 public sector vehicles reported as being used in Cardiff were diesel operated vehicles – this equates to approximately 94%.
  - Approximately 65% of the vehicles owned by the surveyed public sector organisations were registered between 2013 and 2017, i.e. they are less than five years old.
  - Only two of the public sector organisations surveyed were able to provide data on the Euro emissions ratings of their vehicles. Approximately 82% of Cardiff Council's vehicles were rated as Euro 5 or Euro 6.



**Part 2 – Developing a Clean Air Zone in Cardiff** – Councillor Caro Wild, Cabinet Member for Strategic Planning & Transport was invited to attend the meeting to discuss the feasibility of creating a clean air zone in Cardiff. He was supported by officers from the City Operations Directorate and Shared Regulatory Service.

### **Key Findings**

- It was explained that the Council had held a meeting with representatives from the Welsh Government and DEFRA around addressing air quality issues in Cardiff. The meeting focused on what needed to happen next in terms of assessing the situation, modelling various air quality improvement options, the technical approach that needed to be followed and undertaking a feasibility study. In addition to this they discussed the need for additional resources to deliver the work as what was being proposed was far from business as usual. The task group was told that discussions had been positive and that they were awaiting a letter from the Welsh Government confirming the actions that need to take place and how these will be funded.
- It was stressed that timescales were very challenging and so exercises like an options analysis and a feasibility study would probably need to take place at the same time.
- The feasibility study would focus on options around delivering a clean air zone or low emission zone in Cardiff, while the options analysis would consider how much progress could be achieved 'within the shortest time possible' by developing options like active travel, parking measures, sustainable travel, electrical charging and planning.
- The task group were informed that they would be provided with a copy of the letter once it arrived. The task group was also told that there wasn't much that the Council could do until they received the letter, other than

carry out some 'soft market testing' to establish the type of support available to deliver the work and the companies in the market with the relevant expertise.

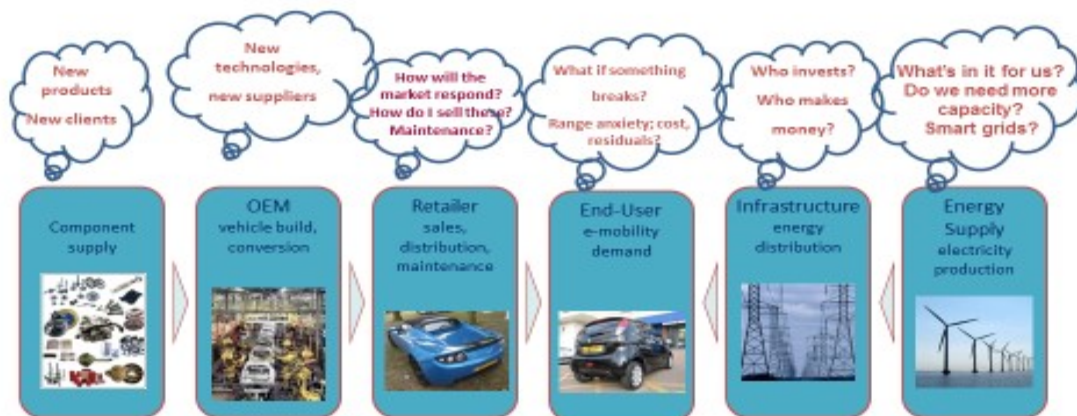
## 'Improving Cardiff's Air Quality' - Meeting 8 – Sustainable Fuel for Vehicles & Cardiff BID - Wednesday 20th December 2017

**Part 1 - Dr Paul Nieuwenhuis from Cardiff University** – He was invited to brief the task group on the continually evolving market for sustainable vehicle fuel and the potential impact that this could have on cities like Cardiff. This included a discussion on key areas such as growing infrastructure, scaling the use of new fuels and the introduction of associated technologies.

### Key Findings

- The presentation started by explaining that electric vehicles are older than either petrol or diesel cars and the first ones date back to the 1840's. It then questioned why they had not taken off and provided a number of suggestions explaining why this was the case. Some of the explanations provided are set out in **Diagram 24**.

**Diagram 24 – Risks at all stages along the value chain**



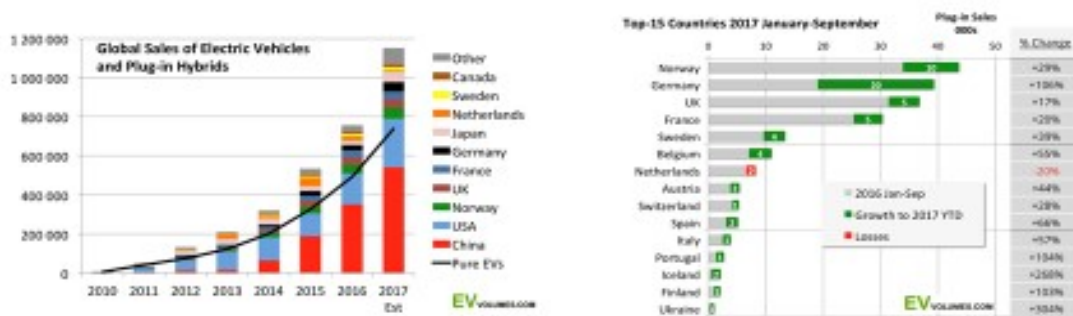
*Risks at all stages along the value chain that impede transition from IC to EV*

- It was explained that the car industry doesn't really talk to oil / fuel industry. The new model is very different from the previous combustion approach in that renewable energy can be produced everywhere and you don't need to be an oil or fuel company to produce fuel for low emission vehicles – this will become a complete game changer across the value chain. For example, fuel production will be possible from a much wider range of suppliers (including potentially the car manufacturers).
- The battery in a vehicle is worth half the value of the car, for example, if the car costs £30,000 then the battery would cost £15,000 to produce. Until the battery (or fuel cell) costs fall then this evolving technology will need to be subsidised.
- The first car to reach 100 miles per hour was a steam vehicle; the first car to reach 100 kilometres per hour was an electric car.
- Electric charging will never be as quick as petrol, diesel or hydrogen. A rapid charge will typically take 20 to 30 minutes, but the trip range will be no more than 100 miles. Hydrogen fuelled vehicles can be fuelled in less than a minute and have a 300 mile plus range.
- Recent growth in the global sales of electric vehicles and plug in hybrids has been very quick. In 2017 approximately two thirds of the sales of such vehicles were in China and United States. The United States has two separate emissions standards, the United States National Standard and the California Standard. The California Standard is much stricter, however, in recent years other states have started moving across to this new standard and the desire to reduce vehicle emissions increases.
- **Diagram 25** illustrates the sharp increase in electric vehicle and plug in hybrid sales between 2010 and 2017 (estimated). Sales increased from virtually none in 2010 to 1.2 million in 2017 (estimated). **Diagram 25** also includes a secondary chart that illustrates the top 15 European countries in terms of electric vehicle plug in sales for the period January to September

2017. It is clear from the diagram that sales increased rapidly in all but one country (the Netherlands). Norway was responsible for the greatest number of sales, while Germany saw the biggest percentage increase (20%). The German increase is attributed to the roll out of low emission zones across the country, clear Central Government policy / financial support and the Volkswagen diesel scandal.

**Digram 25 – Increasing trends in electric vehicle sales**

**Recent years have seen a massive increase in EV sales:**

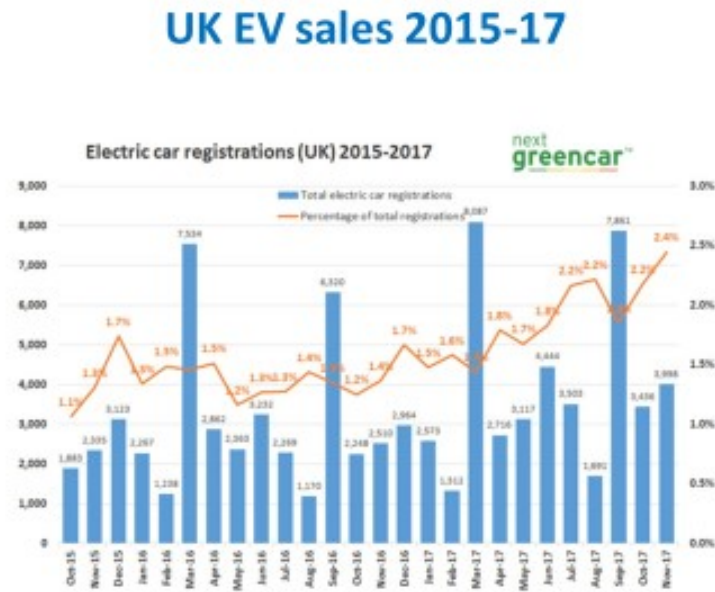


Paul Nieuwenhuis EVCE 2017

8

- The country with the highest overall market share for low emission vehicles is Norway, this is probably due to the fact that they have been subsidising such vehicles for many years. The United Kingdom also offers incentives for low emission vehicles, for example, £5,000 is available towards the purchase of a new low emission vehicle and they are exempt of road tax.

**Diagram 26 – United Kingdom Electric Vehicle Sales 2015 to 2017**



Source: Society of Motor Manufacturers and Traders, November 2017.



Paul Nieuwenhuis EVCE 2017

9

- **Diagram 26** illustrates the growth of electric vehicle sales in the United Kingdom relative to overall registration for the period October 2015 to November 2017. Over the period electric vehicle registrations as a percentage of total registrations increased from 1.1% in October 2015 to 2.4% in November 2017. It was explained that a 5% market share (estimated to be reached in 2020) is the magic number in terms of starting to achieve economies of scale.
- In terms of taking a reality check it is important to remember that take up of electric vehicles in the public sector is crucial to help drive demand, and that electric vehicles still need to be a part of an incentive-driven market. Norway is the market leader in terms of overall percentage of people using electric vehicles - they have approximately 20 years experience of private electric vehicle use. Like all electric vehicle markets, the Norwegian market is incentive-driven, for example, electric vehicles are able to enter Oslo for free; they are allowed bus lanes; they can access free parking; free charging points are supplied and there is no sales or road tax. Tax on

a car purchase in Norway is typically 45% - there is no tax on an electric vehicles.

- Electric charging cables can be a health and safety issue, for example, there is a trip potential attached to the cables and the power coming down a charging line can be considerable (particularly for a Tesla vehicle).
- Dr Nieuwenhuis went on to suggest a number of possible air quality improvement options for Cardiff, these included:
  - **Public Charging Points** - Currently Cardiff only has private charging points in car parks (for example, NCP and IKEA) and dealerships (for example, BMW, Nissan, Renault). There are no public charging points - just a few would raise profile of electric vehicles and show support.
  - **Convert Council Fleet to Electric Vehicles** - Expensive initially; the running costs lower; most of Cardiff would be well within range; there would be an air quality benefit. An increasing number of private fleets (for example, DHL & UPS) are moving to electric vehicles.
  - **Convert Cardiff Bus to Electric or Fuel Cell buses** – They currently don't have any, so only having one show case bus would be a good start. They would contribute to a significant air quality improvement, for example, BYD e-buses are in operation in London; fuel cell buses have been in operation for years in Vancouver, Perth, Chicago, Amsterdam, London & Reykjavik.
  - **Promote Electric Taxis** - Public charging points could attract electric taxis, for example, as seen in Dundee. This would help air quality improvement.
  - **Attract Electric Vehicle Car Club** – For example, Autolib and Car2Go. The advantage here is that they will cover most of the cost, provided infrastructure needs are met. A note of caution here, they are generally more justifiable in cities larger than Cardiff.

- **Ban Internal Combustion Vehicles from the City Centre** – This would be a longer term option, so no immediate impact. It could be used as an opportunity to gradually expand the pedestrianised zone in the city centre.
  - **Seriously Promote Cycling & E-bikes** - Cheapest option, but takes away road space from cars, trucks, buses. E-bikes are the world's most common form of electric vehicle.
- Some early local authority installers of electric vehicle charging points have come unstuck at the rapid development of the technology, for example, the charging plugs used have become outdated and are no longer suitable for use on the modern electric vehicles.
  - BYD-ADL are the biggest manufacturer of e-buses in the world and operate an e-bus in London. They are close to the point of mass-producing this type of vehicle. A BYD-ADL e-bus is twice the cost of a regular petrol or diesel bus.
  - The batteries for electric vehicles have become efficient, however, making and disposing of the battery has a very high cost implication.
  - The Munich programme that was launched in 1999 used a BMW powered liquid hydrogen vehicle which was designed as a demonstrator model to illustrate how the technology could be used. Vancouver has a trolley bus that is powered on electric – Cardiff used to have a similar tram system.
  - There are no low emission buses in Wales. On several occasions during the meeting it was felt that Cardiff Bus would be an ideal candidate for a low emission bus – either electric or hydrogen fuelled. Introducing a hydrogen bus could act as a catalyst to support the introduction of the first hydrogen refuelling centre in Cardiff.
  - Two interesting quotes relating to electric vehicles were provided during the presentation, these were:



- *“The petroleum spirit cab will never be a practical proposition in large towns” - (Hospitalier, 1898, quoted in Nieuwenhuis, Cope and Armstrong (1992)The Green Car Guide, p88).*
- *Before 1900 most taxis in big cities were horse-drawn or EV. By 1900 1 in 3 cars sold in the US was an EV; many of these were taxis!*
- Several examples of cities using electric taxis were quoted during the meeting, for example, the BYD taxi in Brussels and the Tesla taxi that is used in Stockholm. Closer to home the city of Dundee in Scotland now run their entire taxi fleet on electric.
- Other suggestions made that could increase the introduction of low emission cars into the city included:
  - To raise public profile of any of your measures currently being delivered;
  - Or to inform colleagues about the same measures;
  - Inviting Green Fleet to do a launch event or an information event in Cardiff. Similar events have taken place in Dundee, Manchester, Bristol... Such events can help raise awareness on low emission vehicles and act as a catalyst to launch other private and public investments in this type of technology.
- The presentation explained that a major shift is taking place in terms of the type of vehicles that we use, examples included:
  - The shift towards using renewables to generate energy and fuel...;
  - This shift means that EVs make even more sense;
  - It is anticipated that access to electricity will be greater than to petrol and diesel;
  - And Wales is well placed as a potential renewable energy powerhouse.
  - Hydrogen is already used to store energy from renewables at times of peak supply but low demand in Germany.

- With Welsh renewables this is also an option and could potentially make Wales a clean hydrogen fuel hub – this is perfect for Welsh firm Riversimple.
- It was explained that Wales is potentially a Low carbon powerhouse because:
  - It is perfect for on shore and off shore wind; not bad for solar; good for micro-hydro and excellent for tidal. Many years after coal, Wales could once again become an energy exporter.
  - But a strategy is needed to build the necessary infrastructure (wind, tidal) and to promote the dispersed rural energy solutions (solar, micro-hydro). Key steps include attracting investment in EV/H2; ensuring that EV charging infrastructure is put in place and promoting / supporting new business models.
- 80 million cars a year are produced worldwide. In the long term this is not environmentally sustainable and so future vehicles will need a longer lifespan. Disposal will also be an issue as the battery is the big polluter.
- New battery technology allows for rapid battery charging. As we have not implemented any electric charging infrastructure in Wales there is no legacy to update or replace, this could be an advantage.
- Five years ago there were three separate charging systems and no crossover to allow all electric vehicles to share common charging points, this problem has reduced and common charging solutions have become available. The main divide now appears to be Japanese and non-Japanese charging solutions.

**Part 2 - Professor Alan Guwy from the University of South Wales** – he briefed the task group on use of hydrogen as a sustainable fuel for vehicles. This included discussion on recent developments in the field; the Baglan Hydrogen Centre and key challenges and opportunities facing this evolving technology.

### **Key Findings**

- The University of South Wales Hydrogen and Fuel Cell Research & Development scheme addresses a range of energy and transport challenges, these include:
  - Production of hydrogen – electrolysis, biological, thermochemical;
  - Hydrogen storage – novel storage materials;
  - Fuel Cells – PEM, SOFC and Microbial;
  - Hydrogen vehicles and fuelling infrastructure;
  - Recovery of hydrogen from industrial streams;
  - Hydrogen and an integrated gas and electricity system;
  - Hydrogen and Fuel Cell economics and environmental Impact.
- In 1839 William Grove invented the gas voltaic battery, the first fuel cell. Reversing the electrolytic separation of water, he recombined oxygen and hydrogen to produce electricity and water. William Grove is a Welshman from Swansea. His invention was the forerunner of the modern fuel cell. William Grove's experiments were conducted within 5km of the University of South Wales Hydrogen Research Centre.
- Hydrogen for Energy Storage Research & Development - The University has a major applied research & development programme investigating hydrogen by electrolysis. It is also developing industrial scale alkaline and PEM electrolysis test beds (1550kW) with a focus on interaction with renewable electricity production.

- The University of South Wales collaborates with industrial partners in prototype testing and product development. In addition to this the University of South Wales has solid oxide electrolysis and biochemical electrolysis laboratories at the Pontypridd campus. These facilities are used to explore the options of converting electricity to hydrogen and providing short and long term energy storage.
- Electricity Network Constraints – The United Kingdom target is for 15% of all energy to come from renewable sources by 2020. In addition to this there is an EU target of 27% of all energy from renewables by 2030, but not clear how United Kingdom exit from the European Union will affect the United Kingdom target. Connecting new generation changes power flows on network, and so variable renewable electricity generation can challenge the stability of the electricity network, for example, voltage rise due to current flowing across resistance in wires, or thermal constraints from resistive heating due to current flowing across the resistance. This has presented a major challenge to new renewable generation as networks need to be upgraded to accept the increased current flows.
- Electrolysis of Excess Renewable Electricity - Hydrogen as storage solution to overcome electricity network constraints. Known as 'power-to-power' it relies on rapid response electrolysis and fuel cells for regeneration of electricity.
- Hydrogen Recovery and Enhancement – The ~University of South Wales has extensive industrial and academic experience in steam reforming and adsorption / membrane separation systems. It acted as a test reformer at the Port Talbot Hydrogen Centre following a collaboration with Shell. In doing this it researched the complex syngas streams and biogas/bioliquids produced as by products from the steelworks, particularly investigating how this process can be used to maximise hydrogen production.
- Hydrogen and Fuel Cell Vehicle Research & Development - The University of South Wales has supported industrial hydrogen vehicle development and deployment for 10 years. Hydrogen refuelling stations at Port Talbot

and Pontypridd have been developed as a result of such work. This expertise has been used to provide advice for the development of Honda Swindon and Bristol hydrogen refuelling stations.

- The Riversimple car (which is linked to the University of South Wales project) can be refuelled in less than a minute – it has the capacity to hold 1 kg of hydrogen fuel. The vehicle is capable of covering over 300 miles on one kilogram of hydrogen. The Baglan Hydrogen Centre produces 80 kg of hydrogen a day using renewable energy (from a relatively small number of solar panels). This means that each day the plant produces enough hydrogen to power the Riversimple vehicle for over 24,000 miles – or 8.76 million miles a year (the equivalent to more than eleven trips to the moon and back).
- **UK Government Vision & Support for Fuel Cell Vehicle Deployment -** Recognising the role of transport in reducing emissions, the United Kingdom Government's vision is that by 2050 almost every car and van in the United Kingdom will be an ultra-low emission vehicle. This puts the United Kingdom at the forefront of their design, development and manufacture, making it one of the most attractive locations for ULEV-related inward investment in the world. The United Kingdom Government believes that Hydrogen fuel cell vehicles (FCEVs) will feature alongside plug-in hybrid and battery electric vehicles in delivering zero carbon dioxide emissions at the tail pipe.
- Creating a United Kingdom Hydrogen Refuelling Infrastructure – H2 Mobility is a collaboration between the United Kingdom Government and industry to evaluate and plan the development of hydrogen refuelling stations in the United Kingdom. The 2013 evaluation led to a phased plan for the introduction of hydrogen stations and hydrogen volume requirements to support FCEV deployment. The wider aim is for full coverage of the country in 2030's.

- The presentation provided the following information about hydrogen refuelling stations in the United Kingdom:
  - 14 existing hydrogen refueling stations in UK close to most (not all) major centres of population
  - 6 Stations at University sites, supporting R&D and demonstration – capacity generally <24kg/day
  - 8 industrial stations with higher capacity 50-100kg/day
  - Half of the existing hydrogen stations have on-site production (mostly electrolysis)
  - Port Talbot, Sheffield and Swindon stations are mostly fed by renewable electricity (Projected FCEV sales and Hydrogen Station deployment in UK wind and solar).
  
- **Projected FCEV sales and Hydrogen Station deployment in United Kingdom** - Projections assume convergence of vehicle costs, i.e. FCEV prices are same as petrol or diesel vehicles by 2030. It is predicted that early stations will be small, but stations will increase in size as demand grows.
  
- The presentation questioned the future of hydrogen production and asked if it would be achieved through a centralised or distributed production approach? In doing this the presentation identified that:
  - Existing United Kingdom industrial hydrogen market is approximately 690,000 tonnes per year;
  - Production is generally from hydrocarbon reforming and as an industrial by product;
  - Markets include chemical and petrochemical, metals, electronics and food industries;
  - Distribution is mostly on-site or 'over-the-fence' by pipeline (c.94% of demand);
  - c.6% is distributed via (road) tube trailers;
  - < 0.1% of total market is currently used for vehicle application;

- Potential shift towards smaller scale, on-site production of hydrogen to suit the growth of hydrogen refuelling stations;
  - Unlikely to replace all centralised production but economics will dictate the spread of distributed hydrogen stations;
  - Anticipated dominant technology of electrolysis for refuelling station production, but may also include de-centralised reforming;
  - Projected hydrogen demand for vehicles is 254,000 tonnes per year by 2030. This is a significant growth from the existing quantity of distributed hydrogen production of < 1,000 tonnes per year.
- Creating a Market for 'Green' Hydrogen – United Kingdom Government recognise that meeting 2050 decarbonisation targets will require innovative approaches, including hydrogen for energy and transport sectors.
  - The presentation commented on the following United Kingdom Hydrogen Refuelling Stations:
    - **Sheffield & London Teddington ITM Power** - Originally built in 2009, the Sheffield site was upgraded in 2015 to house an 80kg/day refuelling station with 350 bar and 700 bar capability. The London station is also a 80kg/day and facility and opened in May 2016. Production is on-site by an ITM PEM electrolyser, which is fed by a 225kW wind turbine (Sheffield) and grid electricity (London). The Sheffield station is situated near to the M1 motorway and is supported by the European H2EME project, which aims to deploy 200 FCEV in Europe by 2019 - including partner projects in 10 European countries The London Station is part of the European funded HyFive project.
    - **H2 Aberdeen** - Opened in 2015, the Aberdeen refuelling station is the first hydrogen bus refuelling station in the UK to have onsite production. Three onsite alkaline electrolysers can produce up to 400kg/day. As well as ten fuel cell buses, the site also fills fuel cell and hydrogen combustion engine vans. The development cost £19million

and was funded by EU, UK and Scottish governments. Further enhancements are planned in the area in 2017.

- **Swindon - Honda** – It was originally built in 2011 by BOC Linde on Honda's Swindon manufacturing site. It was funded by the regional business agency and initially the station relied on imported hydrogen, but was capable of refuelling at 350 and 700bar The hydrogen refuelling station was upgraded in 2014 to include full on-site production via electrolysis which is fed by solar PV cells at the factory. Access to the station is currently being improved to allow third parties and the public to use the facility. Honda operate FC fork lift trucks on the site and Swindon Council and Commercial Group regularly refuel their hydrogen vans at the site.
  
- **Introduction of Fuel Cell Electric Vehicles to the UK** - Major Auto companies have started to introduce Fuel Cell Electric Vehicles in limited numbers into the United Kingdom. The Hyundai ix35 Fuel Cell Electric Vehicle was the first commercial fuel cell vehicle introduced to the United Kingdom in 2014 and the Toyota Mirai was first sold commercially in the United Kingdom in 2015. Sales increased in 2016; however, overall numbers were small. It is hoped that sales will increase in 2017 due to United Kingdom Government support schemes. The Honda Fuel Cell Vehicle Clarity was introduced into the United Kingdom market in 2017. Daimler have joined forces with Ford, Nissan and Renault in a joint development programme and anticipate new Fuel Cell vehicle launch in 2017, with costs competitive with comparable to battery electric vehicles.
  
- **Independent or Smaller Vehicle Manufacturers Fuel Cell Electric Vehicles & Hydrogen Vehicles with Internal Combustion Engines** - Non original equipment manufacturers are developing and selling hydrogen vehicles to the United Kingdom market. These are both fuel cell vehicles and hydrogen combustion vehicles, often buses or commercial vehicles rather than passenger cars. Examples include:



- Van Hool have provided ten fuel cell buses to Aberdeen and two to London to go with previous fuel cell buses in the capital;
  - Revolve is a small independent United Kingdom company with expertise in hydrogen engine vehicle development. They have delivered hydrogen/ diesel dual fuel refuse trucks to Fife council in Scotland as well as a significant number of hydrogen vans throughout the United Kingdom;
  - Independent United Kingdom vehicle developers Riversimple have a strong vehicle design pedigree together with a mission for environmentally friendly mobility. Riversimple's Rasa is a two-seater, lightweight fuel cell car in prototype phase;
  - Microcab is also an independent fuel cell car developer, working in partnership with Coventry University. The Microcab H2EV with a 3kW horizon fuel cell is the latest development and has been deployed in limited numbers;
  - United Kingdom Fuel Cell developer Intelligent Energy has worked with Lotus and the London Taxi Company for a limited run of fuel cell taxis.
- **Creating a Hydrogen Gas Network** - Over 80% of the UK population use natural gas from a national pipeline network to heat, cook and provide hot water. The H21 Leeds City Gate project is an ambitious plan to progressively convert part of the low and medium pressure gas network in large United Kingdom cities to pure hydrogen. The objective is to decarbonize the network at minimal additional cost to consumers, whilst allowing for additional energy storage. Since 2002 there has been a major iron mains replacement programme, upgrading the network to polyethylene, which is compatible with hydrogen at medium pressure and below. The H21 Leeds City Gate project initially focuses on conversion within the city and suburbs of Leeds. The planned scale means that the hydrogen is to be produced by reforming natural gas combined with carbon capture and storage.
  - After the presentation discussion continued and the following key comments and observations were made:

- Wales does not have a clean air strategy and to drive improvements forward it probably needs one;
- Significant financial support will be required to grow the number of hydrogen vehicles and infrastructure in Wales and across the United Kingdom as a whole;
- The grid is not currently large enough to accommodate all of the renewable energy generated in the United Kingdom; this means that without effective storage a large amount of potential renewable energy is lost. Converting the renewable energy to hydrogen when grid capacity is reached seems to be a very effective way of capturing and storing this excess energy;
- The major car manufacturers have a foot in both camps in terms of hydrogen and electric vehicles. In fact some are even developing vehicles that run on electric but have a small hydrogen back up fuel tank;
- Due to Scottish Government investment Scotland is much further forward than Wales in terms of clean air and renewable energy initiatives;
- Converting renewable electricity into hydrogen currently has a conversion rate efficiency of between 60% and 70%;
- Germany hopes to be using 700 hydrogen-powered buses by 2025;
- A hydrogen bus would be a good idea for Cardiff; however, it would be expensive and need supporting infrastructure in the form of a hydrogen-refuelling centre (which would also be expensive);
- Mid Wales would be an ideal location for a hydrogen train;
- Hydrogen is a safer fuel than petrol or diesel. The tanks are the expensive part in the vehicles and are made from a range of metals – they are also bullet proof to stop the hydrogen from leaking – having a bullet proof tank is a practical and not a safety issue. The quantity of precious metals used in the built of a hydrogen fuel tank is no more than the quantity used in a catalytic converter in an average petrol or diesel vehicle.

- At the end of the session Professor Guwy summarised the United Kingdom position in terms of hydrogen fuel development and implementation as:
  - The United Kingdom is moving to include Hydrogen and Fuel Cell solutions to address affordable, reliable and clean energy issues;
  - Hydrogen's potential to overcome electricity system constraints is a key focus, for example, using it as a backup storage facility alongside the national grid;
  - The United Kingdom is moving from a planning phase to deploy hydrogen and fuel cell vehicles and is financially supporting this introduction;
  - The network of hydrogen refuelling stations in the United Kingdom is strengthening with larger, accessible stations providing hydrogen at 700 and 350bar, often produced on-site;
  - Major vehicle manufacturers are starting to see the United Kingdom as a viable market for fuel cell cars;
  - The United Kingdom's aim is to encourage investment in manufacturing in the sector for international organisations as well as smaller United Kingdom;
  - There is a growing opportunity for Japanese vehicle and component manufacturers to do business in the hydrogen and fuel cell field in the United Kingdom;
  - The electron to hydrogen conversion rate is typically between 60% and 70%;
  - With an electric battery you have to take the whole of life costs into consideration, i.e. essential to include the production and disposal costs into the equation. Hydrogen fuel cells are simply complex metal boxes that store hydrogen and can be reused;
  - Wales is a long way behind Scotland in terms of supporting green energy and fleet initiatives. Wales should watch the market and back both electric and hydrogen options in the short term.

**Part 3 - Adrian Field, Executive Director from the Cardiff BID (For Cardiff)**

– He met with the task group to discuss the views of the Cardiff business sector on air quality in the city and the potential impact of creating a clean air zone.

**Key Findings**

- There has been no consultation to date with the BID or its members on the Clean Air Strategy and the potential introduction of a clean air zone in Cardiff. The BID would welcome the opportunity to be a part of any consultation exercise and would appreciate being updated on the development of the clean air strategy.
- Adrian Field has been with the Cardiff BID since January 2017. In that time they have not received any queries or complaints about air quality in the city centre.
- The BID is pleased that the new Next Bike Scheme is being rolled out in Cardiff and support the initiative. It was felt that offering the major employers in the city a discounted membership might work well and stimulate use of the scheme – the BID members employ a significant number of people entering and leaving the city centre every day.
- BID has eight ambassadors who are able to work with the 750 BID members to pass on and communicate on any air quality related issues.
- It was felt that more could be done to encourage BID members and their staff to use the park & ride facilities offered by the Council. To reduce traffic into the city and ensure commuting is more comfortable for staff and business owners the BID has worked with Cardiff Bus to offer levy payers reduced costs on the Cardiff East Park and Ride service. A BID park & ride pass is available for £450 per annum, that's less than £2 a day for parking and bus travel and helps free up invaluable parking and driving space in the city.
- The BID is pleased and supportive with the new Next Bike Scheme that is being rolled out by the Council. They are also running the 'Abandoned Bike Removal Project' which includes amongst other things includes work

on identifying and delivering new bike storage facilities in the city. Sustrans has provided support and endorsed this project. They would be keen to work with the Council to help identify suitable hosting sites in the city centre for the new Next Bike scheme as they feel they are gaining a good understanding for potentially available sites in the city. They view improved cycle parking as an important issue and one that will help increase cycling participation in the city.

- Over July and August 2017 the BID asked businesses to complete a bicycle survey so that they could understand the issues that BID employees were having with bike storage and parking to gauge demand for further stands. It became clear that abandoned bikes are a significant issue in the city. Cardiff BID, in partnership with Cardiff Council and the South Wales Police, undertook a removal operation of these abandoned bikes. That took place on Tuesday 29th August.
- Adrian Field had dealt with BID's in London where congestion and air pollution was an issue. One idea that he felt had worked well for these BID's was a pledge for all staff working for BID companies to avoid having personal deliveries in at work. This it was thought had been a success as it had reduced the volume of small delivery vehicles entering an already overcrowded area – it has been estimated that 40% of deliveries in a typical city centre area are to staff.
- The task group was told that adding click and collect schemes to key transport locations worked well in London. Similar facilities could be introduced at Park & Ride facilities and in the new integrated transport hub.
- BID would welcome and support a car free day in the city and could task its eight ambassadors to help promote the event across the city centre.
- During the discussion it was felt that Cardiff BID members could be encouraged to develop more flexible working habits to help reduce congestion, for example, greater promotion of the car sharing scheme, home working where practical and possible, flexible ticket pricing (rail & bus) to spread the volume of traffic normally experienced at peak travel times.

- The BID would be happy to lobby for additional train carriages across the South East Wales region. Train journeys into Cardiff from the wider South East Wales region are normally full, providing more capacity it is felt would encourage more people to use this form of transport and take cars off the road.
- It was felt that using 'stock transfer sites' at the edge of the city would help keep heavy goods and other types of delivery vehicles out of the city centre. The stock could then be transferred onto a low emitting vehicle (for example, electric) before transferring it into the city centre. This would reduce emissions. The BID would be an excellent tool for supporting a debate on such an initiative, with the collective buying power of all the members providing necessary economies in scale in terms of logistics. Such a scheme could be delivered through a BID wide procurement.
- Next Bike – offer a deal to the BID members for discounted use of the scheme or a corporate membership. This would provide many of the larger companies (for example, Admiral) with the opportunity to engage with the scheme and experience the benefits. If it was a positive experience then the larger companies might eventually see the benefits of sponsoring the scheme.
- It was agreed that collectively the BID membership represented a significant pool of knowledge, talent and experience – something that the Council should support and work very closely with. Members felt that a significant amount of congestion and pollution coming into and out of the city was caused by BID member employees and the customers that they support. With this in mind the task group felt that there would be value in running a BID wide focus group or 'brainstorming' session with a large range of BID representatives. This would involve setting out the current issues facing the city in terms of air quality and then challenging the group to identify potential solutions. This it was felt would add a different dynamic and angle to solving the air quality problem and hopefully identify new and innovative solutions.
- Run an event and car free day where certain roads were closed. It would be interesting to tie this in with a major event to help understand how we

might better manage travel congestion in the city. Car free days on lesser polluted roads, this it was felt would be an ideal opportunity to promote cycling and walking in the city. It was also felt that employers should be encouraged to introduce a car free day, similar to the one applied by the Council.

- Run a consultation on private parking facilities to identify how much is used in Cardiff and to understand the impact that a parking levy might have on businesses and congestion / air quality in the city.

## WITNESSES TO THE INQUIRY

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
- Councillor Caro Wild, Cabinet Member for Strategic Planning & Transport
- Councillor Susan Elsmore, Cabinet Member for Social Care, Health & Well-being
- Gary Brown, Operational Manager – Assets, Engineering & Operations
- David Lowe, Operational Manager - Operations
- Jane Cherrington, Operational Manager – Strategy & Enforcement
- Simon Gilbert, Operational Manager – Development Management, Strategic & Place Making
- Paul Carter, Head of Transport
- Gareth Harcombe, Commercial Manager – Energy & Sustainability
- Gladys Hingco, Researcher – Scrutiny Services
- Richard Jones, Fleet Manager, Commercial Services
- Tim Walter, Senior Planning Officer
- Craig Lewis, Specialist Services Officer– Environment (Enterprise and Specialist Services), Shared Regulatory Services
- Jason Bale, Team Manager – Environment (Enterprise and Specialist Services), Shared Regulatory Services
- Helen Picton, Operational Manager, Enterprise & Specialist Services, Shared Regulatory Services
- Dr Huw Brunt – Public Health Wales
- Dr Tom Porter - Consultant in Public Health Medicine, Cardiff & Vale Local Public Health Team
- Stuart Cole, Professor of Transport, University of South Wales



- Huw Williams, Emeritus Professor of Transport and Spatial Analysis, Cardiff University
- Sukky Choongh- Campbell, Society of Motor Manufacturers
- Peter Renwick – Premier Taxis
- Ryan Owen – Dragon Taxis
- Kieran Harte – Uber
- Desmond Broster – Dragon Taxis
- Dr Claire Beattie – University of the West of England
- Gareth Mole - Cardiff Bus
- Margaret Everson - Bus Users Cymru
- John Pocket – Confederation of Passenger Transport
- Roger Herbert – Welsh Government
- Martin McVay – Welsh Government
- Steve Lloyd Brennan – New Adventure Travel
- David Conway – Stagecoach Bus
- Dr. Ji Ping Shi, Senior Technical Specialist, Air Quality Modelling and Risk Assessment Team Leader, Natural Resources Wales
- Professor Alun Guwy, Head of the Sustainable Environment Research Centre, University of South Wales
- Dr Paul Nieuwenhuis, Centre for Automotive Industry Research & Electric Vehicle Centre of Excellence, Cardiff University
- Adrian Field, Executive Director, Cardiff BID (For Cardiff)
- Will Lane – Shared Regulatory Service

## LEGAL IMPLICATIONS

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.

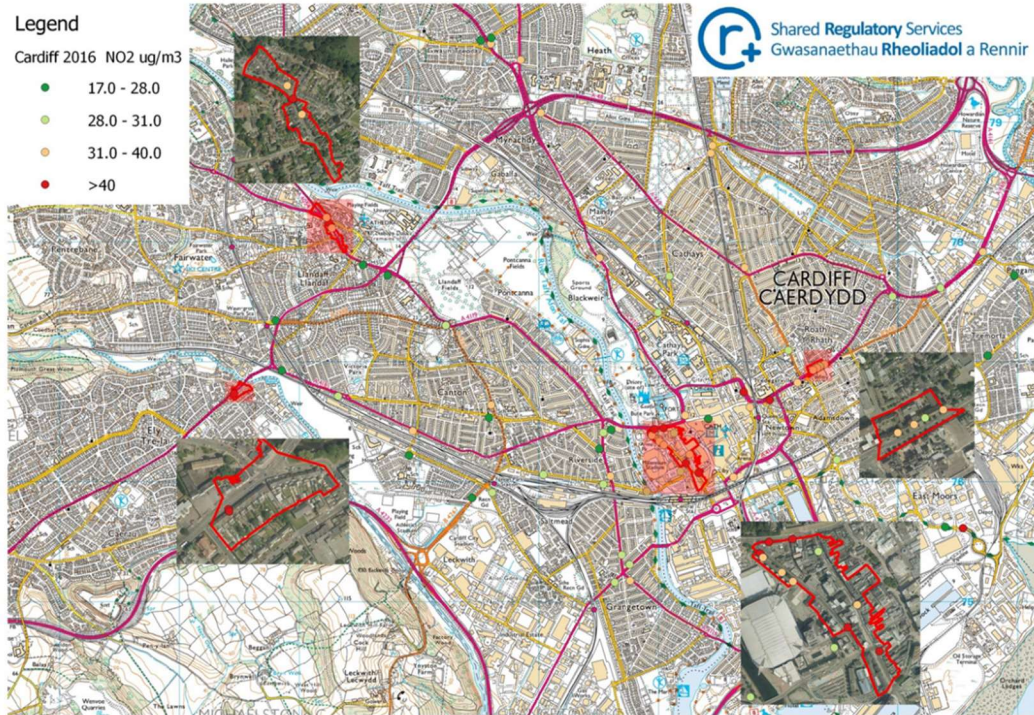
## FINANCIAL IMPLICATIONS

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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# Appendix 1 – Cardiff's Air Quality Management Areas

## Map of Cardiff's four Air Quality Management Areas



## Map of the Stephenson Court Air Quality Management Area





**Appendix 1 – Cardiff's Air Quality Management Areas**

**Map of the Ely Bridge Air Quality Management Area**

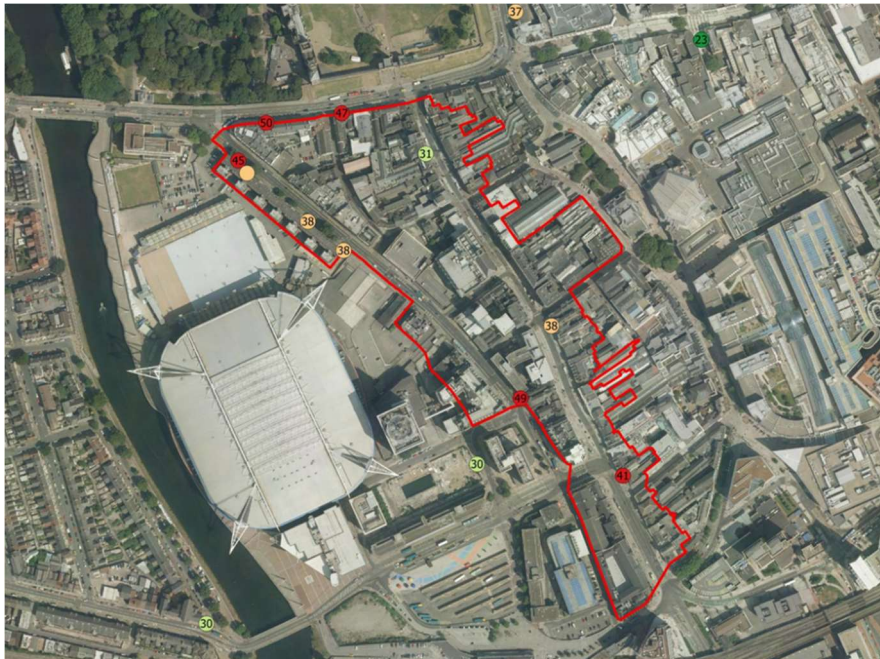


**Map of the Llandaff Air Quality Management Area**



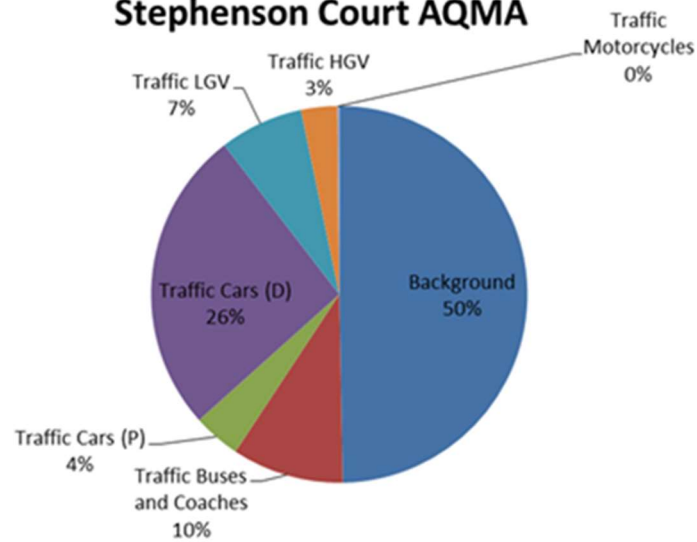
Appendix 1 – Cardiff's Air Quality Management Areas

Map of the City Centre Air Quality Management Area

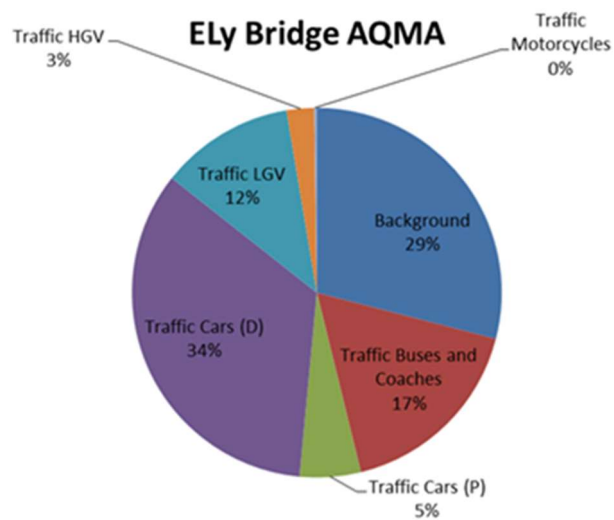


**Appendix 2 – 2016 Nitrogen Dioxide source apportionment analysis for each of Cardiff’s four Air Quality Management Areas**

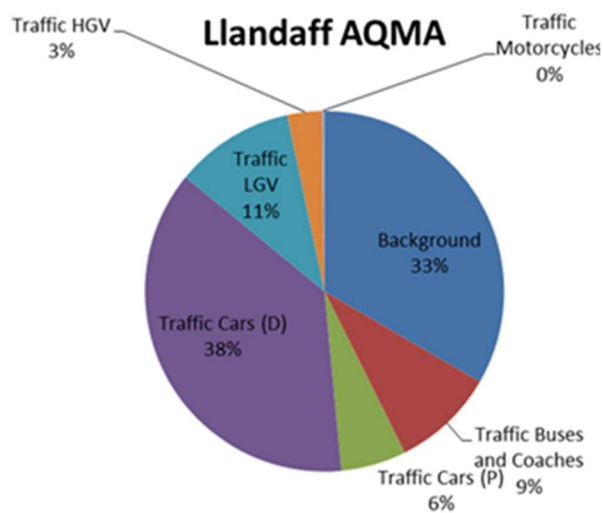
**Stephenson Court AQMA**



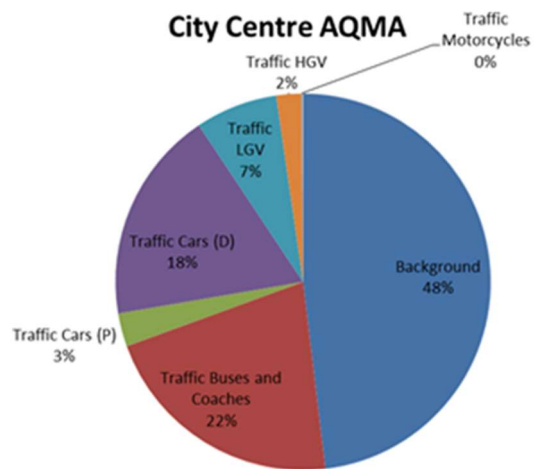
**Ely Bridge AQMA**



**Llandaff AQMA**



## Appendix 2 – 2016 Nitrogen Dioxide source apportionment analysis for each of Cardiff's four Air Quality Management Areas





## Appendix 3 – Euro Emissions Standards

<b>Emissions standard</b>	<b>Applied to new passenger car approvals from:</b>	<b>Applied to most new registrations from:</b>
Euro 1	1 July 1992	31 December 1992
Euro 2	1 January 1996	1 January 1997
Euro 3	1 January 2000	1 January 2001
Euro 4	1 January 2005	1 January 2006
Euro 5	1 September 2009	1 January 2011
Euro 6	1 September 2014	1 September 2015 - but see important note below

### Euro 1 (EC93)

**Implementation date (new approvals):** 1 July 1992

**Implementation date (all new registrations):** 31 December 1992

The first Europe-wide euro emissions standards were introduced in July 1992 and the regulations weren't anywhere near as stringent as they are today. That said, the fitment of catalytic converters became compulsory on all new cars, and Euro 1 required the switch to unleaded petrol.

Back then, only hydrocarbons and nitrogen oxide were tested, along with particulate matter in the case of diesel engines. Over the years, the regulations have become stricter and the limits lowered.

#### **Euro 1 emissions standards (petrol)**

CO: 2.72g/km

HC + NOx: 0.97g/km

#### **Euro 1 emissions standards (diesel)**

CO: 2.72g/km

HC + NOx: 0.97g/km

PM: 0.14g/km

### Euro 2 (EC96)

**Implementation date (new approvals):** 1 January 1996

**Implementation date (all new registrations):** 1 January 1997

## **Appendix 3 – Euro Emissions Standards**

Euro 2 reduced the limits for carbon monoxide and the combined limit for unburned hydrocarbons and nitrogen oxide, as well as introducing different levels for petrol and diesel engines.

### **Euro 2 emissions standards (petrol)**

CO: 2.2g/km

HC + NOx: 0.5g/km

### **Euro 2 emissions standards (diesel)**

CO: 1.0g/km

HC + NOx: 0.7g/km

PM: 0.08g/km

## **Euro 3 (EC2000)**

**Implementation date (new approvals):** 1 January 2000

**Implementation date (all new registrations):** 1 January 2001

Euro 3 split the hydrocarbons and nitrogen oxide limits for petrol and diesel engines, as well as adding a separate nitrogen oxide limit for diesel vehicles. The warm-up period was removed from the test procedure.

### **Euro 3 emissions standards (petrol)**

CO: 2.3g/km

THC: 0.20g/km

NOx: 0.15g/km

### **Euro 3 emissions standards (diesel)**

CO: 0.66g/km

HC + NOx: 0.56g/km

NOx: 0.50g/km

PM: 0.05g/km

## **Euro 4 (EC2005)**

**Implementation date (new approvals):** 1 January 2005

**Implementation date (all new registrations):** 1 January 2006

### **Euro 4 emissions standards (petrol)**

CO: 1.0g/km

THC: 0.10g/km

## **Appendix 3 – Euro Emissions Standards**

NOx: 0.08g/km

### **Euro 4 emissions standards (diesel)**

CO: 0.50g/km

HC + NOx: 0.30g/km

NOx: 0.25g/km

PM: 0.025g/km

### **Euro 5**

**Implementation date (new approvals):** 1 September 2009

**Implementation date (all new registrations):** 1 January 2011

The big news for Euro 5 was the introduction of particulate filters (DPFs) for diesel vehicles, along with lower limits across the board. For type approvals from September 2011 and new cars from January 2013, diesel vehicles were subject to a new limit on particulate numbers.

DPFs capture 99% of all particulate matter and are fitted to every new diesel car. Cars meeting Euro 5 standards emit the equivalent of one grain of sand per kilometre driven.

### **Euro 5 emissions standards (petrol)**

CO: 1.0g/km

THC: 0.10g/km

NMHC: 0.068g/km

NOx: 0.06g/km

PM: 0.005g/km (direct injection only)

### **Euro 5 emissions standards (diesel)**

CO: 0.50g/km

HC + NOx: 0.23g/km

NOx: 0.18g/km

PM: 0.005g/km

PN [# /km]:  $6.0 \times 10^{11}$  /km

### **Euro 6**

**Implementation date (new approvals):** 1 September 2014

**Implementation date (most new registrations - see important point below table above):** 1 September 2015

### **Appendix 3 – Euro Emissions Standards**

The sixth and current incarnation of the Euro emissions standard was introduced on most new registrations in September 2015. For diesels, the permitted level of NO<sub>x</sub> has been slashed from 0.18g/km in Euro 5 to 0.08g/km.

A focus on diesel NO<sub>x</sub> was the direct result of studies connecting these emissions with respiratory problems.

To meet the new targets, some carmakers have introduced Selective Catalytic Reduction (SCR), in which a liquid-reductant agent is injected through a catalyst into the exhaust of a diesel vehicle. A chemical reaction converts the nitrogen oxide into harmless water and nitrogen, which are expelled through the exhaust pipe.

The alternative method of meeting Euro 6 standards is Exhaust Gas Recirculation (EGR). A portion of the exhaust gas is mixed with intake air to lower the burning temperature. The vehicle's ECU controls the EGR in accordance with the engine load or speed.

#### **Euro 6 emissions standards (petrol)**

CO: 1.0g/km

THC: 0.10g/km

NMHC: 0.068g/km

NO<sub>x</sub>: 0.06g/km

PM: 0.005g/km (direct injection only)

PN [# /km]:  $6.0 \times 10^{11}$ /km (direct injection only)

#### **Euro 6 emissions standards (diesel)**

CO: 0.50g/km

HC + NO<sub>x</sub>: 0.17g/km

NO<sub>x</sub>: 0.08g/km

PM: 0.005g/km

PN [# /km]:  $6.0 \times 10^{11}$ /km

## Appendix 4

### Air Quality in Wales

#### The national context

- Taking further action to improve air quality in Wales is a key priority in the Welsh Government's National Strategy, *Prosperity for All*. In 2018, the Welsh Government will develop and consult on a new Clean Air Plan for Wales, including a Clean Air Zone framework.
- The UK currently meets the legal limits for almost all pollutants but faces significant challenges in reducing levels of nitrogen dioxide (NO<sub>2</sub>).
- Non-compliance with EU legal limits for NO<sub>2</sub> across the UK and Europe is associated principally with high vehicle emissions in urban areas. This is due both to the significant growth in vehicle numbers and to European vehicle emission standards not delivering the expected reductions in emissions of nitrogen oxides (NO<sub>x</sub>) from diesel vehicles.
- In the event of exceedances of EU legal limits, air quality plans produced by Member State governments are required to set out appropriate measures to attain compliance in the soonest time.
- New evidence received from Defra in early 2017 showed compliance with EU legal limits for nitrogen dioxide in Wales will take longer than the 2015 UK Air Quality Plan had previously predicted. Defra's modelling now predicts non-compliance in Cardiff until 2023.
- The Welsh Government therefore set out further remedial measures to accelerate the pace of compliance in Wales. These were published in July 2017, within a new UK Air Quality Plan: <https://www.gov.uk/government/publications/air-quality-plan-for-nitrogen-dioxide-no2-in-uk-2017>.
- We need all levels of measure, local and national, to deliver compliance in the soonest time possible, requiring close joint working with Local Authorities and others.
- The need for urgent action is not just about compliance with law; the essential reason for action is the health of our citizens.
- The Welsh Government is working with Cardiff Council to help the Council bring its area within the legal limits in the soonest possible time and to protect the health of people over a wider geographical area.

## Appendix 4

- The Welsh Government is also working with Local Authorities to strengthen air quality provisions in Planning Policy Wales to prevent new problems from arising.

### Clean Air Zones

The latest modelling undertaken by Defra identified areas across the UK that may need to implement a Clean Air Zone to achieve compliance in the shortest time. One area identified in Wales, for which, based on current projections, a zonal approach would accelerate compliance, is in Cardiff. The Welsh Government anticipates a Clean Air Zone, with vehicle access restrictions, could be implemented in Cardiff during 2021 or earlier if possible, thereby achieving compliance by 2022 or sooner.

Implementation of a Clean Air Zone will need to be subject to further assessment and ongoing work with Cardiff Council to understand whether alternative local measures could achieve compliance more quickly. Where alternative local measures are suggested, to be effective they must be capable of achieving compliance within the same amount of time, or sooner, than a Clean Air Zone with access restrictions. This further assessment will need to be based on local as well as national data modelling relating to both air quality and transport. The modelling will be followed by a thorough options assessment, local consultation, planning and implementation. The actions up to the point of implementation should complete during 2019.

The Welsh Government intends to consult on a Clean Air Zone framework for Wales as soon as possible and in any event no later than the end of April 2018.

### Legislation

Under domestic legislation, specifically the Environment Act 1995 and associated regulations, the local air quality management (LAQM) regime requires Local Authorities to review and assess air quality in their areas against objectives and standards for a range of averaging periods for a number of air pollutants. Assessment of air quality is focused on locations where members of the public are regularly present and where there is exposure to the pollutant in question over the timescale for which the air quality objective is defined. Under LAQM, Cardiff Council has declared four air quality management areas for non-compliance with the annual average air quality objective for NO<sub>2</sub>. The Council has produced an action plan for only one of these areas to date, but has advised the Welsh Government that the Council's new Clean Air Strategy and Action Plan, expected in draft by the end of March 2018, will incorporate actions covering all four air quality management areas as well as the city as a whole.

The Well-being of Future Generations (Wales) Act 2015 ("the WFG Act") requires public bodies in Wales, including the Welsh Government and Local Authorities, to carry out sustainable development. This is the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the

## Appendix 4

seven national well-being goals. Specifically, public bodies in Wales must act in a manner which seeks to ensure the needs of the present are met without compromising the ability of future generations to meet their own needs.

One of the national well-being indicators under the WFG Act is average population exposure to NO<sub>2</sub> (<https://statswales.gov.wales/catalogue/environment-and-countryside/air-quality>). This has been calculated at a Local Authority as well as a national level, and indicates that Cardiff Council has the highest average concentration of NO<sub>2</sub> where people live of any Welsh Local Authority,

Statutory guidance issued by the Welsh Government in June 2017 (<http://gov.wales/topics/environmentcountryside/epq/airqualitypollution/airquality/guidance/policy-guidance/?lang=en>) joined up these two domestic regimes by requiring Local Authorities in Wales to follow the ways of working set out in the WFG Act when carrying out LAQM. The Welsh Government also made regulations in 2017 requiring Public Services Boards to consider Local Authorities' LAQM progress reports when carrying out assessments of local well-being.

National improvements in air quality have also been driven by European Directives, including those that set limits on:

- concentrations of pollutants in ambient air (for example, the Ambient Air Quality Directive which sets EU limit values for air quality in Member States, similar to the national air quality objectives under LAQM);
- annual pollutant emission totals for each Member State, helping to tackle trans-boundary pollution (for example, the National Emission Ceilings Directive, which implements the UNECE Gothenburg Protocol); and
- concentrations of pollutants from specific sources (for example, the Industrial Emissions Directive which, together with domestic environmental permitting legislation, controls emissions to air from industrial sites regulated by Natural Resources Wales and Local Authorities, and EU legislation covering car and lorry exhaust pipe emissions).

Under European legislation, the Ambient Air Quality Directive (2008/50/EC) requires the Welsh Ministers to secure compliance as soon as possible with EU air quality limit values at locations where the public has access. The work of Local Authorities in relation to LAQM makes an important contribution to actions being implemented by the Welsh Government to achieve compliance with EU legal limits.

The Cabinet Secretary for Environment and Rural Affairs wrote to the Leaders of all Welsh Local Authorities in July 2017, emphasising the importance of their public protection, planning and transport departments taking joint ownership of the LAQM work programme, and, in Cardiff's case, of having regard to the non-compliance with EU air quality limit values highlighted in the UK air quality assessment.



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Scrutiny Research Report

### Improving Air Quality Initiatives – Best Practice Examples

Research report for the  
Environment Scrutiny Committee

February 2018



The City and County of Cardiff



## Appendix 5

### Table of Contents

1. Introduction .....	3
2. Summary of Findings .....	4
3. European City Ranking – Improvements in Air Quality .....	15
3.1. Top 12 highest ranked European Cities.....	15
3.2. Success in reducing PM10 and NO2 emissions in European Cities ..	17
4. Low Emission Zones & Bans of High Emitters.....	18
4.1. Low Emission Zones in Germany .....	19
4.1.1. Berlin Low Emission Zone.....	22
4.1.2. Stuttgart Low Emission Zone Case study.....	24
4.2. Milan’s combined Low Emission Zone and congestion charging .....	25
4.3. London Low Emission Zone.....	28
4.4. London Ultra Low Emission Zone (ULEZ).....	35
4.5. London T-Charge.....	38
4.6. London Zero Emission Zone Target .....	39
4.7. London’s Low Emission Neighbourhoods (LEN).....	40
4.7.1. The Marylebone Low Emission Neighbourhood (LEN).....	42
4.8. The Greater Manchester Low Emission Strategy, December 2016 ..	48
5. Public procurement clean cars and transport.....	59
5.1. Retrofitting of old vehicles with clean air technologies Berlin.....	60
5.2. Copenhagen’s vehicle fleet.....	60
5.3. Zurich standards for new vehicles .....	62
5.4. Stockholm Electrification of fleet.....	64
6. Use of economic incentives or disincentives .....	65
6.1. Stockholm Congestion Charging .....	65
6.2. London Congestion Charge .....	76
6.3. Milan Congestion charging case study .....	84
6.4. Congestion charging in Singapore.....	84
6.5. Vehicle quota in Singapore .....	85
6.6. Vehicle Number Plate Restrictions .....	86
7. Parking management and pricing .....	86
7.1. Parking charges and reducing CO2 emissions .....	87
7.2. Nottingham’ Work-place Parking Levy.....	87
7.3. Employee Parking Management – Cash-Out Rotterdam.....	95
7.4. Limit Parking Supply .....	96
7.5. Improving User Information.....	96
8. Traffic and mobility management.....	100
8.1.1. Reduction speed limits .....	100
8.1.2. Success with Modal Shift .....	102
9. References .....	105

## **Appendix 5**

### **1. Introduction**

The Environment Scrutiny Committee is undertaking a Task and Finish Inquiry on Improving Air Quality in Cardiff. The findings and recommendations of this inquiry will inform the development of Cardiff Council's strategy on air quality. To contribute to the evidence that will be reviewed by the inquiry, Members commissioned research to identify current initiatives and arrangements that selected cities have adopted to achieve improvements in air quality. This report will specifically focus on initiatives and measures introduced by selected local and transport authorities that reduce levels of nitrogen dioxide (NO<sub>2</sub>) emissions and Particulate Matter (PM<sub>10</sub>). In the UK, this research examined the work in improving air quality in London and its Boroughs as well as specific initiatives implemented in Nottingham and Manchester. The report will also focus on best practice initiatives in implementing Low Emission Zones, the procurement of clean cars and transport, the use of economic incentives and disincentives such as congestion charging, parking management approaches and improvements in modal shift. The research involved reviews of available grey and academic literature on this subject area. The collection of information relied heavily on documents and publications that are available on-line.

## **Appendix 5**

### **2. Summary of Findings**

The Environment Scrutiny Committee commissioned this research to identify current initiatives and arrangements that selected cities have adopted to achieve improvements in air quality. This report will focus on initiatives and measures that reduce levels of Nitrogen dioxide (NO<sub>2</sub>) emissions and Particulate Matter (PM<sub>10</sub>) as introduced by selected local and transport authorities in the UK, and other countries.

#### **European City Ranking**

The European City Ranking report examined various initiatives to improve air quality in European city capitals. In 2015, their evaluation work reviewed initiatives in 23 key cities in Europe. The city which has achieved the highest ranking for improving air quality for that year was Zurich, closely followed by Copenhagen, Vienna and Stockholm. Although the City of London ranked 7<sup>th</sup> in 2015, this latest ranking is a significant improvement from the previous review in 2011. A Table showing the ratings and achievements of the 12 highest ranked cities in 2015 is available in the full report.

In reducing PM<sub>10</sub> and NO<sub>2</sub> emissions, the same report cited that the cities of Helsinki Zurich and Vienna have made significant improvements in this area. In Helsinki, the reduction in these pollutant indicators are partly attributed to the implementation of the LEZ while in Zurich this partly attributed to regulations around emission standards for old and new vehicles.

#### **Low Emission Zones**

Low Emission Zones (LEZ) are often introduced to reduce particulate matter (PM<sub>10</sub> and PM<sub>2.5</sub>) and nitrogen dioxide (NO<sub>2</sub>) emissions. Minimum emission standards are set within these areas for vehicles that wish to enter the zone. The scheme operates by regulating the entry (ban, restrict, charge) of highly polluting vehicles into the area.

## **Appendix 5**

So far, it is reported that there are 225 active or planned LEZs in Europe. In the UK, there are only 2 LEZ, the biggest covering most of the Greater London area. In Europe, the cities of Stuttgart and Berlin are reported as leading practice in implementing Low Emission Zones.

The LEZs in Berlin and Stuttgart as with others in Germany are also referred as Green Environmental Zones. These environmental zones only allow traffic for vehicles bearing a green environmental badge i.e. vehicles that meet the minimum EURO 4 or better emission standards. This stricter regulation has been in force since January 2017. The restriction to traffic apply all the time irrespective of whether the levels of air pollution are higher or lower at any one time. Vehicles that drive as well as stop and park in an environmental zone without a valid environmental badge, are fined 80€ plus an additional 25 € to cover administrative fees.

It is also planned that “diesel restriction zones” or “blue environmental zones” will be introduced in the cities of Berlin, Hamburg, Munich, Leipzig and Stuttgart by 2018. These zones will regulate traffic of diesel vehicles depending on their emission rate of nitrogen dioxide (NO<sub>2</sub>).

### **LEZ in Berlin**

The environmental zone in Berlin covers 88 km<sup>2</sup> and was introduced in 2008. Significant reductions were seen in the level of PM<sub>10</sub> and NO<sub>x</sub> following the introduction of the measure. Reports have cited that the introduction of the scheme had no measurable impact on traffic flows in Berlin. However, this scheme is credited for speeding up the turnover of vehicle fleet towards more cleaner vehicles and is regarded as a significant factor to the change in composition of vehicles in the area.

### **LEZ and Congestion Charging in Milan**

Milan has adopted a combined LEZ and congestion charging. The measure was trialed in 2008 and was fully implemented in 2012. The scheme in Milan differs to the environmental zones in Germany in charging petrol and diesel cars entering the zone. Entry to the zone is forbidden for pre-EURO gasoline

## **Appendix 5**

vehicles and for pre-EURO, EURO1 and EURO2 diesel vehicles. The entry fee for vehicles that meet emission standards is €5. The restriction applies every working day (Monday-Friday) from 7:30am-7:30pm with shortened hours on Thursdays from 7:30 am to 6:30 pm to encourage weekday shopping activities. The area is free to access (no charge) on weekends and public holidays. The payment allows users to travel for the whole day in the charged area. Electric vehicles, hybrid vehicles, bio-fuel natural gas vehicles and scooters, public utility vehicles are exempted from the charge.

The implementation of the measure in Milan had reduced PM10 by approximately ~19% and NOx by around 14%. The scheme also led to a significant reduction in traffic volume with the average number of vehicles that entered Area C declining by 34%. The number of polluting vehicles entering the area also declined by 49%. The number of cleaner vehicles entering the area increased from 9.6% to 16.6% of total vehicles entering the area.

### **LEZ in London**

In London, the LEZ was introduced 2008. Unlike the LEZ in Milan and Berlin, this measure only applies to all heavy goods vehicles greater than or equal to 3.5 tonnes (e.g. diesel lorries, buses, coaches, motor caravans, motorised horseboxes, larger vans, minibuses and other specialist vehicles) so that cars and motorcycles are not affected by this regulation. From 2012, heavier goods vehicles including buses are required to meet Euro 4 emission standards and Euro 3 for heavier vans and mini buses. All vehicles in these categories that do not meet the required emissions standards have to pay a daily charge. The charges range from £100 - £200 depending on vehicle category and weight. The LEZ covers most of the Greater London area. It operates 24 hours a day, every day of the year, including weekends and public holidays. Charging days run from midnight to midnight. Similar to the impact of LEZ in other cities in Europe, the scheme in London has also led to reduction in PM10, NOx.

## **Appendix 5**

### **ULEZ in London**

The Ultra Low Emission Zone (ULEZ) was to be introduced in 2020 but will instead come into force in Central London in April 2019. The ULEZ will replace the “toxicity charge” T-charge, that was recently introduced. The ULEZ will cover the same area as the Congestion Charging Zone in London. It is also planned that in 2020, ULEZ could be further expanded to cover nearly all of Greater London for heavy polluting buses, coaches and lorries. Starting April 2019, all vehicles will need to meet exhaust emission standards (ULEZ standards) or pay a daily charge, when travelling in central London. With the implementation of this measure, the minimum Euro standard for motorcycles is Euro 3 and for petrol cars and light utility vehicles not exceeding 500 kg, the minimum standard will be Euro 4. For diesel cars and vans, Euro 6 and for lorries and buses the requirement is Euro VI. The daily charge for non-compliant smaller vehicles is £12.50 and £100 for buses and lorries. These charges are in addition to the existing congestion charges in London and the Low Emission Zone requirements.

### **London T-Charge and Zero Emission**

The London Toxicity Charge or T-charge came into force on 23 October 2017. The charge was introduced to further improve air quality within the capital and to prepare Londoners of the Ultra Low Emission Zone (ULEZ) that will be introduced in 2019. The T- charge costs £10 per day and is payable on top of the London Congestion Charge and applies to all vehicles that do not meet the current emission requirements within the zone. For petrol and diesel vehicles, the minimum standard required is Euro4/VI and Euro 3 for motorised tricycles and quadcycles. There are no charges for motorcycles.

The Transport for London (TfL) plans that the entire road transport system in London will be zero emission by not later than 2050. Zero emission zones will be introduced in Central London and in town centres from 2025, with a view of achieving this for inner London by 2040 and across the whole of London zone by 2050.

## **Appendix 5**

### **London's Low Emission Neighbourhoods (LEN)**

Another scheme that was introduced by the Mayor of London's Air Quality Fund is the Low Emission Neighbourhood (LEN). The LEN is an area-based scheme that includes a package of measures and focused on reducing emissions and promoting sustainable living locally. This scheme is currently being implemented in 5 areas across different Boroughs in London. This is focused on areas of high exposure to high pollution which can be reduced through local measures, and locations with high trip generation. Key to the success of LEN is the partnership and involvement of the local community, businesses and the local authority to jointly identify and deliver a common set of goals. The Mayor of London provides some funding to support the measure and initiatives that are implemented by LENs.

### **Marylebone LEN**

The Marylebone LEN was developed in partnership between Westminster City Council and local stakeholders, including businesses, landowners and residents. The LEN has implemented a range of innovative projects to improve air quality throughout the area and has encouraged behavioural changes that directly impact on reducing emissions. This include projects that involve working with major landowners to improve emissions from buildings, better management and reduction of freight movement and service vehicles entering the area e.g. via consolidation of deliveries and use of shared supplier scheme. The scheme also implemented an emissions based street parking charges wherein vehicles are charged according to their emissions level when parking in on-street pay and display and residents' bays. This measure intends to encourage use of electric vehicles and discourage more polluting vehicles. The Council has also commenced the trial for a 50% surcharge for all diesel vehicles in certain locations in area. The LEN is also working with the taxi industry to improve the management of taxi ranks through the use of parking sensors, that provide real time information of the location of available taxi rank spaces. Taxi drivers and drivers for local hospitals are encouraged to reduce unnecessary vehicle idling in the Westminster and Marylebone area. Air Quality champions were recruited to support the scheme and encourage drivers to stop vehicle idling and inform

## **Appendix 5**

them of its harmful effects. They will be empowered to enforce unnecessarily vehicle idling via a penalty charge notice (PCN). The LEN will encourage temporary street closures to encourage children to play and explore outside environment.

### **Manchester Air Quality Strategy**

The Transport for Greater Manchester (TfGM) authority via its new Greater Manchester Low-Emission Strategy and Greater Manchester Air Quality Action Plan has identified its key priority areas and commitments in improving air quality. The authority will work towards increasing the take up of electric vehicles and alternative fuel vehicles. It hopes to achieve this by providing incentives and by setting emission standards and restricting vehicle access to specific areas. It is also committed to increasing the number of publically available charging points and increasing the number of ULEV within the public sector via joint procurement schemes. TfGM will work with licensing authorities to standardise the minimum emission requirements (i.e. age) of the vehicles that will be allowed to operate and the standards that will be enforced in the future. The strategy is also committed to reducing freight emissions by shifting freight to Urban Distribution Centres. This will allow loads to be broken down for final delivery via low emission vehicles. It is also planned that local consolidation centres will be set-up so that courier services and small deliveries can be coordinated to avoid multiple delivery providers from visiting same premises. The strategy supports the take-up of zero emission transport refrigeration and will promote anti-idling policies with freight transport companies. TfGM will also work with bus companies to ensure that bus operators sign-up to targets for improving emission standards and will implement practical measures such as the deployment of buses with the lowest emissions in areas with the highest pollutant concentrations. The TfGM will continue to work with operators to roll out the bus electrification scheme, encourage the use of new technology and support training initiatives for drivers of hybrid buses.

TfGM will explore the feasibility of establishing a LEZ in the Greater Manchester area, as well as also explore implementation of the 20mph zones



## **Appendix 5**

in areas where this will have significant impact on emissions. Finally, TfGM will work with the planning authorities to develop common guidance and toolkit for assessing proposals to support the identification of appropriate mitigating measures e.g. electric vehicle charging points, access to public transport or sustainable transport.

### **Procurement and Retrofitting of Vehicle Fleet**

Many cities are working on improving the emission standards of their fleet through the retrofitting of older vehicles with diesel particulate filters (DPFs) and investment vehicles that use electric and sustainable fuels. Leading in practice is the city of Berlin wherein it adopted a policy for using green air technology. More than 50% of diesel vehicles in the municipal fleet are equipped with particulate filters or meet the Euro V/EVV standard. Similarly, the City of Copenhagen aims to make its public transit carbon neutral. So far, the city has acquired 255 electric vehicles and has attained its goal in having 85% of its own vehicles are electric, hydrogen or hybrid powered. The city of Zurich has introduced regulations that require the strictest Euro standards for new vehicles and have planned for the extensive retrofitting of its older vehicles. It is also working to increase usage of electric vehicles in its sustainability plans. The cities of Zurich and Copenhagen provide financial incentives and infrastructure to support the use of electric vehicles through reduced taxation or exemptions from vehicle tax and increasing availability of charge points.

### **Congestion Charging Zones**

A congestion charging scheme is implemented to restrict the number of vehicles entering a specified area to reduce traffic volume, improve air quality and environmental conditions. This scheme was introduced in Stockholm in 2006 in the form of a congestion tax. The tax applies to cars, lorries and buses while there are exemptions for emergency vehicles, buses, diplomatic vehicles, disabled persons vehicles, military vehicles, hybrid or electric cars, motorcycles and mopeds. The amount charged varies depending on the time of day that the driver enters or exits the congestion tax area. Generally, the cost is higher during periods when traffic is heaviest. Unlike other congestion

## **Appendix 5**

charging schemes, the scheme in Stockholm charges vehicles on both entry and exit of the affected area. A limit is set (£9.35 or 10.54 Euros) for the amount that a vehicle can be charged per day. The charges do not apply Saturdays, Sundays, public holidays or the day before public holidays, in the month of July, nor during the night-time period (18:30 - 06:29). The vehicle owner is expected to pay the charges at the end of the next month.

Congestion charging has served as an effective stimulus for the adoption of alternative fuel cars. Following the introduction of the measure, the number of alternative-fuel cars increased from 3% in 2006 to 15% in 2009. The exemption was abolished in 2009 as the authority believes that the scheme had filled its role as a facilitator for market introduction. Overall, the implementation of the scheme has led to a reduction in traffic level (22%). The reduction in congestion increased the reliability of travel time and travel times have declined substantially inside and close to the inner city. The reduction in traffic led to reduced emissions of between 10-15% across different types of emissions. There was also no adverse impact on retail as was initially feared. The number of passengers in the transit system also increased as a result of the scheme.

A key obstacle to congestion charging is the support and acceptability of the scheme. The experience in Stockholm is a key example where there was a change in the attitude and support of the public on an issue or a measure that needed acceptance and support. In this case, the public's attitude changed from fairly hostile to overwhelmingly positive. The experience in Stockholm supports the hypothesis "familiarity breeds acceptability" i.e. once a system is in place, support will generally increase or build up as the benefits and advantages of the scheme becomes more evident.

### **London Congestion Charging**

The world's first congestion charging scheme was introduced in Central London in 2003. The aim was to reduce congestion and encourage motorists to use other modes of transport. The daily congestion tariff is £11.50. This charge allows motorists to drive around, leave and re-enter the charging zone as many times as required in one day. The charge is in operation Monday to

## **Appendix 5**

Friday from 07:00-18:00 and does not apply at weekends, Bank Holidays, public holidays or the period between Christmas Day and New Year's Day, when traffic levels are lighter. The charges generate a significant source of revenue for the Transport for London (TfL) authority that is invested on improvements to the bus network in London. The net revenues from this scheme make a significant contribution to the London Bus network. However, questions have been raised on the cost effectiveness of the scheme in generating money for investment in transport improvement and infrastructure. Similar to the experience in Stockholm, the ring fencing of income proceeds for improvements in transport facilities and infrastructure has increased its acceptability. Following the introduction of the scheme, there was a decline in the level of automobile traffic, however the long-term impact of congestion charging to traffic levels have yet to be established. Studies have reported that the implementation of the measure changed people's travel patterns in London and have increased the use of buses (14%) and the underground system. The introduction of the scheme also resulted in significant increase in traffic speeds within the zone and peak period congestion also declined. Although the measure has brought many benefits, the system is not considered optimal because the fee charged is not based on how many miles a vehicle is driven within the charging area and is not time-variable as the fee is not higher during the most congested periods and lower during less congested periods.

### **Singapore's Electronic Charging**

Singapore adopted a congestion charging scheme in 1975, referred to as an Area Licensing Scheme which required vehicles to have a special license to operate within specific areas. In 1998, the scheme was replaced by the Electronic Road Pricing (ERP). This new system introduced electronic toll collection, electronic detection, and video surveillance technology. The in-vehicle unit communicates with detectors when passing under gantries and the respective charge is deducted from the driver's cash card. The amount varies by time of day (rush hour is 2-3 times more expensive), type and size of vehicle and the type of road (arterial and expressways).

## Appendix 5

### Parking Management Schemes

Parking management is used as a travel reduction strategy in many cities in Europe and the US. The reductions in car travel will reduce traffic congestion and will reduce transport emissions. Various parking schemes have been adopted to dis-incentivise motorists from taking private vehicles in their commute into the city. In Rotterdam, the parking scheme adopted by the Erasmus Medical Centre in Rotterdam required employees to pay for parking according to arrival time and gives credit for every kilometre not travelled by car if employee decides to take public transport.

Improving user information as part of parking management allows motorists to identify parking locations and prices so they can choose the best option for each trip. Some cities make use of Advance Parking Management Systems (APMS) which provide motorists with real-time information to help them quickly find a parking space. Since 2011, the San Francisco Municipal Transportation Agency (SFMTA) implemented a comprehensive smart parking system to help manage congestion. The system is demand responsive whereby rates can vary by location, by time of day and day of the week. Parking rates would vary incrementally, depending on time of day and availability of spaces. In areas and at times of the day where it is difficult to find a parking space, rates will increase incrementally. However, in areas where open parking spaces are plentiful, rates will decrease until empty spaces are filled.

Some local authorities in the UK use charging for parking to help with their CO<sub>2</sub> reduction objectives. Richmond upon Thames Borough Council charges residents for parking permits according to the CO<sub>2</sub> emissions of their vehicle. The Council is considering extending this principle to charges at parking meters and in car parks. Edinburgh City Council has proposed to introduce a similar CO<sub>2</sub>-related charge for residents' parking permits.

Nottingham City Council introduced the Work-place Parking Levy (WPL) in 2012. It was intended that the WPL scheme would serve as an incentive for

## Appendix 5

employers to manage their workplace parking provision and encourage commuters to use public transport on their journey to work. The scheme works as a levy for employers who provide parking spaces for its employees. The local authority collects a charge for each parking place used by employees, business visitors, and pupils and students. The employer decides whether they would pass the charge on to their employees. Each employer that provides more than 10 parking spaces for its employees is required to obtain an annual license for the maximum number of liable places they provide. The charge for each workplace parking for the financial year 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018 is £387. The scheme generates significant revenue for the Council that is ring-fenced to finance improvements in transport infrastructure and air quality in the city. The WPL generates around £9 million pounds a year for the City and since its implementation has generated over “over £44 million of revenue” with “100% compliance of liable employers. The scheme is low cost to run, as the operating costs only take up around 5% of the total revenue. It is considered more cost effective scheme than the London Congestion Charge. The London Congestion Charge raises more money in absolute terms than the WPL, however it is regarded as less efficient due to more than 40% of total revenue taken up by operating costs. So far, the revenue from the WPL has successfully leveraged £400+m funding from central government to finance major transport infrastructure developments and improvements.

### **Reduction of speed limits**

Cities can also impact on air quality by reducing speed limits. As vehicle emissions are at its lowest at 30-50 km/hr, a number of cities have adopted 30 km/hr speed limits in residential areas (Zurich and Copenhagen) while the City of Paris envisages reducing the 50km per hour limit to 30km/h across the central district in the future.

## Appendix 5

### 3. European City Ranking – Improvements in Air Quality

#### 3.1. Top 12 highest ranked European Cities

In 2015, the *Soot-free for the Climate Campaign* together with the *Clean Air Life+* published the results of an evaluation of various European cities' initiatives in improving air quality. Table 1 below outlines the ranking of key western European city capitals with high pollution levels that demonstrated good practice in meeting European air quality standards. The ranking considered those initiatives that have high potential to reduce air pollutants regulated under EU air quality legislation such as particulate matter (PM10) and nitrogen dioxide (NO<sub>2</sub>). To determine the ranking, these cities were evaluated using nine category measures including emission reduction success, sustainable transport, economic measures and public information and citizen participation.

In total 23, cities were evaluated (full list in <http://sootfreecities.eu/city>), however for this report, the list in Table 1 will only show the 12 highest ranked cities in Europe. The city that has achieved the highest ranking for improving air quality in 2015, was Zurich, closely followed by Copenhagen, Vienna and Stockholm. In 2011, the city of Berlin ranked the highest, but had gone down in ranking to 5<sup>th</sup> in 2015. The city of London ranked 7<sup>th</sup> in 2015 achieving a rating of C-(71%) which was an improvement from its 2011 rating of F (58%). Of the 23 cities, 6 have gained an F (failed) grade. The two lowest ranked places were taken up by the cities of Lisbon and Luxemburg.

## Appendix 5

Table 1. European City Ranking 2015 Best Practices for urban clean air in urban transport

City	Overall Mark	Emission Reduction Success	Low Emission Zones and bans of High Emitters	Public Procurement	Non-Road Mobile Machinery	Economic Incentives	Mobility Management and Modal Split	Promotion of Public Transport	Promotion of Walking and Cycling	Participation and Transparency
Zurich	A <sup>+</sup> B <sup>+</sup> (89%)	++	0	++	++	+	++	+	+	++
Copenhagen	A <sup>+</sup> B (87%)	+	0	++	+	+	++	++	++	+
Vienna	A <sup>+</sup> B (84%)	++	0	+	+	+	++	++	+	+
Stockholm	B- (80%)	0	0	0	+	++	+	++	++	+
Berlin	C (76%)	0	++	++	+	0	+	0	0	+
Helsinki	A <sup>+</sup> C- (71%)	++	0	0	--	0	++	++	+	0
London	A <sup>+</sup> C- (71%)	-	0	+	+	+	0	++	+	0
Paris	A <sup>+</sup> C- (71%)	--	+	)	-	+	++	+	++	+
Stuttgart	C-(71%)	0	++	+	--	+	+	+	0	+
Amsterdam	D+(69%)	+	-	0	-	+	0	+	++	+
Graz	D+ (69%)	0	0	0	0	0	0	++	+	+
Dusseldorf	A <sup>+</sup> D (7%)	0	++	0	0	-	0	0	+	+

For each of the category measure the following ratings were used: ++ (very good), + (good), 0 (satisfactory), - (fair), or -- (fail).

## Appendix 5

### 3.2. Success in reducing PM10 and NO2 emissions in European Cities

Traffic emission is a key contributor to air pollution and reducing this can lead to improvements in air quality. The EU Directive and target for PM10 is set at 50 µg/m<sup>3</sup>, as a 24-hour mean daily limit with a maximum of 35 permitted exceedances per year. The annual mean limit is set at 40 µg/m<sup>3</sup>.

The EU daily limit value for NO<sub>2</sub> is 200 µg/m<sup>3</sup> as a 1 hour mean. This value should not to be exceeded more than 18 times a year. The annual mean value limit is set at 40 µg/m<sup>3</sup>.

Based on the 2015 European Ranking report, the three capital cities that have made significant improvements in successfully reducing local emissions are Helsinki, Zurich and Vienna.

Table 2. Improvements in transport emission outputs in 3 top ranking Cities in Europe

	EU Standards	Helsinki		Zurich		Vienna	
		2006	2012	2009	2012	2012	2013
PM10 Exceedance Days	35 days	37	6	12	9	30	30
PM10 Annual mean values	40 µg/m <sup>3</sup>	30 µg/m <sup>3</sup>	21.3 µg/m <sup>3</sup>	22.6 µg/m <sup>3</sup>	19.8 µg/m <sup>3</sup>		
NO <sub>2</sub> Mean values	40 µg/m <sup>3</sup>	42.2 µg/m <sup>3</sup>	36.5 µg/m <sup>3</sup>		34.0 µg/m <sup>3</sup>	40 µg/m <sup>3</sup>	40 µg/m <sup>3</sup>

Source: Sootfree Cities Report, 2015

In Helsinki, the number of PM10 exceedance days declined from 37 in 2006 to 6 in 2012 at the (Mannerheimintie) traffic station. The success of reductions in PM10 and NO<sub>2</sub> in Helsinki was partly attributed to the introduction of the LEZ in 2010.

Significant reductions in the number of PM10 exceedance days were also seen in Zurich. The reported figures in 2009 decreased from 12 to 9 in 2012.



## Appendix 5

Additionally, declining figures for the mean values for NO<sub>2</sub> were reported in specified traffic monitoring stations. In 2012-13, the city of Vienna also achieved reductions in values for PM<sub>10</sub> below the EU set limits and have narrowly missed compliance to NO<sub>2</sub> EU set limits.

Compared to other European cities, Zurich has adopted a much lower limit for the PM<sub>10</sub> annual mean value and has set this at 20 µg/m<sup>3</sup> and one exceedance day per year instead of the EU mandated 40 µg/m<sup>3</sup> and 35 exceedance days.

### 4. Low Emission Zones & Bans of High Emitters

A Low Emission Zone (LEZ) is defined as a geographical area that require emission standards for vehicles and prohibit vehicles that do not meet these standards from entering. It is a restriction scheme specifically designed to limit highly polluting vehicles from entering a specified area. The restriction varies for each LEZ. Some LEZs might only cover certain vehicle classes (HGVs, LGVs) while others cover all vehicles entering the zone. Some cities implementing LEZ could restrict, ban or charge according to the emission standard of vehicles that want to enter the zone.

Low emission zones generally excludes more polluting cars from entering the city. If the emission standards set are sufficiently stricter than the average emission level of the local vehicle fleet, the scheme will accelerate the introduction of cleaner vehicles (including retrofitting of older and more polluting vehicles) and consequently reduce emissions. However, if the standards are not ambitious enough, the vehicle fleet will not experience the desired change.

According to Strompen, F. et. al. (2012) Low Emission Zones are becoming increasingly popular in European cities and are considered effective in achieving pollution reduction targets. The key objective for establishing LEZs is to reduce particulate matter (PM<sub>10</sub> and PM<sub>2.5</sub>) and nitrogen dioxide (NO<sub>2</sub>),

## Appendix 5

emissions and consequently improve the health of residents in the city. Where the measure is combined with a charge in accordance to emission standards, it may also target a reduction of vehicle traffic in the area.

The first LEZ was introduced in Stockholm in 1996. Many European cities have applied this powerful tool in managing air quality. The European ranking initiative report cited that as of 2015 there were 225 active or planned LEZs in Europe. In the UK, there are two LEZ with the largest scheme operating in London and a LEZ that restricts buses in Norwich. In collaboration with the Low Emission Strategies (LES) Partnerships of local authorities, DEFRA have produced guidance documents including practice guidance (available in: <https://laqm.defra.gov.uk/action-planning/aqap-supporting-guidance.html#LESguide>) for local authorities seeking to develop supplementary planning documents for low emission strategies.

### 4.1. Low Emission Zones in Germany

In Germany, Low Emission Zones are referred to as Environmental Zones (“Umweltzonen”). These are mostly in-place in cities that exceed the pollutant emission threshold set by the European Union. These environmental zones are also referred to as “green environmental zones”. So far, as many as 55 environmental zones have been introduced throughout the country (<https://www.umwelt-plakette.de/en.html>). The main goal of these environmental zones is to protect the health of inhabitants in the cities and lower the high levels of particulate emission (PM) and nitrogen dioxide (NO<sub>2</sub>) pollution in the air. The traffic restrictions in these areas apply all the time, i.e. irrespective of whether the levels of air pollution are higher or lower at any one time.

At present, these environmental zones only allow traffic for vehicles bearing a green environmental badge (except in one zone) or those vehicles that meet the EURO 4 or better emission standards.

## Appendix 5

Driving into an environmental zone without a valid environmental badge, as well as stopping and parking in an environmental zone lead to a fine of 80€. An additional charge of 25 € will be added to the 80 € fine for administrative fees. It is obligatory for all vehicles i.e. cars, busses, trucks regardless of fuel type and permissible weight to display an environmental badge in order to drive into an environmental zone. The environmental badges are in three colours which correspond to Euro emission norms.



The red badge corresponds for vehicles that meet the Euro norm category 2, yellow for the Euro norm category 3 and green for the Euro norm category 4 or better i.e. Euro 5, Euro 6 or better, including hydrogen, electric, gas powered and hybrid vehicles.

Older petrol vehicles classified under Euro norm 1 and diesel vehicles categorised under Euro norm 1,2 and 3 can obtain a green environmental badge Euro norm category 4 that will allow these vehicles entry into designated environmental zones if they are retrofitted with particulate filters. Light vehicles such as motorbikes, motorcycles and tricycles are not affected by these restrictions and may drive into environmental zones without bearing the environmental badge.

## Appendix 5

In the past, each city or municipality in Germany determines the badge colors that are allowed to drive into its environmental zones. In January 2017, the regulation was changed so that only vehicles with an environmental badge of the 4th class (Green) are allowed to drive into environmental zones throughout the country.

### *The Blue Euro 6 Badge or (Nitrogen Oxide) NOx Sticker*

In early 2016, a proposal was made at an EU environmental conference to introduce a new Europe-wide blue *Stickoxid* (nitrogen oxide) sticker. This scheme has yet to be introduced in Germany. The German Environmental Agency wants to come up with alternatives to fight the nitrogen oxide smog-creator – particularly in Berlin, Cologne, Aachen, Düsseldorf, Essen, Gelsenkirchen, Frankfurt am Main, Stuttgart, Munich, and Darmstadt – and plan to adopt this measure.

These “diesel restriction zones” or “blue environmental zones” will regulate traffic of diesel vehicles depending on their emission rate of nitrogen dioxide (NO<sub>2</sub>). The Green Environmental Zones only control fine particulates, but not carbon dioxide and nitrogen oxide. The German Environmental agency sees this a solution to addressing the NO<sub>2</sub> emissions. The introduction of the blue sticker would effectively ban 13 million diesel vehicles from entering most large German cities.

It is also planned that the blue sticker traffic restrictions for diesel vehicles will be introduced by 2018 in selected German cities including Berlin, Hamburg, Munich, Leipzig and Stuttgart (<http://www.blaue-plakette.de/en/info-blue-nox-badge/blue-environment-zones-in-germany.html>).

So far, based on the City ranking summary of 2015 City in Table 1, the German cities of Stuttgart, Berlin and Dusseldorf were leading in practice in implementing Low Emission Zones (LEZ).

## Appendix 5

### 4.1.1. Berlin Low Emission Zone

The city of Berlin introduced a Low Emission Zone (LEZ) on 1<sup>st</sup> January 2008. The LEZ covers the central city area of approximately 88km<sup>2</sup>, covering a mostly built up area with around 3.4 million inhabitants.

As with the objectives of all environmental zones in Germany, the environmental zone in Berlin was introduced to help protect public health. Many of the principal traffic routes in the densely populated areas in Berlin have exceeded the emission thresholds of particulate matter (PM<sub>10</sub>) and nitrogen dioxide (NO<sub>2</sub>). Road traffic was the biggest source of these pollutants in Berlin and has contributed around 40% PM<sub>10</sub> and 80% of (NO<sub>2</sub>) prior to the introduction of the environmental zone.

The implementation of the Low Emission Zone in Berlin was in two stages:

Stage 1: From January 2008, all vehicles entering the zone must at least meet the requirements of Euro norm emission class 2 (red badge). Vehicles with red, yellow or green stickers were allowed to enter the zone.

Stage 2: In 2010, stricter standards were introduced so that only vehicles bearing a green environmental badge equivalent to Euro norm 4 emission standard or better and those vehicles retrofitted with particulate filter are allowed to enter in the environmental zone.

Various research reports (Lutz, M. 2009, 2015 City Ranking report and Strompen, F. et.al. 2012) have cited evidence of improvements in air quality in Berlin as a result of the implementation of LEZ. Strompen, F. et.al. (2012) cited that the first stage implementation in 2008 resulted in 25% reduction in particulate matter (PM) and 15% reduction in NO<sub>2</sub> compared to the baseline scenario.

The second stage of implementation resulted in further improvements with PM<sub>10</sub> reduced by 58% and NO<sub>2</sub> by 20% against the baseline figures. The

## Appendix 5

report further argues that without the environmental zone, Berlin would have exceeded the European PM10 emission standards for ten more days in a year. The City Ranking report attributes improvements to the air quality in Berlin to close monitoring and strict enforcement in the LEZ.

Although the introduction LEZ had significant impact of traffic emissions, the impact analysis undertaken by Lutz M. and Rauterberg-Wulff, A (2010) revealed that this had no measurable impact on traffic flows in Berlin. However, the introduction of this measure had considerably speeded the turnover of vehicle fleet towards more cleaner vehicles. At the time of reporting, the vast majority of diesel passenger cars have been issued a green badge (meeting Euro4 or retrofit). The same report argues that without the LEZ, the percentage of diesel passenger cars that would have the green badge, based on the long-term renewal trend would be well below 50%. Additionally, more than 50% of commercial vehicles comply with the green category instead of only 20% if LEZ were not introduced. Following the implementation of the LEZ and the stricter standards adopted in Stage 2, as many as 40,000 (24%) diesel passenger cars and 12,000 lorries (17%) have been retrofitted with a particle filter since the end of 2009.

In a separate work by Lutz (2016) on “Berlin’s low emission zone (LEZ) as a successful recipe to curb pollutant emissions from road traffic in cities” he further outlines some lessons learned and recommendations based on the implementation of LEZ in Berlin.

The more recent report cited above also states that in 2012, around 96% of diesel cars and approximately 85% of all trucks had a green sticker. To achieve this, some 60,000 diesel vehicles were retrofitted with particle filters. Without the environmental zone, only around 80% of diesel cars and 50% of trucks would be awarded a green sticker.

The City Ranking 2015 report cited similar outcomes and had concluded that as a result of the introduction of the LEZ there has been significant change in composition of the vehicles in the area. It is reported that about 90% of the

## Appendix 5

cars driving in Berlin both inside and outside the LEZ, are meeting the minimum of Euro 4 standard.

### 4.1.2. Stuttgart Low Emission Zone Case study

In Stuttgart, a (LEZ) covering the whole city area was introduced in January 2007 and entered into force in March 2008. The area covers the whole city with all its 23 districts with the exclusion of motorways and specified link and access roads.

All vehicles that want to enter the city are classified using the 4 Euro norm emission categories 1 - 4 and are required to display the corresponding environmental badge. All vehicles classified under Euro Emission category 1 are banned from the area. Vehicles in Emission category 2 were banned since July 2010, while Vehicles in Emission category 3 were banned from January 2012.

The environmental zone has traffic signs pointing out that only vehicles with a valid badge are allowed to pass in the zone. The green sticker (representing Euro 4 emission standard or better) became obligatory for vehicles since January 2013. The green sticker indicates unlimited permission to drive in the area.

Vehicles that are legally exempt from the driving ban in Stuttgart and not required to display a sticker include the following:

- Mobile machines and equipment,
- Work machines,
- Agricultural and forestry tractors/towing machines,
- Two-wheeled and three-wheeled motor vehicles
- Ambulances, emergency doctors' vehicles with the relevant markings "Arzt" (doctor) or "Notfalleinsatz" (emergency service).
- Motor vehicles which are driven by or used to drive persons with an exceptional walking disability, or who require continual assistance or are blind.

## Appendix 5

- Vehicles belonging to non-German troops from non-contractual states of the North Atlantic Pact, which are in Germany for purposes of military co-operation, and on condition that the vehicles are being used for journeys required for urgent military reasons,
- Civilian vehicles that are being used the German Federal Armed Forces, as long as this concerns undelayable journeys required to fulfil official duties for the German Federal Armed Forces,
- Classic cars which have a license plate including those registered in another member state of the European Union, another contractual party to the Agreement on the European Economic Area or Turkey, if they fulfil equivalent requirements

### 4.2. Milan's combined Low Emission Zone and congestion charging

The city of Milan in Italy has adopted a combined Low Emission Zone and congestion charging scheme that was implemented in "Area C" of the city. Area C is an 8.2 square kilometer (3.2 square mile) Congestion Charge Zone in the central Cerchia dei Bastioni area of the city of Milan.

The scheme started as a trial pollution charging scheme called "Ecopass" which was launched in 2008 and lasted until 2011. During the trial period, entry to the zone was controlled by cameras that recorded the license plate number and automatically determined the pollution class of the vehicle as specified in its registration booklet. The scheme in Milan differs to the environmental zones in Germany in charging petrol and diesel cars that enter the zone.



## Appendix 5

Table 3. Comparison of charging and Entry by Emission standard in Berlin and Milan

Emission standard	Berlin		Milan (Ecopass 2008)		Milan (Area C, 2012)	
	Diesel	Petrol	Diesel	Petrol	Diesel	Petrol
Euro 0	No entry	No entry	10€ (all vehicles)	5€ daily	No entry	No entry
Euro 1	No entry	Entry allowed (with catalytic converter)	5€ daily charge 10€ freight	2€ daily charge	No entry	5€
Euro 2	No entry	Entry allowed (with catalytic converter)	5€ daily charge 10€ freight	2€ daily charge	No entry	5€
Euro 3	Only with particulate filter	Entry allowed (with catalytic converter)	5€ daily charge (also freight vehicles)	Free	No entry	5€
Euro 4	Allowed to enter	Entry allowed (with catalytic converter)	Free with particulate filter (also freight)	Free	5€	5€
Euro 5	Allowed to enter	Entry allowed (with catalytic converter)	Free with particulate filter (also freight)	Free	5€	5€
LPG, Electric, Hybrid	Green badge		Free		Free	

Source: Strompen, F. et.al., 2012. Reducing Carbon Emissions through Transport Demand Management Strategies

Within Area C, access is denied for Euro 0 petrol vehicles and for Euro 0,1,2, and 3 diesel vehicles. Access for vehicles classified as Euro 4 diesel without a diesel particulate filter is restricted, unless this restriction is personally waived. Any vehicle over the length of 7.5 meters is also restricted. It was intended that these restrictions would help keep traffic flowing properly and reduce diesel emissions.

A referendum in 2011 resulted in with almost 80% voting in favour of the scheme. Following this, the new congestion charge system was implemented in January 2012.

The scheme is in force every working day (Monday-Friday) from 7:30am-7:30pm with shortened hours on Thursdays. On this day, hours of operation run from 7:30 am to 6:30 pm. The timescale of operation is shortened on

## Appendix 5

Thursday evenings to encourage weekday shopping activities. The area is free to access (no charge) on weekends and public holidays

The entry fee to the zone is €5 for all vehicles. The payment allows users to travel for the whole day in the charged area. Vehicles that meet emission requirements can enter Area C as many times while the ticket is valid. Tickets can be bought for multiple days for 30 Euros or 60 Euros. Residents in the area given 40 free daily entries per year and on subsequent entries are required to pay a reduced daily tariff charge of €2. Entry is forbidden for gasoline pre-EURO and for pre-EURO, EURO1 and EURO2 diesel vehicles. Entry charges also apply to foreign vehicles. Electric vehicles, hybrid vehicles, bio-fuel natural gas vehicles and scooters, public utility vehicles are exempted from the charge.

Tickets can be purchased from various locations such as parking metres, ATMs, garages, tobacconist, over the telephone or online. Ticket holders are required to activate it for use no later than midnight after the day of purchase. Tickets can be activated via a telephone text messaging, via a call centre, dedicated areas or online.

Cars entering Area C are detected by a system of 43 electronic gates (of which seven are reserved for public transport vehicles), equipped with ANPR (Automatic Number Plate Recognition) technology.

### *Impact of the Area C implementation*

Prior to the introduction of the pilot scheme, Strompen, F. et.al. (2012) cited that the level of particulate emissions in Milan exceeded the European PM10 threshold (PM 10 should not exceed 50  $\mu\text{g}/\text{m}^3$  for more than 35 days a year) in 2005 with a total of 151 days. During the first year on the trial, PM10 decreased by 19%, NOx by 14%, and CO2 by 15%. In 2010, two years (following the implementation trial charging system), the number of PM10 exceedance days declined to 86 days.

## Appendix 5

A case study by Eltis (<http://www.eltis.org/discover/case-studies/area-c-milan-pollution-charge-congestion-charge-italy>) cited that the first 6 months of the scheme had impacted on (from January to June 2012) on the level of traffic coming into the area. The average number of vehicles that entered Area C declined by 34%. It was also reported that the scheme appears to have impacted on the traffic levels outside of Area C wherein traffic had on the average reduced by 6.9%. The number of polluting vehicles entering the area also declined by 49% i.e. equivalent to 2400 less vehicles. Conversely, the number of cleaner vehicles entering the area increased by 6.1% (an increase from 9.6% to 16.6% of total vehicles entering the area).

### 4.3. London Low Emission Zone

Previous Mayor Ken Livingstone initiated the concept of the Low Emission Zone (LEZ) in London in 2006. It was intended to help London achieve the national and EU air quality objectives as well as improve the air quality in London and consequently improve the health and quality of life of those who live and work in London.

London introduced a Low Emission Zone (LEZ) in 2008. This measure requires all heavy goods vehicles greater than or equal to 3.5 tonnes (e.g. diesel lorries, buses, coaches, motor caravans, motorised horseboxes, larger vans, minibuses and other specialist vehicles) to meet the Euro 3 emission standards for particulate matter PM when entering most of the Greater London area. It was also intended that the emission standards set for the LEZ in 2008 would encourage the upgrade or replacement of diesel engines in heavy vehicles to meet the Euro 3 standards for PM10.

In 2012, the LEZ regulations were tightened to Euro 4 emission standards for PM10 for heavy goods vehicles and buses, and Euro 3 for heavier vans and mini buses. Cars and motorcycles are not affected by this regulation. All heavy goods vehicles under this category that do not meet the required emissions standards have to pay a daily charge.

## Appendix 5

Vehicles that are registered outside the UK, must register with the Transport for London (TfL) authority if intending to enter the in the LEZ. Unregistered foreign vehicles will be required to pay a daily charge even if it meets the emission standards or will otherwise receive a Penalty Charge Notice (PCN).

The LEZ operates 24 hours a day, every day of the year, including weekends and public holidays. The charging day run from midnight to midnight. In cases where a vehicle drives within the LEZ between 23:30 and 01:00 the next day, a charge for two days will apply. Vehicles parked in the zone but not driving are not subject to the LEZ requirements for that day.

The area affected by LEZ covers most of Greater London. All roads within Greater London, those at Heathrow and parts of the M1 and M4 motorways within the Greater London Authority (GLA) boundary are included. The M25 motorway is not included in the LEZ (even where it passes within the GLA boundary).



Source: reproduced from Transport for London

Low Emission Zone areas will have signs at its boundary and side of the roads to show where it applies. There are no barriers or tollbooths. Traffic cameras will read the vehicle number plate as it drives within the LEZ. These enforcement cameras are connected to a data base with information from the DVLA, DVANI, the Driver and Vehicle Standards Agency (DVSA - formerly VOSA), generic vehicle weight data typical of the make and model, and

## Appendix 5

drivers and operators who have registered. This enables the enforcement camera to automatically determine whether a vehicle meets the LEZ emissions standards, is exempt, is registered for a discount, or have paid the daily charge.



There are advanced warning signs on major approaches to boundaries of the LEZ to allow drivers the opportunity to choose to divert route and avoid entering the zone. Within the zone, there are visible signs on main roads to remind drivers that they are in the zone and that cameras enforce the scheme.

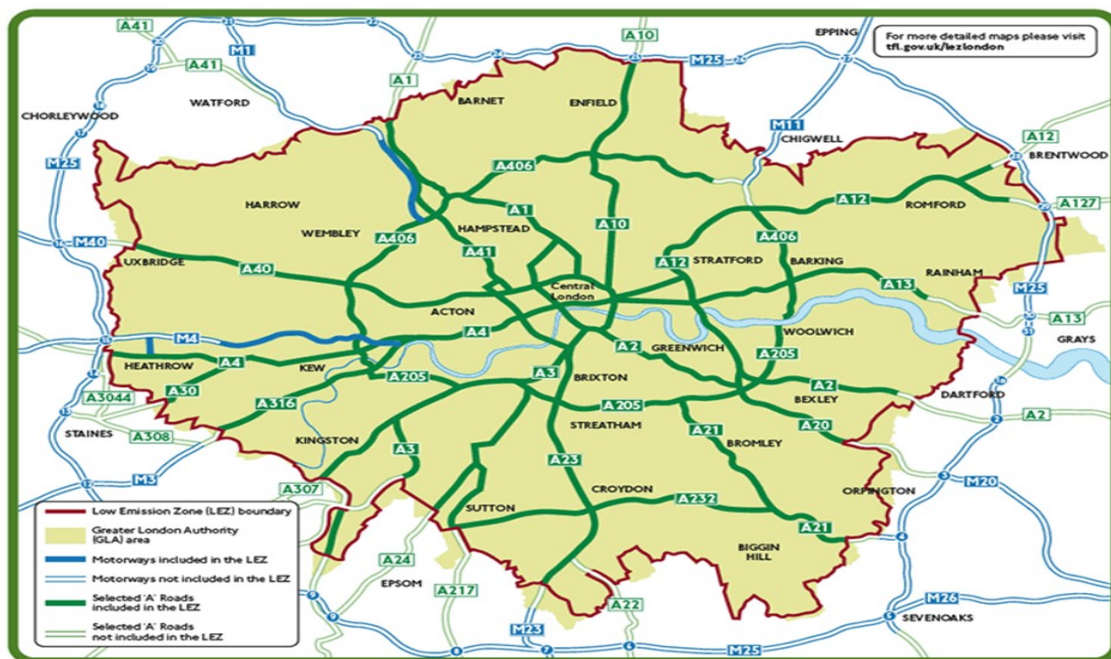


Figure 1: Map of London Low Emission Zone  
Source: reproduced from Transport for London

It is important to note that the London LEZ is not the same as the central London Congestion Charging zone. The Congestion Charge applies 7.00am – 6.00pm, Monday – Friday, excluding bank holidays. Vehicles that drive within the Congestion Charging zone during these times will have to pay the Congestion Charge, even if it meets the LEZ emissions standards or have already paid the LEZ daily charge.

## Appendix 5

### *Charges in the Low Emission Zone*

Operators of vehicle that do not meet the required emissions standards, are required to pay a charge for each day its vehicle is driven within the LEZ. Vehicles that meet the emission standards will be able to operate in the LEZ without paying a charge.

The Table below outlines the existing charges for those vehicles that do not meet the emission standard required.

Table 4. Daily LEZ Charges in London by Vehicle Type

Vehicle	Weight	Daily charge
Larger vans; 4x4 light utility vehicles; Motorised horseboxes; Pickups	Between 1.205 tonnes unladen and 3.5 tonnes gross vehicle weight	£100
Ambulances; Motorcaravans	2.5 – 3.5 tonnes gross vehicle weight	
Minibuses (more than 8 passenger seats)	5 tonnes or less gross vehicle weight	
Lorries; Breakdown and recovery vehicles; Concrete mixers; Fire engines; Gritters; Motorcaravans; Motorised horseboxes; Refuse collection vehicles; Removals lorries; Road sweepers; Snow ploughs; Tippers	More than 3.5 tonnes gross vehicle weight	£200
Buses; Coaches (more than 8 passenger seats)	More than 5 tonnes gross vehicle weight	

Source: Transport for London (<https://tfl.gov.uk/modes/driving/low-emission-zone/make-a-payment>)

## **Appendix 5**

Payment can be made in advance of the day of travel, on the day of travel, or up to midnight the day after driving within the LEZ. The daily charge can be paid in various ways via an online transaction, by telephone, by sending a cheque by post.

There are some exemptions to the charge. The exemptions apply to: specialist non-road going vehicles such as agricultural and forestry tractors, mowing machines, agricultural and farm machinery and equipment, mobile cranes and road and building construction machinery. Vehicles built before 1<sup>st</sup> January 1973 and those operated by the Ministry of Defence that are registered in the UK are exempt from charges.

### *Penalty Charges*

A Penalty Charge Notice (PNC) may be issued to vehicles that do not meet the emission standards and enter the LEZ or for those vehicles that have not paid the daily charge by midnight of the next working day. Penalty would also apply to vehicles entering the zone that has not been registered with the Transport for London authority. Penalty charges are made for each charging day of entry in the LEZ.

Table below outlines the amount that will be charged for vehicles that have failed to pay LEZ charges.



## Appendix 5

Table 5. London LEZ Penalty Charges

Vehicle	Weight	Penalty charge	If paid within 14 days
Larger vans; 4x4 light utility vehicles; Motorised horseboxes; Pickups	Between 1.205 tonnes unladen and 3.5 tonnes gross vehicle weight	£500	£250
Ambulances; Motorcaravans	2.5 – 3.5 tonnes gross vehicle weight		
Minibuses (more than 8 passenger seats)	5 tonnes or less gross vehicle weight		
Lorries; Breakdown and recovery vehicles; Concrete mixers; Fire engines; Gritters; Motorcaravans; Motorised horseboxes; Refuse collection vehicles; Removals lorries; Road sweepers; Snow ploughs; Tippers	More than 3.5 tonnes gross vehicle weight	£1,000	£500
Buses; Coaches (more than 8 passenger seats)	More than 5 tonnes gross vehicle weight		

Source: Transport for London (<https://tfl.gov.uk/modes/driving/low-emission-zone/penalty-charges?intcmp=2275>)

### *Impact of the LEZ in London*

The Urban access regulations website (<http://urbanaccessregulations.eu/low-emission-zones-main/impact-of-low-emission-zones>) outlines some of the main impacts of the introduction of LEZ in London. These include:

- Black Carbon has been reduced by 40-50%
- NO<sub>2</sub>: Average concentrations were reduced by 0.12 µg/m<sup>3</sup>, peak concentration reductions up to 0.16 µg/m<sup>3</sup> on polluted streets.



## Appendix 5

- PM<sub>10</sub>: Average concentrations reduced 0.03 µg/m<sup>3</sup>, peak concentration reductions up to 0.5 µg/m<sup>3</sup> on polluted streets.
- Emissions of PM<sub>10</sub> were reduced by 1.9% (28 tonnes)
- Emissions of NO<sub>x</sub> were reduced by 2.4% (26 tonnes)
- The feasibility study predicted gain of 5200 years of life, and 310,000 fewer cases of lower respiratory symptoms, 30,000 fewer cases of respiratory medication & 231,000 fewer restricted activity days.
- The Cost Benefit Analysis gave a £250-670 million benefit, £90-250 of which are outside Greater London.

A UK Sect Committee report published in December 2014 on Low Emissions Zone

<https://publications.parliament.uk/pa/cm201415/cmselect/cmenvaud/212/21206.htm>

stated that the introduction of “Low Emission Zones is one of the most powerful tools that local authorities have for controlling vehicle emissions”. To date however, few authorities have introduced them. Some of the key barriers that were identified include the perceived cost involved and a lack of guidance and support from Government.

To support local authorities with the introduction of LEZ, the same report recommended that a national framework should be in place. This could provide a template for creating LEZs with common core features including a national common certification scheme for vehicles meeting particular emissions standards. This would help reduce the cost of LEZs and make it easier for local authorities to administer and facilitate wider adoption of the measure. Such an approach would also make it easier for vehicle fleet operators to meet the requirements of individual zones, and reduce the risk of heavily polluting vehicles simply being re-deployed from one part of the country to another.

The report further adds that the introduction of a national framework, and alongside individual local authorities' willingness to introduce LEZs, could provide the Government with a more credible basis on which any EU infraction fines might be passed on to the local authorities.

## Appendix 5

### 4.4. London Ultra Low Emission Zone (ULEZ)

The concept of introducing an Ultra Low Emission Zone (ULEZ) in London was considered from as early as 2013. The ULEZ is an area within which all cars, motorcycles, vans, minibuses, buses, coaches and lorries will need to meet the required exhaust emission standards (ULEZ standards) or pay a daily charge to travel.

It was initially planned that the ULEZ in London will come into force in 2020. However in April 2017, the current Mayor of London, Sadiq Khan announced that the world's first Ultra Low Emission Zone will be introduced much earlier than planned will come into force in Central London in April 2019. The ULEZ will cover the same area as the Congestion Charging Zone in London.

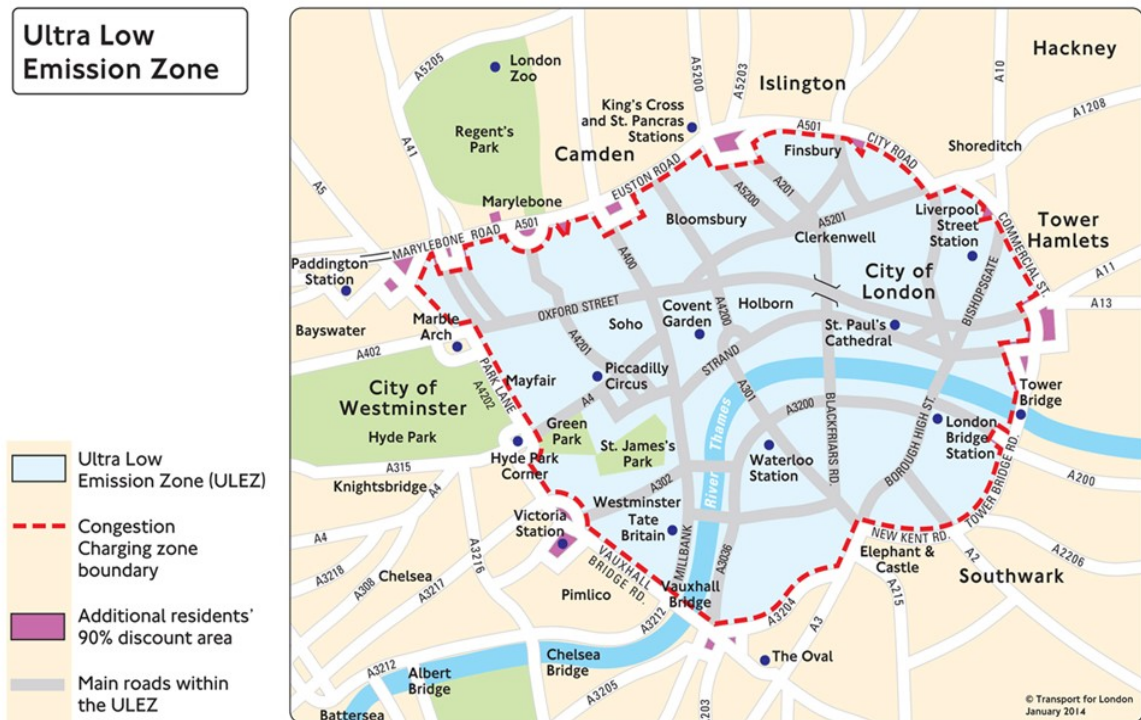


Figure 1. London Ultra Low Emission Zone

Source: Transport for London website

## **Appendix 5**

The ULEZ will replace the “toxicity charge” or T-charge, that was recently introduced for the Central London area. The specific details about this charge are described in next section of this report. It is also planned that in 2020, ULEZ could be further expanded to cover nearly all of Greater London for heavy polluting buses, coaches and lorries.

### *Reasons for introduction of ULEZ*

The introduction of the ULEZ measure is seen as is another way to further reduce the most harmful emissions generated by road transport in central London and across the Capital region. It is planned that this measure will be complimented by other measures such more walking, cycling, use of public transport and use of more sustainable freight deliveries, in order to improve air quality.

It is intended that the introduction of the ULEZ will significantly reduce exhaust NOx and PM emissions. Various reports claim that this measure will reduce transport NOx emissions by 50% and would help to clean-up air quality in London. It is anticipated that the resulting improvements in air quality will be especially beneficial to the young, older people and those who have respiratory problems, as well as residents of high pollution areas. As majority of traffic entering the ULEZ will be from outside the zone, it is also expected that the benefits of cleaner, greener vehicles with reduced emissions will be distributed right across Greater London, including the areas that are not in the zone.

### *Emission standards and charging*

From April 2019, all vehicles will need to meet the following exhaust emission standards (ULEZ standards) or pay a daily charge, when travelling in central London.

## Appendix 5

Table 6. London Ultra Low Emission Zone (ULEZ) Charges

Vehicle Type	Euro Standard	Daily Charges for Non compliance to ULEZ standards	Penalty charge if Vehicle does not meet ULEZ standard and non payment of daily charge
Motorcycles, mopeds, motorized tricycles	Euro 3	12.50	£130 (reduced to £65 is paid within 14days)
Petrol Cars, vans, light utility vehicles, pick-ups, ambulances, motor caravans and mini busses All not exceeding 500kg GVW)	Euro 4	12.50	£130 (reduced to £65 is paid within 14days)
Diesel cars, vans, light utility vehicles, pick-ups, ambulances, motor caravans and mini busses All not exceeding 500kg GVW)and mini buses	Euro 6	12.50	£130 (reduced to £65 is paid within 14days)
Lorries Buses and coaches and HGVs, motorised horseboxes, breakdown and recovery vehicles, snow ploughs, gritters, refuse collection vehicles, road sweepers, concrete mixers. Fire engines, tippers, removals lorries and busses and coaches (all exceeding 3500 kg GVW	Euro VI	100.00	£1000 (reduced to £500 if paid within 14 days)

Source: Transport for London (<https://tfl.gov.uk/modes/driving/ultra-low-emission-zone/complying-with-ulez>)

The ULEZ standards and charges are in addition to the Congestion Charge and the Low Emission Zone requirements. For example, a non-compliant car entering Central London would be charged a total of £24 (£11.50 for congestion charging and £12.50 for ULEZ charge)

The ULEZ will operate within the same area as the current Congestion Charging Zone (CCZ). The area will be clearly signposted with road signs

## **Appendix 5**

showing where it applies. There will be no barriers or tollbooths. Cameras will read vehicle number plates as they are driven within the zone and will check the information against the database. The ULEZ will operate 24 hours a day, every day of the year, including weekends and public holidays.

In cases where the vehicle does not meet the ULEZ emissions standards and the daily charge is not paid, a Penalty Charge Notice (PCN) will be issued to the registered keeper. This penalty is in addition to any CC or LEZ penalties received.

### *Discounts and Exemptions*

Certain vehicles will be entitled to discounts or could be exempted from the ULEZ charge. People residing in the area within the ULEZ will be granted a time limited discount to allow them time to change their vehicles to meet the emission standards required in the ULEZ area. The discount will apply until April 2022 and on the condition that the registered individual continues to live within in the zone. During this period these residents will be continue to pay the T-charge at a discounted rate of 90%.

Vehicles for disabled people will be granted a sunset period and will be exempted from daily charges until September 2023. Taxis are exempted as the TfL have introduced a new licensing scheme for taxis to phase out diesel vehicles and increase number of zero emission capable vehicles. Other vehicles that are exempted from the ULEZ charges include historical vehicles i.e. those vehicles that have a “historic vehicle class category, agricultural vehicles, military vehicles, non-road going vehicles, mobile cranes, and showman’s vehicles.

### **4.5. London T-Charge**

The Mayor of London’s ‘Toxicity charge’ or T-charge came into force on 23 October 2017. The charge was introduced to further improve air quality within

## **Appendix 5**

the capital and to prepare Londoners of the Ultra Low Emission Zone (ULEZ) that will be introduced in 2019.

The T-charge cost £10 per day. This charge operate within the central London from 7:00 am – 18:00 pm, Monday - Friday and will cover in the same area as the existing congestion charging zone. This will be payable on top of the existing congestion charge. The charge apply to those vehicles that do not meet the emission requirements required within the T-charge zone.

To avoid the charges vehicles that enter the T-charge zone must meet the following minimum emission standards:

- Euro 4/IV for both petrol and diesel vehicles, and
- Euro 3 for motorised tricycle and quadcycles,

Motorcycles are not subject to the T-charge. .

### **4.6. London Zero Emission Zone Target**

The Mayor of London, Sadiq Khan, had also announced as part of his transport strategy that Transport for London (TfL) will work to make London's entire road transport system zero emission by 2050 at the latest.

Zero Emission Zones (ZEZ) will be introduced in Central London and town centre zero emission zones from 2025. It is intended that the zero emission zone for inner London will be in place by 2040 and a London-wide zone by 2050.

It is planned that the adoption of the zero emission zone will be delivered through a phased approach. This will build on the experience from the introduction of the Ultra Low Emission Zone (ULEZ) and the T-charge and will involve wide-spread public consultation.

## Appendix 5

### 4.7. London's Low Emission Neighbourhoods (LEN)

The Mayor of London's Air Quality fund is currently supporting 5 Low Emission Neighbourhoods (LENs) across various boroughs in London. A LEN is defined by the TfL as an area-based scheme that includes a package of measures delivered within a specific area and is focused on reducing emissions and promoting sustainable living locally. This is a recent initiative sponsored by the Mayor of London to combat air pollution in the most polluted boroughs and will come to full effect by April 2019.

The scheme is delivered by selected London Boroughs with support from Transport for London (TfL), the Greater London Authority (GLA), businesses and voluntary groups in the local community.

The Mayor of London is supporting 5 LENs in the following London boroughs with £1m each. Examples of some of the measures and initiatives are outlined below:

**Westminster** – the Marylebone Low Emission Neighbourhood is a partnership between the council and local stakeholders including residents' associations and Business Improvement Districts. Proposals includes better management of taxi ranks, improving building emissions and an electric vehicle delivery scheme in conjunction with UPS consolidating freight delivery to cut down on vehicles on the road.

**Hackney, Islington and Tower Hamlets** – the City Fringe Low Emissions Neighbourhood proposal includes tree planting, an emphasis on walking and cycling with improved pavements and cycle routes, and parking spaces for the sole use of the cleanest vehicles.

**City of London** – the Barbican Low Emission Neighbourhood proposal includes no-idling zones where stationary vehicles must turn off their engines, restricted access to certain streets for all but the cleanest vehicles and green taxi ranks.

## Appendix 5

### **Greenwich** – the Town Centre and Trafalgar Road Low Emissions

Neighbourhood proposal includes a series of car-free days in the town centre, an incentive scheme to encourage walking and cycling and an extensive series of mini parks throughout the area.

### **Redbridge and Newham** – the Ilford Garden Junction Low Emission

Neighbourhood proposal includes a green barrier between the road and pavement to reduce pedestrians' exposure to fumes, plus other road restrictions.

The Mayor of London Air Quality Fund (MAQF) provides specific guidance on how communities can deliver and develop LEN. The guidance specifies what needs to be achieved and the criteria that needs to be met and how available funding should be used for the specific initiatives that contribute to improvements in air quality.

This detailed guidance note summarising the steps that might be taken to develop a LEN can be found on the mayor of London's Air Quality Fund webpage (<https://www.london.gov.uk/what-we-do/environment/pollution-and-air-quality/mayors-air-quality-fund>)

The key outcome cited for a LEN is reduction in concentrations and exposure to air pollutants. It is expected that the projects should have a transformative impact on the urban environment and the way the area operates.

The guidance provided on LEN requires that this should focus on areas of high exposure to high pollution that can be reduced through local measures, and locations with high trip generation and the potential to reduce emissions in the wider road network. The package of measures associated with LEN are less suited to areas where the high pollution levels are restricted to a single road, especially if through-traffic is a large source of emissions, as the package of measures would do little to address this source.



## **Appendix 5**

The use of the term “neighbourhoods” is key in this approach. The concept is not solely restricted to residential areas, it covers busy streets and urban spaces where air pollutant concentrations and public exposure are highest. The term ‘neighbourhoods’ is also used to highlight the need for local community involvement (residents, businesses and regular visitors) and support in developing a LEN to ensure it is successful. It is also intended that a LEN would involve partnership between the local community, businesses and the local authority to jointly identify and deliver a common set of goals.

Crucial to the success of the LEN is the community buy-in. For a LEN to work, collaborative effort is required from all stakeholders. The LENs’ transformative nature is intended to foster a sense of pride in those involved.

A successful LEN will be dependent on the involvement of local people and businesses. It is therefore more appropriate to select an area defined by the community within it, such as an urban town centre, or a business park and its surrounding environment. Local circumstances should determine the size and boundary of a LEN.

### **4.7.1. The Marylebone Low Emission Neighbourhood (LEN)**

The Marylebone Low Emission Neighbourhood (LEN) was established in July 2016. The LEN is a partnership between Westminster City Council and local stakeholders, including businesses, landowners and residents with many of the core projects led and delivered by stakeholders. It is a three-year initiative commencing in July 2016 until July 2019. Through this scheme, the Marylebone LEN aims to improve air quality throughout the area via a range of innovative projects delivered in partnership with businesses and members of the community. It is intended that the overall outcome of the LEN programme will be achieved through behavioural change measures that have a direct impact on reducing emissions.

## Appendix 5

The delivery of the Marylebone LEN is managed through the LEN steering group coordinated by Westminster Council who are responsible for its priorities and for the management of its operations. Sub-steering groups have been created to manage and deliver specific workstreams.

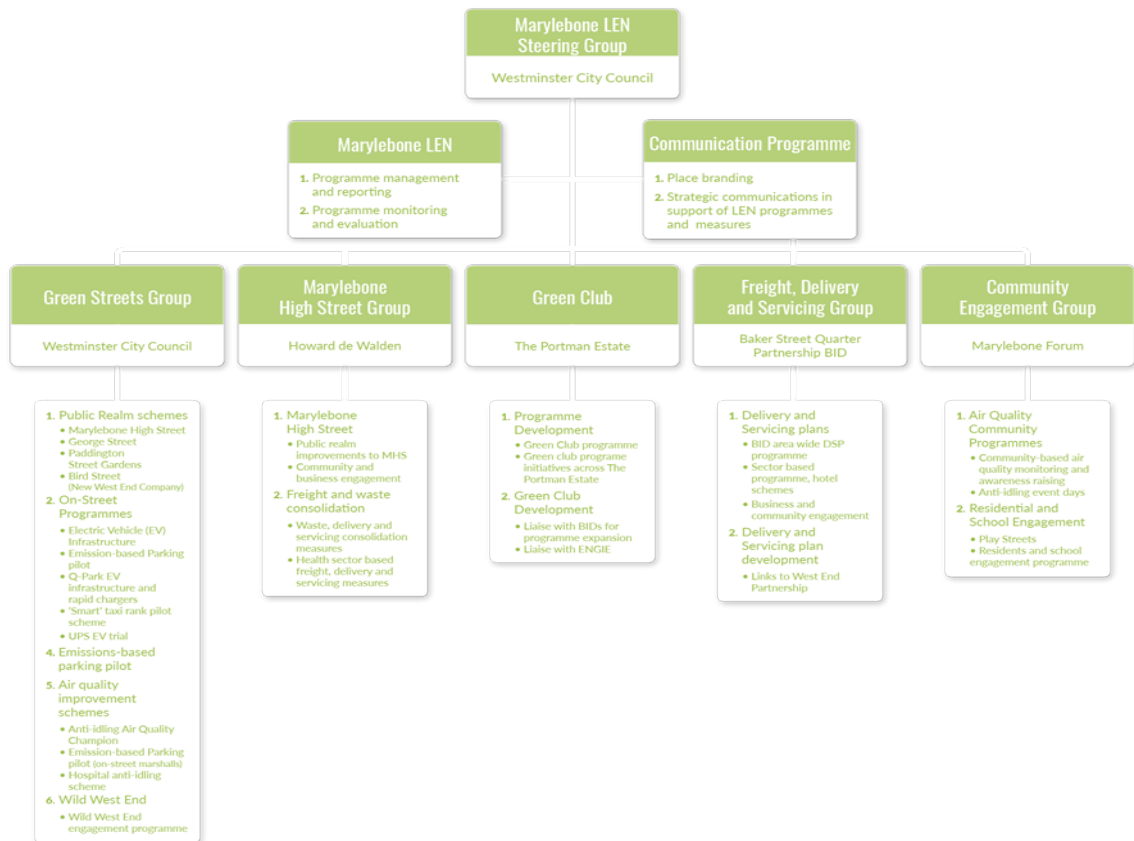


Figure . Structure of Marylebone LEN

Source: Mayor of London Air Quality Fund Marylebone LEN website

The key partners who are involved in the delivery of the projects include the Business Improvements Districts (Bakers Street Quarter Partnership BID, Marble Arch London BID, and the New West End Company BID), land owners, residents' associations, private sector partners (Kings College, UPS, QPark) and public sector partner groups ( Mayor of London and Transport for London).

The following some of the key projects and measures that are being implemented as part of the scheme.

## Appendix 5

**Marylebone Green Club** - is working with major landowners to improve emissions from buildings by making improvements to operations and retrofitting energy efficiency measures. LEN will encourage the uptake of improvements and provide seed funding to adopt sustainable schemes. For residential properties, the programme would include developing an advice note for residents on how to access remaining government incentive schemes for the installation of cleaner boilers, better insulation and solar panels

**Freight and Delivery Servicing Group** - This is intended to widen the Business Improvement Districts' (BIDs') existing delivery and servicing schemes to cover the entire Marylebone neighbourhood. Better management of freight deliveries will reduce freight movements or service vehicles accessing the Marylebone area.

The LEN funding will enable the Council and BIDs to work with businesses and residents to develop measures to evaluate the potential benefits and impacts of re-timing of deliveries as well as consolidate deliveries and services in Marylebone where feasible.

So far, the BIDs in the area have been active and successful in reducing the number of freight trips on our roads and through our communities. The LEN is building on the '[West End Buyers Club](#)', a shared supplier scheme pioneered by New West End Company, and will have this rolled out across the LEN-areas to work with the Baker Street Quarter Partnership, Marble Arch BID. The 'West End Buyers Club' will reduce the number of delivery vehicles in the area and support suppliers who use ultra-low emission vehicles for making deliveries. It will make use of its purchasing power for commonly procured goods and services in the LEN area. West End businesses are entitled to exclusive deals and preferential rates from chosen suppliers. The services will include: waste and recycling services, office supplies, staff personal deliveries, couriers and carriers, fruit and milk, printing, catering, building maintenance, green infrastructure, taxis and travel, cleaning, document storage and shredding.

## Appendix 5

Businesses are encouraged to procure with the West End Buyers Club to support improvements in air quality. The West End Buyers Club chooses suppliers who are committed in improving air quality. By procuring together, this will reduce costs and West End businesses can save money together. The West End Buyers Club ensure that leading suppliers are procured to deliver business needs. The consolidation of deliveries will remove freight from roads, cutting congestion and creating a more pleasant environment. This scheme will also help businesses in achieving its corporate responsibility with customers and shareholders.

The LEN will also support a programme on personal deliveries. It is cited that up to 40% of deliveries to places of work are personal deliveries. People working in the Marylebone LEN can avoid the hassle of missed deliveries and help reduce emissions by using alternative 'click & collect' delivery services such as Amazon Lockers, CollectPlus, Duddle, HubBox and Parcelly, as well as help reduce congestion and improve air quality in central London.

**Encouraging Uptake of Cleaner Vehicles** - Information on the LEN website cites that a number of specific projects have also been implemented to encourage the use of cleaner vehicles thus improving air quality; however no examples have been provided.

**Emissions-based On-street Parking Charges** – this measure is based on the principle of 'the polluter pays' and would charge vehicles according to their emissions for parking in on-street pay and display and residents' bays. It is intended that this emissions-based parking charging will encourage use of electric vehicles and discourage use of more polluting vehicles. Through this scheme, electric vehicles, including electric motorbikes, would be subject to reduced parking fee and vehicles with the highest polluting emissions 'disincentivised' by paying more.

In May 2017, a Cabinet report by the Westminster Council outlined its proposals on LEN parking related charges. The Cabinet has decided to introduce a **trial for a 50% surcharge for all diesel vehicles** paying to park

## **Appendix 5**

within F Zone (Hyde Park, Marylebone and Fitzrovia). With this decision, the hourly parking tariff will rise from £4.90 to £7.35. It is intended that this surcharge will serve as a deterrent for highly polluting vehicles from parking in these areas. As part of the proposal, all vehicles manufactured during 2015 and thereafter be exempt from the surcharge. Diesel vehicles manufactured in 2015 will be also be exempt from these charges.

**Residents' Electric Vehicle Charging Pilot** - A pilot scheme to provide on-street electric vehicle charging points within residential areas will be progressed. It is intended that this will encourage residents to use of low emissions vehicles. The project will work closely with residents to determine the appropriate location of the parking bays. The LEN will support the expansion of the EV infrastructure. So far, it is reported that EV charging points have been installed in lamp columns as part of a pilot scheme. Additionally, charging points are provided in selected car parks operated by a partner as supplier of the LEN scheme.

**Smart Management of Taxi Ranks and Fast Charging** - The LEN is also working with the taxi industry to improve the management of taxi ranks. Through the use of parking sensors, taxi drivers are provided real time information of the location of available taxi rank spaces via the ParkRight smart phone app. technology.

The sensors help Westminster to manage over-ranking at busy ranks, by helping taxi drivers to find available space and reduce unnecessary circling times, and provide information on when ranks are nearing or filled. It is expected that the smart management of taxi ranks will help to reduce vehicle emission pollutants by reducing the time needed to find a parking space and associated idling and consequently reduce vehicle congestion.

**Electric Delivery Vehicle Scheme with UPS** -The Marylebone LEN is working with the UPS courier company to support switching its existing delivery vehicles to electric.

## Appendix 5

**No-idling Enforcement, Awareness Raising and Campaign Days** – The LEN is also working with taxi drivers and local hospitals to reduce unnecessary idling in the Westminster and Marylebone area. The Council has initiated activities to raise awareness in partnership with BIDs and selected businesses to reduce idling in the west end and in the Paddington area i.e. citywide campaigns using social media and flyers on the impacts of vehicle idling.

A no idling campaign also targeted ambulance and other hospital vehicle drivers at the Princess Grace Hospital to encourage them to switch off their engines when stationary. The campaign will encourage patients, staff and visitors to use EV taxis. It is planned that the project would be replicated with Harley Street clinics and other private health clinics

**Air Quality Champions** - A Cabinet report of the Westminster Council in May 2017 stated that the Council would deploy a team of dedicated on street Air Quality Champions. These Air Quality champions will encourage drivers to stop vehicle idling and inform them of the harmful effects of this practice. They will be trained and are empowered to enforce unnecessarily vehicle idling via a penalty charge notice (PCN). Their sole focus will be to take action against idling and spread positive air quality messages including engagement with local stakeholders.

This team will initially be deployed within the LEN and could be rolled out across the City depending on the success of this trial.

**Schools Emissions Engagement Scheme** – the LEN scheme will also work with schools, colleges and universities to raise awareness about air pollution and the measures that can be taken to reduce emissions (e.g. as part of the journey to school) and reduce exposure.

The existing school engagement programme offers pupils a variety of interactive projects that bring awareness to local air quality. This will include conducting engaging and fun classroom activities including competitions

## **Appendix 5**

between classes and schools and various energy saving activities.

**Play streets** – Through this measure it proposed that certain local residential streets will be designated as part-time ‘play streets’. Play streets create a safe and fun outdoor playing environment for children in their local area. By temporarily closing the street or a portion of the street, children would be encouraged to play and explore outside environment. By removing traffic from the street, play streets further provide an opportunity for children to learn to cycle or scooter in a traffic free environment.

### **4.8. The Greater Manchester Low Emission Strategy, December 2016**

The work of the Greater Manchester Combined Authority (GMCA) and the Transport for Greater Manchester (TfGM) in improving air quality in Greater Manchester area has been identified during the first UK National Clean Air Day 2016 celebration as one of the best practice in Britain.

Improving air quality in the Greater Manchester area is seen as a key challenge. It is currently one of the major UK conurbations where NO<sub>2</sub> limits are exceeded. Road transport contributes 65% of NO<sub>x</sub> emissions, 79% of particulates and 31% of CO<sub>2</sub> emissions.

On behalf of the GMCA, the Transport for Greater Manchester (TfGM) has developed the Greater Manchester Low-Emission Strategy and Greater Manchester Air Quality Action Plan, which focuses on ways to tackle harmful emissions from road transport to improve air quality and help in reducing carbon dioxide emissions.

The strategy highlights the need for effective the partnership and commitment between various organisations including the TfGM, the Greater Manchester District Councils, the health sector, Highways England, public transport and fleet operators, the government, motor manufacturers and other private sector groups to deliver its aims.

## **Appendix 5**

The key priority areas in the strategy will be described in the following section of this report.

### *Stimulating the uptake of Ultra-Low-Emission Vehicles*

To make a significant impact on emissions the strategy highlights the need to accelerate the replacement of older vehicles, by offering incentives such as scrappage schemes or restricting access to sensitive areas unless vehicles comply with particular standards (proposed Clean Air Zones below).

The strategy addresses concerns and barriers to the take-up of electric vehicles and other types of alternative fuel vehicles e.g. LPG and hydrogen particularly on charging or fueling infrastructure.

It is planned that the number of electric vehicle charging points will be increased significantly. Currently there are 200 publicly available points in the conurbation. However, research cited in the strategy suggests that in terms of size and population density of the area, a network of some 700 publicly available points would be effective. The number of charging points in homes and businesses will also be increased through planning conditions.

The strategy also plans to increase the number of ultra-low-emission vehicles (ULEVs) in fleets within the public sector. This will involve introducing and making use of joint-procurement to reduce the cost of introducing these within the public sector fleets. The use of ULEVs will be a key specification when car clubs are established (or existing contracts are renewed). TfGM will also work with local authorities to set stricter higher emission standards for hackney carriages and taxis.

### *Taxi and Private Hire Quality Controls to Prioritise Low-Emission Vehicles*

Although taxis and private hire vehicles represent a relatively small proportion of the transport fleet, the strategy recognises that they have a significant impact due to the high number of journeys undertaken and vehicle km driven



## Appendix 5

within relatively small areas by a fixed number of vehicles. The strategy will work towards ensuring that these vehicles achieve a low-emission profile so that this can contribute in improving local air quality.

TfGM will work with licensing authorities and seek to standardise the minimum emission requirements (i.e. age) of the vehicles that are allowed to operate. It is also planned that the minimum emission standards will be progressively increased in future years to ensure a very low emission limits will be achieved within a defined timescale.

### *Reducing Emissions from Heavy Goods Vehicles*

The strategy highlights the benefits of shifting freight from road to rail or water to reduce emissions at the national or Greater Manchester-wide level. Where possible, ULEV will be used for the final leg of the journey on the local road network from the distribution centre. The TfGM indicates that it will support new rail or canal-served distribution centres subject to planning conditions.

TfGM will also explore the introduction of a fleet recognition scheme as an incentive to operators to improve both safety and environmental standards (through vehicle quality or through 'eco driving' training). It is anticipated that operators can benefit from this scheme both through enhanced reputation and potentially through reduced fuel consumption.

### *Urban Distribution Centres (UDCs)*

As part of its action, plan TfGM is investigating opportunities to create new Urban Distribution Centres (UDCs). These are large-scale warehouses located at the edge of the urban area and in other key areas with high volumes of HGVs. This could be integrated with key national and regional HGV routes (e.g. motorways), as well as alternative transport options, such as water and rail. For example, one centre would be used by several suppliers and customers. These will serve to intercept HGVs on the edge of an urban area and allow loads to be broken down for final delivery by low-emission vehicles.

## Appendix 5

It is intended that these new distribution centres will utilise low-emission, or ultra-low-emission vehicles, such as EV LGVs, to complete the last stage of delivery into the city centre or other ultimate destination. Travel planning should also be used to ensure that the greatest local air quality benefits can be achieved during the operation of a new centre.

### *Urban consolidation Centre*

Additionally, TfGM is also exploring the opportunity to introduce a smaller-scale alternative via the Urban Consolidation Centre (UCC) in the city centre and other key areas with high volumes of goods vehicles. These UCCs would be used as shared local distribution centres for delivery of goods and collection of waste, and would reduce the number of HGV/LGV journeys to individual customers.

The Oxford Road corridor in Manchester was identified as one of the areas that has potential for consolidation, as it houses a concentration of higher education and medical facilities in close proximity to one another. This area has one of the highest concentrations of NO<sub>2</sub> and exposure of population, so the potential benefits of reducing emissions here are significant.

Local distribution to and from the consolidation centres will be undertaken with cycle or ULEV by coordinating the scheme with other Courier services and small parcel deliveries to avoid multiple delivery providers visiting the same premises. Other consolidation models will also be encouraged to reduce the number of journeys and increase the use of more sustainable modes such as bicycle courier or EV.

TfGM will work with the industry and customers to raise awareness and actively promote sustainable distribution

### *Diesel transport refrigeration units (TRUs)*

## Appendix 5

According to TfGM, another area where impact could be made is in the transport of food products by refrigerated vehicles. The vast majority of refrigerated trucks use diesel-powered refrigeration. In many refrigerated vehicles, the cooling is powered by a secondary diesel engine, thus adding to the emissions already produced by the running vehicle. Diesel transport refrigeration units (TRUs) are effectively unregulated in Europe and, according to forthcoming European Commission regulations, are allowed to emit 29 times as much PM and six times as much NOx than as a modern Euro VI truck.

TfGM will support the development and uptake of the alternatives to Diesel Transport Refrigeration Units (TRUs) to help achieve zero-emission transport refrigeration. The use of Zero emission transport refrigeration would eliminate this source of NOx and PM emissions; and would deliver substantial and progressively larger reductions in greenhouse gas emissions.

### *Engine Idling*

Engine idling is when a driver leaves the engine running and the vehicle stationary for a period of time. It is cited that many cars and trucks idle needlessly, sometimes for hours, and an idling car can release as much pollution as a moving one. Idling does not only have a negative environmental impact but is a waste of fuel and money. When implementing truck anti-idling measures fleet operators can expect average fuel savings from 1% to 5%. TfGM will promote anti idling policies with freight transport companies.

### *Reducing emissions from buses on key urban corridors*

The strategy also recognises that replacing older buses (particularly those with Euro III or older engines) with newer vehicles will make significant impact on emissions. However, the costs of introducing the lowest-emission buses

## Appendix 5

are expensive, and the benefits this offers to operators in terms of fuel savings may not be sufficient to justify the cost.

The TfGM action plan have introduced a voluntary bus operators' code of conduct, which all the major operators have signed and which includes targets for improving engine emission standards. TfGM states that it will continue to specify minimum standards for bus vehicles used on its contracts and will seek to explore how air quality considerations can be prioritised. It is planned that measures will be introduced so that (the permitting environment allows it) appropriate vehicles are used on specific routes, and buses with the lowest emissions profile will be routed through the areas suffering the highest pollutant concentrations.

### *Bus Improvements*

It is also reported that significant improvements have been made to the profile of the fleet in Greater Manchester in recent years by working jointly with operators and utilising government funding.

Since 2009, and via successful bids a total of 298 low-emission vehicles for Greater Manchester have been part-funded by DfT, as follows:

Table 7.

Funded	Single Deck	Double deck
Transport for GM	101 diesel-electric hybrid 3 fully electric	
Commercial Operators	28 diesel electric hybrid	166 diesel electric hybrid

Source: Greater Manchester Transport Action Plan 2016

### Yellow School Bus and Clean Bus Technology Fund

TfGM has utilised DfT's Clean Bus Technology Fund to fund the installation of pollution control equipment on the older diesel buses within its 'Yellow School Bus' (YSB) fleet.

## Appendix 5

Emission tests were carried out on buses before the pollution control systems were fitted and again after they had been on the road for at least a year.

According to the Clean Air website on local authority good practice, the installation of this measure has resulted in a 99% reduction in nitrogen oxide levels – far higher than the 50% minimum target set by the DfT – with a 93% reduction in particulates (soot and dust particles), 99% in hydrocarbons and more than 97% in carbon monoxide from these retrofitted busses.

The 'Clean Air for Schools' programme targeted the tailpipe emissions from 41 of TfGM's fleet of 93 Yellow School Buses, delivering significant environmental benefits and reducing children's exposure to harmful air pollutants. Of these 33 Euro III YSB vehicles have been upgraded since 2013. It is reported that funding has now been secured to retrofit the remaining seven (7) Euro IV YSBs, which will complete the upgrade of the whole diesel YSB fleet. These are the only vehicles for which a retrofit programme is deemed preferable to renewal, given the limited mileage of their operation.

### *Hybrid Bus Improvements and Driver Training*

A significant number of vehicles that is part of the bus fleet operating in the Greater Manchester region are of hybrid diesel-electric vehicles. These were acquired through the Green Bus Fund and operator self-financing. These use a combination of electric and diesel engines to drive the wheels. However, these vehicles cannot be driven in the same way as diesel engine vehicles, as the diesel engine will supplement the electric drive during acceleration or at high speed).

Driver training is essential to ensure that the buses are operated in such a way that achieves the lowest emissions, with the minimum reliance on the diesel engines. This may be supplemented by geofencing control systems that will automatically use the electric drive preferentially within defined areas, such as the key air quality priority areas.

## Appendix 5

TfGM plans to work and influence operators to use new technology such as, such as geofencing control systems (systems that will automatically use the electric drive preferentially within defined areas) and exhaust abatement technology, in key air quality priority areas.

TfGM will work with operators to establish the level to which operators currently deliver eco-driving training and promote its further roll-out where appropriate. This is to provide specific training for drivers of hybrid **vehicles**, **to ensure that the** buses are operated in such a way that achieves the lowest emissions.

### *Trial of Low-Emission Vehicles*

The use of the fully electric metro shuttle in the Greater Manchester has proven to be a success. This shuttle service serves as a free Manchester city centre bus service linking all the city's main railway stations, car park, various bus and Metrolink tram stops and key shopping and employment districts the Salford Central rail stations. The successful uptake of this technology, it will increase the opportunities to introduce additional routes across a wider geographical area.

The range-extender buses are still a very new technology, and are not widely used outside London. TfGM will follow the development of this technology trial in London and identify any opportunities for its application in Greater Manchester

### *Investigation of Clean Air Zones*

The strategy also recognises the benefits of the introduction of a Clean Air Zones (CAZ) as a key measure to improve air quality. A CAZ is defined as a geographically designated area or areas within which a package of measures

## Appendix 5

is implemented with the objective of reducing the use of polluting vehicles encouraging the uptake of alternatives. One element of a CAZ could be a Low-Emission Zone (LEZ) which would be an access control scheme targeting the most polluting vehicles. This could also include a charging zone, where vehicles that do not meet specified minimum emissions standards are charged for entering the area.

Although the TfGM is considering CAZ option for reducing emission, it is recommending that a technical feasibility study will need to be carried out to assess whether this reduction will be great enough to justify the cost of implementing and operating the CAZ, given that natural fleet replacement will reduce emissions to some extent without any further action.

The technical feasibility should identify the economic, social and environmental impacts (positive and negative) of establishing a LEZ. The analysis would need to consider geographic and vehicular scope, the level of charge to both drive change and to cover operational costs of the scheme and what exemptions would be allowed. It is also essential that the appraisal should identify the resultant human health and economic impacts.

TfGM also recognises that the introduction of a CAZ would be unlikely to generate excess revenue, as its income will reduce over time as more and more vehicles comply with standards. A further issue is that introducing a CAZ in one area may mean that older vehicles will be displaced to other parts of Greater Manchester.

### *20mph Zones*

The strategy cites that emissions from vehicles are linked to speed profiles. The highest emission generally occur during very low and very high speeds or hard acceleration, as the engine is operating outside the most efficient range. The speed/emission profiles cited in the strategy show that the lowest emissions occur at ~50-70km/hr (~30-50mph).

## Appendix 5

The strategy highlights how the implementation of 20mph zones in urban areas can potentially benefit local air quality through smoother vehicle flow through junctions and reduced acceleration and braking. It is also anticipated that this will also encourage modal shift from driving to walking or cycling. Although data cited from average-speed emissions models suggest that vehicle emissions at 20mph are greater than at 30mph, it is thought that the influence on driving styles of 20 mph zones is smoother with less aggressive accelerations and decelerations and more time spent driving in the cruise phase, will result in lower exhaust emissions overall. However, research carried out to date has shown mixed results for different pollutants and different vehicle types.

The strategy also cites recent studies carried out in the City of London indicated that NO<sub>x</sub> and CO<sub>2</sub> emissions of light-duty petrol vehicles were higher for 20mph roads than 30mph road sections. However, for light-duty diesels lower NO<sub>x</sub> and CO<sub>2</sub> emissions were observed for 20mph roads. Emissions of PM for both petrol and diesel light-duty vehicles were estimated to be lower in 20mph zones than 30mph zones, which may be attributable to lower non-exhaust PM emissions at lower speeds (e.g. brake and tyre wear, resuspension of road dust). Overall, it was concluded that it would be “incorrect to assume a 20mph speed restriction would be detrimental to ambient local air quality, as the effects on vehicle emissions are mixed”.

So far, Chapel Street in Salford, has been transformed into a pedestrian-friendly city centre environment, that still remains as a principal public transport corridor. Peak time traffic volumes have been reduced from 1,800 to 1,200 vehicles per hour, with speeds reduced from 30mph to 20mph. It is anticipated that this will have a beneficial effect due to reduced traffic flows, whilst it should also improve traffic flow and reduce ‘stop-start’ movements.



## **Appendix 5**

### *Planning for new developments*

The strategy recognises that the location and design of new developments can help to address the problem of transport emissions. This can be achieved in two ways: by maximising the use of sustainable travel modes to/from the development and by minimising people's exposure to those emissions

Although planning permission is granted for sustainable development, the strategy highlights that the interpretation of what constitutes 'sustainable' is left to individual planning authorities. Consequently, this leads to an inconsistent approach to the mitigation required for similar types of development in different areas.

TfGM highlights the need for common guidance across the 10 planning authorities of Greater Manchester and/or develop a toolkit to help them assess development proposals and identify the mitigation needed. It is recommended that this could include: the appropriate number of charging points for electric vehicles; sufficient cycle parking; access to public transport; detailed delivery and servicing plans which encourage activities outside of peak times; travel plan incentives to encourage the use of low-emission vehicles and sustainable transport; and guidance on setting back or screening residential development from major highways where air quality is an issue.

TfGM plans to develop a Greater Manchester-wide guidance on reducing emissions from new development. And will also develop a toolkit to assist planning officers in identifying requirements for mitigating the impact of emissions in new development.

### *Changing Travel Behaviour*

The strategy will encourage people to change travel behaviour so that they move away from car use (particularly 'driver only' trips and travel to work) and reduce the number and length of journeys made by car.

## **Appendix 5**

So far, TfGM has launched a 'get me there' smartphone app and smart card for Metrolink and multi-operator bus. It is planned that the "get me there" smart ticketing solutions will continue to be developed to provide cashless payment across all three modes. Through smart phone technology, information will be made available, not only when planning a journey but during the journey itself using real-time information available via smartphone apps. Knowing when a service is likely to arrive and when it is approaching the required destination will help to build people's confidence in using public transport.

TfGM is also committed to make significant investment in high quality cycle infrastructure, such as routes and parking, as part of the 'Cycle City' programme – as well as a package of practical support, such as cycle training, for those wishing to cycle more or start cycling. This will need to continue into the future in order to make cycling a natural choice for local journeys or as the first part of a longer public transport journey.

The strategy also supports homeworking as this contributes to reducing the number of commuter journeys, as this way of working has been made more feasible with improvements in broadband connections.

### **5. Public procurement clean cars and transport**

The public sector's vehicle fleets, heavy vehicles and public transport can be a significant source of air pollution in the city. It is recognised that the public sector therefore has a key role in leading the adoption of clean air technologies. Retrofitting of older vehicles with diesel particulate filters (DPFs) and the replacement and investment in vehicle fleets that use electric and sustainable fuel and the reduction of vehicles in the public sector fleet are some of the measures that the public sector can adopt to reduce vehicle emission and contribute to improving air quality in their localities. Additionally,

## **Appendix 5**

it is important for the public sector to have a timeline for cleaning up the municipal fleet.

### **5.1. Retrofitting of old vehicles with clean air technologies Berlin**

According to the Sootfree Cities report (2015), the City of Berlin has adopted the policy for using clean air technology and has codified this in an administrative regulation in 2012. So far, the bus fleet in Berlin is completely equipped with diesel particulate filters for 10 years already. It was also intended that 100 buses with Euro III standard be retrofitted with NO<sub>2</sub>-reducing Selective Catalytic Reduction (SCR) filter systems in 2013. It was also planned that busses will be completely modernised to Enhanced Environmentally Friendly Vehicle (EEV) standard, and procurement of new busses will be tendered with Euro VI requirements where possible.

Other municipal vehicles have also adopted cleaner technology with as many as 25% of the city's cleaning vehicles are fueled by gas and 400 new utility vehicles (garbage, power sweepers etc.) using SCR systems or hybrid engines to comply with the best environmental standards.

Overall, the proportion of diesel vehicles that are equipped with particulate filters or have a Euro V/EEV standard has increased from 25% in 2008 to as many 50-100% at the time of reporting.

### **5.2. Copenhagen's vehicle fleet**

The City of Copenhagen has required that all vehicles within the municipal fleet will comply with the city's LEZ.

Through its extensive climate plan, the city intends to become the world's first carbon neutral capital. In order to achieve this goal it plans to make public transit carbon neutral and 20%-30% of all light-duty vehicles and 30%-40% of heavy-duty vehicles using alternative fuels. The city's transition toward sustainable mobility is supported by the provision of free and designated

## Appendix 5

parking, developments in charging infrastructure, and the purchase of only electric or hydrogen powered vehicles for municipality use, and electrification of public transit.

It is reported in recent article in the State of Green.com website, that the City authority has acquired 255 electric vehicles (EV) in spring 2017 (<https://stateofgreen.com/en/profiles/city-of-copenhagen/solutions/more-electric-vehicles-in-copenhagen>). With this development, it has attained its goal that 85% of the municipality's own vehicles are electric, hydrogen or hybrid powered. It is a key target in the city's climate plan, that all vehicles in the fleet will achieve a complete transformation to electricity, hydrogen or biofuels.

The Table below that follows presents summary of actions and incentives to encourage and support the use of electric vehicles in the Copenhagen Metropolitan area.

## Appendix 5

Table 8. Support for use of electric vehicle support in the Copenhagen metropolitan area

Type of Program	Description
Financial Incentives	Federal Incentives include: Exemption from vehicle registration taxes (up to 180%) until 2016; partial exemption until 2020 Exemption from annual car tax Tax refunds on electricity used to charge electric vehicles
Non-financial incentives	Designated free parking
Charging infrastructure	Total of 850 charge points and 60 fast charge points By 2025: 500-1,000 public charging stations and 5,000 restricted public access charging stations
Research and campaigns	“Meet the electric vehicle” – 12-day trial for businesses to test electric vehicles “Rent an electric vehicle” – employees of companies in Copenhagen can rent electric vehicles for two weeks to assess their practicality Financial subsidies for builders and tradesman purchasing electric vans in return for their experiences “Vehicle X” – using electric vehicles to charge and operate tools and equipment Two electric buses at the Copenhagen Airport to gain practical experience with electric buses
Transit and Fleets	More than 20,000 electric bikes sold in 2014 DriveNow – car sharing service with a fleet of 400 BMW i3's Entire bus fleet to be replaced by electric buses starting in 2019 Municipality only purchasing zero emission vehicles starting in 2011 85% of government vehicles must be zero emission by 2015
Charge point data from E.ON (2016) and Clever (2016) as of October 31, 2016; may not include some smaller charging networks	

### 5.3. Zurich standards for new vehicles

To help lower PM10 and NOx emissions from transport, the City introduced regulations that require the strictest Euro standards for new vehicles. From 2009, all new vehicles were required to meet Euro 5 requirements, making particle filters mandatory (motorcycles Euro 3). At the end of 2010, all existing vehicles were required to be retrofitted with particulate filters. With the implementation of Euro 6 regulations in 2015, particle limits for buses and lorries are reduced to make particle filters mandatory for these vehicles.

## Appendix 5

It was also planned to convert the diesel bus fleet to electric trolley busses where possible and the procurement of new diesel busses will need to ensure these comply Euro V "Enhanced Environmentally Friendly Vehicle" standard.

More recent reports state that the City is working to incorporate increasing usage of electric vehicles in its sustainability plans. Like Copenhagen, Zurich accounts for the highest electric vehicle sales in the country.

The energy supply company EKZ has played a major role in promoting electric mobility in the region and has worked to maximize the environmental benefits of electric vehicles by linking charging with renewable energy.

The Table below provides as summary of various actions and incentives to encourage and support the use of electric vehicle in Zurich.

## Appendix 5

Table 9. Summary actions and incentives to support use of electric vehicles in the Zürich metropolitan area

Type of Program	Description
Financial Incentives	Exemption (for BEVs) and 80% reduction (for PHEVs) from vehicle taxes in Canton of Zürich
Nonfinancial incentives	
Charging infrastructure	Total of 190, 12 fast charge points National charging station registry LEMnet Utility EKZ operates fast charging stations in city powered by renewable energy
Research and campaigns	Utility EKZ partnering with IBM to research charging and consumer outreach practices Research on electric vehicle powertrains, purchasing behaviour at ETH Zürich EKZ Ökostrom-Vignette program guarantees green power for all electric vehicle driving
Transit and Fleets	Ongoing electrification of taxi fleet through private-sector initiatives eMotion Zürich electric car-sharing trial. Replacing diesel buses with electric trolleybuses
Charge point data from E.ON (2016) and Clever (2016) as of October 31, 2016; may not include some smaller charging networks	

Technology platforms: All electric or battery-electric vehicle (**BEVs**) and plug-in hybrid electric vehicles (**PHEVs**).

### 5.4. Stockholm Electrification of fleet

It is reported in the Sootfree City report (2015) that the city of Stockholm vehicle fleet consists of 100% alternative fuel vehicles where this is possible. Additionally, the City also has an intensive programme for greening its vehicle fleet. Its public procurement targets in 2016 specify that, 75% of its bus fleet will be powered by renewable fuels and will increase to 90% by 2021. The city authority plans that by 2025, the vehicle fleet will be free of fossil fuel.

## **Appendix 5**

The City also actively promotes the use of electric vehicles in its municipal fleet and provides a range of incentive and support to encourage the public to use electric vehicles. The City has ambitions of becoming the world's leading clean vehicle city and intends to have fossil-free vehicle by 2030, with electric vehicles playing an important role in the transformation. Hall (2017) reports that Stockholm has seen higher electric vehicle sales compared to average sales figures for Europe and Sweden. This is attributed mainly to financial incentives offered to replace old, high-polluting vehicles, as well as free parking.

To encourage use of electric vehicles, the City has collaborated with various organizations including the utility Vattenfall to transform public and company fleets and to provide public charging stations using clean energy. The City also awards electric vehicles free parking permits in the city center, which normally cost 5000 kroner (more than \$560) per year.

### **6. Use of economic incentives or disincentives**

Some cities have adopted measures to restrict the number of vehicles entering a specified area to reduce traffic volume and improve environmental conditions including air quality. This measure is often put in place to reduce congestion and considers the environmental improvement outcomes as a co-benefit. Asian cities such as Singapore and Seoul have led in restricting the use of private vehicles to mitigate or reduce congestion and the environmental impacts of urban transport. Some cities in Europe, use a combination of congestion charging and environmental restrictions wherein the usage of cars is restricted in accordance the level of atmospheric pollution.

#### **6.1. Stockholm Congestion Charging**

The Stockholm congestion charge is a traffic congestion and environmental tax that has been imposed on the majority of vehicles in Stockholm. It is the



## **Appendix 5**

second of its kind to be introduced in Europe following the London Congestion Charge.

The Stockholm congestion charge was first introduced as a trial between January and July 2006. A referendum was held on the future of the congestion charge in September 2006 with majority of the residents of Stockholm municipality voting yes. In 2007, the Swedish government approved the permanent introduction of a congestion charge in Stockholm. It was reported that the income from the reintroduced congestion charges in Stockholm were to be to partly finance a new bypass road, 'Förbifart Stockholm'

### *Who pays the charge*

All vehicles registered in Sweden or abroad are required to pay the congestion tax in Stockholm. The tax applies to cars, lorries and buses. There are exemptions to the charge for emergency vehicles, buses, diplomatic vehicles, disabled persons vehicles, military vehicles, hybrid or electric cars, motorcycles and mopeds. A number of locations such as motorway sections that pass through the affected area when travelling past central Stockholm are also exempted from charging.

### *Congestion Charge*

The charge are referred to as congestion tax. This charge apply to vehicles that pass a control point. The amount charged varies depending on the time of day that the driver enters or exits the congestion tax area. Generally, the cost is higher during periods when traffic is at its heaviest. The maximum amount that a vehicle can be charged per day in the Stockholm area is SEK105 (£9.35 or 10.54 Euros).

## Appendix 5

Table 10. Congestion Tax for Stockholm and Gothenburg

Time	Tax for Central Stockholm	Tax for Essingleden
06:30-06:59	SEK 15	SEK 15
07:00-07:29	SEK 25	SEK 22
07:30-08:29	SEK 35	SEK 30
08:30-08:59	SEK 25	SEK 22
09:00-09:29	SEK 15	SEK 15
09:30-14:59	SEK 11	SEK 11
15:00-15:29	SEK 15	SEK 15
15:30-15:59	SEK 25	SEK 22
16:00-17:29	SEK 35	SEK 30
17:30-17:59	SEK 25	SEK 22
18:00-18:29	SEK 15	SEK 15

The charges do not apply Saturdays, Sundays, public holidays or the day before public holidays, in the month of July, nor during the night time period (18:30 - 06:29).

There are 18 unmanned electronic control points at all entrances to the congestion charging this area. Unlike other congestion charging schemes, in Stockholm, the congestion tax is charged to vehicles on both entry and exit of the affected area.

The payment gates are equipped with number plate recognition cameras to record the identity of vehicles passing through. Vehicles do not need to stop and pay at control stations. The vehicles passing the control points are identified through Automatic Number Plate Recognition (ANPR). There are no payment booths at each control point. The Swedish Transport Agency sends a payment slip to the owner of the vehicle if the vehicle is registered in Sweden. In cases where a vehicle is registered abroad, EPASS 24 is authorised by the Swedish transport Agency, to identify owner of vehicle, send invoices and obtain payments.

The bill must be paid at the end of the next month. The vehicle owner is responsible for payment of tax even if the bill does not arrive. The charges

## Appendix 5

maybe paid directly via a website, over the telephone by credit card or alternatively at selected convenience stores in the City. The failure to pay the tax within the allotted time could incur an additional SEK500 fee.

### *Impact on use of green vehicles*

It was intended that the exemptions for alternative fuel cars from the charging would be an effective stimulus towards the adoption of these types of vehicle. The research report published by Stockholm Centre for Transport Studies in 2014, have confirmed the success in this area. Following the introduction of the measure, the share of alternative-fuel cars increased from 3% in 2006 to 15% in 2009. The same report also referred to several studies that had made the same conclusions. The exemption for alternative fuel cars was later abolished for vehicles sold from 2009 with the argument that it had filled its role as a facilitator for market introduction.

### *Impact on traffic*

The report cited above also stated that the introduction of the congestion tax during the trial period in January 2006, had a substantial effect on car traffic from day one. A few weeks following the introduction of the charge, the traffic reduction stabilised to around 22% during the charged period. Although there were some doubts as to whether the traffic reduction would actually take place, especially since the trial was only seven months long, but effects turned out to be immediate and persistent.

At the end of the trial period in July 31 2006 when the charges were abolished, traffic volumes immediately rebounded to almost the same level as before the charges. However the trial period had some residual effect between the end of the trial and the reintroduction of the charges wherein traffic volumes remained 5-10% lower than in 2005.

## Appendix 5

The reports suggests a hypothesis that some car users developed new travel habits during the trial that persisted even after the charges were abolished. With the reintroduction in August 2007, traffic levels declined to the same level as during the trial period in 2006. Since then, traffic levels have remained roughly constant, despite inflation, economic growth, growing population and an increasing car fleet.

Table 11. Traffic reduction across cordon compared to 2005 traffic levels (charged weekdays Monday – Friday, 06:00- 19:00)

A	2006a	2007b	2008	2009	2010	2011	2012	2013
Traffic Reduction	- 21.0%	- 18.7%	- 18.1%	- 18.2%	- 18.7%	- 20.5%	- 21.4%	- 22.1%

### *Impact on travel times*

The report also stated that the charging had a dramatic impact in reducing congestion. The reduction in congestion has meant an increase in the reliability of travel time. Tangible improvements were felt by the public and these were not only limited to the inner city areas but have also significantly impacted in areas where there spillback queues.

It was observed that the travel times for vehicle traffic declined substantially inside and close to the inner city. There was also significant reduction in delay times on arterial roads. This fell by one-third during the morning peak period and by half during the afternoon/evening peak period. The overall impact was considerably improved reliability of travel times with travelers being more certain about the duration of a car trip.

### *Environmental effects*

As a result of reduction in traffic, emissions were reduced. The largest reduction was in the inner city, between 10%-15% across different types of emissions. Since the area covered by congestion charging is the most densely populated area, this has an important effect from a health point of view.

## Appendix 5

Overall, the results reveal that air quality improved in many streets in the inner city. Carbon dioxide emissions from traffic in the whole metropolitan area (the county of Stockholm) decreased by 2-3 per cent. One of the goals for the trial was to “improve the perceived urban environment”. The report also cited several studies that confirmed citizens’ (including, car drivers, children and cyclists) perceived improvements in traffic movement and density as well as air quality within the inner city area.

### *Retail effects*

Although concerns and fears were raised regarding the impact of congestion charging to the retail market, these were proven to be unfounded. The Centre for Transport Studies Stockholm 2014 report cited various research (Daunfeldt, Rudholm, & Rämme, 2009) which found that “studies of the retail markets were not able to show any effects of the congestion charges” and “during the Stockholm Trial period showed that these developed at the same rate as the rest of the country”.

Fear of adverse impact of the charging scheme on retail is common in many cities. The report also cited that large efforts were made in Stockholm to track possible adverse impact of congestion charging, only to conclude that they were very small or non-existent. Furthermore, the report also cites that similar conclusions have been reached in other cities with congestion charges.

### *Impact on public transport*

The Stockholm trial did not only involve the introduction of the congestion charges but was simultaneously complemented by an extension of public transit services. The report by Kottenhoff & Brundell Freij (2009) cited that the transit services were extended partly to meet increased demand for public transport, and partly by a political will to show “carrots” and not just “sticks”.

## Appendix 5

Drivers switching from car to public transport meant that the number of passengers in the transit system increased by around 4-5%. The number of standing passengers, increased in the Metro (crowding as a measure in the public transport system) but decreased in the commuter trains, most likely due to expanded public transport capacity.

Reduced road congestion in and around the inner city led to increased speeds and punctuality for bus services. Bus traffic across the charge cordon – experienced considerably shorter travel times.

### *Change in attitude*

It is generally recognised that the main obstacle for congestion charging is often the lack of public acceptability. According to the Centre for Transport Studies in Stockholm, the city's experience demonstrates “the most remarkable and interesting development” with regards to the “change in attitudes, from fiercely hostile to overwhelmingly positive” and shows how support for the congestion charging has evolved over time.

The specific details of research undertaken measuring the level of support for introduction of congestion charging is described in detail in the Centre for Transport Studies report (2014), CTS Working Paper 2014:7. The report cited that during the introduction of the idea in spring of 2004, 43% of Stockholm residents stated that they would probably or most likely vote yes to permanent congestion charges. In the period approaching the trial in 2005, support has fallen to 34% from those who were “most likely to say yes”. However, once the trial has started in 2006, the support increased to 53%.

The report also stated that the views or representations by media also changed once charges were in place, from initially intensely critical to, in many cases, very positive. The percentage of trial-related newspaper articles with a positive angle increased from 3% in the autumn of 2005 to 42 % in the spring

## Appendix 5

of 2006, while the share of negative newspaper articles was almost halved from 39% to 22% (Winslott-Hiselius et al., 2009).

Although there was some initial opposition to the permanent introduction of congestion charging, the political decision to use the revenue as part of transport investment package has to the change in the public's views on the initiative. Since the permanent introduction of the package in 2007, support has increased from 53% during the trial period in 2006, to 67% in December 2007. Succeeding polls in the following years have shown similar or higher support. The results of a poll conducted in 2013, showed support of 72%.

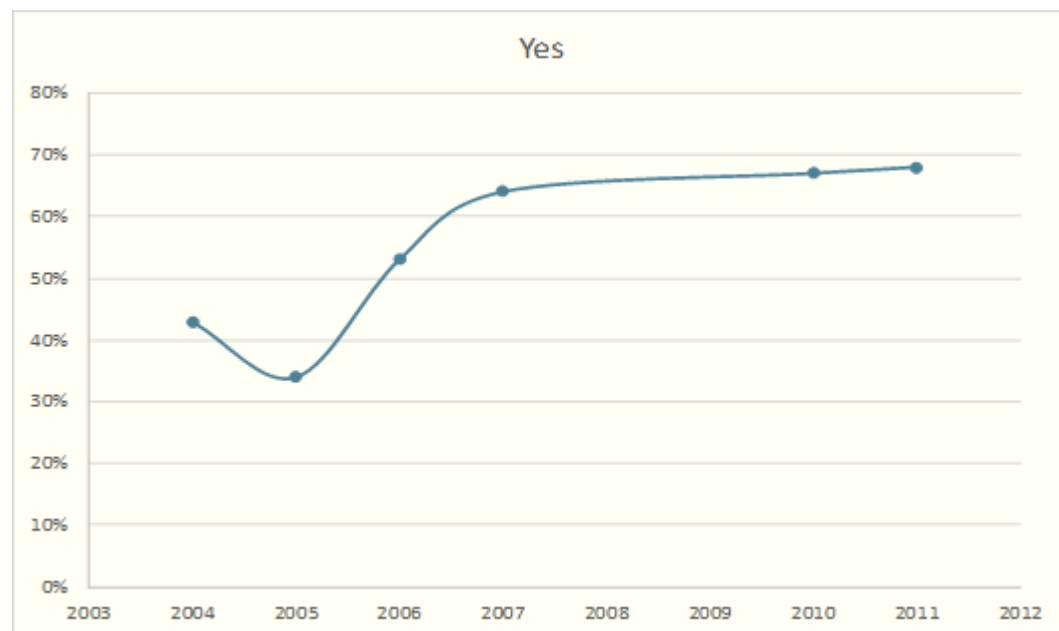


Figure 1. Respondents who would vote "Yes" in referendum on congestion charging

Source: Adapted from Centre for Transport Studies CTS Working Paper 2014:7

## Appendix 5

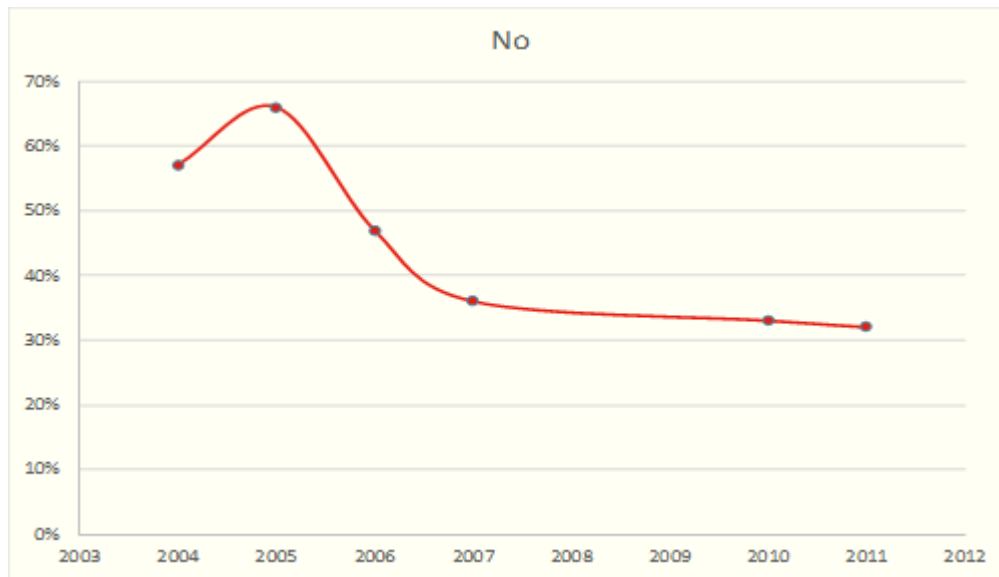


Figure 2. Respondents who would have voted No and not supported the congestion scheme

Source: Centre for Transport Studies, Stockholm, CTS Working Paper 2014:7

The results of the research examining views of various citizen groups i.e. those who have no cars, car owners who never or seldom pays, car owners who sometimes, pays, who may or may not directly affected by the congestion charge show a similar pattern as with the views of other stakeholders.

These findings suggests that the change in attitude or support to congestion charging not only driven by the amount of tolls but is “is at least partly driven by other factors than self-interest variables such as tolls paid and time gains.”



## Appendix 5

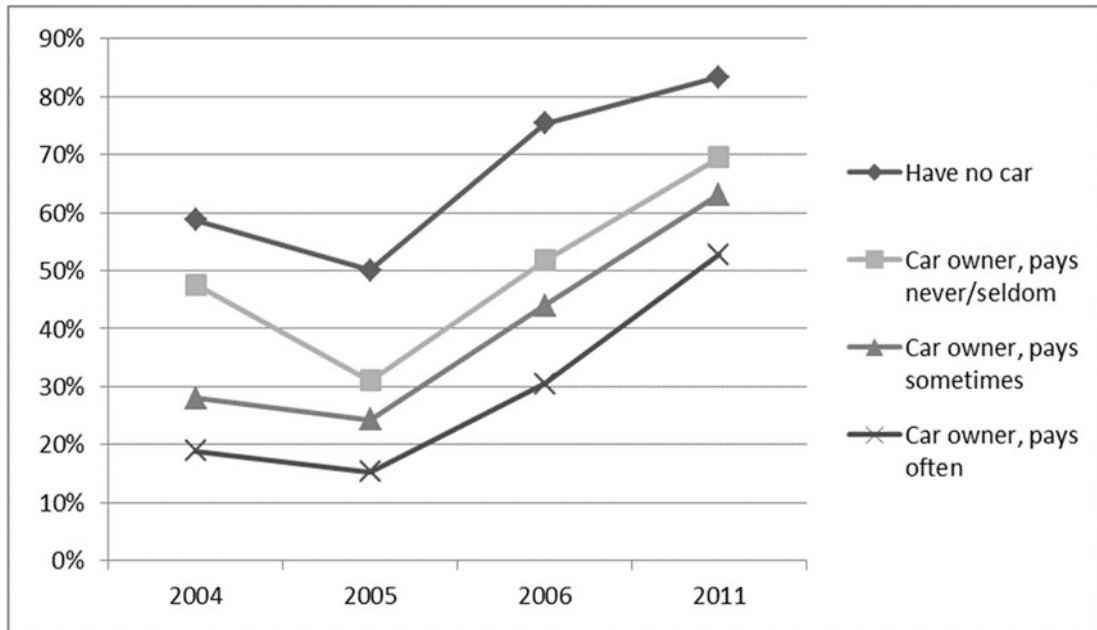


Figure 2. Support for congestion charges depending on car ownership and paid charges.

Source: Centre for Transport Studies, Stockholm, CTS Working Paper 2014:7

The Chart above show that the changes in attitude over time for each group look very similar, regardless of how much they are affected by the changes in terms of travel costs and travel times. By 2011, the views of all of the groups surveyed showed that this has changed to favour of the charges.

The development and changes in of attitudes to congestion charging is remarkably close to the general pattern described in Goodwin (2006) that was cited in the same report.

## Appendix 5

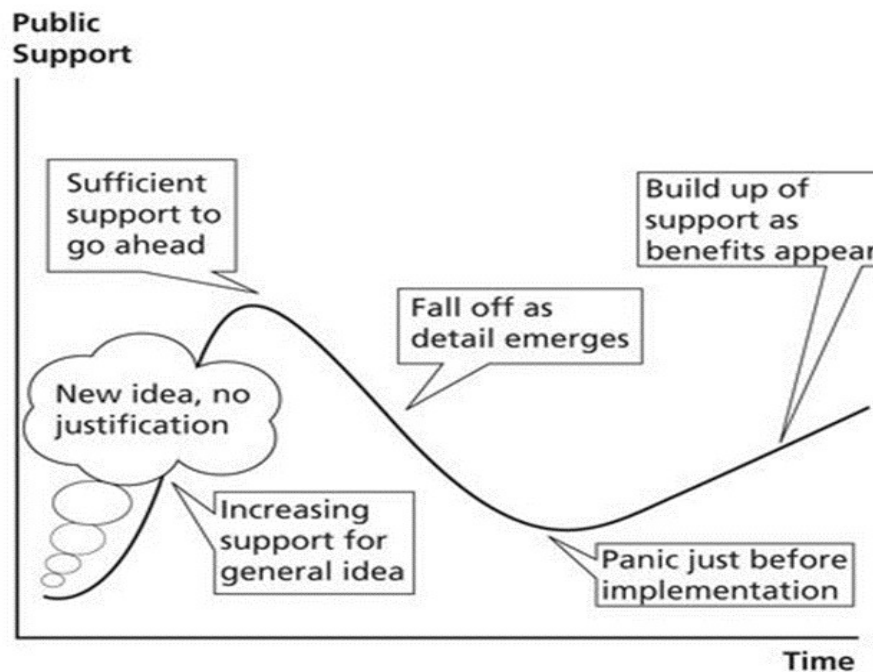


Figure 3. "The gestation process for road pricing schemes" – reproduced from (Goodwin, 2006).

The work Goodwin (2006) explains that once the idea has been introduced and explained, a large fraction of the population is generally willing to support the idea of congestion pricing. How large this fraction is depends on how the question is formulated and framed – for example, revenue use, the purpose of the charges and what policy alternatives it is contrasted against all matter. But once a detailed proposal is worked out, support generally decreases. There may be several reasons for this – for example, that the disadvantages suddenly become more evident than the potential advantages, or fears that the technical system will not work or become very expensive. This is sometimes summarised in the formula "acceptability decreases with detail". But once the system is in place, support will generally increase, which is often summarised as "familiarity breeds acceptability". There are probably several reasons for acceptability to increase once a system is in place and key to this in Stockholm is the use of revenue generated from the scheme.

## Appendix 5

### 6.2. London Congestion Charge

In 2003, London became the first city in the world to introduce congestion charging over a significant part of its central area. The congestion charge is a daily charge for driving a vehicle within the charging zone. This aims to reduce congestion within a specified area of central London. It is intended to encourage motorists to use other modes of transport and has helped London become the only major city in the world to see a shift from private car use to public transport, walking and cycling.

The daily congestion charge tariff is £11.50. This daily charge allows motorists to drive around, leave and re-enter the charging zone as many times as required in one day. The charge is in operation Monday to Friday 07:00-18:00 and does not apply at weekends, Bank Holidays, public holidays or the period between Christmas Day and New Year's Day, when traffic levels are lighter.

The daily charge can be paid before or on the day of travel, by telephone, text message, online, and by post. Drivers have up to midnight on the day of travel to pay the £11.50 charge. If paying on the next charging day after travelling in the zone, the charge is £14.00. The charge can also be paid via an automated payment system for a discounted daily rate of £10.50. Drivers or vehicle operators who have not paid the charge by midnight on the next charging day after they travel in the zone, will be issued with a Penalty Charge Notice (PCN). The penalty charge is £130 but is reduced to £65 if paid within 14 days.

The congestion charging zone includes the areas of Victoria, St. James's, Waterloo, Borough, City of London, Clerkenwell, Finsbury, Holborn, Bloomsbury, Soho, Mayfair and parts of Marylebone. There is no charge for driving on the boundary roads around the zone.



## Appendix 5

There are exemptions and discounts available to certain categories of vehicles and individuals. London licensed taxis and private hire vehicles, motorcycles, bicycles and vehicles with nine or more seats that are licensed with the DVLA as buses are automatically exempt from congestion charges. People who reside in the congestion charging zone are eligible to register for a 90% discount, which means they would pay a minimum of £5.75 for five consecutive charging days. Blue Badge holders are eligible to register for a 100% discount and so pay no daily charge. Businesses and other organisations operating a fleet of at least 6 vehicles, including cars, can register for the Congestion Charging Fleet Scheme and pay £10.50 per day per vehicle.

### *Usage of revenue*

It is required by law that the net revenue from the London Congestion Charge must be spent on further improvements to transport across London.

### Revenues from Congestion Charging scheme

Table 12. Cost and Revenues of the London Congestion Charge

Financial year	2004/5	2005/6	2006/7	2007/8
Charges	117	145	158	195
Enforcement Income	72	65	55	73
Total Revenues	190	210	213	268
Total Operating costs	(92)	(88)	(90)	(131)
Net Revenues	97	122	123	137
Net revenues invested in Bus network	80%	82%	82%	82%

Table 12 above shows the revenues generated from the implementation of the London Congestion Charging over a period of 4 years from the second year of its operation. The figures show an increase in revenue over time while yearly

## Appendix 5

costs remain fairly similar (except for 2007/8). The increase in cost was due to the extension of the charging zone. The results also show increasing net revenues that are available for investment in improving the bus network and transport system.

It is important to note that the revenue generated from the congestion charging scheme is an important factor as one of the main objectives of the scheme is to raise money for investment in the transport system (hypothecation). According to Gavoni (2010), the net revenues from the congestion charging scheme contributes about 5% to the total budget spending on transport services for London. The TfL budget dedicated to bus services is £667m in 2004 which make the contributions of the congestion charging (\$97m) quite a significant proportion (approximately 15%).

It is worth noting from the data shown in Table 12 above that the operating cost for the congestion charging accounts for more than 40% of the total revenues (in the range of 42% - 49%).

The same report has raised that “it is not clear that congestion charging is the best way to raise this amount of money for investment in the transport system especially given the high initial investment that was required”. The scale of investment is an important factor when considering the operating costs and revenues that are generated by the scheme. Gavoni (2010) stated that TfL gave no official information on the initial cost required to introduce the scheme, although some estimates are given in the literature. Santos (2008) quotes an estimate provided by TfL of £200 million (at 2002 prices), and notes that most of it was provided by the central government, while Metz (2008) suggests implementation costs of £162m for the original scheme.

## Appendix 5

### *Public and political response*

As with the experience in Stockholm, the plan to introduce the congestion charging scheme was widely criticised by various groups including politicians, motorist groups, labour organisations and the media.

Litman (2011) reported that since its introduction, the scheme has been generally accepted by the public and by various interest groups including many who have criticised it. Gavoni (2010) cited in his report that “earmarking the congestion charging proceeds to public transport might have increased its public acceptability (as it provides for better alternatives to the one that is penalized)”.

Gavoni’s (2010) report also cited that a survey of the London First business group following the introduction of the scheme have shown that its members consider the scheme to have positive overall impacts on business activity . The majority (69%) felt charging had no impact on their business, 22% reported positive impacts on their business, and only 9% reported an overall negative impact. Many industries support the charge because its direct costs are offset by savings and benefits, such as faster delivery times.

Other businesses however have criticised the scheme e.g. small retailers and bulk goods retailers who rely on customers who drive cars. The same report also cited various studies and surveys which found that congestion charging had minimal overall impact on economic productivity and activity, although some sectors and businesses are affected more than others, either positively or negatively.

### *Effect on levels of traffic and congestion*

The report by Litman (2011) summarised some of the impacts of the introduction of congestion charging in London. Prior to the introduction of the scheme, 12% of the peak period trips were made by private automobile. During the programs first few months, automobile traffic declined about 20%

## Appendix 5

(a reduction of about 20,000 vehicles per day), resulting in a 10% automobile mode share.

The report by Gavoni (2010) however challenges the conclusions around the impact of the scheme to road congestion. His report supports other findings on the immediate impact that CC had on the levels of traffic and congestion. However, his report cited that two years later traffic levels were starting to increase (after declining for several years) and congestion increased later. Similar immediate effect was apparent in the Stockholm CC trial (in Eliasson, Hultkrantz, Nerhagen and Smidfelt Rosqvist, 2009). He concludes that the long term effect of congestion charging on traffic levels and congestion is still not clear.

More research need to be undertaken to establish reasons for the decrease in traffic in big urban centres . Gavoni (2010) also cited evidence in Birmingham, the second largest city in the UK where congestion charging was not implemented, where the data shows that the number of people entering Birmingham city centre by car in the morning peak has fallen by 32% in 2007 compared to 1995. In the same period, the use of public transport increased and the share of public transport rose from 42% in 1995 to 56.4% in 2007.

### *Effect on public transport use*

Litman (2011) also reported that people changed their travel pattern due to the charge and have made more use of the bus as public transport. The number people using the busses had increased by 14% and those using the underground by 1%. Some motorist have shifted route while others shifted their mode of transport by using taxis, motorcycles, pedal bikes or have shifted to walking.

Gavoni's (2010) report acknowledges that a sharp increase in the use of bus transport but however questions this 'success' as a result of the introduction of the congestion charging scheme. His report states that there is no evidence to



## Appendix 5

suggest that congestion charging was an important contributor to this increase, not even indirectly by improving the speed and reliability of bus services.

The change that needs to be noted according to Gavoni (2010), was the increase in the level of service, the reduction in fares and other improvements to bus services that was made possible by the funds from congestion charging. The revenue has contributed a significant part to the budget for bus transport in London. The increase in bus use in central London is important to note as it demonstrates that improving services will increase ridership. Congestion charging has made this possible by providing the funds for improving services.

Litman (2011) highlights the impact of the scheme on traffic speeds. His reports stated that as a result of the introduction of the scheme there was significant increase in traffic speeds within the zones. During the charging days traffic speeds increased by 37%, from 8 miles per hour prior to the scheme, to 11 miles per hour after the introduction of the scheme.

The delays because of peak period congestion declined by 30% and bus congestion delays has declined by 50%.

The cost of travelling by taxi also declined significantly by 20-40% due to reduced delays. Vehicles cover more miles per hour, so that taxis and bus service productivity (riders per day) and efficiency (cost per passenger miles) increased substantially. The usage of motorcycles, mopeds and bicycles have also increased.

### *Traffic and spill over impacts*

The evaluation report also cited that there were concerns that congestion may increase on nearby roads due to diverted traffic. Although some diversion occurred, the effect appears to be too small to measure. There is 10% more traffic on the peripheral roads, journey times on them have not increased, in

## Appendix 5

part because traffic signal systems on these roads were adjusted in anticipation of these traffic shifts.

### *Effectiveness of the scheme*

According to Litman (2011), congestion charging system in London effective. As of the time of reporting, many as 110,000 motorists in London a day pay the congestion charge (98,000 individual drivers and 12,000 fleet vehicles).

However, he believes that the charging system is not optimal because:

The fee is not based on how many miles a vehicle is driven within the charging area. Once paid the fee once can drive limitless in the charging area.

The fee is not time-variable, i.e. the fee is not higher during the most congested periods and lower during less congested periods.

The fee does not vary by location. It would be more efficient to have higher rates on more congested roads.

The scheme is also widely criticised due to the high overhead costs of the system. More than 40% of London's congestion pricing revenues are used to cover pricing administration costs – but unit costs decline as systems expand so costs are distributed over more vehicle travel. Hence, the implementation for large metropolitan cities is more cost efficient than for smaller cities.

It is reported that the City of London significantly underestimated the costs of the congestion charging scheme. The costs were nearly double as high as expected. This was mainly due to higher costs of enforcement than expected. At the same time, revenue was considerably less than projected. The success in reducing the number of vehicles was higher than expected and was a set back from a revenue point of view. The share of low emission vehicles have

## **Appendix 5**

increased resulting to a higher number of exempted cars and thus a cut in revenue.

### **6.3. Milan Congestion charging case study**

Milan created a combined Low Emission Zone (LEZ) and congestion charging zone called Area C. This area is controlled through surveillance cameras at its 43 access points. From 2017, hybrid vehicles, methane-powered, LPG and bi-fuel vehicles will also be subjected to the charge. Daily charges range from €2.00 for residents to €5.00 for external or service vehicles. Some car parks offer combined tickets for accessing and parking in Area C. Violation fines differ in winter and summer time and range between €75.00 and €450.00. About 800,000 violations were detected in 2013. In 2012 and 2013, the total revenue of 29 million euros were reinvested in sustainable mobility (e.g. frequency improvements for public transport, the bike-sharing scheme) and in IT maintenance.

### **6.4. Congestion charging in Singapore**

In Singapore, the implementation of road pricing and Area License Schemes has resulted in less pollution and less congestion. This scheme has been in place since 1975 and requires vehicles to have a special license to operate within specific areas.

In the past, to enter the restricted area, drivers had to purchase a paper license (US \$2.20 daily or US \$43 monthly). A major disadvantage of the paper-based area licensing scheme was that once the license was bought, the vehicle could enter the area as often as desired and was not charged a higher fee when the roads were congested

To address this problem, scheme was replaced by Electronic Road Pricing (ERP) in September 1998. It was designed to minimise traffic congestion and maintain optimal traffic speeds of 45 to 65 km/h for expressways and 20 to 30

## **Appendix 5**

km/h for arterial roads. The system introduced electronic toll collection, electronic detection, and video surveillance technology. The charging area is divided into central business districts (cordon pricing), and expressways and ring roads (congestion pricing). The in-vehicle unit communicates with detectors when passing under gantries and the respective charge is deducted from the driver's cash card. The amount varies by time of day (rush hour is 2-3 times more expensive), type and size of vehicle (taxis and passenger cars according to engine capacity, goods vehicles and buses and others) and the type of road (arterial and expressways). The cash card can also be used to enter parking facilities without having to stop.

The success of the scheme in Singapore was due to high public acceptance and strong enforcement in Singapore. The ERP is considered fair as it charges on the basis of the user-pays principle while vehicle tax rates have been lowered. It was considered convenient because of its high technological standards.

### **6.5. Vehicle quota in Singapore**

Singapore has also successfully used auctions to limit the total number of vehicles registered in the city. The Land Transport Authority (LTA) determines the quota for each vehicle category every year. To register a new car everyone must go through a bidding process and, if successful, a Certificate of Entitlement is obtained. The fees charged often exceed the value of most cars, essentially doubling vehicle purchase costs. This scheme is successful because Singapore has very high quality public transit and taxi services, so that few residents would need a personal automobile. Some other Asian cities (including Delhi, India and Hanoi, Vietnam) are considering increasing vehicle purchase and registration fees, primarily as a way to generate funding for public transit improvements.

## **Appendix 5**

### **6.6. Vehicle Number Plate Restrictions**

Vehicles are restricted to drive in an area based on the registration plate. The aim is to reduce private vehicles in use. This measure generally aims to reduce congestion within a specified geographical area. The restrictions can be limited to certain vehicle types, to days or areas. A key advantage of this measure is that implementation is not very costly and usually easy to enforce. The short-term effect on traffic reduction can be significant. The number plate restrictions are often undermined by an increase in car ownership wherein households register a second car in order to avoid restrictions. Some of the counter measures to prevent ownership of a second car include limiting vehicle restriction to peak hours and banning vehicles with several different, rotating numbers on the number plate from driving.

### **7. Parking management and pricing**

Parking in many cities has become a problem. Inefficient management of parking would often lead to further issues such as parking congestion and causing motorists to cruise for available parking spaces, which increases urban traffic congestion and air pollution.

Studies have also shown that abundant, subsidized parking encourages increased automobile ownership and use, which exacerbates other transportation problems, including traffic congestion, accidents, energy consumption and pollution emissions.

Parking management can be an effective travel reduction strategy, it can also be an effective emission reduction strategy. Emission reductions are generally proportionate to vehicle travel reductions. Efficient parking management that reduces the amount of land needed for parking facilities can provide additional emission reductions by reducing sprawl and heat island effects (additional solar heat gain from pavement).

## **Appendix 5**

The following section will provide a summary of innovative parking management approaches that has been implemented in various cities in the UK and in Europe and America

### *UK Parking management experience*

A Parliamentary Select Committee report on *Parking Policy and Enforcement 2014*, stated that parking management is an important transport policy tool that local authorities can use to effectively manage traffic levels in specific areas. Parking charges is seen as an important tool in the absence of other measures, such as congestion charging.

#### **7.1. Parking charges and reducing CO<sub>2</sub> emissions**

Some local authorities have use parking charges to pursue their objectives, in terms of CO<sub>2</sub> reduction. Richmond upon Thames Borough Council charges residents for parking permits according to the CO<sub>2</sub> emissions of the vehicle. The Council is considering extending this principle to charges at parking meters and in car parks. Edinburgh City Council has proposed to introduce a similar CO<sub>2</sub>-related charge for residents parking permits.

This approach to charging has been criticised as unjustified, ineffective in terms of CO<sub>2</sub> emissions and regarded as undermining green taxes in general. Norwich City Council, on the other hand, charges based on the length of the car. The AA criticizes these charges for unfairly "surcharging" owners of larger engine cars—regardless of use. AA believes that such schemes are detrimental to the relationships between the motorist and the local charging authority.

#### **7.2. Nottingham' Work-place Parking Levy': using parking charges for green infrastructure investment**

Nottingham City Council adopted a radical and innovative scheme to ease congestion in the city and generate significant revenue to finance

## Appendix 5

improvements in transport infrastructure and air quality. The Work-place Parking Levy (WPL) scheme was introduced in 2012 by the Council as a charge on those employers who provide workplace parking to its employees. The scheme is a congestion charge aimed easing traffic congestion thus improving air quality and promote sustainable transport choices. The Council believes that this scheme will serve as an incentive for employers to manage their workplace parking provision and will encourage commuters to use public transport on their journey to work. Additionally, it is also intended that the revenue will provide ring fenced funding for major transport infrastructure initiatives in the City.

### *Work Place Parking (WPL): Legislative Basis*

The provisions under the Transport Act of 2000 (Sections 178-200) serves as the legislation that enables local authorities to impose a charge for every parking space provided by the employer at the place of work. Under this Act local authorities in England and Wales that are outside of London may introduce a work place parking scheme and it is for the local authorities to decide whether or not they will introduce the scheme.

According to the Act, the levy is to be collected via a licensing scheme. Liable employers will need to apply to their local authority for a license to park a specified number of units (“licensed units) within their premises and will be required to pay a total sum based on a per unit charge. The local authority can adopt variations on how charging for the scheme can be implemented. The possible variations are summarized in the “House of Commons Standard Note SN628 as follows:

“A licensing scheme could allow for variations in the charges according to different days or times of day, different parts of the licensing area, different classes of motor vehicles or different numbers of licensed units, depending on local circumstances. For example, an authority would be able to choose to apply the levy to parking during normal office hours on weekdays, to charge

## Appendix 5

different rates for two-wheeled vehicles, or to set a sliding scale so that the charge per vehicle increases or decreases above certain thresholds”.

The Act also has provision on how the money raised is spent. It is required that the revenue raised during the initial period of the scheme (i.e. 10 years from commencement) should be spent to support the local authority’s Local Transport Plan.

Nottingham has been the first local authority in the UK and in Europe to introduce the scheme. Recent news also cited that Cambridge City Council will implement the levy scheme as part of the Greater Cambridge and Oxford Councils and are exploring how the WPL could be implemented in their area. So far, Nottingham’s experience has been recognised by various publications including the national media and academic journals in its achievements for reducing congestion.

### *The Nottingham WPL in practice*

The Work Place Parking Levy scheme in Nottingham City has been operational since in April 2012. Prior to the introduction of the scheme, Nottingham City Council launched a 12-week consultation on WPL and a 5 day public examination to assess the plan prior to the approval of the Department for Transport.

According to the Nottingham Council’s Transport Plan, the WPL works as a levy for employers where charge made for each parking place used by employees, certain types of business visitors, and pupils and students. The strategy clearly states that the decision remains with the employer whether or not they decide to pass the charge on to their employees. Employers will be required to obtain an annual license for the maximum number of liable places they provide.

The existing licensing scheme applies to employers who provide more than 10 liable parking spaces within the Nottingham City administrative area. The



## Appendix 5

scheme allows premises to be exempted from this charge or receive a 100% discount based on following conditions:

- Premises are locations in which frontline health services are provided by or on behalf of the NHS
- Premises occupied by the emergency services.
- Places occupied by customers, disabled blue badge holders and delivery vehicles.
- Parking spaces for employers with 10 or fewer WPP

### *Charging Price*

During its introduction in 2012, the charge was initially set at £288 per space per year. Each year this figure is re-calculated in line with the RPI Retail Price Index figure released by the government. Currently the Nottingham Council website shows that the WPL charge for each workplace-parking place per year for the licensing period 1 April 2017 to 31 March 2018 is set at £387. There is no VAT payable on the WPL charge.

The existing scheme allows employers to pass the charge onto employees who use the space. In 2016, the LGA report on this topic cited that “about 53% of the spaces covered currently do so”.

### *Revenue generated and cost effectiveness*

It is reported that the WPL generates around £9 million pounds a year for the City (WWF Scotland, 2016). So far, according to the article published by the Campaign for Better Transport published in June 2017, the scheme has generated “over £44 million of revenue” with “100% compliance of liable employers.”

At least two articles cited (WWF Scotland, 2016 and Dale et. al 2013) that the scheme is low cost to run. Dale et. al.(2013) reported that in 2012-13, the total revenue from WPL was £7,773, 406. Of this figure, the total operating cost for the scheme is around 5% of the total revenue. These operational costs

## Appendix 5

include less than 10 FTE employees and the necessary resources including office accommodation.

Space Range	Liabe Employers	Chargeable WPP	Revenue
<11	116	439	250409
11-100	373	11,480	3324463
101-5000	42	14,545	4198534
Total	531	26,464	7773406

Note: The 2012/13 revenue figures take account of license variations that came into effect prior to the end of the financial year thus the revenue figure is not always 288 multiplied by the number of chargeable places. Revenue raised within the banding 1-10 is due to these employers

An example of the breakdown of the use allocation of the WPL revenue for the period 2012-2013 as cited in Dale et. al report (2013) is shown below:

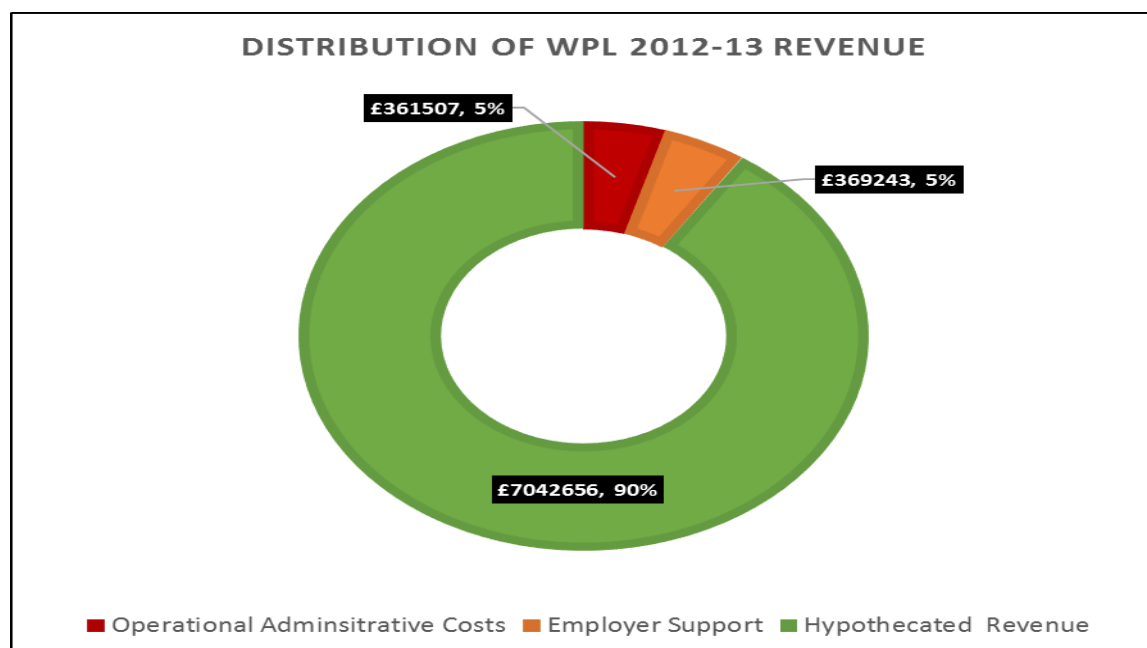


Figure 5.

The figure above also illustrate that an additional 5% of the revenue was spent by Nottingham Council to manage the impact of WPL on employers and to encourage the use of sustainable transport (Dale, S. et. al. 2013)

Source: Nottingham City Council 20/05/2013 as cited in DALE, S. ... et al, 2013. Workplace parking levies: the answer to funding large-scale local

## Appendix 5

transport improvements in the UK? Thredbo 13, 13th International Conference on Competition and Ownership in Land Passenger Transport, St Anne's College, Oxford, 15th - 19th September 2013, 16pp.

The total revenue of £7,773,406 in 2012-13 was collected from 531 employers. The same report also highlights that less than only 42 or less than 10% of the total number of liable employers (531) provide the biggest proportion of WPL revenue, which accounts for 55% of total revenue generated. It is important to note this as according to the report "this is an important consideration as it makes compliance and enforcement easier to target in terms of securing revenue"

A Loughborough University evaluation report declares that WPL scheme is a cost effective way of generating revenue that can support the financing of huge transport infrastructure projects. It further argues that this scheme is comparatively more cost effective than the London Congestion charge in saying:

"Although the London Congestion Charge raises more money in absolute terms than the WPL as one would expect, it is less efficient with 49% of revenue taken up by costs" p12

The article written by Joseph, S., in City Metric 26 August 2016, highlights further the benefits of adopting the parking levy scheme as opposed to congestion charging with regards to its impact on the volume traffic into the city and enforcement costs. He stated that:

"Although every city is different, there might be some wider lessons here. One, for the transport economist geeks, might be to stop obsessing with congestion charging. Efficient in economic theory though this might be, Nottingham looked at it and decided that it would be very costly – all those cameras and enforcement – and would not target peak hour traffic jams and single-occupancy car commuting as effectively as the levy would."

## Appendix 5

He further argues that the proposals around introducing the levy scheme is more likely to get the support of the businesses and commuters because of the tangible benefits in terms of traffic congestion, air quality and related public health that these would bring.

“The wider lesson from this is that the politics of a levy are different, too. With congestion charging you have to get support from the whole city and potentially its hinterland; and referenda in Manchester and Edinburgh show how difficult that is. With a workplace parking levy, there is a narrower and potentially more politically winnable discussion with businesses and commuters about what a levy could pay for – things that might make journeys to work easier and cut peak hour jams and pollution.”

Finally, he adds that this levy scheme provides a local authority with a significant revenue stream to “grow their economy without increased traffic and congestion, and while reducing carbon emissions”.

### *Barriers to implementation*

Following the Council’s approval to introduce the WPL, the local authority had to manage and deal with opposition from the public, the business community and some of elected Council Members.

According to Dale et. al. (2013) various concerns were raised during public consultation on the WPL and in press coverage around the introduction of the scheme. These concerns include: potential negative impact of WPL to local businesses and the city’s economy; as an additional tax burden to the motorist and questions around its effectiveness in combatting congestion.

The PWC research is cited in the same report stated that business were highly critical of having to bear the cost of WPL. Their study showed that some of the businesses have considered relocating in another area, while others claimed that this could affect their planned investment. Other criticism stated that the scheme could deter companies from relocating in the city.

## Appendix 5

There was also a belief that the benefits from improvements in infrastructure and transport will not be felt by small businesses.

### *Use of revenue*

As required by the Transport Act 2000, the revenue generated from the WPL is ring-fenced to be spent on transport initiatives identified in the Council's Local Transport Plan.

According to the Campaign for Better Transport article, the "WPL has enabled a step change in transport infrastructure has made significant impact and contributions towards achieving the transport objectives of Nottingham. The WPL revenue has also leveraged funding from central government to finance a £570m extension of the tram network, the £60m redevelopment of the City's Railway Station and the £15m award-winning fully electric Link Bus network.

The Campaign for Better Transport stated that revenue generated from the WPL has made a significant contribution to enabling the local authority to provide local match funding to enable the City Council to bid for external funds from the Department of Transport and elsewhere. The Table below illustrates how the WPL has contributed to transport improvements in Nottingham.

Funded schemes	WPL local contribution (£M)	External funds (£M)
Tram extension	199	371
Train stations	12	48
Electric buses	5.8	9.2
Bus stations	1.7	1.3
Smartcard system	1.1	1.0
Real time info system	1.2	1.0
TOTAL	220.8	431.5

Source:

## Appendix 5

Various publications have highlighted a number of significant impacts that the WPL has brought to the City's economy and the attainment of its sustainable transport goals. The report of the LGA stated that the tram improvements as a result of WPL investment "led to an immediate £100 million boost into the local economy as well as further long term benefits."

The concerns over the loss of jobs and WPL's potential negative impact on the local economy has been disproven. On the contrary, the LGA stated that s that "Nottingham has experienced a growth in the commercial property market as well as significant jobs growth throughout the period that the charge has been in effect."

Additionally, the recent trend shows increasing use of public transport accounting for more than 40% of journeys taken in Nottingham. Since the completion of major works to improve the tram network, there has been a reduction journey time per vehicle mile in locally managed A roads in the morning rush hour.

The City Metric report also states that the introduction of the levy scheme alongside other measures, has also helped Nottingham reach its carbon reduction target a few years early.

### 7.3. Employee Parking Management – Cash-Out Rotterdam

The Erasmus Medical Centre in Rotterdam employs around 10,000 people. Their research on travel patterns show that 80% of patients travel by car to the hospital and 45% of employees commuted with private vehicles, and a significant share live within 5-6km from the hospital. Due to significant shortage of parking the hospital introduced supply and demand measures. To increase supply, they constructed a new car park and also introduced a cash out scheme. The scheme required employees to pay for parking according to arrival time. The charges are outlined as follows:

## Appendix 5

- €1.50 for arrival during peak hour,
- €4 for arrival during peak hour and living within 5 to 6 km from hospital,
- €0.50 a day when arriving during off-peak hours.
- €0.10 credit for every km not travelled by car, if the employee decides to take public transport.

The new approach was communicated in advance via newsletters, intranet and a service point. As a result, the number of commuters travelling by car has dropped from 45% to 20-25%.

Source: SUTP, Transport Demand Management Training Document, 2009.

### 7.4. Limit Parking Supply

Some cities limit the maximum number of parking spaces developers may build in certain areas, such as downtowns in order to limit total downtown traffic and encourage more efficient parking management.

For example, Portland, Oregon set a limit of 40,000 total parking spaces in their downtown, which has increased public transport mode share from 20-25% in the 1970s to 48% in mid 1990s. Similarly, for more than thirty years both Zurich, Switzerland and Hamburg, Germany have prohibited any net increase in city center parking supply. When a new off-street space is built (for example, in a new building), an on street space is removed and converted to other uses such as wider sidewalks or bikeways. The city Zurich only allows developers to build new parking spaces if the surrounding roads can absorb additional traffic without congestion and the air can handle additional pollution without violating ambient air quality norms. This policy has helped make Zurich one of the most liveable cities in Europe.

### 7.5. Improving User Information

Improved user information can allow motorists to identify parking locations and prices so they can choose the best option for each trip. Motorists want to know which parking facilities are closest to their destination, their prices,

## **Appendix 5**

whether a space is actually available, and how to walk from their parking facility to their destination. This can include maps, signs, websites, mobile telephones and vehicle navigation systems indicating the location and price of parking options.

It is recommended that cities support the development of advanced parking management systems (APMS) which provide real-time information through the internet and in-vehicle navigation systems to help motorists quickly find a parking space. These systems increase user convenience, reduce delays, driving and illegal parking, increase parking facility utilization, and encourage shifts to alternative modes.

Cities can help develop such systems by establishing parking supply, price and occupancy information standards. For example, a municipal transportation agency can require all commercial parking operators to report the number of parking spaces they rent and prices at each parking lot, and in the future, when electronic systems are developed that report parking lot occupancy, this information can be uploaded automatically to a website, and made available by mobile telephones and vehicle navigation systems.

### *San Francisco "SF-Park" pricing Policy*

This type of parking management started in 2011 and involves a combination of time of day, demand responsive pricing, off-peak discounts at garages. It was intended this approach will reduce circling and double-parking, and influence when and how people choose to travel.

This scheme is supported by enhanced parking regulation enforcement, and new parking information systems. This approach uses new technologies including networked in-street parking sensors that collect real time information on occupancy levels and parking meters that support various forms of payment, including coins, smart cards, as well as credit and debit cards.



## Appendix 5

With the demand-responsive pricing system, parking spaces can be opened on each block and reduce circling and double-parking. Rates may vary by block, time of day and day of week. Rates are adjusted by no more than 50 cents per hour down or 25 cents per hour up, and no more often than once per month.

In areas and at times where it is difficult to find a parking space, rates will increase incrementally until at least one space is available on each block most of the time. In areas where open parking spaces are plentiful, rates will decrease until some of the empty spaces are filled. The performance target is 85% maximum occupancy, so at least 15% of parking spaces are available even during peak periods. This is to insure that motorists can nearly always find a parking space on each block. Most of the parking spots have a maximum time limit of four hours. Rates are adjusted per block according to its occupancy.

In pilot areas, the meter pricing can range from between 50 cents an hour to a maximum of \$7 an hour, depending on demand. For example, parking meters on blocks within walking distance of the ballpark are \$7 an hour for events. Parking rate adjustments also happen in City-owned garages and lots in pilot areas. Hourly rates decrease in City-owned garages where there are often many empty spaces.

The effectiveness of parking management in helping to reduce traffic and emissions in San Francisco was confirmed by the results of a survey of San Francisco Bay Area Commuters which had shown that those who pay directly for parking drive less than half as often as commuters who receive free parking, as indicated in Table 13 that follows:

## Appendix 5

Table 13.

	With Free parking	Without free parking
Drive alone in car	75%	37%
Use transit	5%	43%

Source: Commute Profile 2005, A Survey of San Francisco Bay Area Commute Patterns, RIDES for Bay Area Commuters, Inc. August 2005. Region-wide telephone survey of 3,600 commuters sponsored by the Metropolitan Transportation Commission (MTC)

Some of the benefits from the implementation of the scheme are summarized Strompen's report are outlined as follows:

### *Easier parking*

SFpark makes finding and paying for parking faster and easier. Parking availability improved and system has made it easier to find a parking space. The access to demand-responsive pricing information online, via text, and through smartphone apps helps drivers find a space. Longer time limits and new meters that accept credit/debit cards, SFMTA parking cards and coins make parking more convenient and result in fewer parking tickets.

### *Faster public transit*

The reduction in the number of drivers circling and double-parking has decreased overall greenhouse gas emissions and the total number of vehicle miles travelled. Roads are kept clear so municipal vehicles and emergency vehicles can get through streets faster and more reliably.

## Appendix 5

### *Safer bicyclists and pedestrians*

Drivers looking for parking are frequently distracted and fail to see bicyclists and pedestrians. Less double-parking and circling means fewer accidents and safer roads.

### *Better businesses neighborhoods*

With parking faster to find and pay for, it is easier to enjoy the City's commercial areas. Less congested, safer and more pleasant neighborhoods mean better business and with less smog and greenhouse gas means healthier environment.

## **8. Traffic and mobility management**

The Sootfree cities (2015) report also highlighted that reducing speed limits adopted by various cities to influence air quality.

### **8.1.1. Reduction speed limits**

#### *Paris*

In Paris, the general speed limit for cars is 50 km/h, but the anti-air-pollution plan envisages a speed limit of 30 km/h across most central districts and soft modes of transport are to feature more strongly. It is reported that a third of roads in the city, (560 km) have a speed limit reduced to 30 km/h. Additionally, there are *zones de rencontres* (encounter zones) with a maximum of 20 km/h, in which cyclists, pedestrians and car users share the same space. On the periphery of the city, the speed limit was reduced from 80 to 70 km/h in 2014.

## **Appendix 5**

### *Zurich*

The city currently limits traffic to 30 km/h in most residential areas. Main roads are generally limited to 50 km/h. As part of its street noise reduction programme, the speed limit of an additional 100 municipal streets (or street sections) has been reduced to 30 km/h.

### *Vienna*

The city's street network comprises about 2,800 km (not including motorways), of which 59% are limited to a speed of 30 km/h. These 30 km/h zones had a total length of about 1600 km in 2013. Main roads are limited to 50 km/h and urban motorways to 80 km/h.

### *Helsinki*

Speed limits in Helsinki are 120 km/h on motorways in (summer) on the main roads 80 or 100 km/h and between 30 and 60 km/h on residential roads.

### *Copenhagen*

Copenhagen it also has an extensive speed limit approach. The planned target is to set 40 km/h as the general speed limit in Copenhagen, and 30 km/h in residential areas.

## Appendix 5

### 8.1.2. Success with Modal Shift

#### *Paris*

In Paris, there has also been improvements in modal split between figures in 2010 and 2013.

Mode	2010	2013
Walking	46.6%	48%
Use public transport	33.5%	36%
Use car or motorcycle	16.2%	13%
Cycling	2.7%	2%

The figures on the weekday modal split for figures for 2010 and 2016 show that show an increase in the modal share for walking and use of public transport alongside decrease in use of car and motorcycles. However, bike use also decreased to 2%, the share of motorcycles decreased to 2% and other modes of transport have a share of 1%.

The car-sharing scheme “Autolib” is continuously increasing its number of stations and cars. Between 2012 and 2013 alone, the number of cars increased from about 1,750 to 2,000 and the number of stations increased by 100 to 830. The use of electric cars is going to be promoted through a network of charging points to be placed every 500 m.

Since 2007, the City of Paris and its municipalities has a comprehensive bicycle sharing scheme Vélib'. This is one of the is one of the largest scale bike sharing systems in the world with 20,000 bicycles and 1450 bicycle stations across the area. Information on bike availability and parking could be accessed on a website, on an iPhone app and at every rental station. A subscription is required to rent a bike. The first 30 minutes of trips are always free of charge. The usage charge increases from 1€ per hour up to 4€ per additional half-hour. A bonus system gives a 15 minute credit for every time a bike is parked on an elevated return station. If a user arrives at a rental station

## Appendix 5

that does not have an open spot the system automatically grants another free fifteen minutes of rental time to ensure that the bike can be returned.

The system is operated by a private company that currently employs 285 full-time employees. As many as 100,000 cyclists use the service daily.

### *Zurich Modal Split*

The city is continuously moving away from motorised individual transport.

Starting at a modal share of 35% in 2005, this had declined to 28% by 2012.

Further improvements in modal split are planned to be achieved by 2020. The targets are outlined in table below:

Mode	Planned Modal share 2020
Walking	26%
Use public transport	42%
Use car or motorcycle	20%
Cycling	8%

### *Vienna*

The modal split statistics for 2010 and 2012 in Vienna reveal a 4% reduction in use of motorised individual transport to 27%, combined with a 1% increase in cycling and a 3% increase in public transport. Targets for 2020 aim at a share of motorised individual transport of 20% (5% less than predicted in 2003), an increased public transport usage of 40% as well as an increased cycling share of 12% (4% more than predicted in 2003). In its long-term urban development plan, re-purposing the urban space is part of the strategic targets, together with a higher integration of public transport, biking and walking as well as an attractive and comprehensive system of cycling lanes and walking paths.

## Appendix 5

### *Helsinki*

The Helsinki Region Transport Authority envisages making public transport the number one choice for travelling within the city by 2025. Helsinki is undertaking a number of measures to strengthen public transport, walking and cycling, and reduce individual motorised transport through mobility management measures. Generally, current investments of about €1,300m per year in public transport, mobility management and infrastructure will be increased to adapt to, for example, public transport expansion plans.

Mode	2000	2012	2014
Walking	17%	30% (2010)	34%
Use public transport	20%	38%	32%
Use car or motorcycle	19%	31%(2008)	22%
Cycling	4%	9% (2010)	11%

Comparing the figures above from 2000 and 2014, show that there has been there has generally been improvements in the modal share for walking the use of public transport and cycling. Although the modal share for use of car has increased to 31% in 2008, this has reduced again in 2014.

### *Copenhagen*

Copenhagen has a comprehensive strategy to increase sustainable mobility and offers a wide range of mobility management services. The Table below show how a greater proportion (in total 64%) using cycling (36%) and the use of public transport (28%) as the major way of getting around the city.

#### Modal Split

Mode	2013
Walking	7%
Use public transport	28%
Use car or motorcycle	29%
Cycling	36%

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Scrutiny Research Report

## Public Sector Vehicle Fleet in Cardiff - Comparative Figures

Research report for the  
Environment Scrutiny Committee

1 February 2018



The City and County of Cardiff

**Table of Contents**

1. Introduction.....	3
2. Number of Vehicles in Public Sector Fleet. ....	4
3. Public Sector Vehicles by Fuel Type .....	5
4. Year of Vehicle Registration.....	6
5. Euro Emission Ratings of Public Sector Vehicles in Cardiff .....	7
6. CO2 Vehicle Emissions .....	9

## **1. Introduction**

The Environment Scrutiny Committee conducted a Task and Finish Inquiry to support the development of Cardiff Council's policy on improving air quality in the city. To support of this inquiry, research was commissioned to look into the fuel and emission characteristics of vehicle fleets that are being operated in the Cardiff area by various locally based public sector bodies.

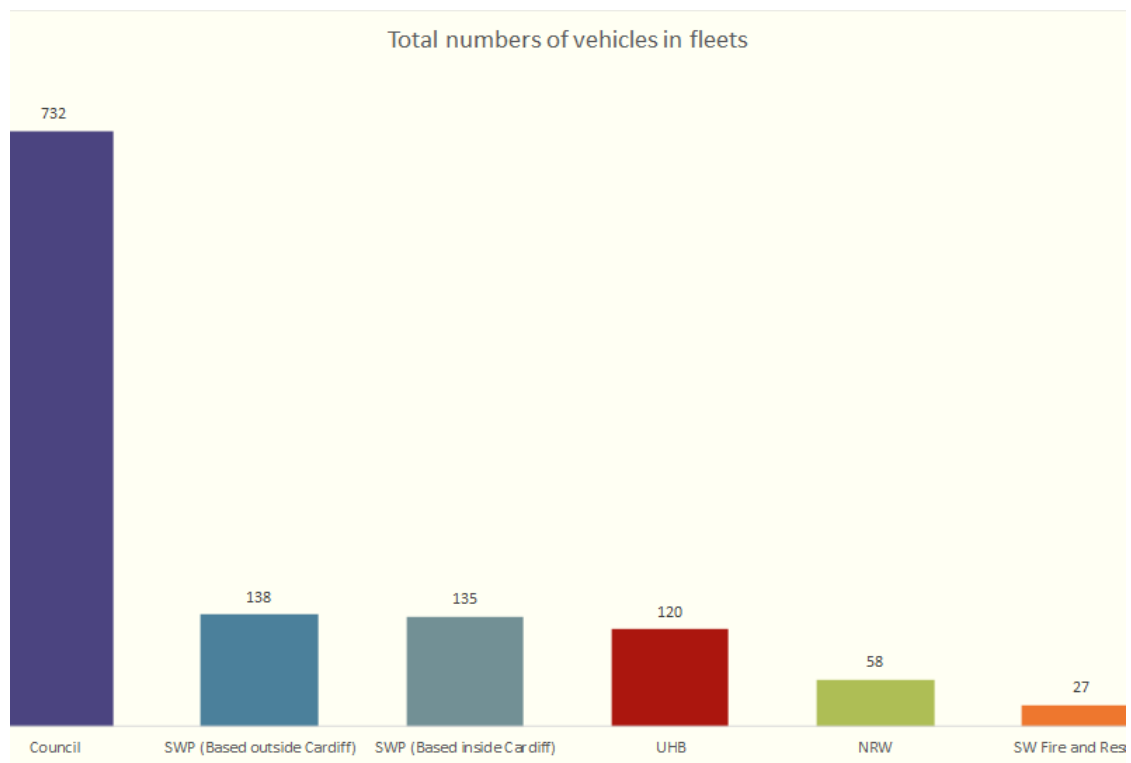
The public sector bodies included for this research are: Cardiff Council, Cardiff and Vale University Health Board, South Wales Fire and Rescue, South Wales Police Authority and the Natural Resources for Wales. The findings of this research will provide comparative information on the number, fuel type and age public sector vehicles that are currently in use. Cardiff University was initially contacted and they had advised that the information required on their vehicles will have to be obtained from different departments who operate these vehicles. Due to limited resources, it was not possible to make contact and secure this information from various university departments. In collecting data from various public sector bodies, vehicle fleet managers were contacted by telephone and by email to secure the release of information required. The type of information and the level of detail that was made available from each of the public bodies varied. Where comparable information was available, this will be reflected as part of the findings of this report.



## 2. Number of Vehicles in Public Sector Fleet.

The data in Chart 1 below shows that Cardiff Council has the most number of vehicles in its fleet compared to other public sector bodies in Cardiff. In total, Cardiff Council has 732 vehicles in use. The South Wales Police authority has a total of 273 in its fleet, with 135 of these operating in the Cardiff area. Of the public sector bodies that have provided information, the South Wales Fire and Rescue Service has the least number of vehicles (27) that operate in Cardiff.

Chart 1. Total number of vehicles operating in the Cardiff area by organisation



### 3. Public Sector Vehicles by Fuel Type

Chart 2. Total number of vehicles by fuel type by public sector organisation

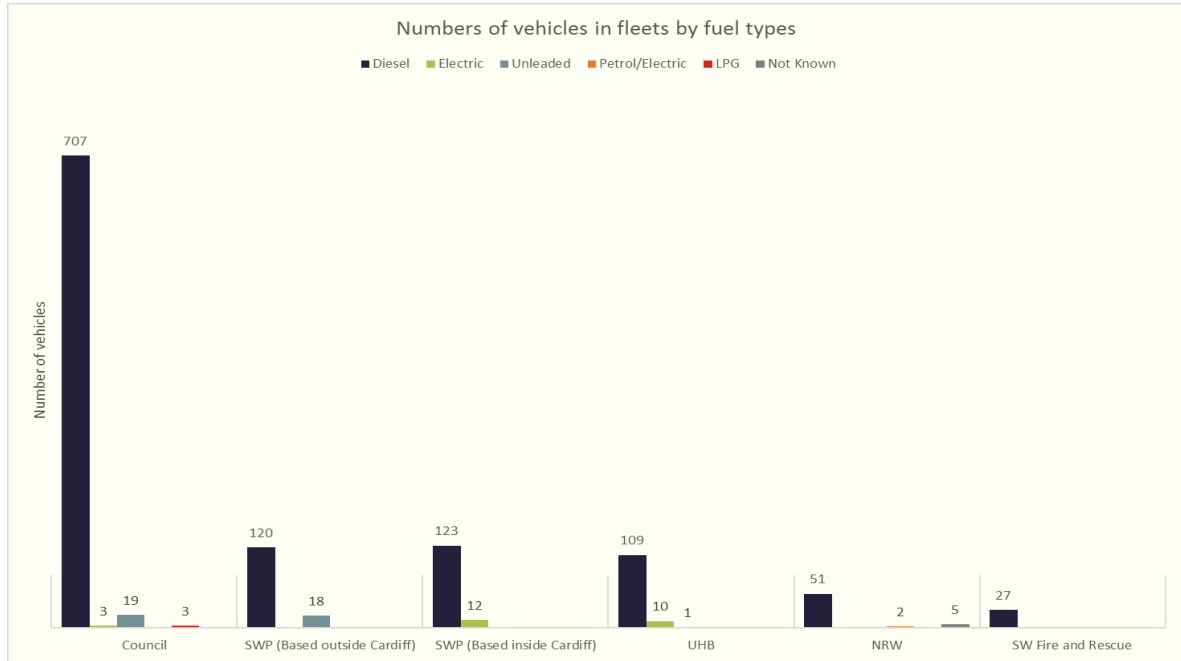
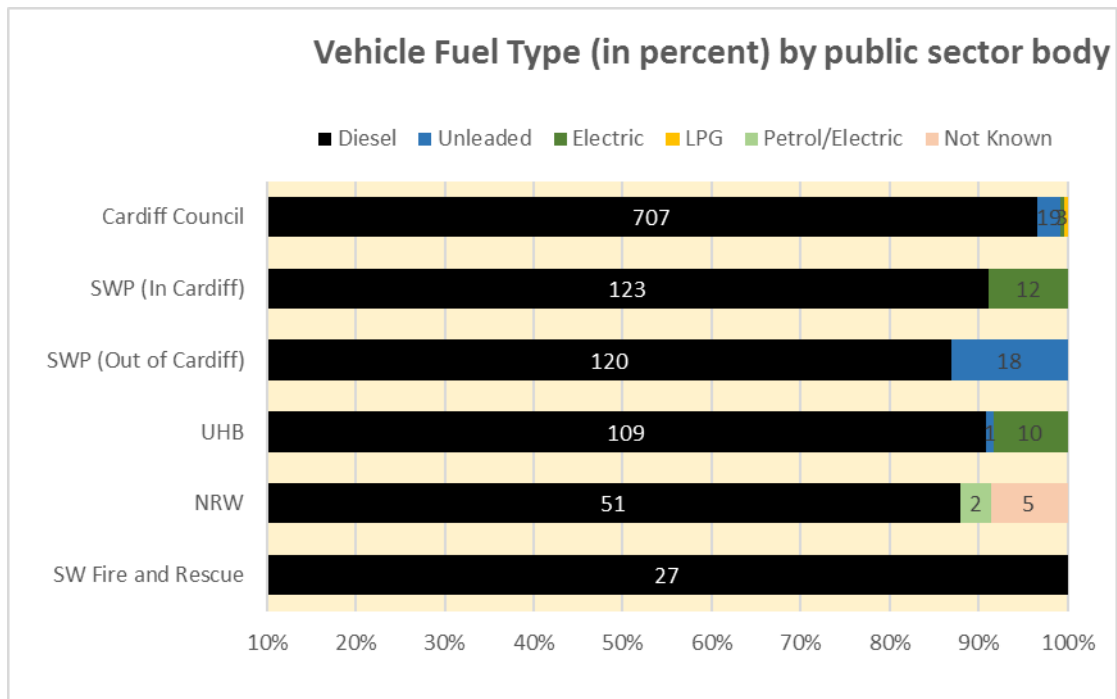


Chart 3. Fuel type of vehicles by public sector body (in percent)

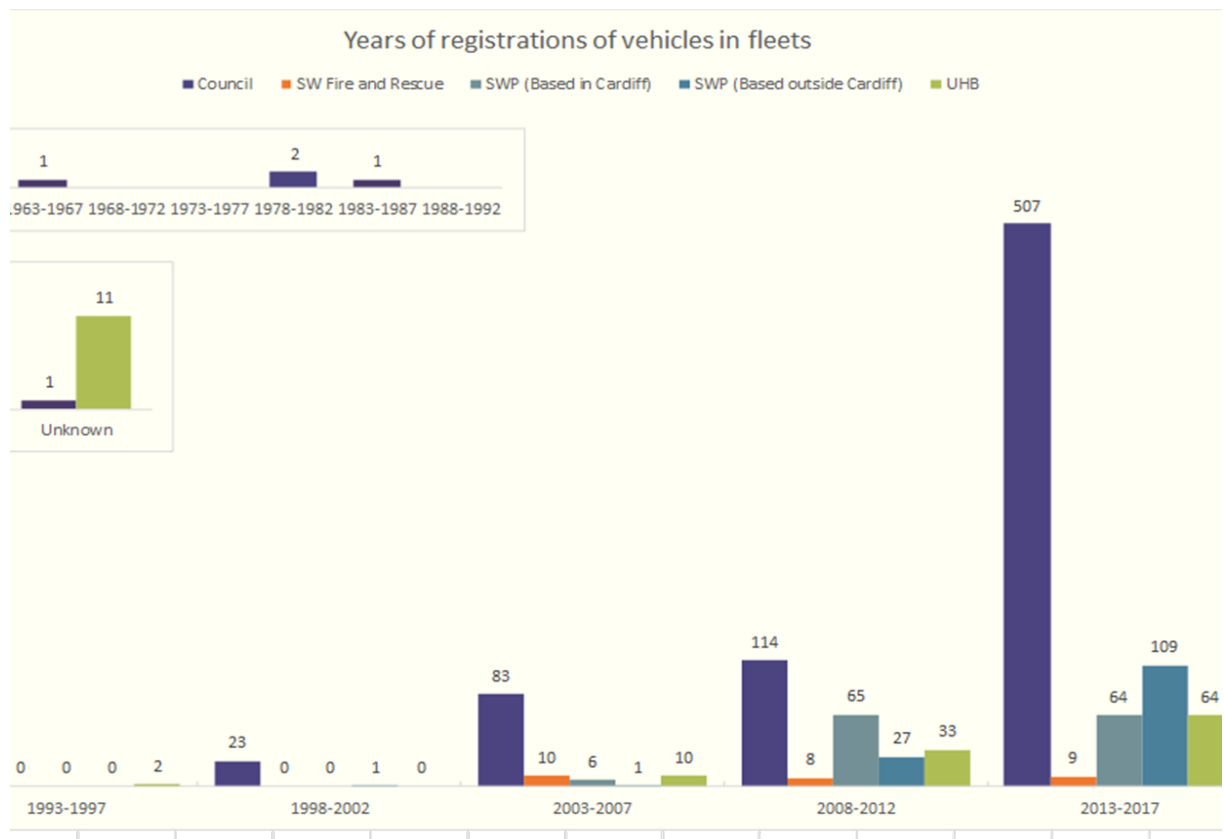


## Appendix 6

The charts above show that the vast majority of the vehicles (>85%) that are operated by most public sector bodies in Cardiff area are using diesel fuel. The South Wales Police authority and the Cardiff University Health Board operate small number of electric vehicles.

### 4. Year of Vehicle Registration

Chart 4. Period of vehicle registration by public sector organisation



The chart above shows that the majority of public sector vehicles were registered during the period 2013-2017. In Cardiff Council, more than two thirds (69%) of vehicles are less than 5 years old (registered between 2013-2017).

## **5. Euro Emission Ratings of Public Sector Vehicles in Cardiff**

Only two of the public sector bodies contacted for this research i.e. Cardiff Council and the South Wales Fire and Rescue, were able to provide information on the Euro emission ratings of vehicles within their existing fleet. Other public sector bodies have information on vehicle fuel type and year of registration but will still need to supply information on individual vehicles' Euro emission rating category.

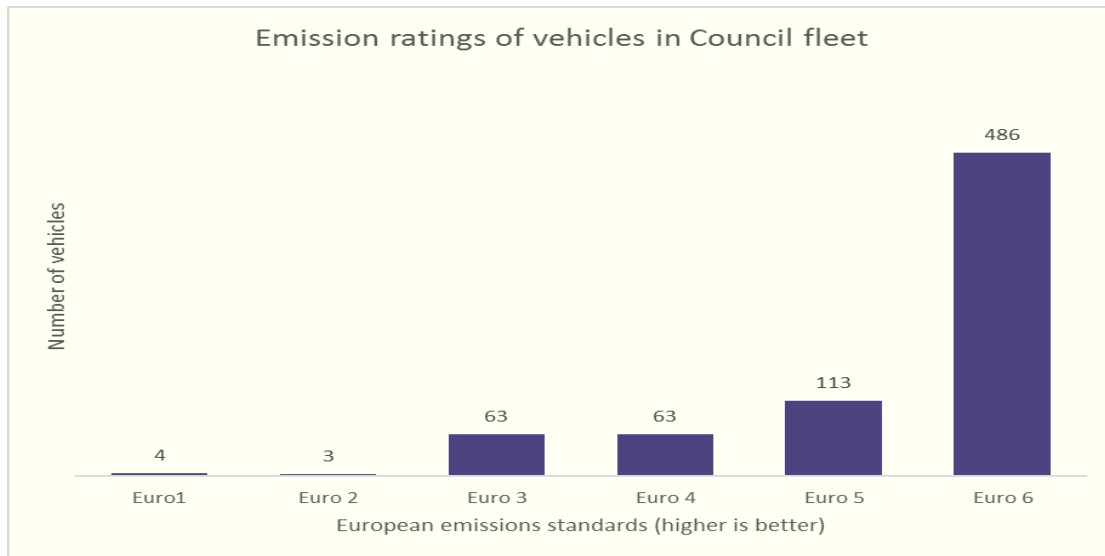
The Euro 5 emission standards apply for new model of cars as of September 2009 and for all new cars in January 2011. The introduction of this standard further restricted the carbon monoxide (CO), hydrocarbons (HC) Nitrogen Oxide (NOx) and particulate matter (PM) emissions from both petrol and diesel cars.

The Euro 5 standard has significantly tightened the limits for particulate emission from diesel engines and required diesel cars to have particulate filters in order to meet the standard. Compared to Euro 4, the limits set for Euro 5 will reduce emissions of particulates from diesel cars by 80%. The standards for NOx was also tightened with a reduction of 28% compared to the Euro 4 limits (i.e. a reduction of the NOx limit from 250mg/km to 180mg/km)

The Euro 6 emission standards applies to all new cars registered from 1<sup>st</sup> September 2015. The emission standards set for this category requires a significant reduction in NOx emissions from diesel engines (67% reduction in NOx emission) compared to Euro 5 standards and have introduced a particle number limit for petrol vehicles.

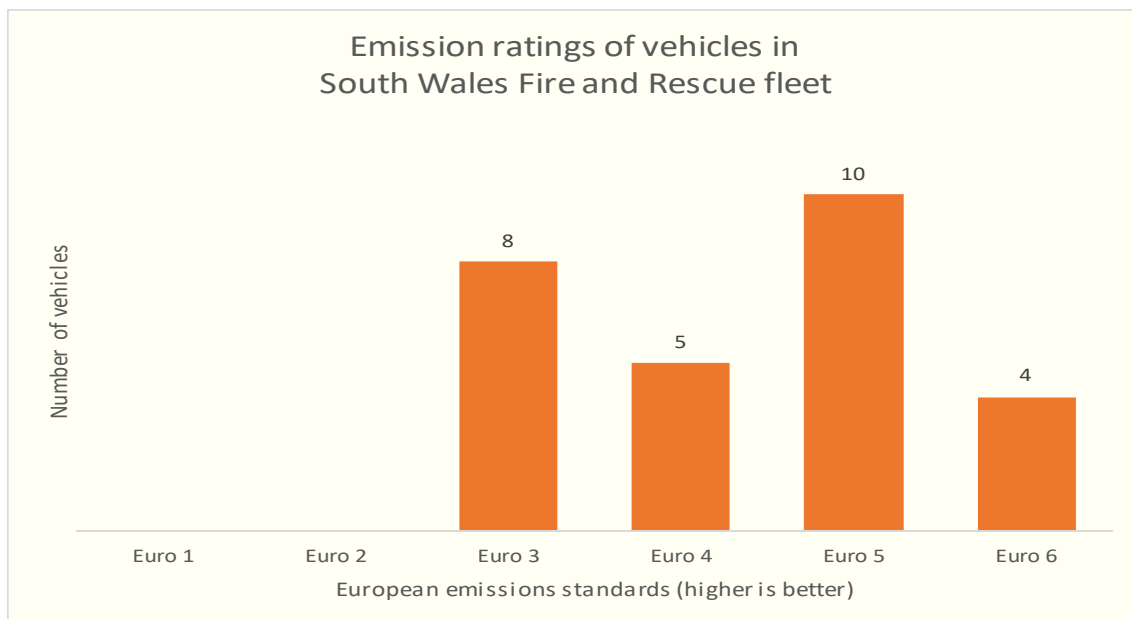
## Appendix 6

Chart 5. Euro emission ratings of vehicles in Cardiff Council fleet



The chart above shows that the vast majority (82%) of the vehicles in Cardiff Council's fleet are compliant to the stricter emission standards required under Euro 5 and Euro 6.

Chart 6. Euro emission ratings of vehicles in South Wales Fire and Rescue Service



The chart above show that just over half (52%) of the vehicles in the South Wales Fire and Rescue fleet meet the Euro 5 and Euro 6 standards. It is yet to be established whether the South Wales Fire and Rescue vehicles that fall under the Euro 3 and Euro 4 categories have been retrofitted with diesel particulate filters.

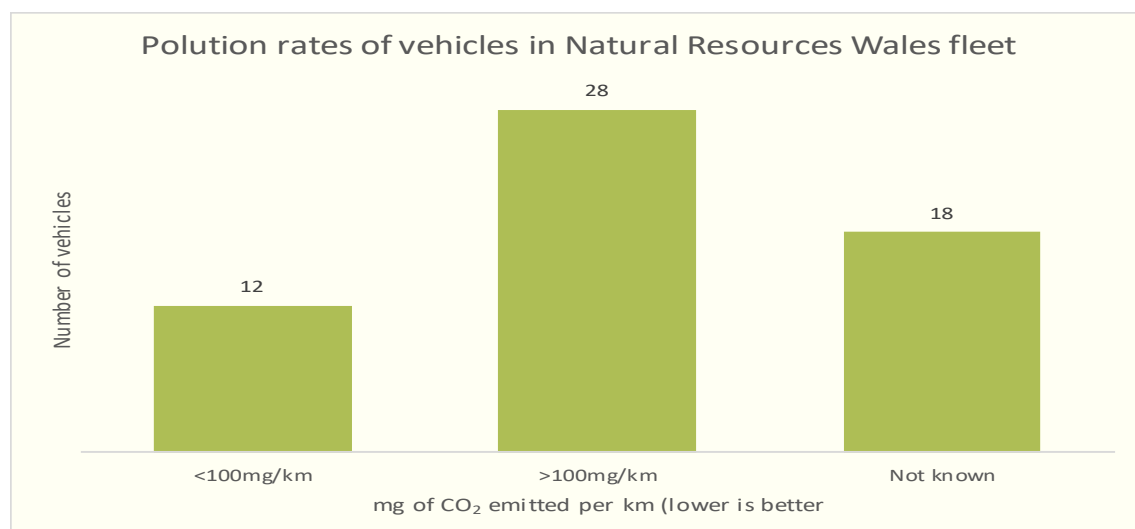
## 6. CO2 Vehicle Emissions

The Euro 5 CO2 emission limits for petrol cars is 1.00g/km and for diesel cars it is set at 0.50g/km. This standard applies to all cars registered from 1<sup>st</sup> January 2011. With the introduction of Euro 6 standards CO2 limits for petrol and diesel cars have remained the same as Euro 5 requirements.

The CO2 limits for light vehicles as well as large goods vehicles (petrol and diesel) are much higher compared to the limits set for cars.

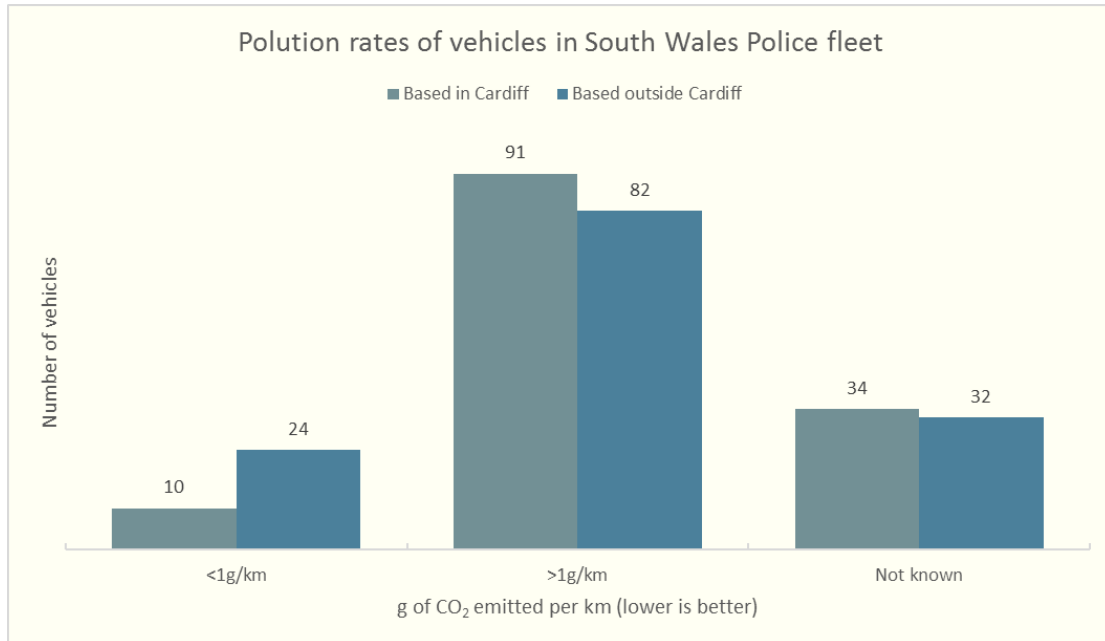
So far, only the Natural Resources Wales and South Wales Police have provided information on the CO2 emissions of vehicles in their current fleet.

Chart 7. CO2 emissions of vehicles in the Natural Resources for Wales fleet.



## Appendix 6

Chart 8. CO2 Emissions of Vehicles in the South Wales Police Authority



The charts above show that only a small proportion of vehicles in the transport fleet of the Natural Resources for Wales and the South Wales Police Force have low level CO<sub>2</sub> Emissions. Information on the CO<sub>2</sub> emissions of a significant proportion of vehicles in NRW and the South Wales Police fleet is not known.

For more information please contact:

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**CABINET MEETING: 20 SEPTEMBER 2018**

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**CABINET RESPONSE TO THE ECONOMY & CULTURE  
SCRUTINY COMMITTEE REPORT ENTITLED 'FUNDING OF  
PARKS'**

**CULTURE & LEISURE (COUNCILLOR PETER BRADBURY)**

**AGENDA ITEM: 3**

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**Reason for this Report**

1. To respond to a report published by the Economy & Culture Scrutiny Committee in April 2018, entitled 'Funding for Parks'.

**Background**

2. In the Autumn of 2017 a task group comprising Members of the Economy & Culture Scrutiny Committee was established to conduct an Inquiry into how the Council, against the backdrop of unprecedented financial challenges can continue to provide excellent Parks and Green Spaces consistent with its Capital Ambition.
3. To consider the issues and deliver the report, a project management approach designed to enable effective scrutiny was implemented and extensive consultation with wide and diverse stakeholder groups was undertaken over time.

**Issues**

4. The inquiry sought to explore opportunities and options for increasing the sustainability of funding for Parks by:
  - Increasing income through commercialisation, events, sponsorship and alternative funding models
  - Achieving cost reductions / improving operational efficiencies
  - Benchmarking / comparison with core cities and others comparable, utilising lessons learnt and best practice
  - Examining funding models worldwide, testing transferability
5. Cabinet recognises the value that it's Parks and Green Spaces provide to the residents of and visitors to our City and understands the positive contribution that stakeholder groups can make on a number of levels. However, given the predicted scale of savings to be found in the medium

term the Council will be required to take some difficult decisions in respect of the types of functions delivered and the standard / level of service provided.

6. The report makes thirteen recommendations nine of which are accepted, three partially accepted and one rejected.

#### **Reason for Recommendation**

7. To enable the Cabinet to respond to the report published by the Economy & Culture Scrutiny Committee of April 2018 entitled "Funding of Parks".

#### **Financial Implications**

8. The Cabinet response outlined in Appendix A highlights that any growth and / or financial pressures that the Parks Service faces will be managed through the normal Council budgetary processes. With regard to Recommendation 6, any savings resulting from the ReFit funded energy efficiency measures will be after deducting loan repayments. In the case of Recommendation 13, any additional resources and / or time required will be funded from existing resources.

#### **Legal Implications**

9. There are no legal implications arising from this report.

#### **RECOMMENDATION**

Cabinet is recommended to agree the response to the report of the Economy & Culture Scrutiny Committee entitled " Funding of Parks " as set out in Appendix A.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>Neil Hanratty Director Economic Development</b>
	<b>14 September 2018</b>

*The following appendix is attached:*

Appendix A : Cabinet Response to the Report published by the Economy & Culture Scrutiny Committee of April 2018 entitled ' Funding of Parks'.

**CABINET RESPONSE TO THE REPORT OF THE ECONOMY &  
CULTURE SCRUTINY COMMITTEE ENTITLED "FUNDING OF PARKS"**

***Recommendation 1***

Cabinet agrees a clear vision statement for the Parks Service that defines its purpose, focus and direction and thereby determines the scale and scope of required income generation and cost reduction.

**RESPONSE : The recommendation is accepted.**

***Recommendation 2***

The vision statement for Parks Services, and consequent scale and scope of required income generation and cost reduction, reflects the impact of the reduction in available Commuted Sums for Parks Services and that a plan be put in place to mitigate the impact of this reduction.

**RESPONSE : The recommendation is partially accepted.**

The Council will endeavour to mitigate the impacts of the reduction in commuted sum payments and through the budgetary framework / budget setting process for 2020/21 and beyond.

***Recommendation 3***

Cabinet tasks officers to undertake an options appraisal of the potential mechanisms to generate income and reduce costs, with the evaluation criteria to include: the fit of the mechanism with the agreed vision statement for Parks Services; anticipated amount of income generated; ease of generating income; availability of resources required; impact on existing services; and level of risk.

**RESPONSE : The recommendation is accepted.**

The report sets out the progress made to date in reducing costs and increasing income, over time. Many of the mechanisms identified within the report for achieving such have been implemented as part of previous budget rounds with savings generated. Action plans based on functions

of the parks service are in place and those opportunities identified through options appraisal will be incorporated into these action plans. Some of the opportunities for income generation / cost reduction are also being explored through the service review, which is currently being undertaken by the Capital Ambition Delivery Team.

#### **Recommendation 4**

Cabinet tasks officers to use the evidence provided by this Inquiry to inform the options appraisal of the mechanisms identified as able to deliver savings/ generate income.

#### **RESPONSE : The recommendation is accepted.**

The evidence generated through the scrutiny exercise can be used along with other sources of evidence that the service obtains from stakeholders / comparators.

#### **Recommendation 5**

Cabinet tasks officers to develop a detailed plan for implementing the preferred mechanisms identified by the option appraisal that sets out the resources identified to achieve implementation and resultant timescales.

#### **RESPONSE : The recommendation is accepted.**

In line with the response to Recommendation 3, action plans based on functions of the parks service are in place and those opportunities identified through the options appraisal will be incorporated into these action plans.

#### **Recommendation 6**

Cabinet, ahead of the options appraisal as a matter of urgency, tasks officers to expedite the application for Welsh Government grant funding for energy efficiency measures at Bute Park nursery.

#### **RESPONSE : The recommendation is partially accepted.**

The Welsh Government funding available takes the form of an interest free invest to save scheme, £ 2 Million has been secured for Phase II of the Scheme and the Bute Park Nursery is a candidate building under the re-fit framework for this phase. The identification of buildings to be taken forward under Phase II will be determined by Asset Management Board in September 2018.

### **Recommendation 7**

Cabinet ensures that any additional concessions in Parks are of a high standard, sustainable and add to the reputation of Cardiff's parks.

**RESPONSE : The recommendation is accepted.**

### **Recommendation 8**

Cabinet tasks officers to liaise with the sports pitch users' representatives that responded to this Inquiry expressing an interest in taking on responsibility for grounds maintenance and land management, with a view to establishing viable key holder agreements, leases and/ or asset transfer arrangements that deliver savings/ generate income for Parks Services.

**RESPONSE : The recommendation is accepted.**

A wide range of agreements have been reached, over time with sports clubs, local leagues, governing bodies and the private sector. These agreements have enabled the Council to reduce costs, attract investment in infrastructure / facilities and have ensured the sustainability of sporting provision. The service will continue to respond to interest from users.

### **Recommendation 9**

Cabinet considers smaller events utilise sites throughout the city, including school sites subject to the approval of their governing bodies, taking into account sustainable travel plans, hard surfaces/ standing and utility requirements.

**RESPONSE : The recommendation is accepted.**

Such sites will be considered in conjunction with event promoters / organisers taking into account the nature and scale of the specific event and its requirements.

## **Recommendation 10**

Budget realignment takes place as a matter of urgency to ensure that the Parks Services budget reflects the true position in terms of income generated and costs incurred, to include:

- a. The income earned from concessions in Parks goes into the Parks budget, rather than the central corporate pot
- b. The costs incurred by undertaking works for Highways are reimbursed to the Parks budget
- c. The charges from CTS reflect the work undertaken and the reduction in the number of Parks vehicles.

### **RESPONSE : The recommendation is partially accepted.**

- a. The income earned from concessions in Parks goes into the Parks budget, rather than the central corporate pot.  
*This recommendation is rejected, the current arrangements for income relating to parks based concessions follow the Corporate Landlord approach agreed previously by Cabinet.*
- b. The costs incurred by undertaking works for Highways are reimbursed to the Parks budget.  
*The recommendation is rejected - The cost of highway related grounds maintenance works, undertaken by the parks service should be noted and needs to be separated in calculations that show the cost of the parks service. Notwithstanding this the impact of reimbursing such will apply pressures elsewhere.*
- c. The charges from CTS reflect the work undertaken and the reduction in the number of Parks vehicles.  
*The recommendation is accepted – A reconciliation of accounts has been completed.*

## **Recommendation 11**

There are no further cuts to the park keeping budget (which covers the park ranger services) and that the Cabinet identifies mechanisms to increase the budget available to park rangers, as their services are vital to ensure Cardiff's parks are safe, secure, well managed, inclusive and of a high quality for the residents and visitors to Cardiff. Members are particularly mindful that park rangers enable Friends Groups to contribute thousands of hours of volunteer time and expertise, which is critical to

sustaining the excellence of Cardiff's Parks and Green Spaces.

**RESPONSE : The recommendation is rejected.**

The important role played by the Park Ranger Service is both understood and valued, any growth and / or financial pressures that the service faces will be managed through normal budget processes. Cabinet cannot allow budget decisions to be tied into specific Scrutiny recommendations.

**Recommendation 12**

A communication plan be developed and implemented to ensure that there is a shared understanding of the vision and direction for Parks Services amongst staff, partners, businesses and residents.

**RESPONSE : This recommendation is accepted.**

**Recommendation 13**

In order to develop the vision statement, deliver agreed recommendations and any other work arising from the agreed vision statement, Cabinet ensure that the Operational Manager time available for Parks is increased, along with other resources as required.

**RESPONSE : The recommendation is accepted.**

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**2018-19 QUARTER 1 PERFORMANCE REPORT**

**FINANCE, MODERNISATION AND PERFORMANCE (COUNCILLOR  
CHRIS WEAVER)**

**AGENDA ITEM 4**

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**Reason for this Report**

1. To present Cardiff Council's Performance Report for Quarter 1 of the 2018-19 financial year, providing Cabinet with an opportunity to review performance and progress against the Corporate Plan 2018-21.

**Background**

2. In May 2018 Council approved the Corporate Plan 2018-21. The Corporate Plan sets out the Council's Wellbeing objectives for 2018-19 in accordance with the Wellbeing of Future Generations Act (2015). The Corporate Plan also set out the Council's key priorities and the key Steps it will take to deliver Capital Ambition, and the key performance indicators which it would use to assess performance against the corporate plan.
3. The Performance Management Framework includes the production of quarterly performance reports designed to provide an overview of performance. Effective scrutiny of performance is an important component of the Framework as it provides the opportunity to challenge performance levels, and helps focus on the delivery of Council priorities and targets.

**Report Structure**

4. This report consists of:
  - Cover Report – This document, which provides the context of the attached Quarter 1 Performance Report and an update on key areas of Council Performance that have become available since the end of the previous financial year.
  - Delivering Capital Ambition Quarter 1 Performance 2018/19 (Appendix A) – This is a detailed report of progress and performance against the steps and performance measures set out in the Corporate Plan 2018-19. In addition, the report also provides an at a glance picture of the health and effectiveness of the organisation from four key perspectives:

- Financial
  - Customer
  - Internal Processes
  - Learning & Development
- Quick reference summary performance report (Appendix B) – A high-level summary of performance against the steps, measures and deadlines set out in the Corporate Plan 2018-21.

## **Report Design**

5. The design of the quarterly performance reports for 2018-19 is a departure from the design and structure used in the previous financial year. The key changes are:
  - In line with the requirement set out within the Wellbeing of Future Generations Act to regularly assess the Council's progress against its Wellbeing Objectives, the 2018/19 Performance reports are now structured by Wellbeing objective in line with the Corporate Plan 2018-21 and not on a Council Directorate basis as in previous years.
  - The main performance report is now focused explicitly on performance against the delivery of the Corporate Plan.
  - Following feedback from Elected Members (including via the Policy Review and Performance Scrutiny Committee) with reference to the readability of some of the appendices accompanying the 2017-18 Performance reports on electronic devices, the number of appendices accompanying the performance report has been streamlined into two main documents – the main performance report and one quick reference appendix – and both are produced in a format which should eliminate the previous issues.

## **Key Performance Updates – 2017-18**

6. Since the publication of the Quarter 4 2017-18 Cabinet Performance Report, further information is now available to give a picture of the Council's performance for 2017-18.

## **Education**

7. The provisional results for Cardiff for the academic year 2017-18 show a broadly positive picture. Results at the end of primary school are improved on last year, and are consistent with the strengthening pattern of provision as reflected in Estyn inspections and categorisation during the previous school year.
8. In secondary schools, results in the main indicators show improvement on 2016/17. Action taken to address past underperformance in the lowest attaining schools is having clear impact, and would indicate that the basis of the further improvement expected is now in place. In the Level 2+ measure

there was a 2ppt improvement, and early indications suggest that Cardiff's compares well with Wales in Level 2+ measure.

9. There has been significant investment in the development of the education estate in Cardiff through the Band A 21<sup>st</sup> Century Schools Programme, which will deliver two new high schools and 6 new primary schools. Good progress is being made in working towards the development of proposals under the £284m Band B programme.
10. Strengthened focus and support around transition between education and employment through the Cardiff Commitment is having a positive impact. To date, 130 employers have pledged support to schools and learners in the City.
11. However, there are some continuing areas of concern. Outcomes in the wider, more inclusive Level 1 measure at Key Stage 4 are still too low. This, coupled with the very weak outcomes for those pupils completing statutory education outside mainstream provision, on the EOTAS roll, indicates a continuing concern in Cardiff's provision. Too many pupils are moving between schools, or out of mainstream schools entirely, in their secondary years. The Local Authority and schools will need to strengthen focus on addressing this together.
12. There were some improved results for Looked After Children, but results continue to be too low for these young people.
13. The pattern of attainment by gender was broadly unchanged, but warrants further enquiry when more detailed results are available.
14. The pattern of attainment against eligibility for free school meals shows that economic disadvantage continues to have a marked correlation with lower attainment. Cardiff has shown some impact on this indicator in recent years, but the 'attainment gap' is still much too wide, particularly at Key Stage 4.
15. There are a number of key challenges in relation to the education estate and school places:
  - Meeting the short and medium term demand for ALN places (pre Band B) and reducing the need to place children and young people Out of County.
  - Delivering the consultations for the commencement of the Band B programme and securing scheme starts.
  - Managing the short to medium term risks relating to poor building assets within the school estate; and ensuring that improvement works are delivered to time, standard and cost.

#### **Public Accountability Measures – National Performance Indicator Set 17/18**

16. The Quarter 4 performance report for 2017-18 detailed a positive picture of the Council's performance in relation to the national indicators known as Public Accountability Measures (PAMs). Following the release and publication of additional data by the Welsh Government Data Unit in August

2018 we now have a far more complete picture of the Council's relative performance in 2017/18 which is outlined below.

17. In terms of comparison with the Council's own performance in the previous financial year, where comparable historical data is available, Cardiff has:
  - Improved in 64.3% (9 / 14 indicators) compared to 52% in 2016-17 (13 / 25 indicators)
  - Maintained in 7.1% (1 / 14 indicators) compared to 4% in 2016-17 (1 / 25 indicators)
  - Decline in 14.3% (2 / 14 indicators) compared to 44% in 2016-17 (11 / 25 indicators)
  - 2 indicators with comparable historical data are currently not available (14.3%)
  
18. In terms of relative performance to other Local Authorities:
  - Cardiff has the largest number of indicators that have improved out the 22 local authorities – 9 / 14 (joint 1<sup>st</sup> with Carmarthenshire)
  - Cardiff also has the fewest number of indicators where performance has declined – 2 / 14 (joint 1<sup>st</sup> with Swansea)
  - Cardiff is positioned in 5<sup>th</sup> place out the 22 Local Authorities in respect of the their positions in the 4 “quarters” (7 in the Upper Quarter, 4 in the Upper Middle Quarter, 2 in the Lower Middle Quarter and 5 in the Lower Quarter) compared to 13<sup>th</sup> in 2016-17
  - 61% of indicator results were better than the Wales average (11 / 18 indicators) compared to 60% in 2016-17 (15 / 25 indicators).
  - 61% of Cardiff's indicators were placed in the ranks of 1<sup>st</sup> to 11<sup>th</sup> out of the 22 local authorities (11 / 18 indicators) compared to 60% 2016-17 (15 / 25 indicators).
  - In relation to this set of performance indicators, Cardiff was the most improved council in Wales during 2017-18.
  
19. It should be noted that the results outlined above are still not a complete set of results for 2017-18 due to the absence of results for Waste indicators and Social Services indicators which will not be available until October and November 2018, respectively, and therefore the data above should be viewed in that context.
  
20. A full and thorough assessment of the Council's 2017-18 performance will be presented to Cabinet and Council in October in the form of the Wellbeing Report (Formerly known as the Improvement Report) 2017/18, in line with the Council's requirements under the Local Government Measure (2009) and Wellbeing of Future Generations Act (2015).

### **Reason for Recommendations**

21. To ensure that improvements are made, to allow the culture of managing performance to embed within services and to ensure clear accountabilities are established for the performance of service areas.

**Financial Implications**

22. There are no direct financial implications arising from this report.

**Legal Implications**

23. There are no legal implications arising from this report.

**HR Implications**

24. There are no direct HR implications arising from this report.

**RECOMMENDATIONS**

The Cabinet is recommended to note the current position regarding performance, the delivery of key commitments and priorities as at Quarter 1, and the action being taken to ensure the effective delivery of Capital Ambition.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>CHRISTINE SALTER CORPORATE DIRECTOR RESOURCES</b>
	<b>Date 07/09/18</b>

*The following appendix is attached*

- Appendix A Delivering Capital Ambition Quarter 1 Performance 2018/19
- Appendix B Summary performance report

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# Delivering Capital Ambition

Quarter 1 Performance Report  
2018-19



## **Purpose of this report**

This Quarter 1 performance report for 2018-19 contains two main sections and an appendix.

1. The first section, beginning on page 4, provides summary level detail of four key perspectives of Organisational Performance: Financial, Customer, Internal Processes and Learning and Development.
2. The second section of the performance report, beginning on page 8, reports Quarter 1 performance against the 2018-21 Corporate Plan Well-being Objectives, satisfying the Council's statutory obligation to report its progress against these, in line with the Well-Being of Future Generations Act 2015.

The report is organised by Well-being Objective and, under each of these, the performance narrative is tailored to identifying how the Council has progressed in the first quarter of the financial year. Graphical representation is used alongside narrative to show progress against the Corporate Plan steps and Key Performance Indicators.

## **Appendix**

Attached to this report is an appendix which provides a quick glance version of performance against the Corporate Plan at Quarter 1, organised by Well-being Objective. This version does not contain detailed narratives but can be cross-referenced against the main report where necessary.

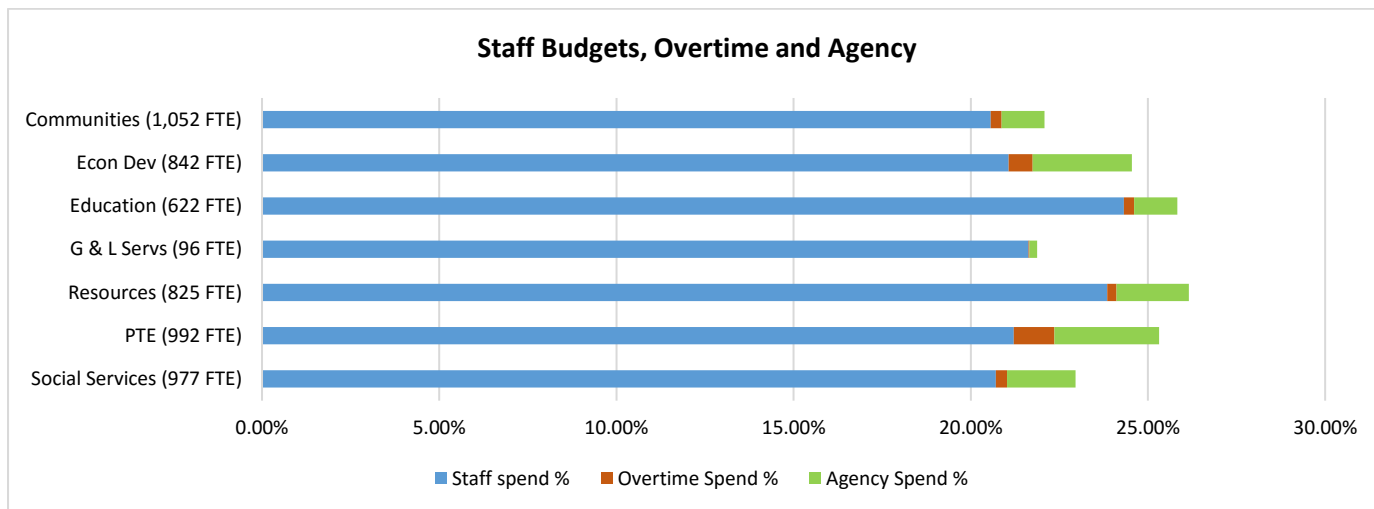


## Section 1 – Organisational Health Overview

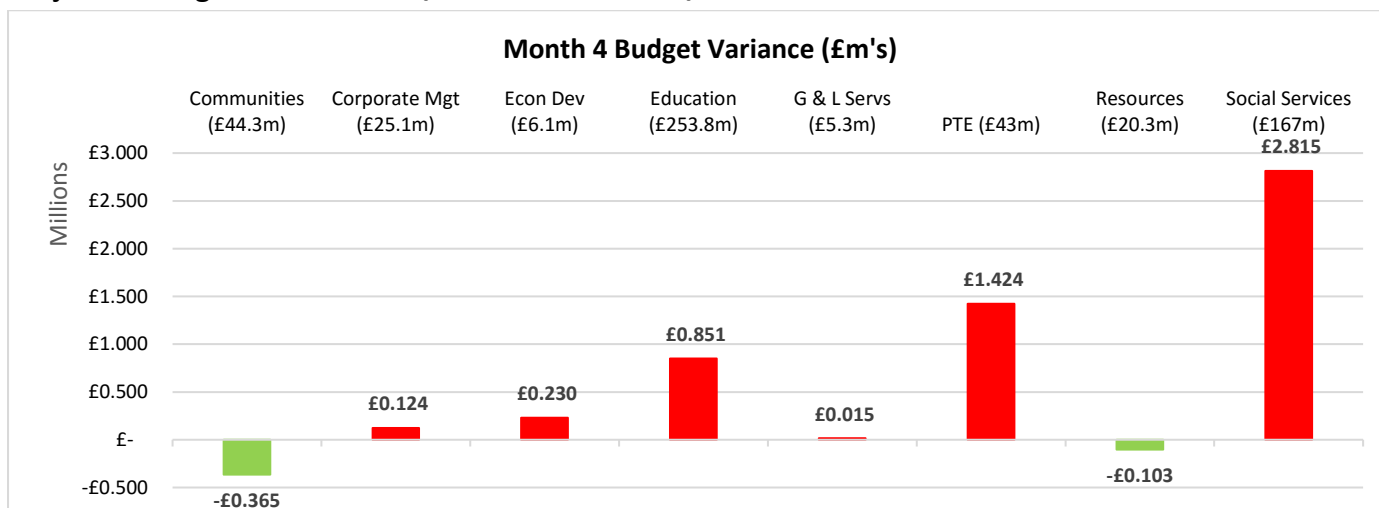


### Financial

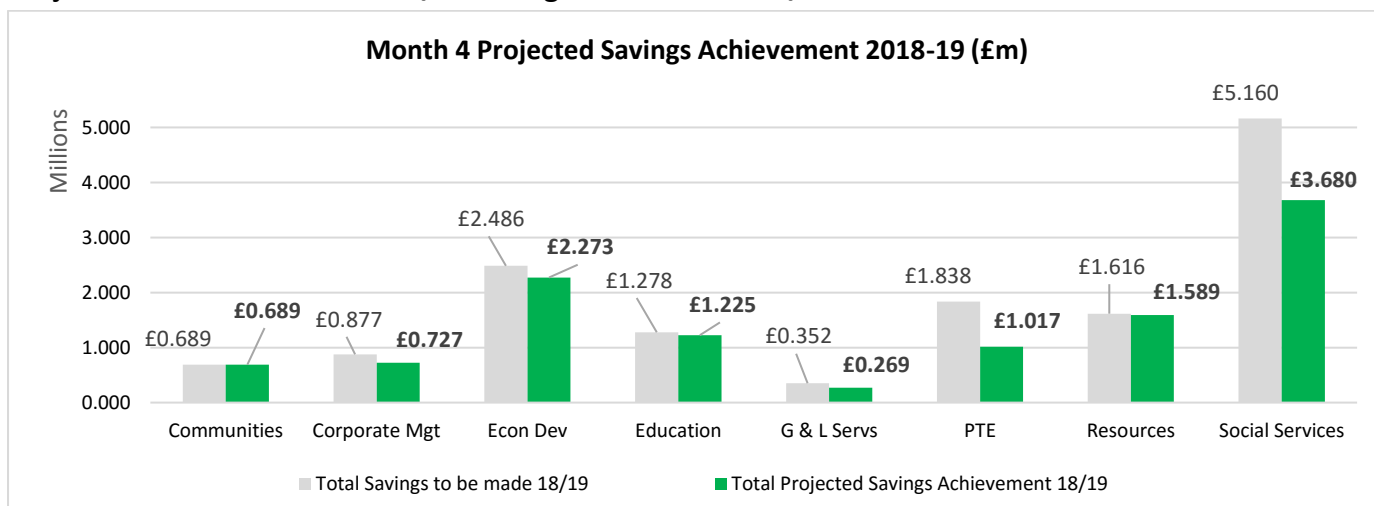
#### Staff Budget/overtime and agency graph –Quarter 1 2018/19



#### Projected Budget Outturn 2018/19 – Month 4 2018/19



#### Projected achievement of 2018/19 savings – Month 4 2018/19



## Section 1 – Organisational Health Overview



### Customer



Website  
www.cardiff.gov.uk

**Followers** 16,353  
821 increase on Q4 2017-18  
**Inbound messages** 6,179

**Followers** 88,886  
1,495 increase on Q4 2017-18  
**Inbound messages** 14,820

**Visitors** 577,132  
**Total pages**  
2,125,767 **English**  
15,969 **Welsh**



**Calls Offered** 166,975  
**Calls Handled** 152,528



**Emails Handled** 23,540  
**Webchats Handled** 2,305



**Access via Mobile**

451,116



**Access via Tablet**

113,024



**Access via Desk Top**

363,690

In Quarter 1 the **Council Tax Portal** was accessed **9,514** times

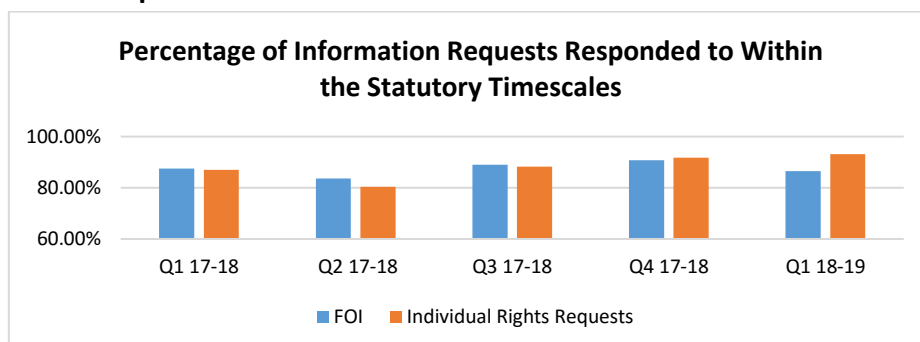
2,921 Council Tax Direct Debits were set up or amended

**2,613** citizens have signed up for **Council Tax e-billing**

**49,293 Online Payments** were made, totalling **£5.1 million!**

97.9% Satisfaction rate (English and Welsh)

### Information governance requests

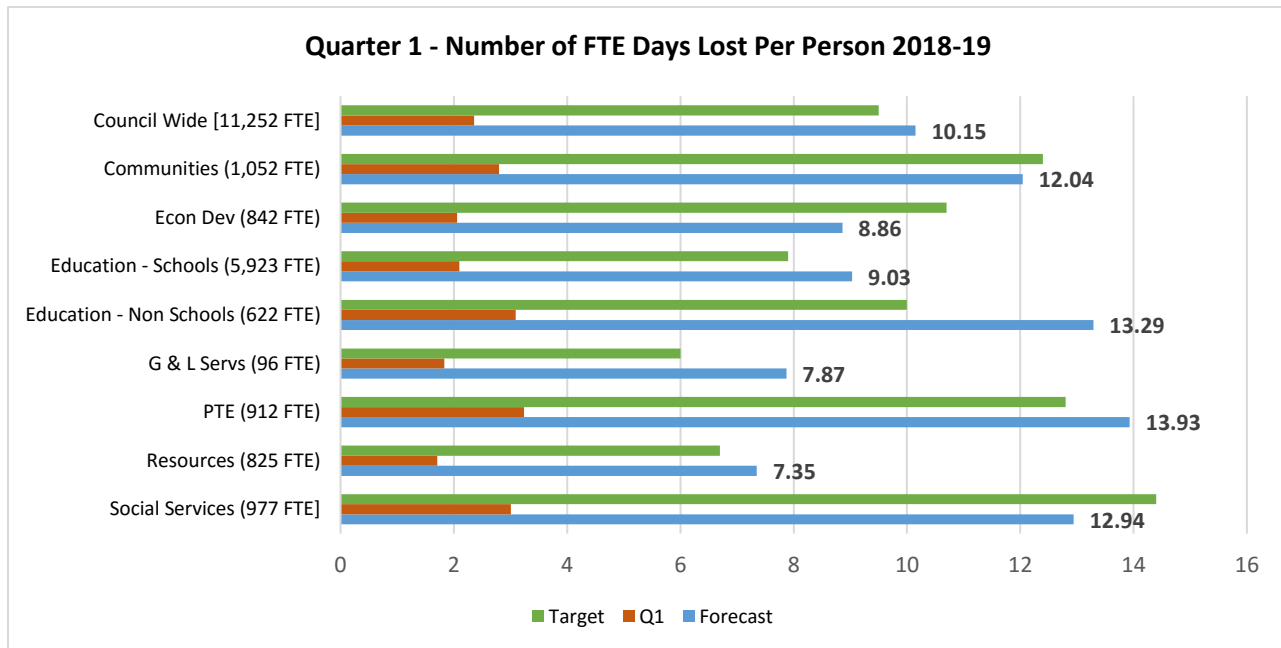


## Section 1 – Organisational Health Overview



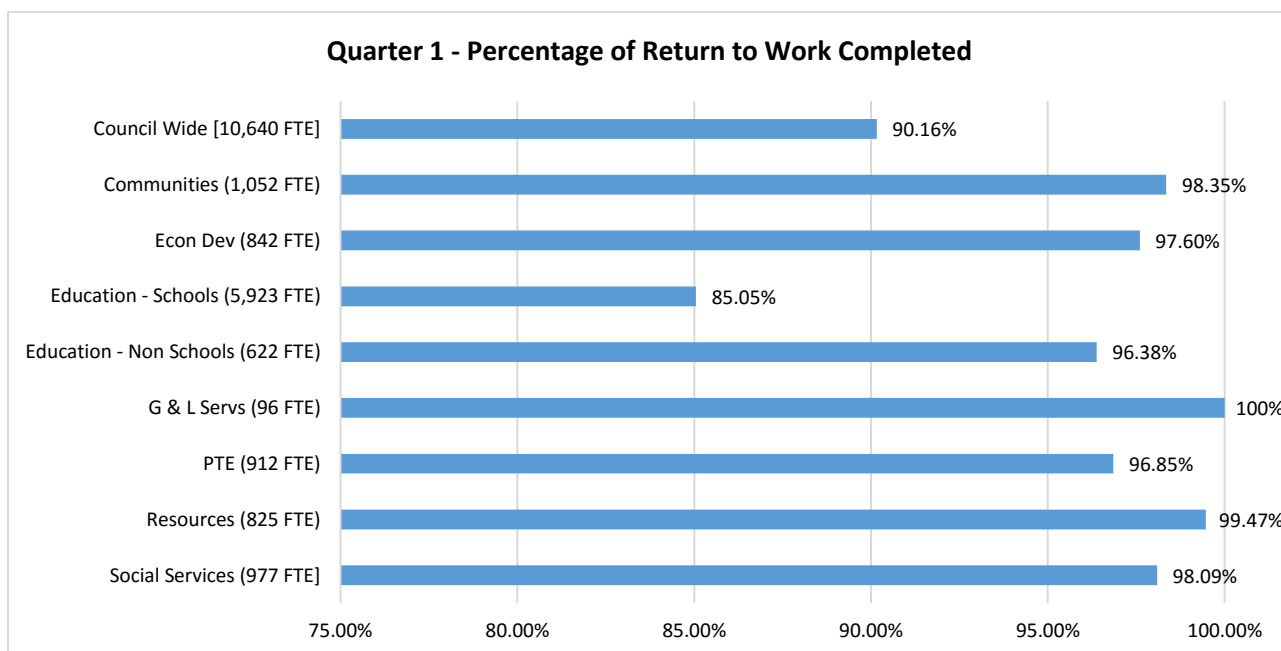
### Internal Processes

#### Sickness Absence



The quarter 1 Council wide result is 2.36 FTE days lost per person; this is an improvement on the same period 2017-18 of 0.23 days lost per FTE. The outturn forecast at quarter 1 for 2018-19 is 10.15 days lost against a target of 9.5, which would be a 1.12 days lost per FTE improvement on the 2017-18 result of 11.27.

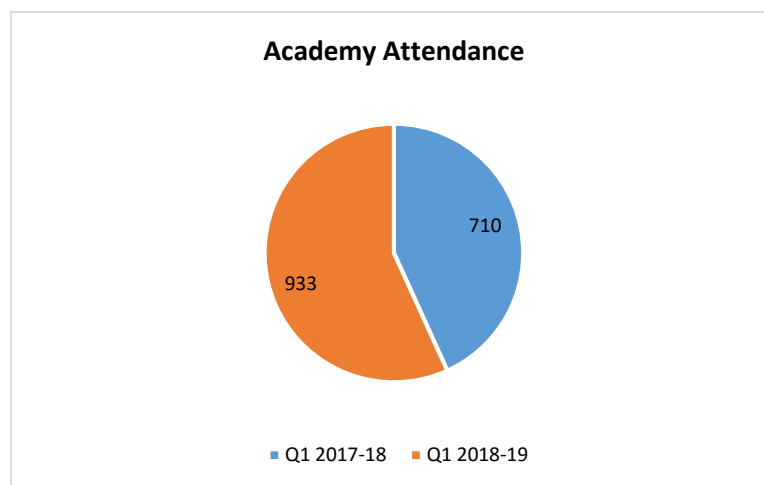
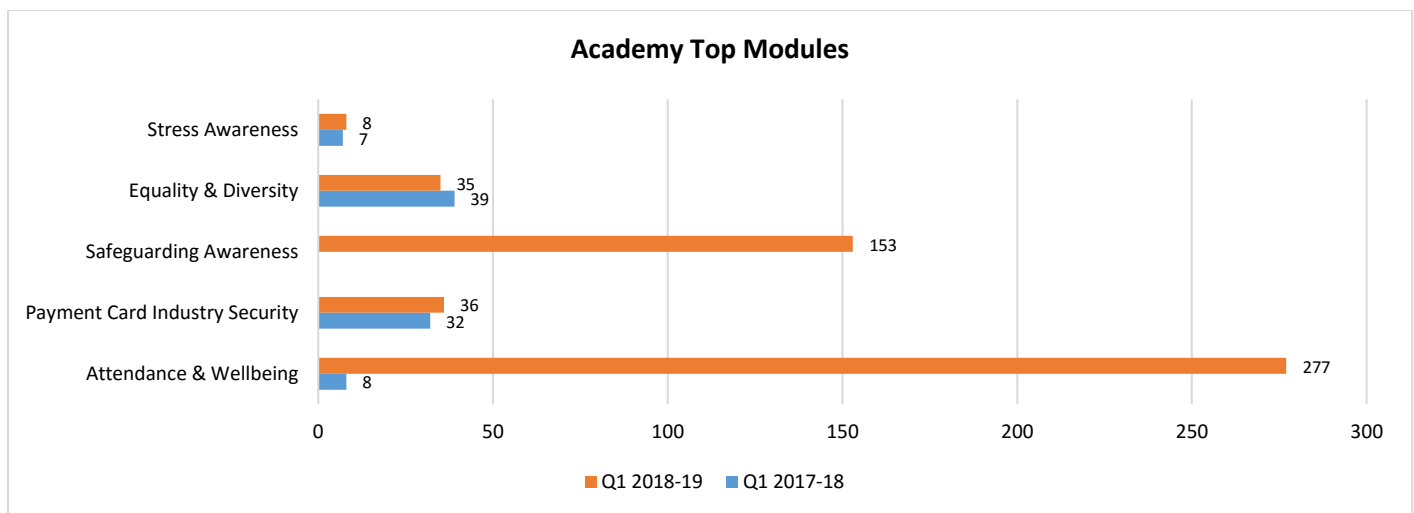
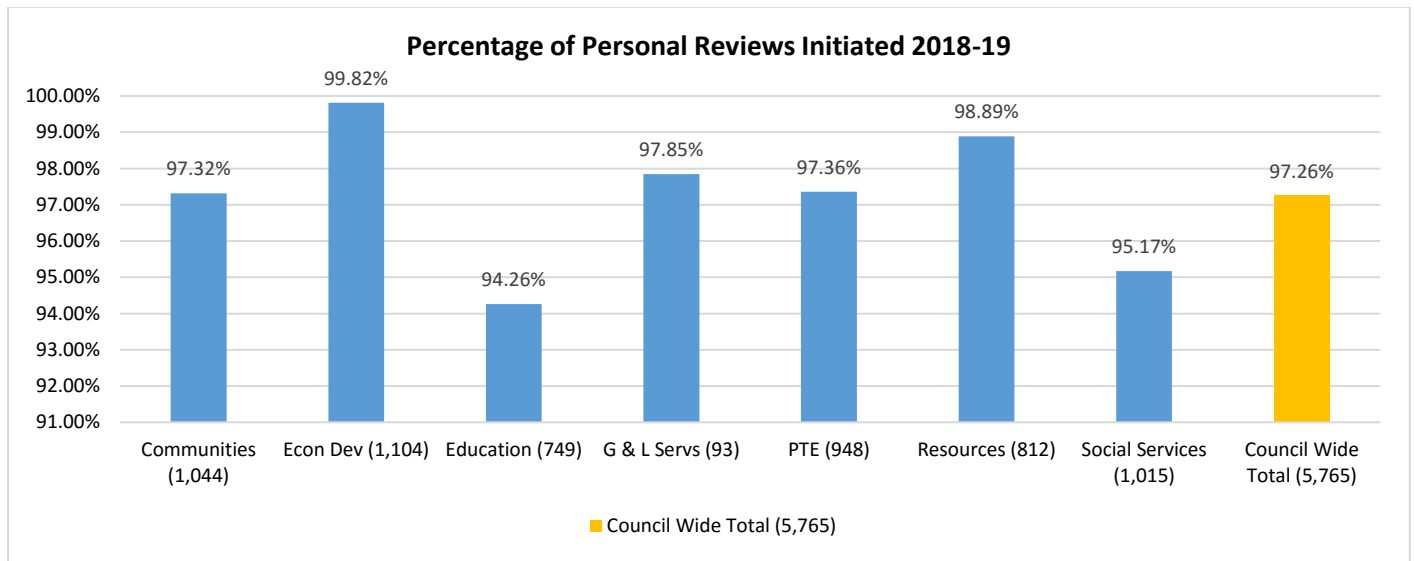
#### Return to Work



# Section 1 – Organisational Health Overview



## Learning & Development



## Section 2 – Delivering Capital Ambition Quarter 1 Report



### Key information

#### Corporate Plan Steps Assessment Criteria

Directorates are asked to self-assess the RAG rating for each of the Corporate Plan steps for which they are the lead directorate using the following criteria:

##### **Red**

A Step should be ragged as **Red** when serious issues have occurred and it is unlikely that any further progression can be made without some form of assistance from outside of the Directorate, e.g. SMT, enabling services etc. At the time of writing it is unlikely that the step will be delivered within the agreed time frame or at all.

##### **Amber**

A Step should be ragged as **Amber** when issues have occurred but they are not serious enough to require assistance. Progress can be recovered by the Directorate and there is a plan in place for this. It is likely that the step will still be delivered within the agreed time frame.




##### **Green**

A Step should be ragged as **Green** when there are no issues with progress / performance, and at the time of writing the step will be delivered within the agreed time frame.

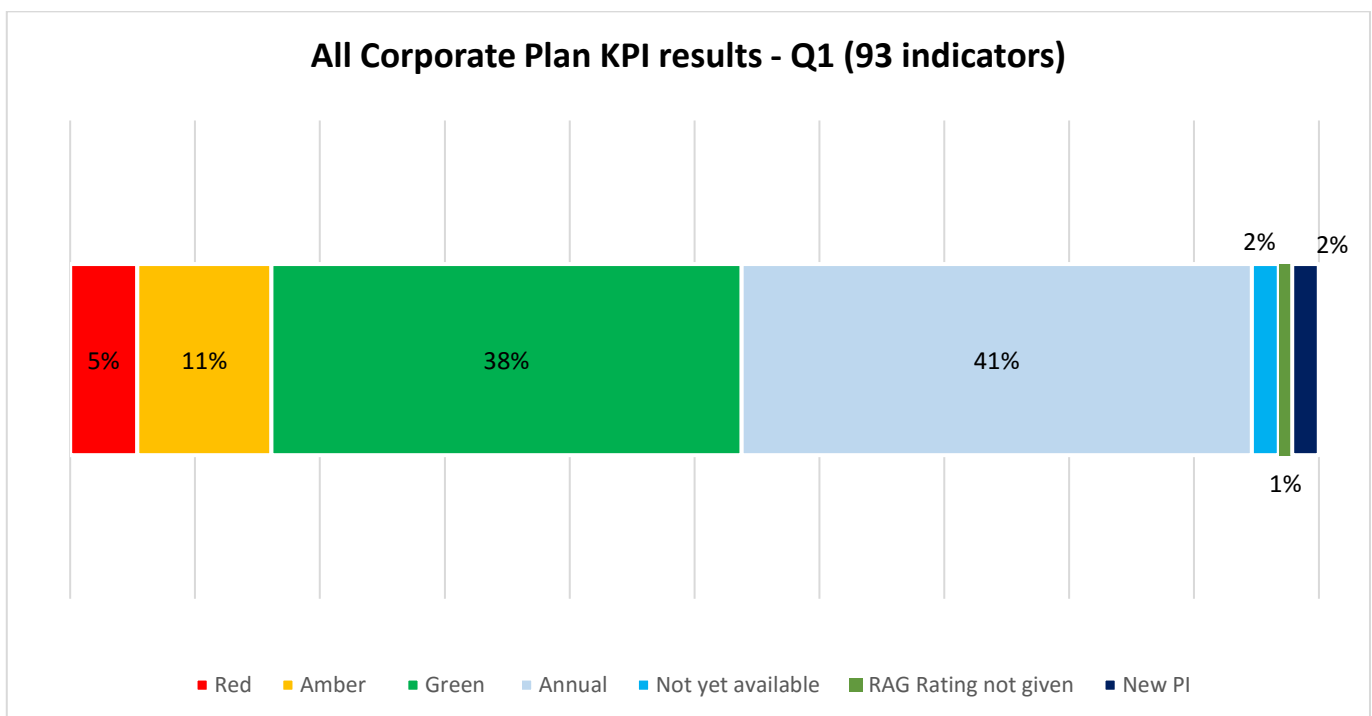
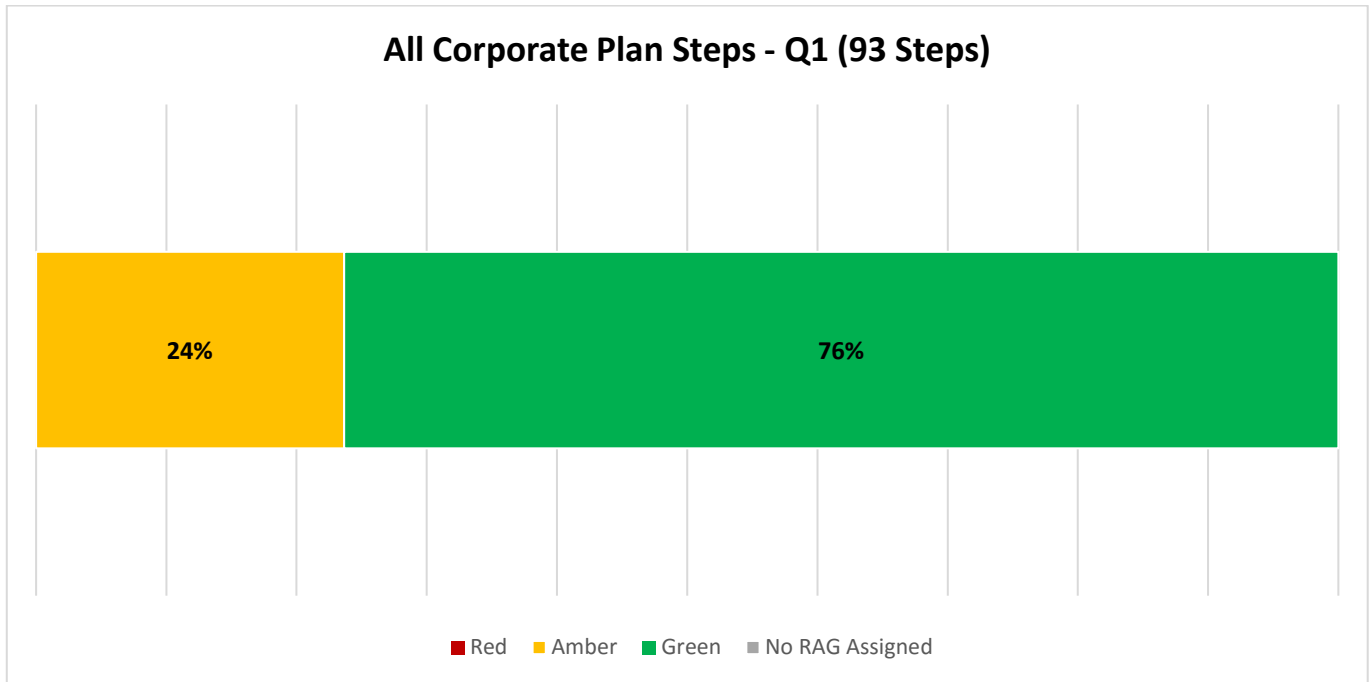
#### Corporate Plan Performance Indicators Assessment Criteria

Directorates provide Performance Indicator results against target. The Performance Indicator RAG rating is then calculated using a set formula as follows:

Key:

-  Red - indicator result is 10% or more away from target
-  Amber - indicator result is within 10% of target
-  Green - indicator result is on or above target

### Summary performance – Quarter 1



\* “New PI” – Two of the performance indicators in the Corporate Plan are new and did not have a target set for 18/19 as there was not sufficient baseline data to use to effectively inform the calculation of an appropriate target. As a result, the baseline for future target setting is being established during 2018-19 and although performance is being recorded for 2018-19 a RAG status cannot be illustrated in this report as there is not a 2018-19 target to grade performance against

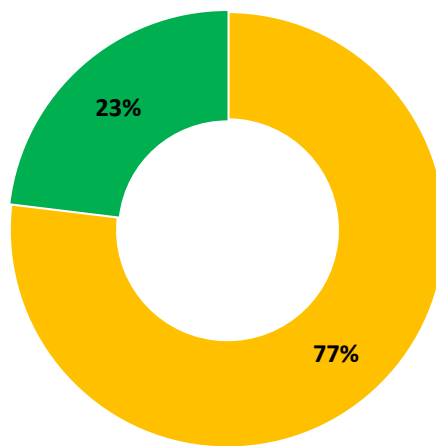
## Well-being Objective: 1.1

### Cardiff is a great place to grow up - Summary



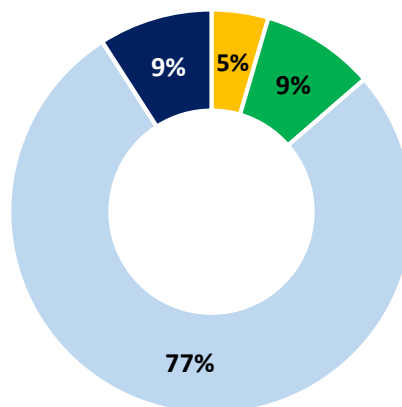
- **Becoming a Child Friendly City**
- **Every School in Cardiff is a great School**
- **Supporting Vulnerable Children and Families**

Cardiff is a great place to grow up - Corporate Plan Steps  
Q1 2018-19 (13 Steps)



■ Red ■ Amber ■ Green ■ No RAG Assigned

Cardiff is a great place to grow up - Q1 2018-19 Performance Indicators results  
(22 indicators)



■ Red [10% or more away from target] ■ Amber [within 10% of target] ■ Green [on or above target]  
■ Annual ■ Not Yet Available ■ New PI, baseline being set

## Well-being Objective: 1.1

### Cardiff is a great place to grow up



- **Becoming a Child Friendly City**
- **Every School in Cardiff is a great School**
- **Supporting Vulnerable Children and Families**

#### Key Financial Issues

1. There are a number of projected budget overspends identified in the Month 4 budget monitoring position which relate to services within the scope of this Wellbeing Objective. These are identified in more detail in the Month 4 budget monitoring report to be received by Cabinet in September, however at a summary level they are:

#### **Education – Out of Area Placements**

2. The Out of County Placements budget within the Education Directorate is projected to overspend by £796,000 in 2018/19 at Month 4. This is largely in line with the 2017/18 outturn position and reflects a combination of previously unachieved budget savings proposals in this area as well as continued growth in demand for pupils accessing alternative provision.

#### **Childrens Services – External Placements**

3. The overall Children's Services budget is currently projecting an overspend of £3.621 million for 2018/19 at Month 4. Within this position are a number of competing overspends and underspends, however the most significant factor is a projected £3.844 million projected overspend in respect of external placements for Looked After Children, and this is after taking into account an assumed drawdown of £950,000 contingency budget set aside for this specific purpose.

#### Corporate Plan steps and KPI's Updates

#### **Building a Child Friendly City (Green)**

4. Good progress continues to be made to promote and fulfil Children's rights in partnership with UNICEF UK and our Public Services Board. An intense period of stakeholder engagement is nearing completion, which will inform the delivery priorities of the Child Friendly City forward plan.
5. A range of training programmes has already commenced to raise awareness of Children's rights, to build the leadership and workforce capacity required to deliver change. Cardiff Youth Council is ensuring the active involvement of children and young people at all stages.

#### **Raising standards & School Performance and Development of 'Successful Futures' curriculum (Amber)**

6. Provisional school performance results for the 2017/18 academic year will become available in Quarter 2 and will be finalised by Quarter 3. Early indications suggest continuous improvement at Key Stage 2, Key Stage 4 and Key Stage 5, but a slight dip in performance at the end of the Foundation Phase.
7. Ongoing Welsh Government-led changes to qualifications, performance measures and the whole school accountability framework remain a challenge and could result in different approaches to measuring success in the near future.



## Well-being Objective: 1.1

### Cardiff is a great place to grow up



8. 13 primary schools and 3 secondary schools have been inspected since the beginning of the 2017/18 academic year and had reports published. Of these 81.3% (13 schools) were rated as good or excellent for standards and 50% (8 schools) were invited to prepare case studies for their excellent practice. In the same period, 25% (4 schools) went into Estyn Review.
9. Prior to the start of the 2017/18 academic year, under the previous inspection framework, one secondary school and two primary schools remain in Estyn Monitoring. One primary school is in Special Measures
10. Welsh Government has also refreshed the timeline for the realisation of a new curriculum for Wales. The final curriculum should be available by 2020, with all schools moving towards its implementation during 2020/21. Plans propose introduction in Nursery schools through to Year 7 in September 2022 and in all year groups by 2026. Cardiff schools are well represented in pioneer groups that are preparing for the new curriculum and are well placed to capture wider perspectives from city partners on aligning curriculum change with wider social, technological and economic changes in the Cardiff City region and beyond. Cardiff Council's Education Development Board will host an Education Convention on the 23<sup>rd</sup> October 2018 with partners, to explore and help prepare for the changes ahead.

#### Improving the educational attainment of pupils eligible for FSM (Amber)

11. Provisional performance data for eFSM pupils for the 2017/18 academic year will be available in quarters 2 and 3. Schools and the consortium continue to work together to build upon the achievements of recent years in closing the gap between pupils eligible for free school meals and their peers.

#### Strengthen provision for learners educated outside of mainstream settings (Amber)

12. The performance of EOTAS learners during the 2017/18 academic year will be consolidated with providers during the summer of 2018. Provisional results will be available in quarters 2 and 3. Early indications suggest that the performance of these learners remains too low.
13. Work is progressing to deliver improvements to the availability and quality of provision offered to learners that do not proceed with studies in mainstream settings. Officers are also working with schools to reduce the risk of learners becoming EOTAS, to ensure learners are receiving their entitlement to full time education, where appropriate.

#### Reshape and enhance specialist provision and services for pupils with ALN (Amber)

14. For children with Additional Learning Needs, seven proposed schemes have been taken forward to increase provision for these children which should see an additional 100 places over the next five years. Further action is underway to address the shortfall in Autism Spectrum Condition secondary places and to further increase Specialist Resource Base places, especially for pupils with emotional health & well-being needs.

#### Complete the remaining schemes within 21<sup>st</sup> Century Schools Band A investment (Green)

15. There has been significant investment in the development of the education estate in Cardiff as part of the Band A phase of the £164 million Welsh Government 21<sup>st</sup> Century Schools Programme. The remaining schools within the Band A programme are all on track for completion by spring 2019.

## Well-being Objective: 1.1

### Cardiff is a great place to grow up



- Howardian Primary School – Complete & handed over to school for occupation on 29th June 2018
- Ysgol Glan Morfa - Nearing completion & handover planned 9th July
- Ninian Park Primary School – Nearing completion & handover planned for 28th August 2018
- Gabalfa Primary School / Ysgol Glan Ceubal – nearing completion and handover planned for 20th August 2018
- Hamadryad Primary School - Construction progressing well, internal fit out underway and handover planned for 20th November 2018
- Construction of the new Cardiff West Community High School is progressing well and on track for completion by spring 2019.

#### Deliver 21<sup>st</sup> Century Schools Band B programme of School Investment (Amber)

16. A report setting out arrangements to deliver the £284m 'Band B' School Organisation Programme is due to be considered by the Cabinet on 15<sup>th</sup> July 2018. Individual school engagement events and consultation processes will follow in due course.

#### Key Performance Indicators - School Places

17. The growing demand for school places in the city continues to have an impact on the number of pupils securing their preferred school place. However, performance in the last few years has improved, partially attributable to the introduction of co-ordinated admissions processes.

18. Investment in the development of new school places through the Band A and Band B capital programmes will contribute to addressing sufficiency and condition requirements. This will be complemented by additional essential improvements to provision for pupils with additional learning needs.

19. In relation to the Performance Indicators below, provisional data shows both rated green and achieving the target set.

The percentage of children securing one of their first three choices of School Placement – Primary	Target 95%	<b>Result 95%</b>
The percentage of children securing one of their first three choices of school placement – Secondary	Target 82%	<b>Result 82%</b>

#### Addressing the maintenance backlog in Schools (Amber)

20. Property condition surveys of schools have now been completed. Actions planned to target investment in schools that require priority action in 2018-19 include:

- Commission the 2018 summer programme of asset works for completion by September.
- Commission the 2018-19 winter programme of Asset works by September.
- Develop the Asset management programme for 2019-20 by December 2018.
- Support the development of a corporate landlord model to ensure improvements are achieved in property management, statutory compliance and systems architecture by the end of 2018-19.

## Well-being Objective: 1.1

### Cardiff is a great place to grow up



#### Support young people into Education, Employment or Training by delivering the Cardiff Commitment (Amber)

21. Strong progress continues to be made in delivering the Cardiff Commitment.

- Over 200 businesses have been engaged and 120 have pledged to support schools and young people to date, to ensure mutually beneficial outcomes. For example, businesses are providing work experience opportunities, insight days and enterprise opportunities for schools.
- 'Open Your Eyes weeks' in the both the Cardiff West and Fitzalan school clusters this summer have enabled pupils to hear from a wide range of businesses with the aim of igniting and inspiring interest in a wide range of occupations.
- Positive progress continues in engaging public sector and service partners to offer increased opportunities for young people, including the Health Board, South Wales Police and the Tri-Services.
- Officers continue to work closely with schools to ensure that year 11 pupils have a positive destination into education, employment or training. Furthermore, additional youth mentor support is being provided for learners educated other than at school. The destinations of pupils following the completion of statutory education in the 2017/18 academic year will be reported in quarters 3 and 4.

#### Ensuring the best outcomes for children and young people for whom the Council becomes responsible (Amber)

➤ *Embedding the Corporate Parenting Strategy:*

22. The Corporate Parenting Advisory Committee Work Programme has:

- Agreed a structure for the annual work programme
- Lead Members have stepped forward to lead and take responsibility for agreed work-streams
- Managers have been identified to brief and support Members
- Members have met with Managers associated with their work-stream

23. Adult and Children's services will be piloting a referral process devised using the Signs of Safety format and monthly meetings have been established to determine what services can be offered by Adult services. Adult services have also identified a designated team to work with the Looked After Children 14+ team and the Personal Adviser Service.

➤ *Improving capacity to commission and provide high quality placements in the Cardiff area:*

24. The Children and Young People Scrutiny undertook a Task and Finish group to investigate 'out of county placements'; many of the recommendations have been welcomed and will be considered by Cabinet.

25. Substantial work is underway to create more placement provision in Cardiff including:

- A private sector provider has opened a Children's home in Cardiff and this became operational early in Quarter 1 for three 11-17 year old young people. Early indications are positive. The home is family centred and the children and young people are attending school.
- Productive discussions with three other providers are progressing well, with one provider already purchasing a property, with a view to establishing a children's home in Cardiff.

## Well-being Objective: 1.1

### Cardiff is a great place to grow up



- With Social Services and Communities (Housing) becoming one People and Communities Directorate, key staff from both service areas are working together to identify suitable properties that could be let to providers planning to open children’s homes in Cardiff. One property has been identified to date.

26. The Fostering Service Review was presented to Cabinet in Quarter 1. This review will develop and enhance an effective business model that will enable the in-house fostering service to grow and take the lead position in the provision of fostering services in Cardiff. The project will focus on three key aspects:

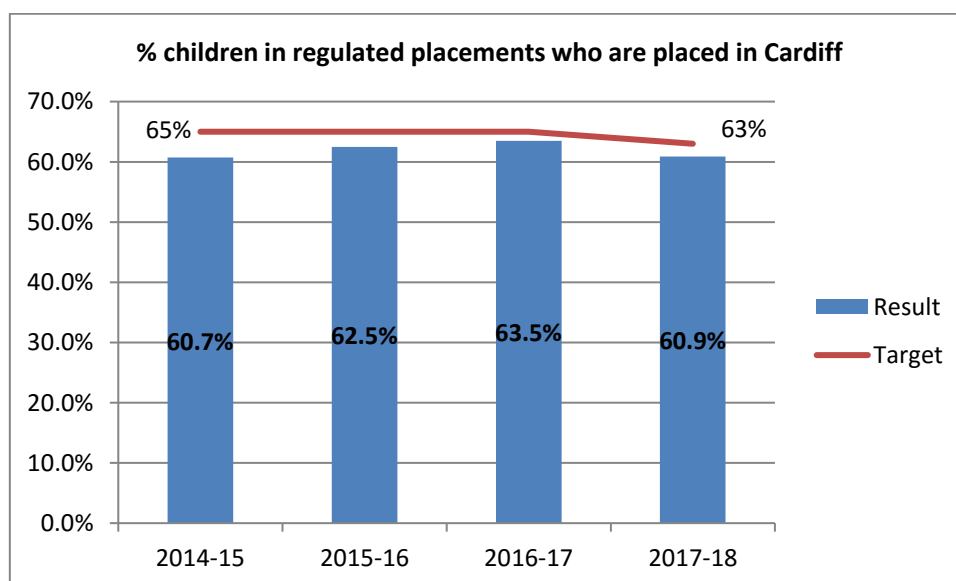
- Assessment and Recruitment of Foster Carers
- Marketing
- Support

#### Key Performance Indicator – Regulated Placements

The percentage of children in regulated placements who are placed in the Cardiff area	Target 63%	<b>Q1 Result</b> <b>59.6%</b>
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27. The measure above shows that at Quarter 1 the target for this Performance Indicator was not achieved. The Quarter 1 result was also a decline compared to performance in the corresponding quarter in the last financial year. However it should be noted that:

- The Performance Indicator counts only children placed within the Local Authority boundaries and excludes children placed in neighbouring authorities close to their home area and attending Cardiff schools.
- 9.1% (23) of children not placed in Cardiff are placed within 10 miles of their home address.
- 19 of the children not placed in Cardiff are placed with a relative carer.



## Well-being Objective: 1.1

### Cardiff is a great place to grow up



#### ➤ *Improving the reach and effectiveness of support to Care Leavers*

28. The creation of a post that will allow the 'Bright Starts' Traineeship Scheme to be expanded has been agreed, and the recruitment process will be undertaken in Quarter 2.
29. Work to reflect the Signs of Safety in the Pathway Plan has been completed following consultation with staff. The launch of the new Pathway Plan is planned for Quarter 2.
30. The draft 'Bright Starts' Strategy 2018-2019 offers training on the safeguarding of children and adults to all staff involved in the scheme.

#### **Embedding the Disability Futures Programme (Green)**

31. An integrated commitment for Children with Learning Disabilities between Cardiff Council and the Cardiff and the Vale University Health Board has been confirmed and a report is currently being drafted on delivery method options.
32. The Disability Futures Programme Board (DFPB) met on 26<sup>th</sup> March and 18<sup>th</sup> May to discuss the proposed new models of working with the University Health Board and Education. This will provide timely access and information to consistent, joined-up services, by trained staff, to allow a smooth transition through an integrated disability service.
33. All the options for the Regional Commissioning of 'Families First' services have been explored. The Directorate is also exploring commissioning opportunities across service areas, i.e. Families First and Children Services, where there are common outcomes for families with disabled children. There has been engagement with families, and an initial scoping exercise has commenced, with models for service delivery being explored and piloted. An options appraisal will be completed to aid further informed decision-making.
34. The development of the Transition Review Interface Group Pilot (TRIG), to support early planning and timely decision making through the transition to Adult Services progressed at the end of last year and early this year. Monitoring and evaluation of this pilot has been delayed as a result of staff vacancies within the new transition team, however, the Review will be ongoing over the next quarter.
35. The Transition Review Interface Group Pilot (TRIG) is in its early development phase and has extended its remit to include transition cases outside of Learning Disabilities, including mental health and physical disabilities.
36. The Willows project was set out as a pilot in 2017-2018 to provide regional respite provision opportunities for both Cardiff and the Vale of Glamorgan to utilise three respite beds. Both Local Authorities continue to use the respite house and from 2018-2019 Cardiff will spot purchase bed(s) as and when respite provision is required.

#### **Enhance Early Help (Amber)**

37. A plan has been developed to commence a refresh of the Early Help / Preventative strategy that will include consultation with key stakeholders.

## Well-being Objective: 1.1

### Cardiff is a great place to grow up



38. Service mapping to understand Service access and availability for the Children First Pilot has been completed. Work to develop responses to unmet need in early intervention and preventative approaches/interventions at a local level will be carried out during Quarter 2. This project has been re-scoped to integrate effectively with the Early Help project as there are inter-dependencies between the two projects.
39. The new Families First commissioned services became operational in April and both in-house and externally commissioned services are in a period of mobilising services under the new arrangements. Some key areas of progress are:
  - Briefing gone out to all schools and other stakeholders who deliver services to children and families.
  - A plan has been developed for the recommissioning of services for disabled children and families, options appraisals have been completed and specification development has commenced.
  - A new Support4Families Project Group has been set up to progress the development of a comprehensive early help family gateway and will report to the Improving Outcomes for Children Board.
40. Opportunities to deploy grant streams more effectively under “Funding Flexibilities” have been undertaken in Quarter 1. Families First and Flying Start funding have been more closely aligned around delivery of early years parenting services and Families First and Supporting People have aligned funding to provide a more cohesive service in respect of Domestic Violence Services. A one stop shop for young people is also planned through alignment of Families First, Supporting People and core funding.
41. The Early Help services project, aiming to develop a gateway for families to receive early help, will also consider how the use of flexible funding arrangements can ensure the appropriate level of funding is targeted at the right services to deliver the best outcomes for families.

#### **Review of Multi – Agency Safeguarding Hub (MASH) effectiveness (Amber)**

42. The Multi-Agency Safeguarding Hub (MASH) review has been finalised and shared with multi-agency partners at the MASH Management Board. Outcomes of this review are to be considered and discussed in Quarter 2. The report will also be shared with the Public Services Board.
43. Operational MASH Improvements during Quarter 1 have included:
  - Establishing fortnightly meetings of the MASH to ensure the effective management of daily operations. This is proving to be effective in identifying and resolving issues in a timely way.
  - In order to improve the management of risk with regard to referrals into MASH, a new RAG rating system has been implemented that improves the ability to prioritise and manage workloads.
  - Changes to the staffing structure have been made to increase the capacity of decision makers, for example, the number of managers who Chair Statutory Meetings has been increased from two to three.

## Well-being Objective: 1.1

### Cardiff is a great place to grow up



#### Key Performance Indicator – MASH referrals

The percentage of referrals to the MASH that meet the intervention threshold	Target N/A	<b>Q1 Result</b> <b>21.86%</b>
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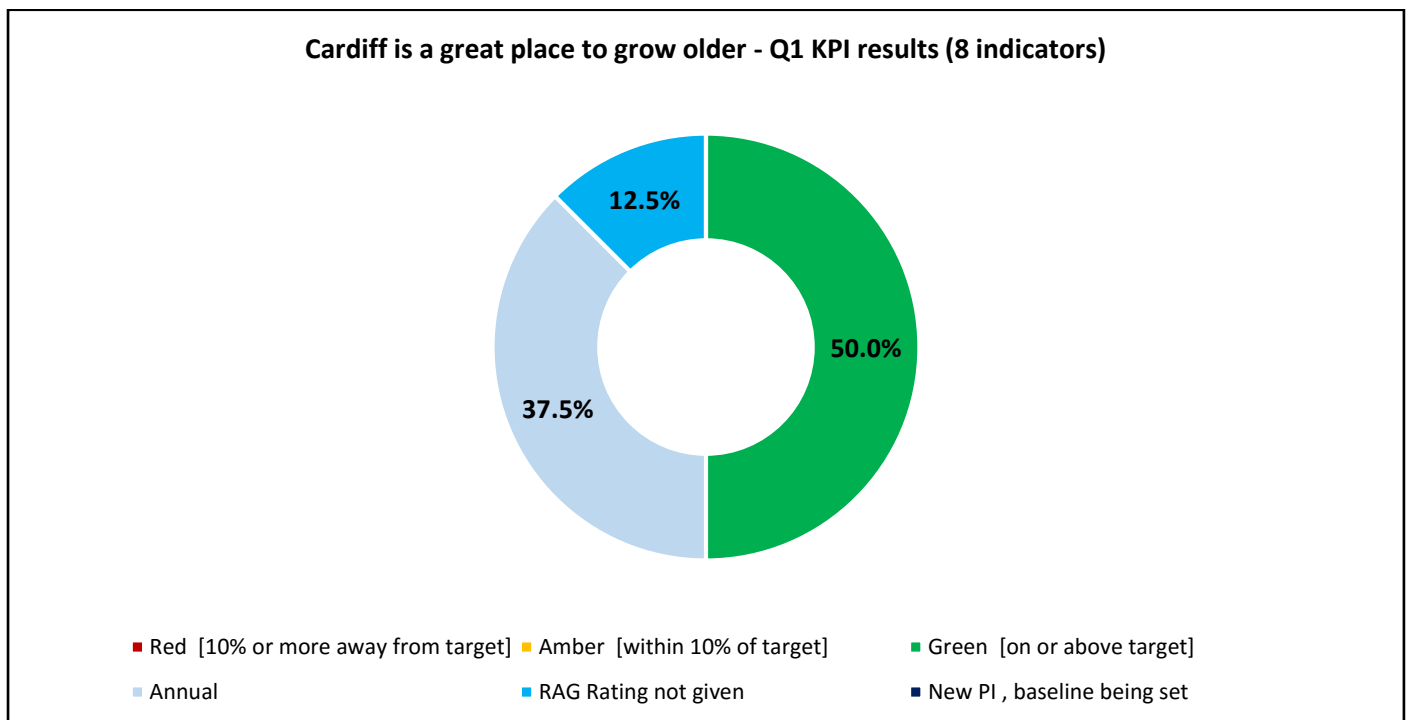
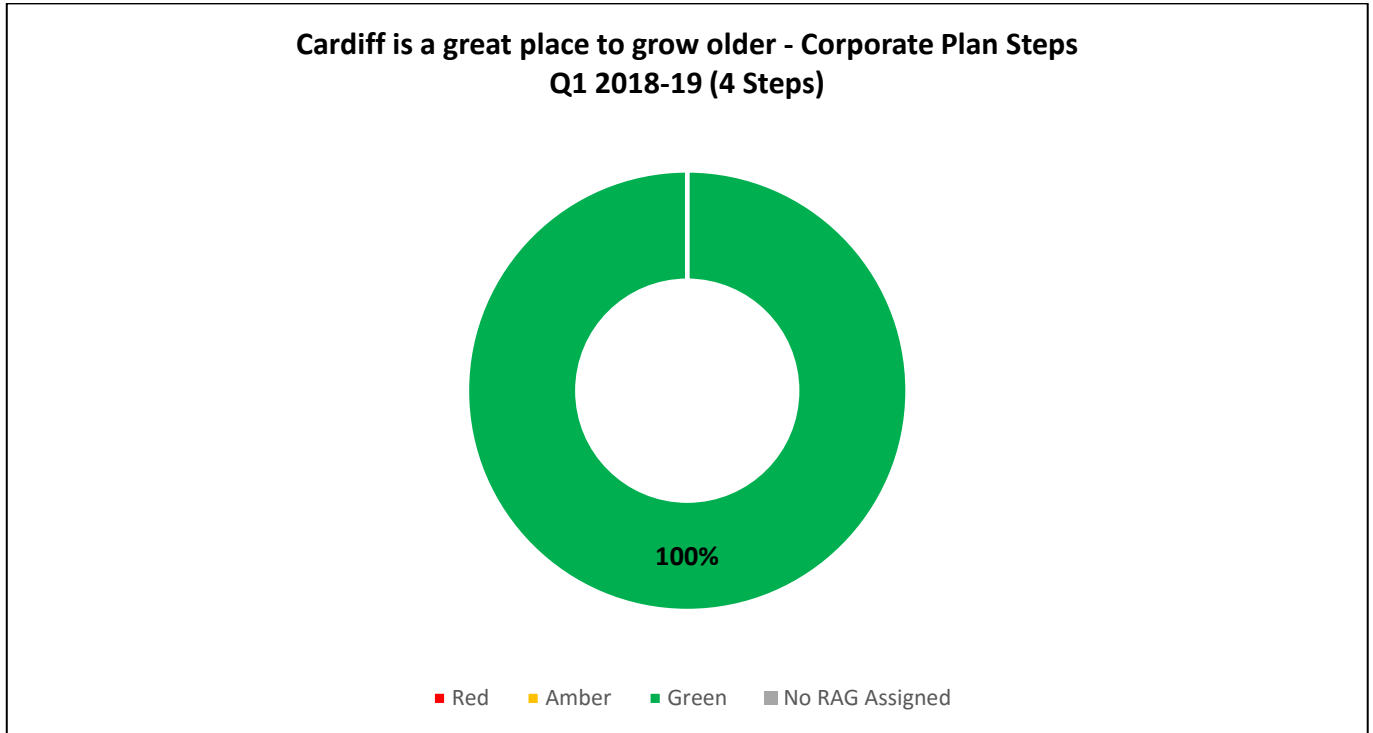
44. This measure shows that in Quarter 1, 21.86% of referrals to the MASH met the intervention threshold; this equates to 1,162 referrals out of a total of 5,315 in Quarter 1. However, this is a new measure and currently has no baseline data from prior years to set a target against and therefore cannot be given a RAG rating. Data collected in 2018-19 will be used as baseline data to set next year's performance expectations

## Well-being Objective: 1.2

### Cardiff is a great place to grow older - Summary



- **Joining up Social Care, Health and Housing**
- **Age Friendly and Dementia Friendly City**





## Well-being Objective: 1.2

### Cardiff is a great place to grow older



- **Joining up Social Care, Health and Housing**
- **Age Friendly and Dementia Friendly City**

#### Key Financial Issues

45. Both the Adult Services and Communities and Housing directorates are reporting overall projected underspend positions at Month 4, £806,000 and £365,000 respectively. However within these overall positions are a number of budget variances in relation to services within scope of this wellbeing objective, this includes:

#### **Adult Services - Commissioning Services**

46. Overall commissioning budgets within the service are currently projecting an overspend of £458,000 at month 4. Within that position is a projected overspend of £1.147 million in services for older people, particularly in relation to Domicillary Care. This is being partially offset by other areas.

#### **Adult Services – Internal Services**

47. The Internal services division of Adult Services is currently projecting an underspend of £1.264 million. This is due largely to savings within Assessment and Care Management (£754,000) and Day care and reablement services (£369,000). Savings in both of this areas reflect staffing savings and use of Grant Funding.

#### **Communities and Housing – Preventative Services**

48. There is a projected saving against the Preventative Services division within Communities and Housing of £171,000 at Month 4. This is largely due to staff vacancies and additional capital allocations resulting in revenue savings against the Joint equipment services budget.

#### Corporate Plan steps and KPI's Updates

#### **Empower people to remain independent at home and reduce reliance on intensive interventions (Green)**

##### ➤ *First point of contact:*

49. First Point of Contact (FPoC) has pulled together a communications plan for engagement and promotion of the service, based on a gap analysis of referrers for last year. We are conscious to take this slowly to ensure we can address the demand generated.
50. An FPoC Operational Group has been established and this meets on a regular monthly basis. Members include relevant internal stakeholders including the Operational Managers and Team Managers for both the FPoC & Assessment and the Independent Living Service (ILS). Current arrangements are continually reviewed at these regular meetings to share good practice and implement continual improvements to the preventative agenda, e.g. referrals can now be directly made to Day Opportunities without the need to go via Social Services and improved processes have been implemented with Care and Repair, both resulting in a more timely service to the citizens of Cardiff.

## Well-being Objective: 1.2

### Cardiff is a great place to grow older

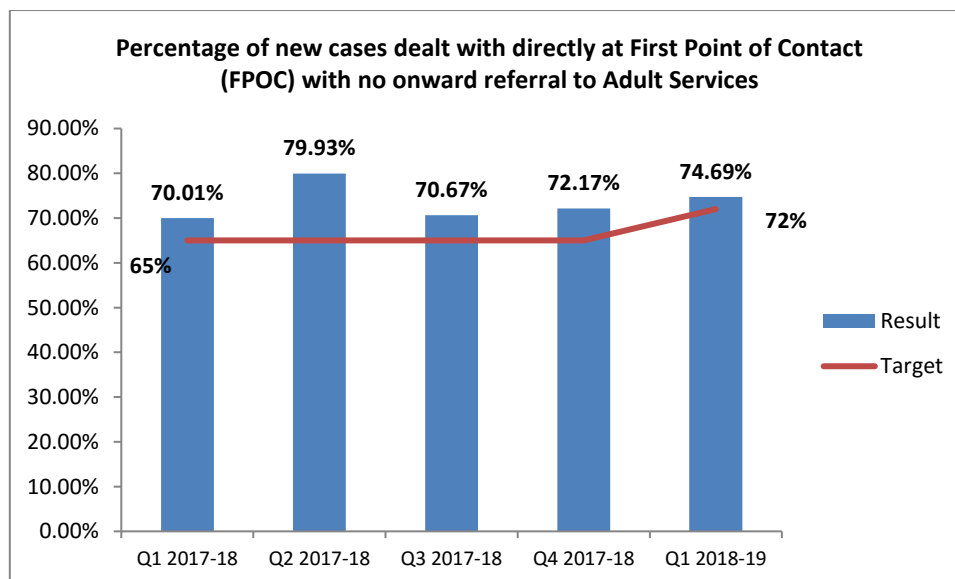


51. Improving Outcomes for Adults Programme Board has been focussing on establishing a First Point of Contact (FPoC) in the hospitals during Quarter 1. An FPoC (hospitals) project brief has been created and the mapping of the current service is in progress at University Hospital of Wales and University Hospital Llandough.
52. Developing an holistic approach to support people to leave hospital safely and in a timely manner is being led and taken forward by the Cardiff Public Services Board (CPSB), which includes the Leader and Chief Executive of Cardiff Council and the Chair and Chief Executive of Cardiff and Vale University Health Board. The purpose of the CPSB is to work collaboratively across organisational boundaries by strengthening joint working across the city’s public services to achieve better outcomes for the citizens of Cardiff and the wider region. Better integration of Health, Social Care, and Community services is the key to supporting citizens leaving hospital safely and in a timely manner. The CPSB has commissioned a ‘Get Me Home’ project and an initial scoping exercise to identify and support opportunities to improve the timeliness and quality of transfer, and the experience of patients with discharge needs back into their Community. The current FPoC service will be contributing to this joint project and its proposed outcomes

#### Key Performance Indicator – First Point of Contact

The percentage of new cases dealt with directly at First Point of Contact (FPoC) with no onward referral to Adult Services	Target 72%	<b>Q1 Result</b> <b>74.96%</b>
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53. This measure shows a positive result against the target set in Quarter 1 and also exceeds performance from the same period in the previous financial year (see chart below).



➤ *Independent Living:*

54. Independent Living Services are currently putting together a transformation plan to work within locality clusters. We are part of the pacesetter for slips, trips and fall clinic. We are linking in with frailty nurses to refer into FPoC for wrap around support.

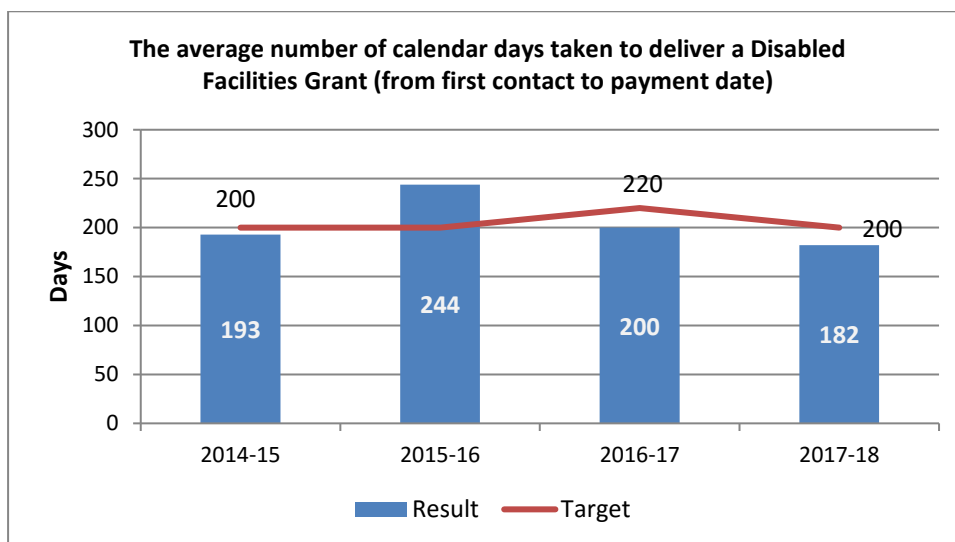
## Well-being Objective: 1.2

### Cardiff is a great place to grow older



#### Key Performance Indicators – Independent Living

The percentage of clients who felt able to live independently in their homes following support from the Independent Living Services.	Target 95%	<b>Q1 Result 100%</b>
The average number of calendar days taken to deliver a disabled facilities grant (see chart below)	Target 190	<b>Q1 Result 187</b>



55. Both of the above Performance Indicators show that good progress is being made in helping people to remain independent in their homes. The targets set are being exceeded in both cases and both results are ragged Green in Quarter 1.

56. The KPI for percentage of Telecare calls resulting in an ambulance being called, which is shown below, is not given a RAG rating as this KPI is largely beyond the control of officers to influence and should not impact in any way on the judgement of officers with regard to whether an ambulance is required. Therefore this KPI is recorded and used as a monitoring tool but should not be used directly as a means for assessing performance.

The percentage of Telecare calls resulting in an ambulance being called out	Target 10%	<b>Q1 result 5.25%</b>
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#### ➤ Direct Payments:

57. The campaign to increase awareness of Direct Payments is currently being implemented in two phases.

- Phase 1 – This has involved the Direct Payments Manager, in partnership with the DEWIS Centre for Independent Living (CIL), targeting managers, teams, and social workers across both Adults and Children’s services through team meetings, to raise the awareness and profile of the Direct Payments Scheme.
- Phase 2 – The Direct Payments Manager has made links during Quarter 1 with both the ‘Be a Care Worker’ and ‘Become a Personal Assistant (PA)’ campaigns to help raise both the awareness and profile of the Direct Payments scheme. Both campaigns will highlight the benefits of being a paid carer.

## Well-being Objective: 1.2

### Cardiff is a great place to grow older



58. As at Quarter 1, there were 802 people in receipt of Direct Payments against a target of 812. However, it is anticipated that the actions above taken in Quarter 1 will have a positive impact on future performance.

#### Deliver the Older Person's strategy to support Independent Living (Green)

59. The Older Persons strategy continues to be developed. The strategy aims to ensure Cardiff has appropriate older persons accommodation to support an ageing population. It is recognised that additional resources are required to produce a cohesive strategy with input from Health and Social Services. As a result, we are currently in the process of recruiting an additional resource on a temporary basis. The strategy is on the forward plan and scheduled to go to Cabinet in October.

#### Consolidate Dementia Friendly City Status (Green)

60. A Project Board (including representation from the Cardiff & Vale University Health Board) is overseeing the implementation of an integrated model of dementia at Grand Avenue Day Centre.

61. Following successful intergenerational sessions involving Minehead Road Day Centre and Pen-Y-Bryn Primary School in 2017, work has begun between Grand Avenue Day Centre and Windsor Clive School in Ely.

62. Sessions have been provided to residents living in Community Living Schemes, and the majority of the Community Living team have also attended sessions. Staff will soon be attending training to become Dementia Champions. In addition, Sandown Court, which was recently refurbished, not only meets the RNIB 'visibly better' gold standard but also includes dementia friendly features such as 'way finding'. All schemes undergoing refurbishment will also be working towards these standards. Refurbishment has begun at Brentwood Court Community Living Scheme in Llanishen.

63. During Dementia Awareness week (21st - 27<sup>th</sup> May), the Community Living team and residents raised £642.20 for Alzheimer's Society through holding awareness events, coffee mornings, tea and toast and raffles. The week was used as an opportunity to promote and celebrate the work that is taking place across Cardiff to improve the lives of people affected by Dementia.

#### Address social isolation and enhance quality of life for older people (Green)

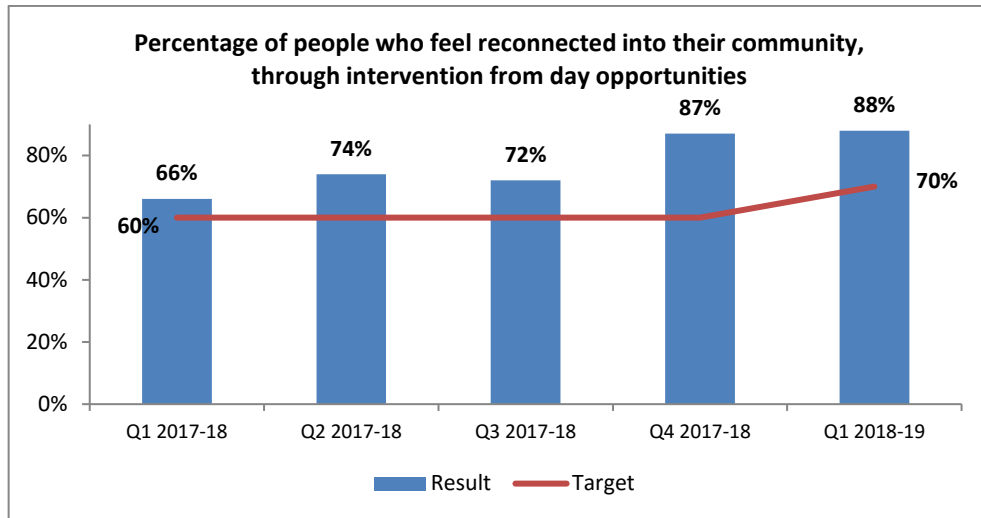
64. The initial intergenerational working meeting took place with partners in June, which established who should be part of future groups and developed a sharing network to promote a whole system approach.

#### Key Performance Indicator

The percentage of people who feel reconnected into their community through intervention from day opportunities	Target 70%	<b>Q1 Result</b> <b>88%</b>
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## Well-being Objective: 1.2

### Cardiff is a great place to grow older



65. The above Performance Indicator result shows that the target is being significantly exceeded in Quarter 1 and this is also an improvement on the result recorded in the same period in the previous financial year.

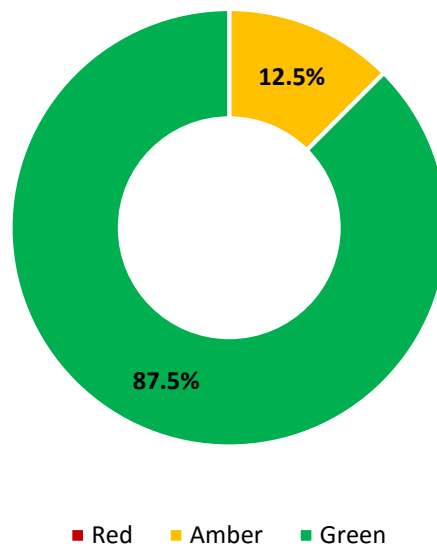
## Well-being Objective: 1.3

### Supporting people out of poverty - Summary

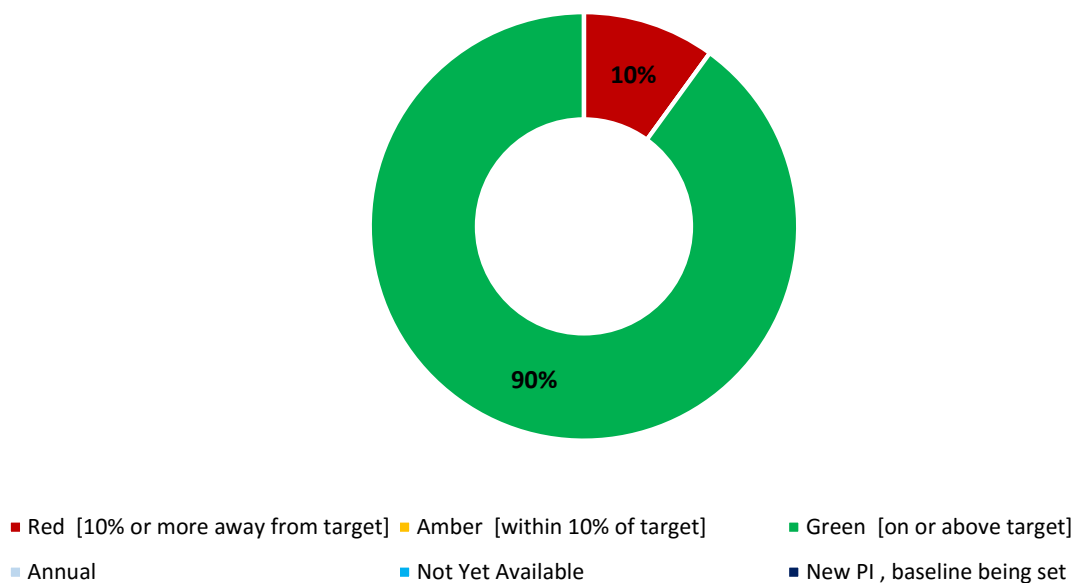


- **Socially Responsible Employers**
- **Tackling Poverty**
- **Tackling Homelessness and Rough Sleeping**

Supporting people out of poverty - Corporate Plan Steps  
Q1 2018/19 (8 Steps)



Supporting People out of Poverty - Q1 KPI results (10 indicators)



## Well-being Objective: 1.3

### Supporting people out of poverty



- **Socially Responsible Employers**
- **Tackling Poverty**
- **Tackling Homelessness and Rough Sleeping**

#### Key Financial Issues

66. The only notable budget variance identified in relation to services within the scope of this wellbeing objective at Month 4 is a projected £70,000 underspend against Employability Services as a result of savings against employee budgets and additional income.

#### Corporate Plan steps and KPI's Updates

##### **Act as a Living Wage Advocate (Green)**

67. The accreditation scheme continues to be publicised. Cardiff Council was shortlisted for the Living Wage Champions Awards 2018.
68. An overview of Socially Responsible Procurement Policy, including the Living Wage, was presented to the Public Service Board (PSB) in early June. The PSB agreed that opportunities to progress this agenda be discussed by organisations' lead procurement officers. The Inclusive Growth Programme Board will lead on delivering this agenda. A follow up meeting scheduled with Cardiff and Vale UHB has been set up for mid-July to explore joint working and sharing of good practice.

##### **Better Support People into Work by integrating employment support services (Green)**

69. The newly expanded Into Work Services are now fully operational. The service is now in over 40 locations across the city, with mentoring provision now available to all, regardless of postcode, length of time on benefits, and whether in or out of work. Referrals are being monitored with an intention to put Adult Community Learning clients onto the Into Work database for the start of the next term to fully be able to track progress.
70. Work has been undertaken with 87 employers through the Council's employment support service.
71. In June the Into Work Digital volunteering team attended the Digital Leaders Event in London. The team came second in the UK in their category. The number of current volunteers has now hit 100, which is the highest to date. Recruitment has started for a Volunteer Mentor for the Butetown Youth Pavilion, to support the people in the community who are looking for volunteering opportunities.

#### Key Performance Indicators – Employment Services

The number of people receiving into work advice through the gateway	Q1 Target 9,500	<b>Q1 Result 9,615</b>
The number of clients that have been supported into employment having received tailored support through the gateway	Q1 Target 60	<b>Q1 Result 68</b>

## Well-being Objective: 1.3

### Supporting people out of poverty



The number of employers that have been assisted by the Council's employment support service	Q1 Target 20	Q1 Result 87
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#### Ensure support is available to mitigate potentially negative consequences associated with the Universal Credit rollout (Green)

72. During the quarter, staff piloted the use of online Housing Benefit and Council Tax reduction forms, which is going well and reduced the need for the customer to see a Hub officer one to one, as they can instead be supported to make the claim as required, reducing staff intervention. Staff also piloted Sign Video during the quarter to ensure customers with British Sign Language needs are supported fully.
73. As of 1<sup>st</sup> April 2018 Into Work Advice Service deliver drop in Universal Credit sessions from job centre plus locations every day. Co locating from job centre plus has enabled a smooth transition for customers making a benefit claim to receiving assisted digital support to maintain a claim. Throughout Quarter 1 Into Work Advice Service supported 428 customers make or maintain a Universal Credit claim.
74. The Landlord liaison team is fully operational; staff are receiving specialist training in how to help private landlords in relation to Universal Credit.
75. The new telephone advice line for customers is fully operational. This also forms part of the Into Work Gateway and supports Universal Credit clients too.

#### Key Performance Indicators

The number of customers supported and assisted with their claims for Universal Credit	Target 1,500	Q1 Result 416
Additional weekly benefit identified to clients for clients of the City Centre Advice Team	Target £13,000,000	Q1 Result £3,714,767

#### Create more paid Apprenticeship & Trainee Opportunities within the Council (Green)

76. The number of corporate apprentices and trainees have been identified with the available budget for 2018-19. Information regarding these posts has been drafted to be sent out to Directors and the processes have been reviewed from last year in order to make continuous improvements. The number of corporate apprentices and trainees as at the end of June 2018 is 97 against a target of 100.

#### Key Performance Indicator

The number of opportunities created for paid apprenticeships and traineeships within the Council	Annual Target 100	Q1 Result 97
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#### Launch a Social Responsibility Policy (Green)

77. The Social Responsibility Policy was formally launched by Cllr Weaver at a major conference attended by over 200 delegates from the construction sector. It also features heavily in the Contract Standing Orders and Procurement Training which has been delivered to around 200 members of staff. The Contract Standing



## Well-being Objective: 1.3

### Supporting people out of poverty



Orders and Procurement Rules mandate that the Council asks for community benefits to be delivered on all contracts above £1million. A Socially Responsible Procurement Delivery Plan, which lists the community benefits that the Council wants to see delivered, will be launched in Quarter 2.

#### Reviewing and Re-aligning Services through Funding Flexibilities (Green)

78. Initial work has been undertaken to gather information; work on demand pressures/outcomes will continue into Quarter 2. This work has links to project activity in the Improving Outcomes for Children Board, the Improving Outcomes for Adults Board, and the Inclusive Growth Board.

#### Deliver the Rough Sleeper Strategy to address rough sleeping in the city (Amber)

79. The next stage of the Give DIFFerently campaign is now under consideration, which includes plans for a promotional campaign in Central Hub.
80. Work is ongoing with the pods and night shelter expansion, with Housing First aiming for full occupancy during Quarter 2. There are currently five people placed in Housing First, and all have successfully maintained their tenancies to date.
81. Work is also progressing with the 5 step approach, working with police and partners to address rough sleeping and aggressive begging in the city centre. A draft has been agreed and a pilot across Cardiff of the approach is currently being arranged

#### Key Performance Indicators

The number of rough sleepers assisted into accommodation	Target 168	<b>Q1 Result 55</b>
The percentage of households threatened with homelessness successfully prevented from becoming homeless	Target 60%	<b>Q1 Result 68%</b>
The percentage of people who experienced successful outcomes through the homelessness reconnection service	Target 70%	<b>Q1 Result 60%</b>
The percentage of clients utilising Housing First for whom the cycle of homelessness was broken	Target 50%	<b>Q1 result 100%</b>

82. The Red KPI above for the percentage of people who experienced successful outcomes through the homelessness reconnection service is rated as red for Q1 as the result achieved is more than 10% under the target set. However, it should be noted that due to the small cohort covered by this KPI, a small change in the numbers can result in a significant percentage change and also that staff continue to work with those who have chosen not to engage initially to try to support them into the reconnection process. A new system is currently being developed to make sure clients are introduced to the service in the best way possible, aiming to reduce non-engagement and this will hopefully have a positive impact on the KPI result for future quarters.

**Consider emerging guidance on undertaking statutory health impact assessments to inform the development of the corporate plan 2019/22 (Green)**

## **Well-being Objective: 1.3**

### **Supporting people out of poverty**



83. The Council will continue to review good practice in preparation for undertaking statutory assessments.

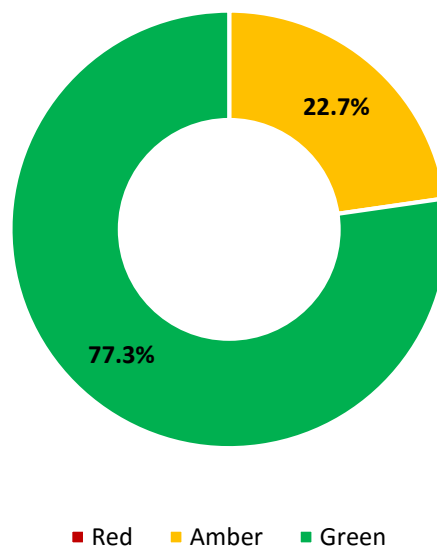
## Well-being Objective: 1.4

### Safe, confident and empowered communities - Summary

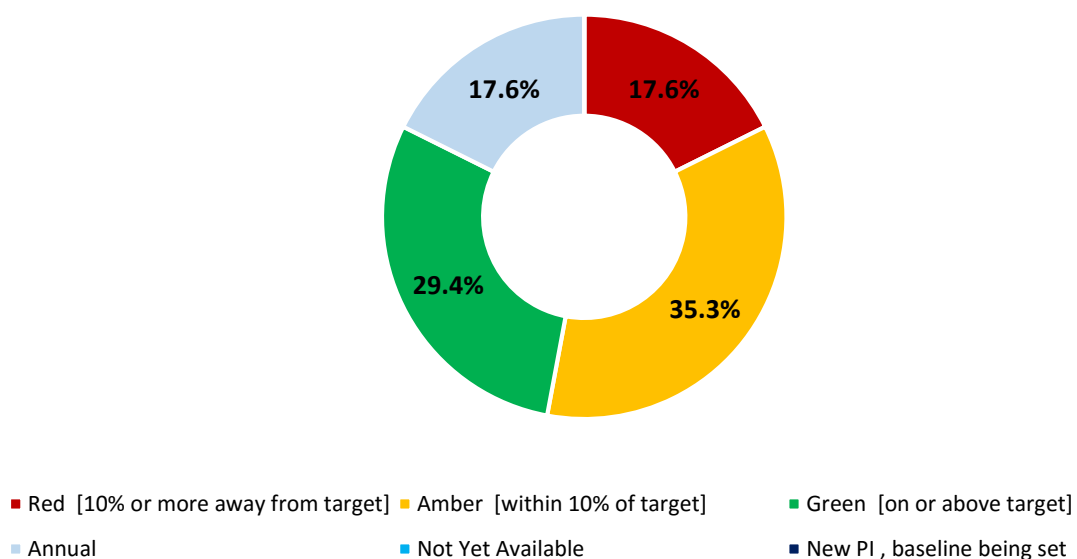


- Safeguarding and Supporting Vulnerable People
- Safe and Inclusive Communities
- Regenerating Local Communities and Citizen Centred Services
- Supporting Sports, Leisure, Culture and Green Spaces

Safe, Confident and Empowered Communities - Corporate Plan Steps Q1 2018/19 (22 Steps)



Safe, Confident and Empowered Communities - Q1 2018-19 Performance Indicator results (17 indicators)



## Well-being Objective: 1.4

### Safe, confident and empowered communities



- **Safeguarding and Supporting Vulnerable People**
- **Safe and Inclusive Communities**
- **Regenerating Local Communities and Citizen Centred Services**
- **Supporting Sports, Leisure, Culture and Green Spaces**

#### Key Financial Issues

84. As highlighted in earlier sections of this report there are significant areas of overspends and underspends against budgets across Social Services and Communities and Housing. Some not previously mentioned which relate to services within the scope of this Wellbeing objective include:

#### **Childrens Services**

85. Within the wider Childrens Services overspend position of £3.621 million there are projected overspends of £110,000 against leaving care support budgets for children aged 16+ and £54,000 in relation to Social Work teams reflecting the high levels of agency staff currently in these areas.

86. Offsetting these are projected underspends of £246,000 in respect of guardianship orders, £136,000 in support services, £77,000 in Safeguarding and £50,000 in relation to the Crosslands Home.

#### **Adults Services**

87. The Adults Services underspend position includes an underspend of £501,000 for Mental Health Services and £239,000 for services for People with a Physical Disability, Alcohol and Drug Services.

#### Corporate Plan steps and KPI's Updates

#### **Ensure Children and Adults are protected from risk of harm and abuse (Amber)**

88. Work to complete the first draft of the revised Child Sexual Exploitation (CSE) Strategy will continue through a recently established Regional Safeguarding Board sub-group. The expectation is that the new strategy will be launched by March 2019.

89. Report on the mapping and analysis of support for children exhibiting Harmful Sexual Behaviour completed and presented to Children's Management Team (CMT). CMT accepted and agreed the proposal and a commissioning process is now underway.

90. A 'Think Safe' team is now established and ensures that those children in need of specialist Child Sexual Exploitation (CSE) intervention are receiving the right level of support.

91. Prevention work is underway in those schools requesting children's services intervention. Following on from the Young People's conference (Quarter 4), there are now 14 schools across Cardiff with young people trained as CSE Ambassadors. The 'Think Safe' team is working towards developing a 'Think Safe' Champions Scheme whereby work will be undertaken with parents to raise their awareness of CSE and grooming. Parents will then

## Well-being Objective: 1.4

### Safe, confident and empowered communities



cascade their learning down within their own communities.

92. A new process for dealing with concerns around Female Genital Mutilation (FGM) has been agreed on an operational level by Multi- Agency partners. It is planned that this will be presented to the Regional Safeguarding Children’s Board for agreement and ratification in Quarter 2.
93. The Adult Services lead ensures that new and emerging themes of adult exploitation are considered by Cardiff and Vale Regional Safeguarding Board through membership of the newly established Cardiff and Vale Regional Safeguarding Board Joint Exploitation Thematic Group.
94. ‘Signs of Safety’ framework is in its second year of being embedded as the established risk management model for Children’s Services. The Lead Signs of Safety Social Worker and the Quality Assurance (QA) Support Worker for Signs of Safety have been appointed and are now in post. They both have been working proactively with staff teams throughout Quarter 1. However, the recruitment of Social Workers for Children’s Services remains a challenge – see Performance Indicator below.
95. A plan is in place for the development of a new model for Adult Services that is parallel to ‘Signs of Safety’ in Children’s Services. Progress is steady with a task and finish group established. A proposed model is currently under consultation with Team Managers.
96. A new 13+ team pilot has been successfully completed. The pilot gave social workers the opportunity to prioritise teenagers known to Targeted Services. A review and impact evaluation of the pilot will be undertaken in Q2.

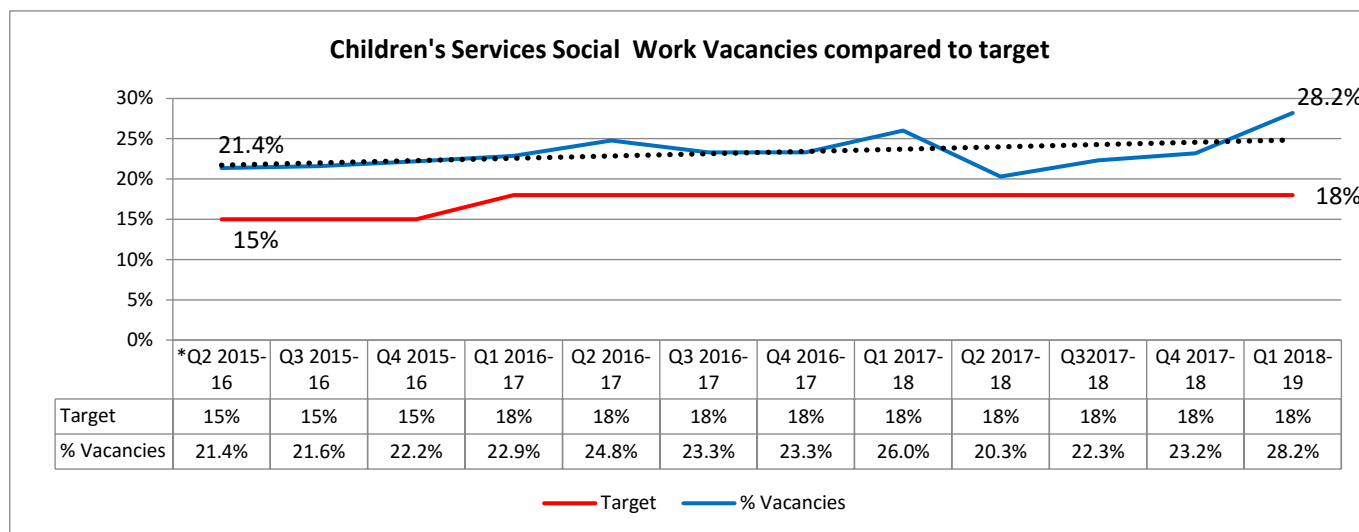
#### Key Performance Indicator - Social Worker Vacancies

97. As highlighted in the narrative above, the recruitment of Social Workers for Children’s services remains a challenge and this is reflected by the Performance Indicator result for Quarter 1 2018-19, which shows the vacancy rate 10% above the targeted level. The Quarter 1 position is a deterioration of the position from the end of 2017-18 and is also a decline compared to the same period in the previous financial year. The graph below highlights the ongoing difficulties in recruitment and retention of social workers in Children’s Services over the last few years.

The percentage of Children’s services social work vacancies	Target 18%	<b>Q1 Result</b> <b>28.2%</b>
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## Well-being Objective: 1.4

### Safe, confident and empowered communities



#### Respond to the Parliamentary review of Health and Social Care in Wales (Green)

98. The Council has formally responded to the review and meetings with Ministers have taken place. This has informed the transformational bid and the programme going forward.

#### Ensure that the Council's corporate safeguarding strategy is implemented (Green)

99. The Safeguarding team receives quarterly figures from Cardiff Council Academy, which it uses to monitor and target both internal members of staff and external organisations where the Safeguarding 'e' module has not been completed, to ensure Safeguarding awareness is raised across the Council and with its partners. The monitoring has identified 'gaps' and it has been acknowledged that the Corporate Safeguarding Policy awareness and completion of the basic awareness e-safeguarding module needs to be targeted at Operational Managers across the Council, the voluntary sector and providers commissioned by Social Services. The Safeguarding team is liaising with both the Social Services training department and the Academy to arrange further Corporate Safeguarding Policy awareness sessions and completion of the e module for Elected Members, Operational Managers, Voluntary Sector and Providers commissioned by Social Services.

#### Key Performance Indicator

The percentage of Council staff completing safeguarding awareness training	Target 50%	Q1 Result 15.5%
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#### Continue to develop and support the workforce (Amber)

100. Information sessions on the implementation and requirements of the Regulation and Inspection of Social Care (Wales) Act 2016 (RISCA) have been provided in conjunction with Social Care Wales (SCW) and Care Inspectorate Wales (CIW); these have been well attended and have provided opportunities to increase awareness and to individually encourage providers to register staff where appropriate. There has also been opportunity to arrange individual sessions between agencies and SCW. Negotiation has taken place with qualification providers to ensure they are equipped to support the workforce in a timely manner to meet requirements. Information has been widely distributed and there has been signposting to the SCW website, where additional information can be found.

## Well-being Objective: 1.4

### Safe, confident and empowered communities



101. Recognition and acceptance of changes has been slow by many Care providers and the Social Services regional training and development team have responded by increasing contact, engagement and information.

102. Appropriate qualifications have been advertised and promoted to internal Council staff.

#### **Continue to implement a sustainable finance and service delivery strategy (Amber)**

103. Social Services are managing Adult Services demand through the 'Improving Outcomes for Adults Programme Board' including robust performance management, First Point of Contact teams and further progressing the preventative agenda.

104. Children's Services are managing demand through the Improving Outcomes for Children's Programme Board' by increasing the choice and range of services available including development in Early Help, Child placements and Fostering. Continued development of the Signs of Safety model in Children's Services and strengths based approach in Adults in addition to the preventative agenda will contribute towards financial stability

#### **Empower people with a learning disability to be more independent (Green)**

105. The Regional Learning Disabilities Commissioning Strategy Project Group was established at the beginning of April and includes partners from Cardiff Council, Vale of Glamorgan Council, and Cardiff & Vale University Health Board.

106. The project group has set out the scope of the strategy with these partners and both Cardiff and the Vale of Glamorgan Councils have completed the collation of social baseline data for Learning Disability services across the region.

107. Health commissioned the Institute of Public Care (IPC) to collate baseline data on behalf of the Cardiff & Vale University Health Board for both primary and secondary health care services provided to people with Learning Disabilities. The IPC has now completed this exercise.

108. Consultation dates have been set on 10<sup>th</sup> July for the Vale of Glamorgan Council and 26<sup>th</sup> July for Cardiff Council. Consultation will be targeted at all relevant stakeholders and will cover current provision and gaps to be addressed.

#### **Help prevent violence against women, domestic abuse and sexual violence (Green)**

109. The new Violence Against Women, Domestic Abuse and Sexual Violence service is operational and an open day for interested stakeholders is scheduled for early July.

110. A workshop to explore male victims service was attended by 50+ partners and a task and finish group is taking forward recommendations and considering required elements for a service specification. The Regional Strategy has been signed off by Cabinet

## Well-being Objective: 1.4

### Safe, confident and empowered communities



#### Key Performance Indicator

The percentage of Council staff completing the level 1 online module of the National Training Framework on violence against women, domestic abuse and sexual violence.	Target 100%	<b>Q1 Result</b> <b>16%</b>
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111. Although the completion rate for this training continues to be relatively low, the training has now been rolled out to Education as well as Adult and Children's services, which should produce a significant increase for Q2. Resources are also rolling out the training, further increasing the figures going forward. Work is also ongoing to ensure those who have completed the modules are actually showing as completed for reporting purposes which has been an issue previously.

#### **Prevent children entering the criminal justice system (Amber)**

112. Work to develop a pilot scheme to focus on and identify children and young people who are not in school and are at risk of entering the Criminal Justice System (CJS) has commenced in conjunction with Education Youth Services.

113. The Youth Offending Service (YOS) are taking part in an Enhanced Case Management (ECM) approaches pilot with the Youth Justice Board (YJB) to inform individually tailored responses and practice. Early indications are very positive, however YOS have had to put referrals on hold due to lack of psychological resource. The lack of resource for the ECM pilot has priority on the YJB agenda until the issue is resolved.

114. A successful recruitment drive was held for volunteers to undertake a number of roles within the YOS including:

- To act as appropriate adults for young people detained in police custody if parents are unable/refuse to attend
- To act as Community Panel Members for Referral Orders imposed at court. They assist young people to agree a contract that will endeavour to prevent the young person from re-offending by addressing any issues highlighted in reports provided to them by the case manager
- To act as facilitators for Neighbourhood Resolution Panels

115. A full tender process has been completed for the Divert contract and the service has now commenced. Young people referred to the Divert service are initially referred to the YOS and cases are discussed at an Out of Court Disposal Meeting, whereby the Police Officers based at the YOS, YOS Case Managers and Divert workers agree an appropriate outcome for each case referred.

#### Key Performance Indicator

The number of children entering the criminal justice system	Target 18	<b>Q1 Result</b> <b>36</b>
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116. The numbers of First Time Entrants (FTEs) to the Youth Offending Service (YOS) has increased during Q1 to 36 (compared to 20 in Q4 17/18). There are several factors contributing to this including; The Triage contract



## Well-being Objective: 1.4

### Safe, confident and empowered communities



ended in March, which provided a service that received referrals as a diversion from the criminal justice system. There was a gap between this service ending and the Divert contract beginning; several young people committed offences that were too serious to be considered for diversion; A number of young people had their disposal administered who had been outstanding from previous quarters and there has been an increase in the number of arrests and subsequent convictions for possession of offensive weapons.

#### Implement the National Community Cohesion Action Plan (Green)

117. Training and resources for schools in relation to challenging discrimination has been aligned to be a key strand of Child Friendly Cities. The original resources have been redrafted with guidance on how schools should respond to prejudice, taking this wider than the protected characteristics within the Equalities Act. A dedicated workshop has taken place with the Task & Finish group on how the resource should look in practice and as a training model. Schools will have the opportunity to nominate dedicated people to be trained. The pilot of this will be run in schools in the Autumn term.
118. Two events were held through funding from Welsh Government on migration and BME women's labour market experience which feeds into the Inclusive Cities action plan.

#### Review and reform the Community Safety Partnership (Green)

119. The Governance arrangements for Community Safety have been reviewed and two boards have been established, one focused on the strategic leadership of the agenda across the city, and a second group focused on delivery. Both Boards have met during Quarter 1 and a community safety workshop is planned later in the year for partners to look at priority setting and the linkages between Community Safety and other strategic boards.

#### Tackling Substance Misuse in the city (Green)

120. Scrutiny has undertaken a review of young people and substance misuse in the city, meetings have taken place with partners and the public, and a public survey has been carried out. An overview report has been drafted with a series of recommendations which are currently being agreed by the Scrutiny Committee. Once these are agreed the Community Safety Delivery Board will oversee implementation.

#### Deliver the night time economy strategy (Green)

121. The Night-time Economy Strategy has been developed and signed off by Cabinet and the Public Service Board. A series of meetings are being put in place to monitor the three action plans, with any issues/blockages identified being raised with the relevant partners to resolve at the Community Safety Delivery Board.

#### Invest in the regeneration of local communities (Green)

122. Initial development appraisals have been completed for City Centre Youth Hub and Butetown Pavilion, so the next step is the works being carried out. Butetown Pavilion is currently open six days a week offering services to the community.
123. The nine retail units at Maelfa are on track for completion by Spring 2019. Seven retailers from the existing shopping parade have signed new leases and two vacant units are being marketed with good interest received to date.

## Well-being Objective: 1.4

### Safe, confident and empowered communities



124. During Quarter 2 Ward Members will be invited to submit proposals for Neighbourhood Renewal Schemes. Proposed Targeted Regeneration Investment projects were approved by Cabinet in March. The projects have been discussed with Welsh Government officials and included in the draft Cardiff Capital Region Regeneration Plan.

#### Key Performance Indicator - Regeneration

The percentage of customers satisfied with completed regeneration projects	Target 70%	<b>Q1 Result</b> <b>83%</b>
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#### **Drive up standards in the private rented housing sector (Green)**

125. The Rent Smart Wales Fee Policy has been signed off and was implemented from 20th April 2018. As a result of the changes to the fees policy, changes were required to be made to the database; these were made prior to the implementation of the policy on 20th April. Training requirements consultation has taken place with stakeholders and feedback from this has been incorporated. Advice has been sought from Legal and the decision to implement the policy lies with the Operational Manager for Rent Smart Wales.

#### **Continue to develop the Community Hub and Well-being programme (Green)**

126. Slippage in contractor's programme for St Mellons Hub extension has delayed the opening of the new facility until August.

127. The Community Well-being Hub programme was approved by Cabinet in May. Briefings with staff, Friends of Library groups and ward members detailing the proposals have taken place across the Hubs and Library service. Feedback around the potential for delivery of additional services is currently under consideration. Restructure documentation is in preparation pending implementation which will commence in Quarter 2.

#### Key Performance Indicator – Libraries and Hubs

The number of visitors to libraries and hubs across the city	Annual Target 3,300,000	<b>Q1 Result</b> <b>634,282</b>
The percentage of customers who agreed with the statement 'Overall the hub met my requirements / I got what I needed'	Annual Target 95%	<b>Q1 Result</b> <b>97%</b>

#### **128. Deliver Phase 2 of the Neighbourhood Partnerships scheme (Amber)**

A proposal for the neighbourhood partnerships team has been developed and was presented to Cabinet in May. There has been a delay in implementing the new approach this quarter, as the staffing proposals have been developed in conjunction with proposals for the development of the new Community Well-being Hubs

#### **Promote and support the growth of the Welsh Language (Green)**

## Well-being Objective: 1.4

### Safe, confident and empowered communities



129. A review of the City Wide Strategy has been undertaken by an external contractor and has been included as an appendix to the Annual Welsh Language Standards Monitoring Report. An Action Plan is being developed to implement the recommendations. The report was positive.
130. The new internal use of Welsh policy 'Bilingual Cardiff, Bilingual Council' has been approved by cabinet. Work with colleagues in transport/planning has resulted in the development of a Welsh Street naming policy which will be going to Cabinet in September.
131. The Local Authority continues to expand the provision of Welsh medium education in the city. The number of young people enrolled in Welsh medium education has increased by 767 between January 2016 and January 2018. The Local Authority has recently applied for a capital grant of £6 million to further expand Welsh medium places.
132. The action plan to implement the outcomes of the Welsh in Education Strategic Plan, which includes actions to improve Welsh education in English medium schools, has been approved by the Welsh in Education Forum.

#### **Develop a strategic approach for allocating Capital contributions to deliver improvements to parks and green spaces (Green)**

133. A strategic approach has been established and an annual work programme to deliver improvements to our parks and green spaces is in place.

#### **Key Performance Indicators – Parks and Green Spaces**

The number of volunteer hours committed to Parks and Green Spaces	Annual Target 18,000	<b>Q1 Result</b> <b>4,436</b>
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#### **Work with partners to develop a strategic plan for development of sport and secure an increase in participation (Green)**

134. Sport Wales has commenced a fundamental review with partners to inform the development of a strategic plan for 2018-19 and beyond.

#### **Key Performance Indicators - Participation**

Total number of children aged 7-16 engaged in Sport Cardiff-led activities	Annual Target 30,000	<b>Q1 Result</b> <b>6,802</b>
The number of attendances at our leisure facilities	Annual Target 1,499,369	<b>Q1 Result</b> <b>366,915</b>
The number of individuals participating in parks / outdoor sport	Annual Target 170,000	<b>Q1 Result</b> <b>39,699</b>

135. The Performance Indicator result for Quarter 1 above shows that the Quarter 1 performance for the number of individuals participating in parks / outdoor sport was rated Amber against the target in Quarter 1 as it is

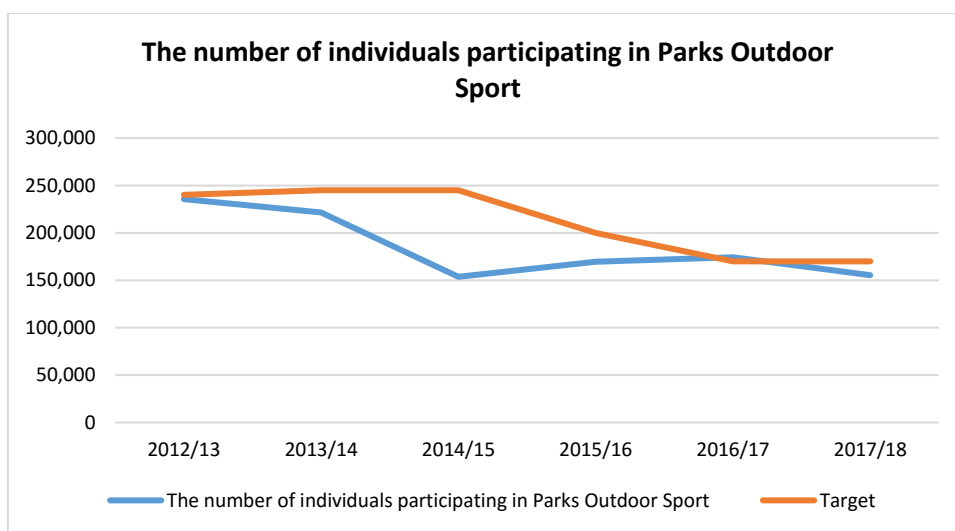
## Well-being Objective: 1.4

### Safe, confident and empowered communities



projected to under achieve against target, but by less than 10%. However, the figure of 39,699 individuals participating is higher than that in the corresponding period for 2017-18, which was 35,120.

136. The graph below tracks the downturn in the number of individuals participating in Parks Outdoor sports from 2012-2013 – 2017-2018 which this objective aims to turn around.



#### Engender a sense of ownership for Parks and green spaces within local communities (Green)

137. Work has continued to support the development of ‘Friends Of’ groups and community groups across Cardiff. This has included path maintenance, vegetation clearance, planting, and installation of noticeboards. Local community groups continue to operate Park Watch schemes in conjunction with the Council. Two new groups are being developed in Adamsdown and St Marys Garden, Whitchurch, and support has been given to both.

#### Key Performance Indicator

The number of visits to the volunteer portal	Annual Target 50,000	<b>Q1 Result</b> <b>13,363</b>
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#### Develop a new major events strategy (Green)

138. A draft Cardiff Events & Festival Strategy (2018-25) has been drafted. Consultation with key partners and stakeholders will commence in Quarter 2.

#### Support the development of the Creative Sector and unlock investment opportunities (Green)

139. Proposals for a Creative Cluster in the city have successfully passed the Arts and Humanities Research Council’s (AHRC) final stage assessments. The successful bidders will be announced early in Quarter 2.

140. Cardiff has been shortlisted to the final seven UK applications for the new national Channel 4 HQ or creative hub. Furthermore, Cardiff has won the UK national bid to host the Creative Cities Convention in 2019.

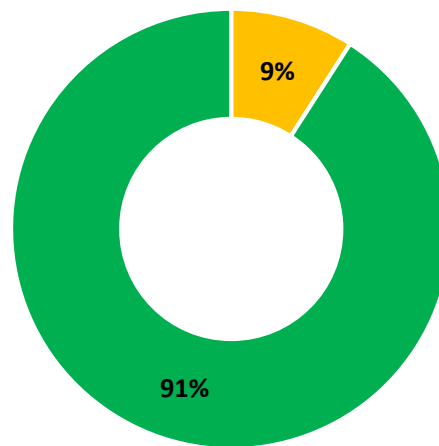
## Well-being Objective: 2.1

### A Capital City that Works for Wales – Summary



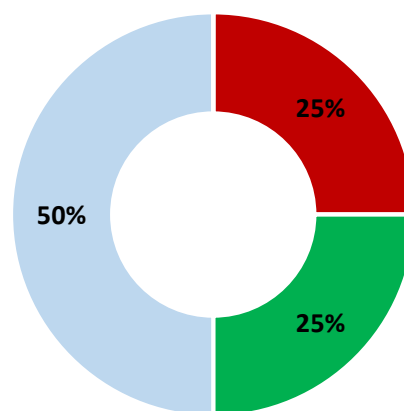
- Connected Capital
- Business Capital
- Inclusive Capital
- Smarter Capital
- Sporting and Cultural Capital City

A Capital City that works for Wales - Corporate Plan Steps  
Q1 2018-19 (11 Steps)



■ Red ■ Amber ■ Green ■ No RAG Assigned

A Capital City that Works for Wales - Q1 2018-19 Performance Indicator results  
(4 indicators)



■ Red [10% or more away from target] ■ Amber [within 10% of target] ■ Green [on or above target]  
■ Annual ■ Not Yet Available ■ New PI, baseline being set

## Well-being Objective: 2.1

### A Capital City that Works for Wales



- **Connected Capital**
- **Business Capital**
- **Inclusive Capital**
- **Smarter Capital**
- **Sporting and Cultural Capital City**

#### Key Financial Issues

141. At this stage there are no significant revenue budget variances relating directly to services within the scope of this Wellbeing Objective.

#### Corporate Plan steps and KPI's Updates

##### **Bring forward a new Economic vision for the future development of Cardiff (Green)**

142. The Green Paper consultation has been completed and a White Paper is to be presented to Cabinet in the autumn

##### **Begin work on a new Bus station as part of an Integrated Transport Hub (Green)**

143. A deal to deliver the bus station is now in place and preliminary works have started on site.

##### **Prioritise the delivery of a new Multi-purpose Indoor Arena (Green)**

144. Negotiations on-going regarding preferred site for a new Multi-Purpose Indoor Arena. A report will be presented to Cabinet in Quarter 3.

##### **Grow the city centre as a location for Business and investment (Green)**

145. No 2 Central Square is now completed and the development of the HMRC building is proceeding at pace. The BBC building has been completed and handed over to the BBC for fit out.

#### Key Performance Indicators

New and safeguarded jobs in businesses supported by the Council, financially or otherwise	Target 500	<b>Q1 Result 783</b>
The amount of Grade A office space committed to in Cardiff (Sq. Ft)	Target 150,000	<b>Q1 Result 0</b>

146. Although the KPI result for Grade A office space commitment above is currently rated Red due to there being no new office construction beginning during Q1, there are developments upcoming at Central Quay and Capital Quarter during the year which will enable the target of 150,000 sq ft to be achieved during 2018/19.

##### **Agree the business plan for the regeneration of Central Station (Amber)**

147. The Metro Central Delivery Partnership steering group has been established and is progressing. Welsh Government is funding the next phase of business case work and further feasibility studies have been

## Well-being Objective: 2.1

### A Capital City that Works for Wales



undertaken on north-south links through the station. There is no commitment for funding yet received from UK Government to support the development of the Metro.

#### **Develop a plan for a new mixed use development at Dumballs Road (Green)**

148. A mixed-use development comprising of commercial and residential use is progressing on track. An initial proposal is expected from the developer in Quarter 2.

#### **Launch a new industrial strategy for East Cardiff (Green)**

149. Professional support appointed and consultation with local stakeholders underway.

#### **Develop a new vision and Masterplan for Cardiff Bay including International Sports Village next phase (Green)**

150. A report will be presented to Cabinet on the next phase development of the Sports Village in Quarter 3.

#### **Work with Cardiff Capital Region partners to ensure City Deal Investment supports the economic development opportunities of the city region (Green)**

151. The development of a business case for Metro Central is progressing. The City Region's Skills Programme is expected to be signed off before the end of Quarter 2.

#### **Develop a business plan to protect the city's historic Assets (Green)**

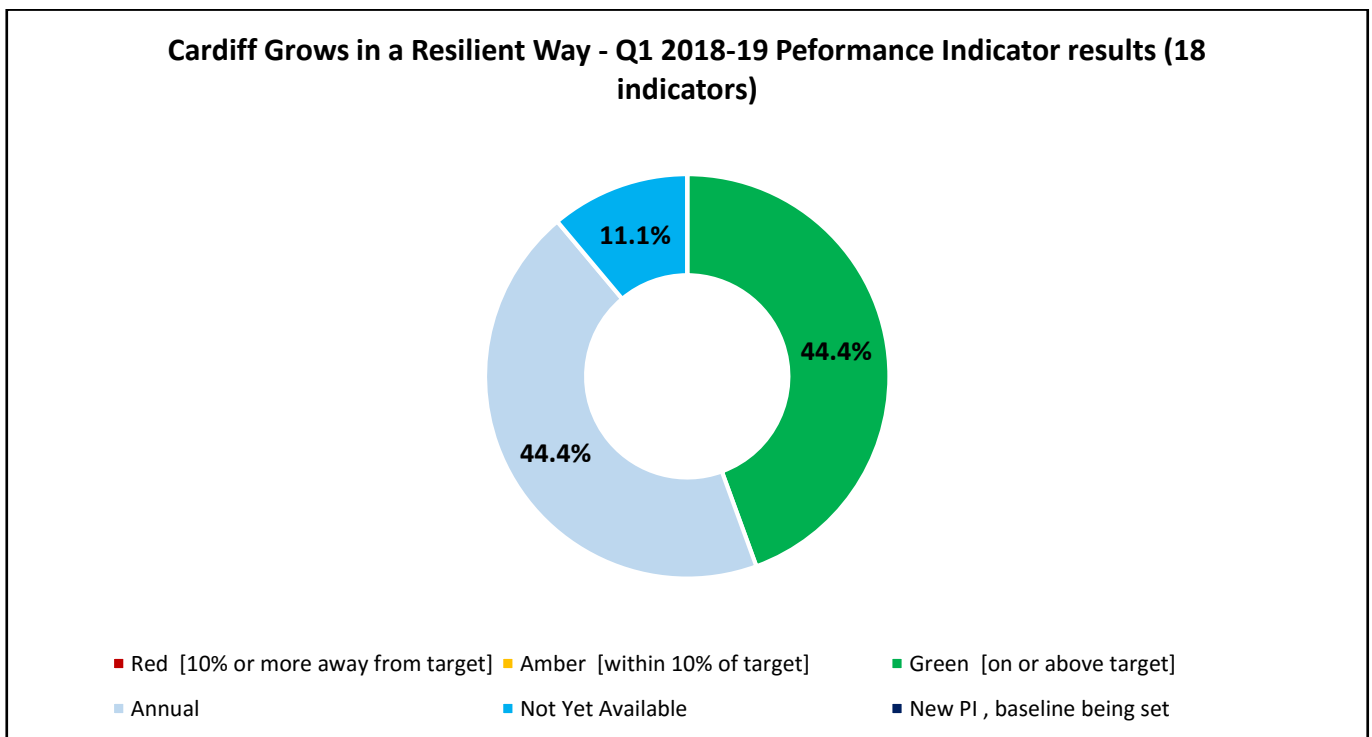
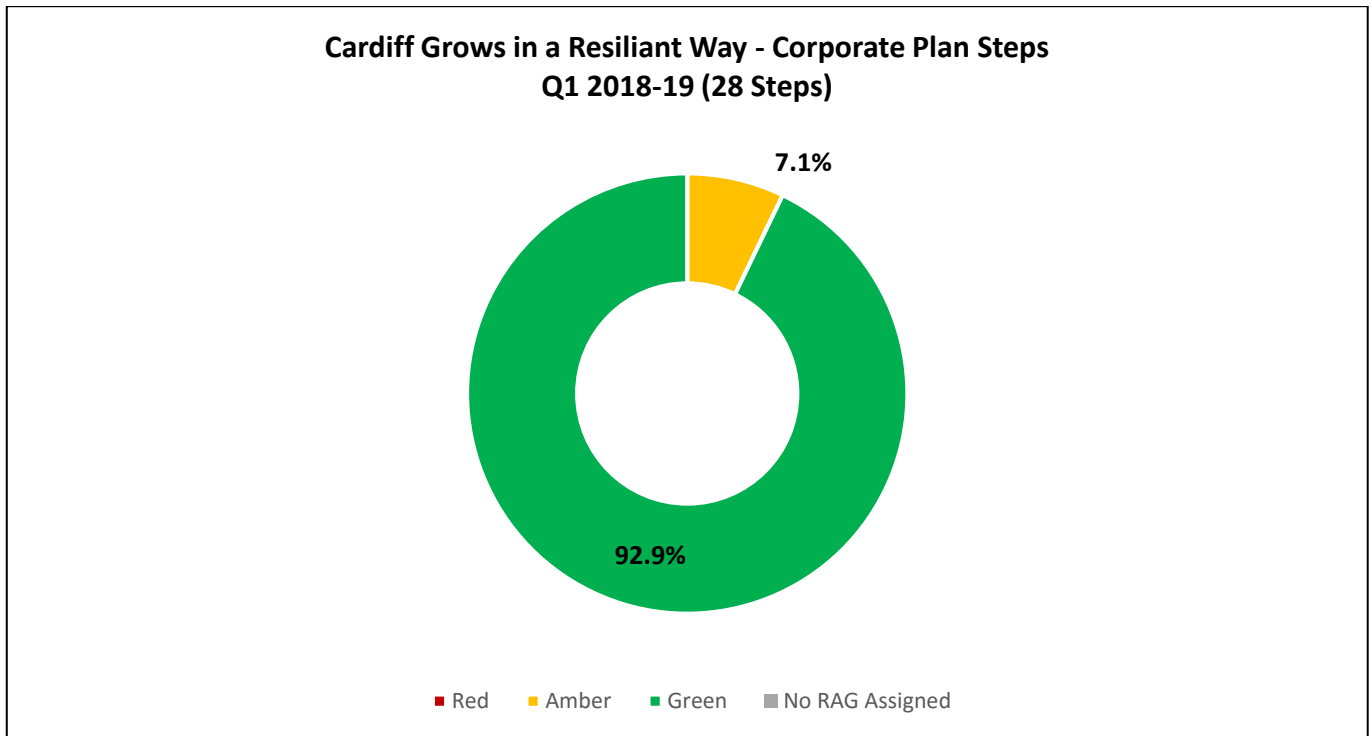
152. A report will be presented to Cabinet on the options for securing the future sustainability of the Council's portfolio of historic buildings in Quarter 3.

#### **Develop a Music Strategy to promote the City as a music destination (Green)**

153. The Council is working with global leading specialists 'Sound Diplomacy' to develop a music strategy. A comprehensive assessment of the music ecology has been undertaken with key stakeholders including musicians, promoters and venues and the findings will inform the development of a music strategy. Recommendations will be considered in Quarter 3.

### Cardiff grows in a Resilient Way – Summary

- Housing
- Transport
- Waste and Recycling
- Clean Streets





## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



- Housing
- Transport
- Waste and Recycling
- Clean Streets

#### Key Financial Issues

154. The Planning, Transport and Environment directorate is projecting an overspend of £1.424 million at Month 4. Some of the financial issues contributing to that position within the scope of this wellbeing objective include:

#### **Planning, Transport & Environment - Recycling and Waste Management Services**

155. This section is currently projecting an overspend of £1.064 million for 2018/19. The overspend is largely driven by costs relating to the ongoing HWRC and Waste Transfer station investigations, additional agency costs and income shortfalls at the Materials Recycling Facility (MRF). This position assumes approval of a drawdown of £350,000 contingency budget specifically set up in relation to income shortfalls at the MRF.

#### **Planning, Transport & Environment – Planning, Building Control & Energy Management**

156. This section is projecting an overspend of £354,000 at Month 4 as a result of savings shortfalls and shortfalls in planning fee income, partially offset by a reduced Carbon Reduction payment.

#### Corporate Plan steps and KPI's Updates

#### **Develop options for long-term regional partnership recycling infrastructure arrangements (Green)**

157. Discussions have been held with a regional partner to understand their future needs and infrastructure requirements. A scoping document has been completed and resource requirements are being mapped out.

#### **Consult on amendments to Recycling Waste Strategy and collections (Green)**

158. The draft strategy and consultation paper was approved by Cabinet in April 2018. A Project Team has been established for the Glass Pilot and Wheeled Bin expansion.

#### **Explore opportunities for New Household Waste Recycling Centre (Green)**

159. A Project Mandate has been completed, and a brief has been given to the Estates Team to support identifying sites.

#### **Undertake targeted Education campaigns in communities where recycling rates are low (Green)**

160. An Annual Communications Plan has been completed to include street scene issues, not just waste management. Compositional analysis and complaints statistics have been reviewed to identify the specific areas and waste streams to target.

#### Key Performance Indicator

The number of education and engagement actions per month	Target 750	<b>Q1 Result 3,758</b>
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## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



#### Continue to support Re-use in the city by expanding the usage of Re-use Centres

(Green)

161. A contract meeting has been held with our partner organisation (British Heart Foundation) to discuss contract improvements and closer working arrangements. We must consider awareness around promotion of the scheme for the general public and refresh training for site attendants to increase reuse.

#### Develop a Total Street Delivery Plan (Green)

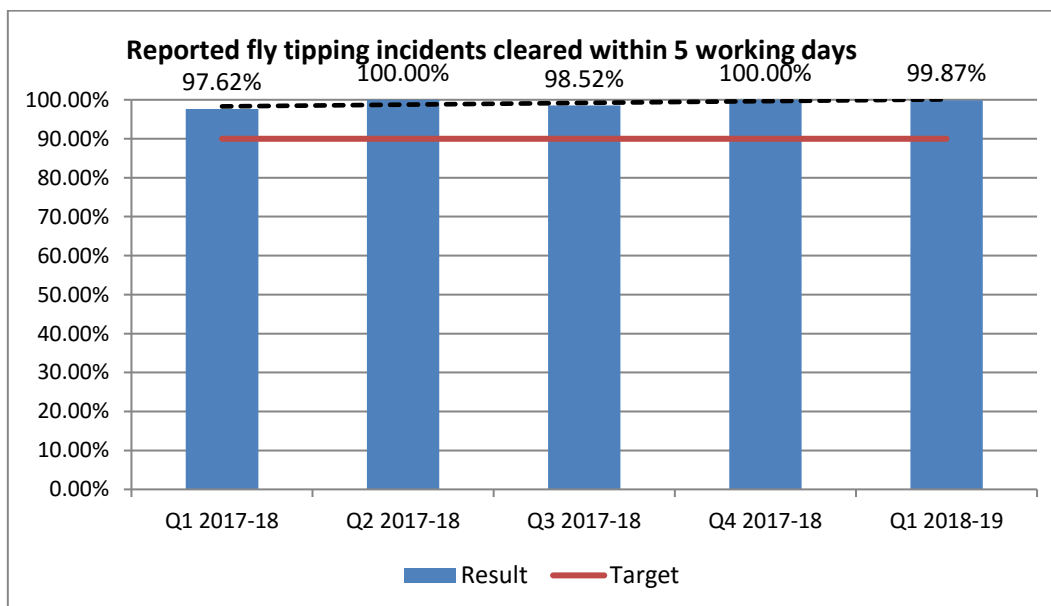
162. Draft Ward Action Plans are in place and are continuing to be developed with new areas. A draft to all Local Members following Quarter 1 performance reports will need to be released as it will be important to start engaging on concerns and sharing performance data. Agreement on release date for Ward Action Plans will follow once a final review has been undertaken with the Cabinet Member and the target will be a July release.

#### Tackle fly-tipping, littering and highway licensing (Green)

163. A Cabinet Report covering Public Space Protection Order – Policy and Dog Control, has been completed and was presented to Cabinet Meeting on 5th July 2018. Consultation documents now need to be developed on Dog Control.

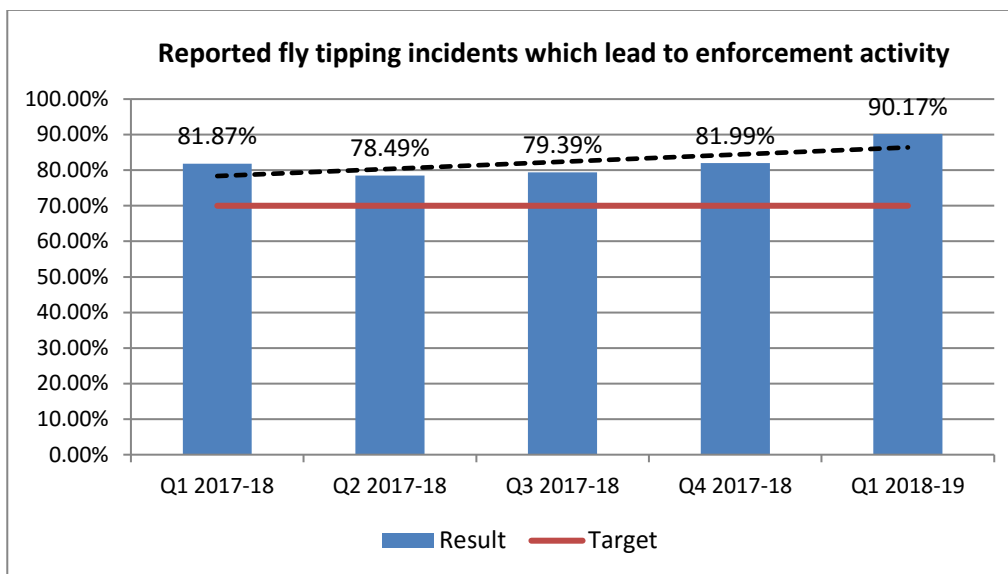
#### Key Performance Indicators

The number of investigations and enforcement actions per month	Target 750	<b>Q1 Result 1,993</b>
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## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



#### Improve the productivity and Performance of Street Scene Services (Green)

164. Productivity and associated monitoring is continuing; a holistic review of productivity and monitoring requirements and arrangements needs to take place across the Street Scene Service to identify areas for review and improvement. A data review has taken place with Ward Action Plans but there is a need to review this to establish what gaps there are on productivity monitoring. The development of data sets, including cost for services, will be programmed moving forward.

#### Explore and develop a Commercial and Collaboration Strategy for Key Services (Green)

Identification of all commercial and collaboration activities are currently being collated. Work to review commercial waste still to commence but will develop as part of the Street Scene Programme and Assistant Director appointment.

#### Develop a City Food Strategy (Amber)

165. Welsh Government funding had been secured for a background study and consultants have been appointed. This will assist in the development of a strategy, based on best practice and wide stakeholder engagement. The UK Sustainable Food Cities conference was successfully held in Cardiff, with 160 delegates attending from Sustainable Food Cities and Networks from around the UK. The Leader delivered the opening speech which was well received by attendees. The UK Food Power conference was held as a follow-on event, looking at ways of alleviating food poverty and tackling inequalities.

#### Progress a 5 Megawatt Solar Farm at Lamby Way (Green)

166. The scheme was approved by Cabinet in June 2017. The Project Manager post has been advertised and new technical support secured through Carbon Trust/Welsh Government. Currently we are commissioning Planning consultants to finalise planning application.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



#### Develop a new Transport and Clean Air vision for the city (Green)

167. The Green Paper consultation (Clean Air and Active Travel) has been released and over 2000 responses were received. Engagement sessions/initiatives have been undertaken through Cynal Cymru and the Cabinet Office – the analysis of the results to date is on-going.

#### Undertake a scoping assessment for a Clean Air Zone in Cardiff (Green)

168. Consultants have been employed to undertake the air quality modelling required to assess Cardiff in the prescribed areas of exceedance (A4232 & A48) and the investigation of “measures”, should they be necessary, to achieve compliance with ambient air quality limits (Clean Air Zone). Transport modelling (TFW/Mott Macdonald) has also been undertaken and the analysis of the data is targeted for completion by end of July 2018.

#### Improve the condition of Highways (Green)

169. Budgets have been set and aligned to the correct areas for delivery of works. Large volume smaller scale improvement works have been undertaken and continue to be delivered as per the demand. The Annual Engineering Inspection (AEI) survey has been completed and a programme of works is being developed for the various treatments types.

#### Develop an Electric Vehicles Strategy (Green)

170. Work is progressing to set a programme to enable the delivery of the Electric Vehicles Strategy using the outcomes of the Electric Vehicles Feasibility Study which was delivered in May.
171. Project Management Assistance is being sourced to support the programme.
172. A draft bid to the Office for Low Emission Vehicles (OLEV) for funding via the Residential Charge Point Scheme has been developed and is being assessed for robustness by the Energy Savings Trust ahead of submitting to OLEV for consideration of award.
173. Work has begun on the delivery of the initial stages of greening the Council's operational fleet. A Rapid Charge pilot is being progressed with the market for trialling high power charging units on street.

#### Develop a spatial Masterplan to create new, high quality, shared space for pedestrians, cyclists and vehicles (Amber)

174. Work is underway in several areas including:
- Central Square: Concept Design finalised.
  - Westgate Street: Air Quality Modelling complete
  - Eastside: Further modelling and testing requirements identified.
  - Riverside Active Travel Zone (ATZ): Potential improvement options identified, planning document created and associated costs identified.
  - Adamsdown: Potential improvement options and scoping

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



175. There are some concerns around the funding sources needed to cover the construction costs and clarity required around central square responsibilities between the developer, Transport for Wales and the Council. To address this, the Issue register for Central Square Meetings is scheduled for Senior Management and Welsh Government.

#### **Support the delivery of the Active Travel Agenda (Green)**

176. Engagement with key active travel stakeholders has continued through the Cycling Advisory Group, chaired by Cabinet Member for Strategic Planning and Transport. Meetings involve key representatives of Cycling / Active Travel groups.

177. The Council's inclusive approach to scheme consultation, as demonstrated by the recent Senghennydd Road Cycle Superhighway consultation meeting with Cardiff Cycle City, has also helped to build the trust and goodwill of the cycling community.

178. The HSBC Core Cities Cycling Partnership is now well established with joint working and reporting arrangements firmly in place.

#### **Making roads safer by implementing 20mph speed limits (Green)**

179. Initial Traffic Regulation Order stages have been triggered with appropriate officers for preparation of the delivery of an East Cardiff 20mph limit in Plasnewydd, Adamsdown and parts of Splott following a change of programme initiated by the Cabinet Member. The Grangetown scheme will be prepared for delivery in anticipation of in-year funding becoming available from Welsh Government later in the financial year.

#### **Improve the walking and cycling network in Cardiff (Green)**

180. Public consultation on Senghennydd Road has been undertaken and detailed design is in progress. The application for Traffic Regulation Orders has been delayed due to minor revisions needed to the scheme layout as a result of consultation feedback, however the scheme is still on target to commence construction in January 2019.

#### **Deliver the annual parking report, progress the Parking strategy, and an assessment of pavement parking (Green)**

181. The Draft Annual Parking Report has been completed and published on the website, and explains the purpose of parking regulations, what's new (pay by phone etc.), future plans for parking, statistics and financial information.

#### **Launch the On-Street Bike Hire Scheme (Green)**

182. The On-street Bike Hire Scheme was launched on schedule at the Senedd. Since its launch, the Cardiff on street cycle hire scheme has been a very visible and positive contribution to the visibility of cycling as a mode of transport in Cardiff. Bikes are already seeing a use of four trips per bike per day, which is the highest usage statistics outside of London. The scheme has also attracted Cardiff University as local sponsor.

- Registrations to date in Cardiff: 11,652
- Rentals in Cardiff to date: 30,623
- Full membership: 873

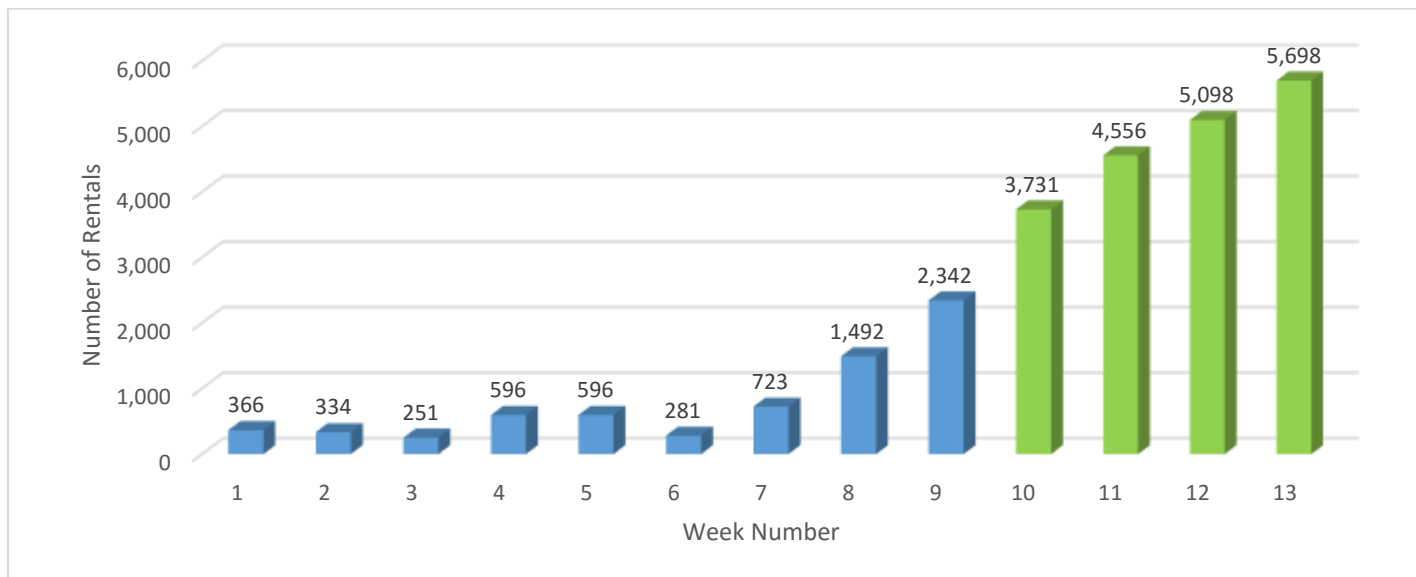
## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



The graph below shows the rental profile against the number of bikes on the system.

The change in colour from Blue to Green represents the point at which the number of bikes available increased from 5 to 250.



#### Ensure Active Travel Plans for all Schools – 2020 (Green)

183. Meetings have been held between Education officers and Planning, Transport and Environment (PTE) officers. It is acknowledged that there is a need to provide additional staff resources to facilitate work on Active Travel Plans for Schools. However, there is currently no funding for this Active Travel Plan programme in schools.

#### Support the delivery of High quality and Well connected communities (Green)

184. Continuing engagement with Developers and relevant Council Service Areas to identify and secure planned infrastructure through the Development Management process and S106 agreements (mechanism which makes a development proposal acceptable in planning terms).

185. Cabinet Report completed and on Forward Plan to improve the process of engagement with Ward Councillors to support the prioritisation and delivery of community infrastructure through the planning process. "Pilot" Ward-Based Priority List exercise with nominated/volunteer Councillors in advance of Cabinet Meeting arranged for September 2018.

#### Increase the delivery of new houses to meet housing need through the development of LDP strategic sites (Green)

186. To increase the delivery of new houses we are ensuring that the development and monitoring of both our strategic and other sites remains ongoing. Completions are being delivered on multiple outlets within Plasdwr, North West Cardiff (Strategic Site C) and St Edeyrn's, East of Pontprennau (Strategic Site G), with other sites receiving planning permission throughout Quarter 1.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



#### Key Performance Indicators - Planning

Percentage of householder planning applications determined within agreed time periods	Target 80%	<b>Q1 Result 95.18%</b>
Percentage of major planning applications determined within agreed time periods	Target 25%	<b>Q1 Result 87.5%</b>

#### **Deliver 2000 New Council Homes (Green)**

187. Ground works have commenced on the Greenfarm hostel and contracts have been agreed for the PDSA site. All Welsh Government funding is in place. The Caldicot Road scheme is slightly delayed but procurement paperwork is with the Procurement Team. A new bid has been submitted for phase 2 of the innovative housing schemes.

#### **Develop an outline business case for the District Heat Network proposal (Green)**

188. Cabinet approved the business case in April 2018. The next phase of funding has been secured through Heat Network Development Unit and Council match fund. We are currently procuring Project Management contract and scoping detailed plans for the next phases of work.

#### **Convene regular design review meetings to consider and make recommendations to development proposals and publish an annual design review monitoring document (Green)**

189. Design Review Meetings continue to be convened and are providing a useful mechanism to identify necessary changes to improve submitted proposals at an early stage. This improves the quality of proposals in an expedient manner.

#### **Develop a Climate Change Investment policy for consideration by the Pensions Committee (Green)**

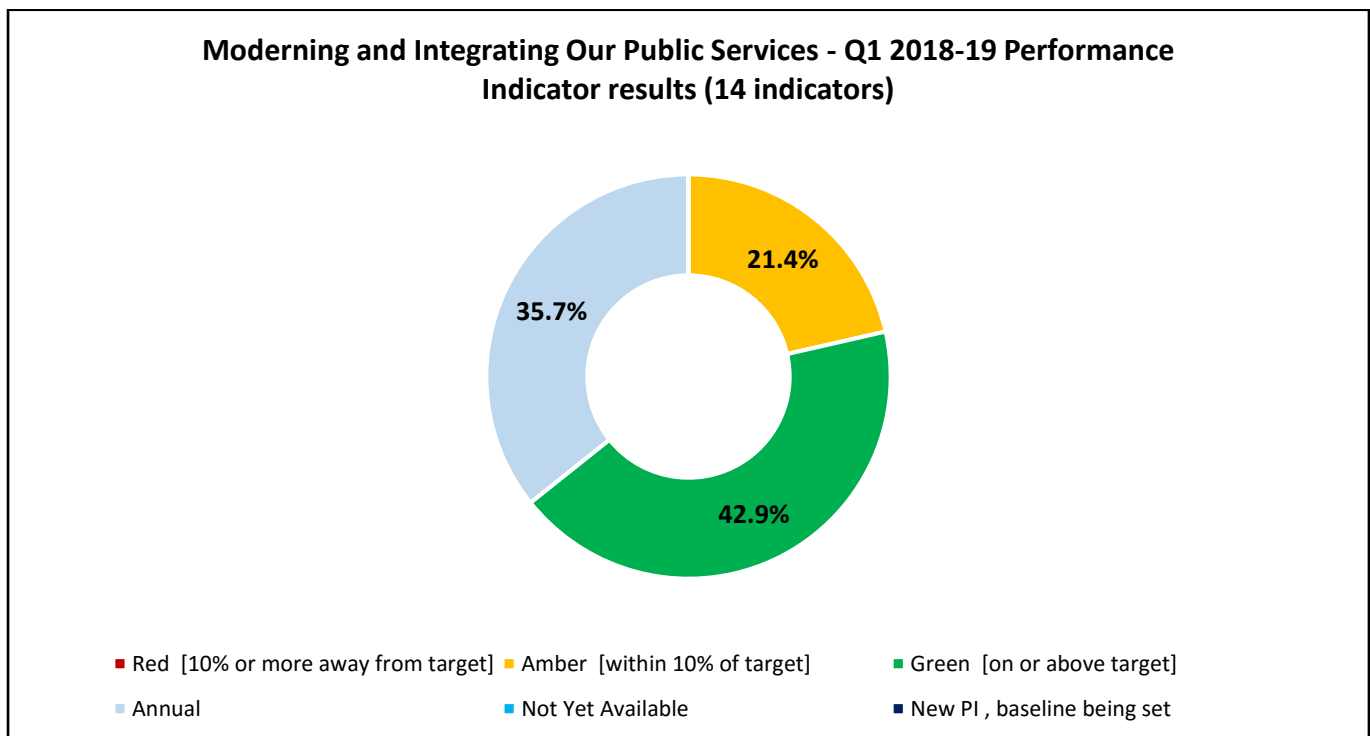
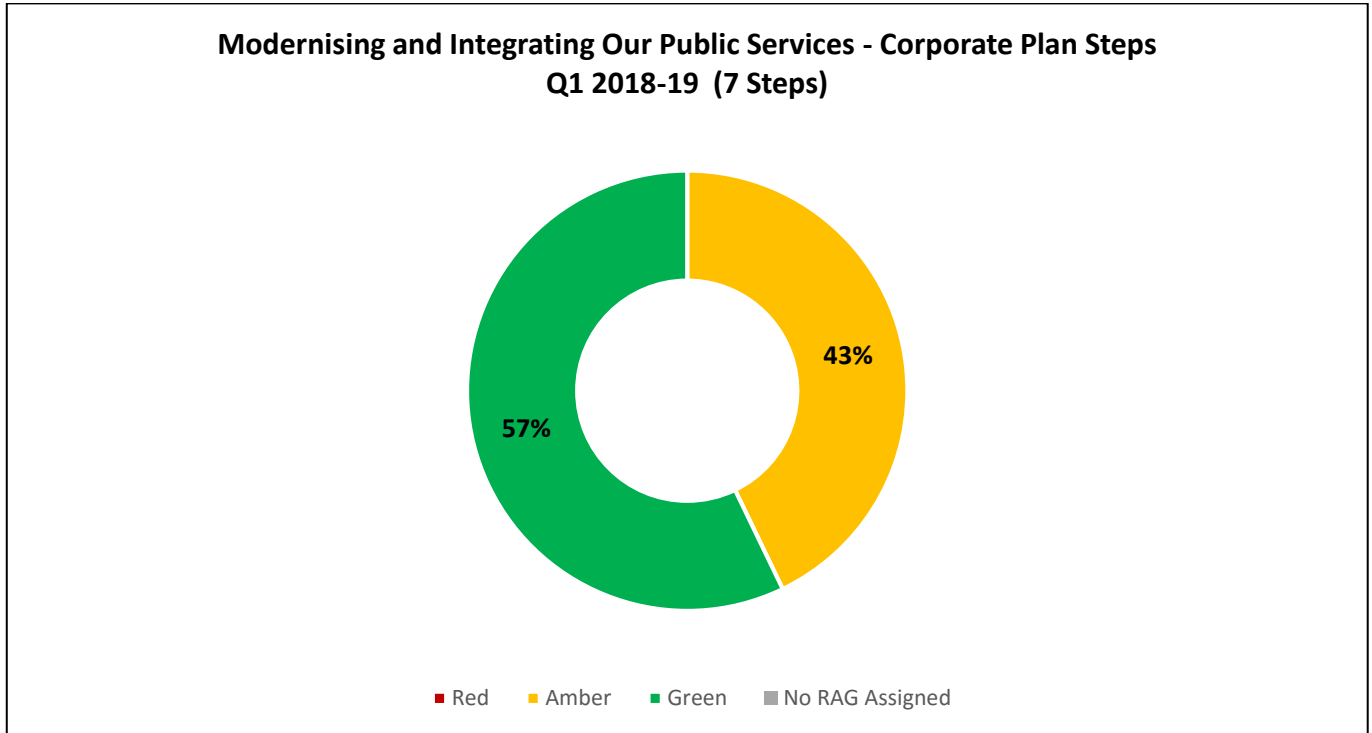
190. Options for the climate change investment policy are currently being considered and drafted; these will be taken to the Pensions Committee for consideration in December.

## Well-being Objective: 4.1

### Modernising & Integrating Our Public Service –Summary



- Delivering Strategic Change
- Sustainable Services and Organisational Performance





## Well-being Objective: 4.1

### Modernising & Integrating Our Public Service



- Delivering Strategic Change
- Sustainable Services and Organisational Performance

#### Key Financial Issues

191. At this stage there are no significant revenue budget variances relating directly to services within the scope of this Wellbeing Objective.

#### Corporate Plan steps and KPI's Updates

##### **Progress the Council's Digital First Agenda (Green)**

192. An initial report has been received on Cloud Navigator; options are being firmed up with Microsoft to identify potential work streams. These options will potentially be developed into business cases in Quarter 2, dependant on cost and achievability.

#### Key Performance Indicator

The number of customer contacts to the Council using digital channels	Target 10% Increase	<b>Q1 Result</b> <b>211,854</b>
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##### **Assets and Property: Modernise the management and operation of the Councils estate (Green)**

193. Property Condition & Utilisation Surveys are on course to be completed by the end of Quarter 3. Report on Corporate Landlord presented to Cabinet in July. Disposals opportunities to be presented to Cabinet in Quarter 3. The business case for a new Real Estate technology system will be presented to Investment Review Board in Quarter 2.
194. Statutory compliance progressing in accordance with the recommendations of the independent review, presented as part of the Corporate Landlord Cabinet report in July.
195. The following Performance Indicators are used to measure progress against key areas of the Council's Assets and Property portfolio. All Performance Indicators are ragged Green at Quarter 1 as they have achieved the profiled targets set for Quarter 1. All of these Performance Indicators have end-loaded targets in terms of quarterly profile and therefore targets for future quarters will be significantly higher in terms of their contribution to achieving the overall annual targets. However at Quarter 1 all are on track to achieve the annual targets according to the profile set.

## Well-being Objective: 4.1

### Modernising & Integrating Our Public Service



#### Key Performance Indicators - Property

Reduce the Gross internal area (GIA) of buildings in Operational Use	Q1 Target 0%	<b>Q1 result 0%</b>
Reduce the total running cost of occupied operational buildings	Q1 Target 0.03%	<b>Q1 Result 0.03%</b>
Reduce the maintenance backlog	Q1 Target 0.01%	<b>Q1 Result £0.01%</b>
Capital Income generated	Q1 Target £400,000	<b>Q1 Result £400,000</b>

#### **Improve the Health & Wellbeing of our employees (Amber)**

196. During Quarter 1 focus groups have been undertaken with specific roles that have disproportionately high sickness. The recommendations from these focus groups will be translated into action plans, which include actions such as implementing a flu vaccinations programme in the Autumn for those areas that have frequent interaction with the elderly or children. Work is also being carried out by the service area around working practices for home care staff.
197. Other focuses for the sickness agenda have been on categorisation of mental health related sickness. Sickness data from Digigov has been taken and categorised in terms of Mental Health based on the international diseases classification.
198. As shown below, the projected sickness level for 2018-19 at Quarter 1 is below target, however it is within 10% of the target set and therefore has been rated Amber at Quarter 1. The projected outturn of 10.15 days is an improvement on the 2017-18 sickness outturn figure of 11.27 and also an improvement compared to the Quarter 1 projection from 2017-18 which was 11.14. A further breakdown of Sickness data for Quarter 1 is provided in the Corporate Overview section of this report.

#### Key Performance Indicator – Sickness Absence

The number of working days / shifts per full time equivalent (FTE) employee lost due to Sickness Absence	Annual Target 9.5	<b>Q1 Projection 10.15</b>
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#### **Support Staff Development (Amber)**

199. A survey for year-end Personal Reviews was undertaken during Quarter 1 and the results for this will be available during Quarter 2.
200. The Personal Review initiation figure shows that 5,607 staff have had a Personal Review initiated out of 5,765 this is 97.26% against a target of 100%.

#### **Get people and Communities more involved in decisions (Green)**

201. Scrutiny task and finish groups are using surveys more to elicit the views of the public for example there were 413 respondents to the Drug Dealing survey. The Online Litter survey respondents has had 1157 respondents;

## Well-being Objective: 4.1

### Modernising & Integrating Our Public Service



this survey is open between 18th June 2018 and 8th July 2018, therefore further respondents will be reported in Quarter 2.

202. Webcasting of Full Council, Planning Committee and Scrutiny Committees continues, however there remains an issue in relation to webcasting equipment, and 'all views' of webcasts for Full Council is lower than Quarter 1 2017-18 and Planning Committees have had a similar number of views to Quarter 1 2017-18.
203. More Scrutiny Committees are being webcast via Modern.gov therefore the number of views has increased from Quarter 1 2017-18. So far eight committees [one CASSC, three Economy & Culture, three environmental and one PRAP] have been webcast compared to none last year in Quarter 1 following local authority elections.
204. Pilots of broadcasting committees via 'Facebook Live' have also taken place, and the shares, views, comments etc. will be monitored going forward.

#### Key Performance Indicators

The percentage of draft committee minutes published on the Council website within 10 working days of the meeting being held.	Target 80%	<b>Q1 Result 92%</b>
The number of external contributors to Scrutiny meetings	Target 140	<b>Q1 Result 1,580</b>

#### **Ensure that consultation and engagement work is as representative as possible (Green)**

205. A review of the Citizen Engagement tools has been undertaken, led by Cardiff Research Centre with external support from Participation Cymru. Key proposals emerging from the review are being implemented or piloted; these include:
- Changes to citizen surveys, from an annual omnibus survey (over 100 questions) to a single, short annual survey on quality of life and services, supplemented by a dynamic approach to service specific surveys.
  - A focus on digital engagement city-wide, supplemented by targeted online promotion, via the citizen panel and social media, and face-to-face engagement with identified key stakeholders and seldom heard groups.
  - The use of population weighting techniques.
  - The creation of a Council-wide 'consultation hub' for citizens to access all open and recently closed consultations.
  - Staff training sessions on good public engagement, run by Participation Cymru.

#### **Champion equality and diversity, making sure that citizens' rights are protected in any changes to our public services (Amber)**

206. Work is ongoing to continue to champion Equality and Diversity, making sure that citizens' rights are protected in any changes to our public services by conducting Equality Impact Assessments and engaging and consulting with those who may be affected by said changes. Further areas of key progress include:
- Equality Awareness sessions for employees
  - Close working with the Employee Equality Networks

## Well-being Objective: 4.1

### Modernising & Integrating Our Public Service



- Currently working with the LGBT Network and Stonewall Cymru to improve the Council's ranking on the Stonewall Workplace Equality Index
- Working with the Disabled Employee Network in the Council's role as a Disability Confident Employer.



**2018/19**

**Q1 Performance Report Appendix – High level summary by Wellbeing Objective**

### **Corporate Plan Steps Assessment Criteria**

Directorates are asked to self-assess the RAG rating for each of the corporate plan steps for which they are the lead directorate using the following criteria:

#### **Red**

A Step should be ragged as **Red** when serious issues have occurred and it is unlikely that any further progression can be made without some form of assistance from outside of the directorate E.g. SMT, enabling services etc. At the time of writing it is unlikely that the step will be delivered within the agreed time frame / or at all.

#### **Amber**

A Step should be ragged as **Amber** when issues have occurred but they are not serious enough to require assistance. Progress can be recovered by the Directorate and there is a plan in place for this. It is likely that the step will still be delivered within the agreed time frame.




#### **Green**

A Step should be ragged as **Green** when there are no issues with progress / performance, and at the time of writing the step will be delivered within the agreed time frame.

### **Corporate Plan KPI's Assessment Criteria**

Directorates provide KPI results against target. The KPI RAG rating is then calculated using a set formula as follows:

Key:

-  Red - indicator result is 10% or more away from target
-  Amber - indicator result is within 10% of target
-  Green - indicator result is on or above target

## Well-Being Objective: Cardiff is a great place to grow up

77%

23%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Deliver a strengthened programme of academic and vocational provision for learners educated outside of mainstream settings, to improve learner outcomes. (ELLL)	During the academic year 2017/18 and beyond.				
Reshape and enhance specialist provision and services for pupils with additional learning needs to ensure sufficient, high quality places are available to meet the current and projected need. (ELLL)	2017 - 2022				
Complete the remaining schemes within the £164m 'Band A' programme of investment in schools, which will result in the opening of <b>5 new primary schools</b> , including two Welsh medium schools and <b>1 new secondary school</b> . (ELLL)	Autumn 2018				
	Spring 2019				
Ensure the best outcomes for children and young people for whom the Council becomes responsible by: <ul style="list-style-type: none"> <li>• Improving the reach and effectiveness of support to care leavers by strengthening the Bright Starts Traineeship Scheme. (SS)</li> <li>• Embedding the Corporate Parenting Strategy across the Council and partners to promote the achievement of the same positive outcomes for children in care that every good parent would want for their own children.</li> <li>• Improving the Council's capacity to commission and provide high-quality, cost-effective placements within the Cardiff area, reducing the need for Looked After Children to be placed out of area.</li> </ul>	During 2018/19				
	March 2019				
	March 2023				
Address the maintenance backlog in schools, as part of a wider programme of Asset and Estate management, targeting increased investment in schools that require priority action. (ELLL and ED)	March 2019				
Deliver the new schemes within the £284m 'Band B' programme of school investment to: <ul style="list-style-type: none"> <li>• Increase the number of school places available.</li> <li>• Improve the condition of school buildings.</li> <li>• Improve the teaching and learning environment. (E&amp;LL)</li> </ul>	April 2019 to 2024				
Commission an independent review of the effectiveness of the Multi Agency Safeguarding Hub in consultation with the Regional Safeguarding Board and consider recommendations for change / improvement with a view to implementing changes. (SS)	March 2020				
Promote and fulfil Children's rights by building a Child Friendly City in partnership with UNICEF UK, over the three years to 2021. (E&LL)	2021				
Continue to raise standards achieved by learners in Cardiff schools and support schools in developing the 'Successful Futures' curriculum to be in operation. (E&LL)	2022				

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Enhance Early Help by to support children and families before their needs escalate to the point that they require statutory interventions by • Agreeing a refreshed Early Help / Preventative Strategy • Piloting a ‘Children First’ approach during 2018/19 to join up multi-agency preventative services and funding in order to improve early help to children and families in Ely and Caerau. • Identifying opportunities to deploy grant streams more effectively under new “Funding Flexibilities” arrangements. (P&C and SS)	March 2022 (Children First Approach during 2018-19)	Yellow			
Embed the Disability Futures Programme to develop and implement remodelled services for disabled children, young people and young adults aged 0-25 across Cardiff and the Vale of Glamorgan to improve effectiveness and efficiency of services and outcomes for disabled young people and their families. (SS)	March 2023	Green			
Improve the educational attainment of pupils eligible for free school meals by • Highlighting and transferring best practice in schools which are effective in ensuring that economic disadvantage does not limit educational achievement. • Increasing the level of challenge and support to schools where pupils eligible for free school meals are underperforming (E&LL)		Yellow			
Support young people into education, employment or training by delivering the Cardiff Commitment, which will include: • Engaging city businesses to open up careers and enterprise opportunities to schools; • Implementing a digital platform to empower schools, young people and business to connect; • Introducing programmes of support to enable vulnerable young people to progress into employment; • Transforming information management processes to identify, track and support young people pre and post 16. (E&LL)		Yellow			




## Well-Being Objective: Cardiff is a great place to grow up

5%	9%	77%	9%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The percentage of schools categorised as 'Green' – Primary (E&LL)	N/A				58%	Annual Result available in Quarter 4 (January 2019)	Annual
The percentage of schools categorised as 'Green' – Secondary (E&LL)	N/A				44%	Annual Provisional result available in Quarter 3	Annual
The percentage of schools categorised as 'Green' – Special (E&LL)	N/A				71%	Annual Provisional result available in Quarter 3	Annual
The average Capped Nine Points Score achieved by Key Stage 4 pupils ( <i>This calculation is based on a pupil's results from nine of the qualifications available in Wales.</i> ) (E&LL)	N/A				370	Annual Provisional result available in Quarter 3	Annual
The percentage of pupils achieving the Level 2+ threshold at the end of Key Stage 4 (pupils achieving 5 GCSEs A*-C including English or Welsh and Mathematics) (E&LL)	N/A				65%	Annual Provisional result available in Quarter 3	Annual
The percentage of pupils achieving the Level 1 threshold at the end of Key Stage 4 (5 GCSEs A*-G) (E&LL)	N/A				95.4%	Annual Provisional result available in Quarter 3	Annual
The percentage of pupils achieving the Core Subject Indicator at the end of Key Stage 2 (E&LL)	N/A				90.2%	Annual Provisional result available in Quarter 2	Annual
The attainment gap in the Core Subject Indicator at the end of Key Stage 2 for those eligible for Free School Meals (FSM) and those not. (E&LL)	N/A				12	Annual Provisional result available in Quarter 2	Annual

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The attainment gap in the Level 2+ threshold at the end of Key Stage 4 for those eligible for Free School Meals (FSM) and those not. (E&LL)	Q1 N/A	Q2	Q3	Q4	30	Annual Provisional result available in Quarter 2	Annual
The percentage of children securing one of their first three choices of school placement – Primary (E&LL)	Q1 95%	Q2	Q3	Q4	95%	Result is provisional	TBC
The percentage of children securing one of their first three choices of school placement – Secondary (E&LL)	Q1 82%	Q2	Q3	Q4	82%	Result is provisional	TBC
The percentage of Year 11 leavers making a successful transition from compulsory schooling to education, employment or training (E&LL)	Q1 N/A	Q2	Q3	Q4	98.5%	Annual	Annual
The percentage attendance – Primary (E&LL)	Q1 N/A	Q2	Q3	Q4	95.2%	Annual	Annual
The percentage attendance – Secondary (E&LL)	Q1 N/A	Q2	Q3	Q4	94.5%	Annual	Annual
The percentage of Children Looked After by Cardiff Council that achieve the Level 2+ threshold at the end of Key Stage 4 (SS)	Q1 N/A	Q2	Q3	Q4	25%	Annual	Annual
The percentage of Children Looked After by Cardiff Council that achieve the Core Subject Indicator at the end of Key Stage 2 (SS)	Q1 N/A	Q2	Q3	Q4	77%	Annual	Annual
The percentage of children in regulated placements who are placed in Cardiff (SS)	Q1 59.60%	Q2	Q3	Q4	63%	388 / 651	
The number of schools designated as Rights Respecting Schools in Cardiff (E&LL)	Q1 N/A	Q2	Q3	Q4	22	Annual	Annual
The percentage of children receiving support from the Adolescent Resource Centre (edge of care) who are receiving less than 25 hours of education provision per week (SS)	Q1 53.85%	Q2	Q3	Q4	New Indicator, Baseline being set	Quarterly	New
The percentage attendance of looked after pupils whilst in care in secondary schools (SS)	Q1 N/A	Q2	Q3	Q4	95%	Annual	Annual
The percentage of all care leavers in education, training or employment 12 months after leaving care (SS)	Q1 N/A	Q2	Q3	Q4	62%	Annual	Annual
The percentage of referrals to the Multi Agency Safeguarding Hub that meet the intervention threshold. (SS)	Q1 21.86%	Q2	Q3	Q4	New Indicator, Baseline being set	1162 / 5315 Referrals to MASH met the intervention threshold.	New

## Well-Being Objective: Cardiff is a great place to grow old

100%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Consolidate Cardiff's status as a recognised Dementia Friendly City to support those affected by dementia, enabling them to contribute to, and participate in, mainstream society. This will include • Phase 1: Refurbishing existing day centres to provide dementia support; • Phase 2: Establishing a specialist dementia day service in partnership with the University Health Board. (SS)	2018-19				
Empower people to remain independent at home and reduce reliance on intensive interventions by preventing hospital admissions, accelerating safe hospital discharge and supporting assisted living. Key activities will include • Promoting the First Point of Contact Service to prevent unnecessary hospital admissions; • Developing a First Point of Contact (hospitals) to integrate more effectively hospital discharge; • Extending the scope of services to the Independent Living Services; • Extending Direct Payments to more people; • Establishing re-ablement as the unifying model for the provision of community based domiciliary care. (P&C and SS)					
Deliver the older person's strategy to support independent living, including fully understanding their housing needs and aligning work between People & Communities, Health and Social Services. (P&C)					
Address social isolation and enhance quality of life of older people by developing inter-generational working within schools, community groups, leisure centres and private sector partners. (P&C)					

## Well-Being Objective: Cardiff is a great place to grow old

50%	37.5%	12.5%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set	RAG rating not given
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
Adults who are satisfied with the care and support they received. (SS)	Q1	Q2	Q3	Q4	New indicator, baseline being set	Annual	Annual
	N/A						
Adults reporting that they felt involved in any decisions made about their care and support. (SS)	Q1	Q2	Q3	Q4	New indicator, baseline being set	Annual	Annual
	N/A						
The percentage of clients who felt able to live independently in their homes following support from the Independent Living Services. (P&C)	Q1	Q2	Q3	Q4	95%		New
The percentage of adults who completed a period of re-ablement and have a reduced package of care and support 6 months later. (SS)	Q1	Q2	Q3	Q4	New indicator, baseline being set	Annual	Annual
	N/A						
The percentage of new cases dealt with directly at First Point of Contact (FPOC) with no onward referral to Adult Services. (P&C)	Q1	Q2	Q3	Q4	72%		↑
	74.96%						
The average number of calendar days taken to deliver a Disabled Facilities Grant (from first contact to payment date). P&C)	Q1	Q2	Q3	Q4	190		→
	187						
The percentage of Telecare calls resulting in an ambulance being called out. (R)	Q1	Q2	Q3	Q4	10%	Number of occasions an ambulance was required 62, Total calls 1,181.	N/A
	5.25%						
The percentage of people who feel reconnected into their community through intervention from day opportunities. (P&C)	Q1	Q2	Q3	Q4	70%		↑
	88%						

## Well-Being Objective: Supporting People out of Poverty

12.5%	87.5%
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Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Create more paid apprenticeships and trainee opportunities within the Council (R)	March 2019	■			
Launch a Social Responsibility policy to ensure that local people and local communities benefit from the money the council spends on goods and services. (R)	March 2019	■			
Consider emerging guidance on undertaking statutory Health Impact Assessments to inform the development of the Corporate Plan 2019/22.		■			
Ensure support is available to mitigate potentially negative consequences associated with the roll-out of Universal Credit. (P&C)		■			
Act as an advocate for the Real Living Wage initiative and promote its adoption by the city's employers. (R)		■			
Better support people into work by integrating employment support services. (P&C)		■			
Use the new opportunities provided by Funding Flexibilities to work across directorates and funding streams, reviewing and realigning services. (P&C and E&LL)		■			
Deliver the Rough Sleeper Strategy to address rough sleeping in the city. (P&C)		■			

## Well-Being Objective: Supporting People out of Poverty

10%	90%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
The number of people receiving into work advice through the gateway (P&C)	Q1	Q2	Q3	Q4	43,000		New
	9,615						
The number of clients that have been supported into employment having received tailored support through the gateway (P&C)	Q1	Q2	Q3	Q4	623		New
	68						
The number of employers that have been assisted by the Council's employment support service (P&C)	Q1	Q2	Q3	Q4	80		New
	87						
The number of opportunities created for paid apprenticeships and traineeships within the Council (R)	Q1	Q2	Q3	Q4	100		↑
	97						
The number of customers supported and assisted with their claims for universal credit. (P&C)	Q1	Q2	Q3	Q4	1,500		↑
	416						
Additional weekly benefit awarded to clients of the City Centre Advice Team. (P&C)	Q1	Q2	Q3	Q4	£13m		↓
	3,714,767						
The number of rough sleepers assisted into accommodation. (P&C)	Q1	Q2	Q3	Q4	168		↑
	55						
The % of households threatened with homelessness successfully prevented from becoming homeless. (P&C)	Q1	Q2	Q3	Q4	60%		↓
	68%						
The % of people who experienced successful outcomes through the Homelessness Reconnection Service. (P&C)	Q1	Q2	Q3	Q4	70%		↓
	60%						
The % of clients utilising Housing First for whom the cycle of homelessness was broken. (P&C)	Q1	Q2	Q3	Q4	50%		New
	100%						

## Well-Being Objective: Safe, Confident and Empowered Communities

22.7%

77.3%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Implement the National Community Cohesion Action Plan 2017/2020, and undertake a review of the Local Delivery Plan in April 2018. Activities will include: <ul style="list-style-type: none"> <li>Working collaboratively with the Welsh Government to support engagement with communities experiencing exclusion or prejudice;</li> <li>Supporting the National Hate Crime Report and Support Centre by encouraging victims of hate crime to report incidents to the police or third-party reporting centres. (R)</li> </ul>	April 2018				
Help prevent violence against women, domestic abuse and sexual violence by developing a regional strategy, implementing the newly-commissioned services for female victims and exploring a regional service for male victims by. (P&C)	Summer 2018				
Continue to develop the Community Hub and Well-being programme in collaboration with the University Health Board and other partners. Activities include: <ul style="list-style-type: none"> <li>Completing the extended St Mellons Community Hub by Summer 2018;</li> <li>Working with partners to investigate other Hub projects such as: <ul style="list-style-type: none"> <li>- Developing additional library-based Hub facilities;</li> <li>- Developing a network of youth service Hubs.</li> </ul> </li> </ul>	Summer 2018				
Review and reform the Community Safety Partnership governance and delivery arrangements to focus on shared priorities. (R)	October 2018				
"Invest in the regeneration of local communities by: <ul style="list-style-type: none"> <li>Schemes programme</li> <li>Completing the further development of the Butetown Pavilion Scheme;</li> <li>Completing a new retail parade of 9 shop units as part of the Maelfa redevelopment</li> <li>Launching a further round of the Neighbourhood Renewal</li> <li>Exploring opportunities for further long-term investment through the Targeted Regeneration Investment Programme"(P&amp;C)</li> </ul>	Autumn 2018  Spring 2019;				
Continue to implement a sustainable finance and service delivery strategy across Children's and Adult Services, where the commissioning and delivery of services is evidence-based, outcome-focussed and commercially sound. (SS)	Throughout 2018-19				
Develop a new major events strategy to deliver events in the city for the next 5 years. (ED)	2019				

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Empower people with a learning disability to be more independent by developing a Regional Learning Disabilities Strategy. (SS)	March 2019	Green			
"Ensure children and adults are protected from risk of harm and abuse by: • Revising the Child Sexual Exploitation Strategy to encompass new and emerging themes of child and adult exploitation; • Raising awareness among public and professionals safeguarding issues for the duration of the plan; • Continuing implementation with key partners of the 'Signs of Safety' model, a strength-based, whole-service methodology for working with children and families in need of care and support for completion • Designing and implement a parallel model in Adult Services. (SS)"	March 2019  2022  2022	Yellow			
Continue to develop and support the workforce by implementing the requirements of the Regulation and Inspection of Social Care (Wales) Act 2016 and ensuring that all relevant professionals are appropriately qualified. (SS)	2020	Yellow			
Promote and support the growth of the Welsh Language to help meet the Welsh Government's 'Cymraeg 2050: A million Welsh speakers' strategy by • Delivering Cardiff Council's commitments in the city-wide Bilingual Cardiff Strategy 2017-2022; • Expanding the provision of Welsh medium education and promoting Welsh in English medium education. (R and E&LL)	2017-2022	Green			
Respond to the Parliamentary Review of Health and Social Care in Wales, which makes the case for reforming Wales' health and care system, particularly the way care and support is provided. (SS & P&C)		Green			
Ensure that the Council's Corporate Safeguarding Strategy is implemented. (All Directorates)		Green			
Prevent children entering the criminal justice system and work with those already in the criminal justice system to reduce their reoffending through the interventions delivered by the Cardiff Youth Offending Service. (SS)		Yellow			
Tackle substance misuse in the city by undertaking a review of the risk factors with a focus on supporting young people. (R)		Green			
Deliver the Night Time Economy Strategy – working with Public Services Board partners. (R)		Green			
Drive up standards in the private rented housing sector by taking enforcement action against rogue agents and landlords letting and managing properties. (R)		Green			






Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Deliver Phase 2 of the neighbourhood partnership scheme to: • Give people a voice in shaping Council services; • Better connect people with local service providers and activities in their Neighbourhoods. (P&C and R)					
Establish a more strategic approach and develop a programme for allocating capital contributions designed to deliver improvements to our parks and green spaces. (ED)					
Work with partners to develop strategic plans for the development of sport and culture in the city that secure increases in participation and attract investment in our facilities. (ED)					
Work with our network of 'Friends of' and volunteer groups to engender a sense of ownership within local communities in the management and development of our parks and green spaces, and to secure improvements in local environmental quality. (ED)					
Support the development of the creative sector and help unlock investment opportunities by working with partners from the Universities and the Creative Economy on bids to the Arts, Humanities and Research Council. (ED)					

## Well-Being Objective: Safe, Confident and Empowered Communities

17.6%	35.3%	29.4%	17.6%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
The percentage of Council Staff completing Safeguarding Awareness Training. (R)	Q1	Q2	Q3	Q4	50%		New
	15.5%						
The percentage of Council staff completing the Level 1 online module of the National Training Framework on violence against women, domestic abuse and sexual violence as a percentage of all staff. (P&C)	Q1	Q2	Q3	Q4	100%		↑
	16%						
The total number of children and adults in need of care and support using the Direct Payments Scheme (local). (SS)	Q1	Q2	Q3	Q4	910		↓
	802						
The percentage of Children's Services Social Work Vacancies. (SS)	Q1	Q2	Q3	Q4	18%	137.3 / 487.7 MASH = 28.3% I&A = 43.2% CIN = 25.3% LAC = 23.4%	↓
	28.20%						
The number of children entering the criminal justice system. (SS)	Q1	Q2	Q3	Q4	18	.	↓
	36						
The percentage of customers satisfied with completed regeneration projects. (P&C)	Q1	Q2	Q3	Q4	70%		New
	83%						
The number of visitors to libraries and Hubs across the city. (P&C)	Q1	Q2	Q3	Q4	3,300,000		↑
	634,282						
The percentage of customers who agreed with the statement 'Overall the Hub met my requirements/I got what I needed'. (P&C)	Q1	Q2	Q3	Q4	95%		↑
	97%						
The number of visits (hits) to the volunteer portal. (P&C)	Q1	Q2	Q3	Q4	50,000		New
	13,363						
The number of Council employees who have undertaken Welsh Language Awareness training. (R)	Q1	Q2	Q3	Q4	Increase current levels	Annual	Annual
	N/A						
The number of Council employees who have undertaken Welsh Language training. (R)	Q1	Q2	Q3	Q4	Increase current levels	Annual	Annual
	N/A						
The number of Green Flag Parks and Open Spaces. (ED)	Q1	Q2	Q3	Q4	12	Annual	Annual
	N/A						

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The number of volunteer hours committed to parks and green spaces. (ED)	4,436				18,000		
The number of individuals participating in parks/ outdoor sport. (ED)	39,699				170,000		
Total number of children aged 7-16 engaged in Sport Cardiff-led activities. (ED)	6,802				30,000		New
The number of attendances at our leisure facilities. (ED)	366,915				1,499,369		
Attendance at Commercial Venues. (ED)	263,389				879,800	Mansion House - 1,311 City Hall - 49,858 Cardiff Castle - 85,156 Cardiff Story - 24,753 St Davids Hall/N Theatre - 102,311	New

## Well-Being Objective: A Capital City that Works for Wales

9%

91%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Bring forward a new Economic Vision for the future development of Cardiff by launching a White Paper. (ED)	2018	Green			
Begin work on a new Bus Station as part of an Integrated Transport Hub. (ED)	2018	Green			
Agree the business plan for the regeneration of Central Station and begin construction by 2019. (ED)	2018 2019	Yellow			
Develop a Music Strategy to promote the city as a music destination. (ED)	October 2018	Green			
Develop a new vision and masterplan for Cardiff Bay including the next phase of development of the International Sports Village. (ED)	End of 2018	Green			
Develop a business plan to protect the city's historic assets. (ED)	End of 2018	Green			
Develop a plan for a new mixed-use development at Dumballs Road. (ED)	2019	Green			
Launch a new Industrial Strategy for East Cardiff, aligned to the completion of the Eastern Bay Link. (ED)	2019	Green			
Grow the city centre as a location for businesses and investment by completing a new business district delivering an additional 300,000ft <sup>2</sup> of 'Grade A' office space at Metro Central. (ED)	2020	Green			
Prioritise the delivery of a new Multi-Purpose Indoor Arena in the best possible location to ensure it can attract premier national and international events. (ED)		Green			
Work with Cardiff Capital Region partners to ensure that City Deal investment supports the economic development opportunities of the city-region. (ED and PTE)		Green			

## Well-Being Objective: A Capital City that Works for Wales

25%	25%	50%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
New and safeguarded jobs in businesses supported by the Council, financially or otherwise. (ED)	783				500		↑
The amount of 'Grade A' office space committed to in Cardiff (sq. ft.) (ED)	0				150,000		↓
Number of staying visitors. (ED)	N/A				2% Increase (Approx. 40,000)	Annual	Annual
Total visitor numbers. (ED)	N/A				3% Increase (Approx. 630,000)	Annual	Annual

## Well-Being Objective: Cardiff grows in a resilient Way

7.1% 92.9%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Develop an outline business case for the District Heat Network proposal, subject to National Government Capital Grant award and Capital Budget approval. (PTE)	Spring 2018	Q1	Q2	Q3	Q4
Launch the on street bike hire scheme (PTE)	May 2018	Q1	Q2	Q3	Q4
Deliver the Annual Parking Report (August 2018) that includes enforcement activity and progress on the parking strategy as well as an assessment of pavement parking (December 2018). (PTE)	August 2018	Q1	Q2	Q3	Q4
Develop a City Food Strategy supporting local food growth, sustainable use and street food. (PTE)	September 2018	Q1	Q2	Q3	Q4
Develop a 'Total Street' delivery plan to keep streets and public spaces clean and well maintained. (PTE)	September 2018	Q1	Q2	Q3	Q4
Progress a 5 Megawatt solar farm at Lamby Way by submitting a bid for planning consent in order to generate clean renewable energy and help Cardiff Council become Carbon Neutral. (PTE)	November 2018	Q1	Q2	Q3	Q4
Develop and launch a new Transport & Clean Air Vision for the city. (PTE)	September 2018	Q1	Q2	Q3	Q4
Explore and develop a commercial and collaboration strategy for key services by looking at how Cardiff can work in partnership to deliver services providing positive outcomes. (PTE)	December 2018	Q1	Q2	Q3	Q4
Develop a spatial masterplan to create new high quality, shared space for pedestrians, cyclists and vehicles throughout the city centre and key neighbourhoods. (PTE)	2018/19	Q1	Q2	Q3	Q4
Make Cardiff roads safer by implementing 20mph speed limits through a phased programme of delivery, focusing on Gabalfa, Butetown and Grangetown. (PTE)	2018/19	Q1	Q2	Q3	Q4
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. (PTE)	January 2019	Q1	Q2	Q3	Q4
Develop options for long-term regional partnership recycling infrastructure arrangements (PTE)	March 2019	Q1	Q2	Q3	Q4
Develop an electric vehicles strategy. (PTE)	December 2019	Q1	Q2	Q3	Q4
Undertake a scoping assessment for a Clean Air Zone in Cardiff (PTE)	December 2019	Q1	Q2	Q3	Q4

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Ensure every school in Cardiff has developed an Active Travel plan - including training and/or infrastructure improvements. (PTE)	2020				
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 (PTE)	2021				
Deliver at least 2,000 new Council homes, of which at least 1,000 will be delivered by May 2022. (P&C)	May 2022				
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. (PTE)	2026				
Support the delivery of the Council's Active Travel agenda by working with the Active Travel Advisory groups. (PTE)					
Improve the condition of the highways and address issues such as potholes by delivering active programmes of work from minor road repairs through to full-scale resurfacing works. (PTE)					
Continue to build on the partnership with British Heart Foundation to support re-use in the city by expanding the usage of re-use centres (PTE)					
Undertake targeted education campaigns in communities where recycling rates are low. (PTE)					
Consult on amendments to Recycling Waste Strategy and collections – including introducing wheelie bins into new areas of the city and asking households to separate glass from their recycling and implementing the new approach in order to meet the new Welsh Government blueprint for increasing recycling (PTE)					
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. (PTE)					
Tackle fly-tipping, littering and highway licensing (PTE)					
Develop a Climate Change Investment Policy for consideration by the Pensions Committee by December 2018, in consultation with the Pension Fund's independent advisers and the other LGPS funds in Wales. (R)					
Improve the productivity and performance of Street Scene Services by reviewing a range of customer focussed APSE benchmark indicators to establish relative performance and identify opportunities for further improvement. (PTE)					

Steps	Target completion date	RAG Status			
Explore opportunities for a new Household Waste Recycling Centre by reviewing all site options within Local Development Plan allocated areas as well as established communities. (PTE)		Q1	Q2	Q3	Q4



## Well-Being Objective: Cardiff grows in a resilient Way

44.4%	44.4%	11.1%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The percentage of municipal waste collected and prepared for re-use and / or recycled (PTE)	Q1	Q2	Q3	Q4	62%	Not yet available	Not yet available
	NYA						
The maximum permissible tonnage of biodegradable municipal waste sent to landfill (PTE)	Q1	Q2	Q3	Q4	<33,557 tonnes	Not yet available	Not yet available
	NYA						
Number of investigations and enforcement actions per month (PTE)	Q1	Q2	Q3	Q4	250	New indicator	New
	1,993						
Number of education and engagement actions per month (PTE)	Q1	Q2	Q3	Q4	250	New indicator	New
	3,758						
Modal Split for All Journeys by 2026: Proportion of People Travelling to Work by Sustainable Transport Modes (PTE)	Q1	Q2	Q3	Q4	46.3%	Annual	Annual
	N/A						
Percentage reduction in carbon dioxide emissions from Council buildings (PTE)	Q1	Q2	Q3	Q4	2%	Annual	Annual
	N/A						
The level of NO2 across the city (PTE)	Q1	Q2	Q3	Q4	35µg/m3	Annual	Annual
	N/A						
Percentage of principal (A) roads that are in overall poor condition (PTE)	Q1	Q2	Q3	Q4	5%	Annual	Annual
	N/A						
Percentage of non-principal/classified (B) roads that are in overall poor condition. (PTE)	Q1	Q2	Q3	Q4	7%	Annual	Annual
	N/A						
Percentage of non-principal/classified (C) roads that are in overall poor condition (PTE)	Q1	Q2	Q3	Q4	7%	Annual	Annual
	N/A						
Total number of new Council homes completed and provided (P&C)	Q1	Q2	Q3	Q4	200		New
	23						
Percentage of householder planning applications determined within agreed time periods (PTE)	Q1	Q2	Q3	Q4	80%	Target exceeded	↑
	95.18%						
The percentage of major planning applications determined within agreed time periods (PTE)	Q1	Q2	Q3	Q4	25%	Target exceeded	↑
	87.50%						
The percentage of affordable housing at completion stage provided in a development on greenfield sites (PTE)	Q1	Q2	Q3	Q4	30%	Annual	Annual
	N/A						
The percentage of affordable housing at completion stage provided in a development on brownfield sites (PTE)	Q1	Q2	Q3	Q4	20%	Annual	Annual
	N/A						

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The percentage of highways inspected of a high or acceptable standard of cleanliness (PTE)	Q1	Q2	Q3	Q4	90%	Target exceeded	↑
	94.34%						
The percentage of reported fly tipping incidents cleared within 5 working days (PTE)	Q1	Q2	Q3	Q4	90%	Target exceeded	↑
	99.87%						
The percentage of reported fly tipping incidents which lead to enforcement activity (PTE)	Q1	Q2	Q3	Q4	70%	Target exceeded	↑
	90.17%						

## Well-Being Objective: Modernising and Integrating our Public Services

43%


57%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Ensure that the Council's consultation and engagement work is as representative as possible through reviewing and refreshing the Council's citizen engagement tools, including the Citizen Panel. (R)	June 2018				
Progress the Council's Digital First Agenda by undertaking a service review of ICT. This will include • Assessing the Council's ICT infrastructure to identify opportunities for Cloud-Based solutions. • Mapping business processes to identify opportunities for simplification, integration and automation. (R)	December 2018				
Assets and Property: Modernise the management and operation of the Council's estate to achieve fewer but better buildings by • Completing the comprehensive review of the Council's estate; • Fully establishing the new Corporate Landlord delivery model and ensure all of the Council's estate is compliant. (ED)	End of 2018				
Improve the health and well-being of our employees by reducing sickness absence through continued monitoring, compliance and support for employees and managers. (R)	March 2019				
Support staff development by further improving the Personal Review scheme so that every employee has the opportunity to have a conversation about their development and performance. (R)	March 2019				
Champion equality and diversity, making sure that citizens' rights are protected in any changes to our public services, by implementing year three of the Council's Strategic Equality Plan 2016-2020. (G&L)					
Get people and communities more involved in decisions. (G&L)					

## Well-Being Objective: Modernising and Integrating our Public Services

21.4%	42.9%	35.7%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
Reduce the gross internal area (GIA) of buildings in operational use (ED)	0.00%				4%		
Reduce the total running cost of occupied operational buildings (ED)	0.03%				3.1%		
Reduce the maintenance backlog (ED)	0.01%				5.4% reduction		
Capital income generated (ED)	£400,000				£15,190,000		
The number of customer contacts to the Council using digital channels (R)	211,854				10% increase		
Percentage of staff that have completed a Personal Review (excluding school staff) (R)	97.26%				100%		
The number of working days/shifts per full-time equivalent (FTE) local authority employee lost due to sickness absence. (R)	10.15				9.5	Quarter 1 result is 2.36 days lost per FTE, with a forecast figure of 10.15 days lost per FTE	
Maintaining customer/citizen satisfaction with Council Services (R)	N/A				75%	Annual result, figure available in Quarter 3	Annual
The percentage of draft committee minutes published on the Council website within 10 working days of the meeting being held. (G&L)	92.00%				80%		
The number of external contributors to Scrutiny Meetings (G&L)	1,580				140	413 respondents to drug dealing survey. Online Litter survey respondents 1157.	
The total number of webcast hits: Full Council (G&L)	N/A				2,500	Annual	New
The total number of webcast hits: Planning Committee (G&L)	N/A				2,000	Annual	New
The total number of webcast hits: Scrutiny (G&L)	N/A				500	Annual	New
The percentage of voter registration (G&L)	N/A				90%	Annual	Annual

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**BUDGET MONITORING – MONTH 4 REPORT****PORTFOLIO: FINANCE, MODERNISATION & PERFORMANCE  
(CHRIS WEAVER)****AGENDA ITEM: 5**

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**Reason for this Report**

1. To provide the Cabinet with an update of the financial monitoring position for the authority based on the first four months of the financial year and as updated for significant movements to date.

**Background**

2. This monitoring report provides details of the projected outturn for 2018/19 compared with the budget approved by Council on the 22 February 2018.
3. The presentation of surpluses and deficits in this report follows the convention, which shows an excess of expenditure over budget as a positive and additional income over budget as a negative. Conversely, expenditure less than budget would be shown as a negative while income lower than expected would be denoted as a positive. Negative items are shown in brackets.

**Issues****Revenue**

4. Overall, the month four revenue monitoring for the Council shows a balanced position with financial pressures and shortfalls against budget savings targets in directorate budgets offset by projected savings on capital financing, an anticipated surplus on Council Tax collection and NDR refunds on Council properties. The position also takes into account the release of the £1.1 million set aside for transitional grant relief via the Financial Resilience Mechanism as it has now been confirmed that this budget is no longer required for its original purpose in the current financial year. Directorate budgets are currently projected to be overspent by £5.0 million, however it is anticipated that management actions will enable this to be reduced by the year end. The current position includes projected overspends in a number of directorates the most significant being in respect of Social Services, Planning, Transport & Environment and Education & Lifelong Learning. These are partly offset by projected underspends in other

directorates and by the £3.0 million general contingency budget which was provided as part of the 2018/19 budget in order to reflect the quantum, risk and planning status of the proposed savings for 2018/19. A summary of the overall position is attached as Appendix 1 to this report.

5. The projected overspends in directorate budgets include £2.815 million in Social Services, £1.424 million in Planning, Transport & Environment, £851,000 in Education & Lifelong Learning and £230,000 in Economic Development. The directorate positions reflect a range of factors including increased demographic pressures in Social Services, particularly in relation to looked after children, shortfalls in income and the anticipated failure to fully achieve the savings targets set as part of the 2018/19 Budget together with on-going shortfalls carried forward from the previous financial year.
6. The 2018/19 savings targets for each directorate are set out in Appendix 2(a) to this report together with the projected savings currently anticipated to be achieved. An overall shortfall of £2.827 million is currently anticipated against the £14.296 million directorate savings target with £4.953 million having been achieved to date and a further £6.516 million anticipated to be achieved by the year end. The budget approved by Council on the 22 February 2018 identified red or red / amber achievability risks totalling £6.910 million with £1.434 million of the savings proposals still at a general planning stage. These risks are evident in the projected shortfall currently reported as part of the month four monitoring. A projected shortfall of £846,000 has also been identified in relation to savings targets carried forward from 2017/18 and these are set out in Appendix 2 (b) to this report. The projected shortfalls are reflected in the directorate monitoring positions although where possible shortfalls have been offset by savings in other budget areas. The £3.0 million General contingency budget which was allocated to reflect the risk and planning status of the proposed savings for 2018/19 is also available to offset the shortfall in the current financial year. However, despite this the projected shortfalls represent a continuing cause for concern particularly as the Council is about to embark on another difficult budget round.
7. Actions are being taken by those directorates currently reporting a projected overspend to try to resolve the issues that led to the current position or alternatively to identify offsetting savings in other areas of the service. These will be considered as part of the challenge process to review the performance of directorates including the budget monitoring position. The Chief Executive has held a series of meetings with directors to identify measures to reduce the level of spend with the intention of improving the overall position as the year progresses. These reviews will continue throughout the year and the actions taken also discussed in the Chief Executive's regular meetings with individual directors.
8. The 2018/19 Budget included specific contingencies of £950,000 to reflect the potential for increased costs in relation to placements for looked after children in Social Services and £350,000 to offset potential income shortfalls in relation to the Material Recycling Facility (MRF) as a result of volatility in the market for recyclate materials. Having reviewed these areas as part of the monitoring process this report recommends that these

contingency budgets be fully allocated to the Social Services and Planning, Transport & Environment Directorates respectively. A contingency budget of £2.138 million is also maintained to reflect the potential for future growth in the number and value of claims as part of the Council Tax Reduction Scheme (CTRS). This includes an annual uplift to reflect the potential impact of Council Tax increases on this budget and includes budget carried forward from the previous financial year where this was not required. Current projections indicate a requirement of £1.422 million to meet costs in the current financial year. The budget pressures in all these areas will continue to be monitored as the year progresses and any further variations to this position will be identified. A budget of £786,000 has also been set aside to meet costs arising from the Council's Voluntary Redundancy Scheme and this is currently anticipated to be fully committed.

9. The Budget approved by Council on 22 February 2018 included an allocation of £4.0 million from the Financial Resilience Mechanism for one-off use in 2018/19. This included £1.1 million for Transitional Grant Relief in order to provide transitional funding to mitigate any specific grant issues during the year. As the outstanding matters in relation to grant funding have now been resolved and no further issues identified, this sum has therefore been released and is reflected in the overall Council monitoring supporting a balanced position as at month four. The Council has also received a refund of VAT from HMRC in the current financial year amounting to £2.494 million net of fees. This relates to VAT paid by the Council in relation to leisure services in previous years and reflects a change to regulations following the decision of the Court of Justice for the European Union in relation to the case of the London Borough of Ealing. A further refund, albeit on a smaller scale is also anticipated in relation to Cardiff Castle although this has yet to be received and will be confirmed later in the year. As the repayments relate to previous financial years they will be credited to the Summary Revenue Account with the £2.494 million currently shown as committed either to provide a contribution to reserves or to offset any one-off expenditure commitments that may need to be addressed in 2018/19.
10. A financial statement showing the spending position for each directorate is attached as Appendix 1 to this report. Comments on the main variances and any significant issues are as follows:

#### **Capital Financing (£204,000)**

11. The Capital Financing Budget is currently forecasting an underspend of £204,000. This includes a combination of factors the most significant of which is a projected saving of £269,000 on the amount required to be set aside for the repayment of capital expenditure. This reflects the determination of final capital expenditure incurred in 2017/18 paid for by unsupported borrowing and the slippage in the programme for that year. A saving is also projected in relation to interest payable on new external borrowing with the assumption that any external borrowing to meet capital expenditure commitments in the current financial year will be deferred to the end of September. This is consistent with the Council's Treasury Management Strategy approved by Council which recognises the short term savings achievable by utilising existing cash balances rather than

taking external borrowing. This is because interest rates on investments are less than interest rates payable on borrowing. The timing of any borrowing decisions will continue to be subject to interest rates and advice from Treasury Management advisors. A saving is also currently anticipated in relation to interest receivable on investments. The savings are partly offset by additional costs in other areas, principally in relation to a reduced share of external interest payable that is chargeable to the Housing Revenue Account.

### **Corporate Management +£124,000**

12. An overspend of £124,000 is currently projected in relation to Corporate Management. This is mainly due to a projected shortfall of £150,000 against the Council-wide budget saving of £606,000 in relation to business process efficiencies and the use of digital technology. Whilst savings are projected through a combination of service reviews and other initiatives further opportunities have still to be identified in order to achieve the full saving in 2018/19. Other overspends include a projected shortfall in the budget for the release of savings through voluntary schemes including the purchase of leave and an anticipated overspend on bank charges. These are partly offset by a range of savings including £60,000 due to a reduction in contributions to the Mid Glamorgan Superannuation Fund relating to past employees and £25,000 from commission earned. Underspends are also currently projected in relation to senior management budgets.

### **Council Tax Collection (£211,000) and NDR refunds on Council properties (£476,000)**

13. A review of the Council Tax position indicates a potential surplus of £211,000. This is due to a higher than anticipated collection rate which has the impact of reducing the required contribution to the Council Tax Bad Debt Provision. This is partly offset by projected variances to the level of discounts and exemptions, with current projections particularly for single person discounts currently higher than was anticipated when the Council Tax base report was approved in December 2017. The surplus represents a variance of 0.1% of the estimated gross debit and will be subject to further fluctuations as the year progresses. A saving of £476,000 is also currently identified in relation to refunds of NDR on Council properties achieved through the appeals process. This will continue to be monitored and may increase as further appeals are taken forward during the year.

### **Economic Development +£230,000**

14. The Directorate is currently forecasting an overspend of £230,000, primarily reflecting an overspend within Facilities Management and income shortfalls within Property & Office Rationalisation. Other variances include an overspend in relation to Major Projects and a small underspend within Business, Investment & Workshops. The remaining divisions are reporting balanced positions. Included within the position are anticipated savings shortfalls totalling £213,000 against the £2.486 million target for 2018/19, as well as a £44,000 shortfall against the £134,000 unachieved savings targets carried forward from 2017/18. The savings shortfalls predominantly relate to



shortfalls in rental income and initiatives relating to Security Services within Facilities Management.

15. The overspend in respect of Facilities Management totals £100,000 and is predominantly due to an overspend against the budgets for FM Buildings, as a result of additional expenditure on utilities, cleaning and security costs. These costs are partly offset by underspends in relation to rent and rates. The remainder of the Facilities Management position comprises additional employee expenditure within Security Services, additional employee and supplies and services costs within Building Support and a deficit in relation to Pest Control, more than offset by a net surplus within Cleaning Services, additional School Caretaking income and additional income from external occupants of core buildings. The Property & Office Rationalisation overspend totals £104,000 and is largely due to rental income shortfalls, partly offset by an underspend against Office Rationalisation budgets, additional internal recharges and staff vacancies.
16. Other variances include an overspend of £36,000 against Major Projects and an underspend of £10,000 within Business, Investment & Workshops. The Major Projects overspend is the result of unbudgeted rates costs in relation to the Dr Who Experience, partly offset by underspends against supplies and services budgets and rental income above target for the Cardiff International Pool. The Business, Investment & Workshops underspend is the product of additional workshops rental income, partly offset by salary costs above budget within the Youth Foods function. All other divisions are reporting balanced positions, including Culture, Tourism & Events where income levels below target are projected to be offset by vacancy savings. In addition, it is assumed that challenging savings targets totalling £538,000, in relation to St David's Hall, New Theatre and Cardiff Castle, will be achieved in full.

### **Education & Lifelong Learning +£851,000**

17. The overall position indicates an overspend of £851,000, largely due to a significant projected overspend against the budget for Out of Area Placements. Other variances include overspends within SOP & Admissions, Achievement, Inclusion and Performance & Resources, offset by projected underspends against Senior Management and Non-Delegated School Expenditure. In terms of savings proposals, it is anticipated that a £53,000 shortfall will result against the 2018/19 savings target of £1.278 million, with all unachieved savings carried forward from 2017/18 being achieved in full.
18. The overspend against the Out of Area Placements budget totals £796,000, representing expenditure levels broadly in line with the outturn for 2017/18. It is due to a combination of historic unachieved savings proposals and significant growth in placements connected to non-statemented pupils accessing alternative provision. The level of alternative provision has grown rapidly in recent years, whilst the number of pupils accessing traditional out of area placements, in independent schools or schools in other local

authorities, has remained relatively stable. Within the overall position is an allowance for future placements, however the trends over recent years suggest a risk that the overspend could increase beyond the current figure.

19. The other overspends within the Directorate include a net overspend of £33,000 within Performance & Resources. This is primarily due to a projected deficit in relation to the Music Service and additional premises costs connected with the Friary Building, partly offset by a staffing underspend within Business Support. The Catering Service is projecting a balanced position and the Storey Arms Outdoor Pursuits Centre is projecting a minor deficit. The position in relation to the Music Service requires further detailed review and could potentially change during the remainder of the financial year. A number of targeted management actions are being implemented across the Directorate, although a number of these are specifically in relation to the Music Service, with the aim of improving the trading position. Any benefits resulting from these actions will be reflected in future monitoring positions. The projected overspend against the Achievement budget totals £43,000 and is primarily due to the £53,000 savings shortfall, which relates to the annual contribution to the Central South Consortium Joint Education Service.
20. Other variances include an overspend of £38,000 within the Inclusion service, due to ongoing costs of records digitalisation, and an overspend of £67,000 against SOP & Admissions. This overspend is due to additional staffing costs within the Admissions service and additional costs connected to the temporary accommodation in place at Cantonian High School. An underspend of £30,000 is projected against the Senior Management budget, due to staffing recharges and additional grant funding, whilst Non-Delegated Expenditure budgets are expected to underspend by £96,000, due to underspends against budgets for past service pension contributions, staff undertaking trade union duties and temporary accommodation.

## **People & Communities**

### **Communities & Housing (£365,000)**

21. The Directorate is currently anticipating an underspend of £365,000, largely as a result of a projected underspend against the Preventative Services division. Other variances include underspends within Assessment & Support, Housing Strategy, Grants & Advice, Community Hubs, Employability Services and Neighbourhood Regeneration. The only projected overspend is against the Service Management & Support division. In terms of savings targets, full achievement of the £835,000 2018/19 target is anticipated, with a shortfall of £46,000 projected against unachieved savings carried forward from 2017/18. This shortfall is connected to commercialisation initiatives.
22. The projected underspend in relation to Preventative Services totals £171,000 and is due to in-year vacancy savings and additional capital allocations, which result in revenue budget savings against the Council's

contribution to the Joint Equipment Service. In addition, Assessment & Support is expected to underspend by £43,000, with additional premises expenditure at the Housing Options Centre being more than offset by employee savings as a result of increased grant funding. An underspend of £25,000 is also projected within Housing Strategy, Grants & Advice due to in-year employee savings. Included within the overall position is a projected drawdown of £1.422 million from the specific contingency budget set aside to meet increased costs in relation to the Council Tax Reduction Scheme. The use of this budget is subject to Cabinet approval, as outlined in the recommendations to this report. Further adjustments to this figure may be required as the year progresses, depending upon fluctuations in the number of applications and level of support required.

23. The other underspends within the Directorate include Community Hubs where a £60,000 underspend is projected, due to in-year vacancies. The underspend within Employability Services is forecasted to total £70,000 and is due to employee savings and additional staff recharge income. An underspend of £35,000 is projected within Neighbourhood Regeneration and is also due to in-year employee vacancies. The overspend within the Directorate relates to Service Management & Support and totals £39,000, largely due to the unachieved saving from 2017/18. Both Supporting People and Adult & Community Learning are projecting balanced positions, with the latter potentially at risk of overspending, should additional income, currently assumed within the position, not be generated. Included within the Directorate position are assumptions around the use of earmarked reserves to fund expenditure connected to various initiatives, including spend on homelessness.

### **Social Services +£2,815,000**

24. The overall position for the Directorate shows a projected overspend of £2.815 million. This includes a projected overspend of £3.621 million in relation to Children's Services with Adult Services currently projecting an underspend of £806,000. The projected overspend in Children's Services reflects the impact of demographic pressures with a significant increase in the number of placements and cost for looked after children particularly in relation to residential and external fostering. Although demographic and cost pressures are also evident in relation to Adult Services these are currently contained within the budgets allocated by Council. The overall position also reflects a shortfall against budget savings targets both in respect of the 2018/19 budget and in relation to on-going shortfalls against 2017/18 savings targets which have yet to be achieved. Total savings of £3.680 million are currently projected to be achieved against the Directorate's 2018/19 savings target of £5.160 million leaving a projected shortfall of £1.480 million. In addition a shortfall of £430,000 is also forecast against the savings targets carried forward from 2017/18. These shortfalls are reflected in the Directorate outturn projection with details of the individual variances set out in Appendices 2(a) and 2(b) to this report.
25. The current projections make no assumptions in relation to further growth arising from demographic pressures during the remainder of this financial year. Demand for services are needs led and can be volatile and costs,

particularly in relation to external fostering, residential, domiciliary and nursing placements can be high. If the levels of demand continue to increase then the overall cost to the Directorate will also increase. This together with the significant level of assumed savings which have still to be achieved during the remainder of the year provides an element of risk that must continue to be closely monitored. Further detail on the individual positions for Children's and Adult Services are provided in the paragraphs that follow.

#### Adult Services – (£806,000)

26. The Adult Services position is currently projecting a saving of £806,000 against budget despite on-going demographic and cost pressures particularly in relation to residential and nursing care for older people and significant shortfalls against savings targets. The projected saving reflects the significant additional funding provided as part of the Council's 2018/19 Budget including funding for demographic and cost pressures of £2.7 million, additional funding set aside to meet fee increases including the impact of the National Living Wage and a number of other specific financial pressures. The projected underspend also includes significant savings on staffing budgets within the service reflecting both the high number of vacancies and the use of short term grant funding to offset costs in these areas. The overall position includes a projected shortfall of £1.860 million against the savings targets for 2018/19 and carried forward from 2017/18 and this is reflected in the analysis of the variances below.
27. Overall, commissioning budgets are currently reporting a projected overspend of £458,000 with projected overspends of £1.147 million in Services for Older People and £51,000 in respect of People with Learning Disabilities partly offset by savings in other areas. The projected overspend in Services for Older People includes shortfalls against savings targets of £1.3 million particularly in relation to domiciliary care where although the number of care hours has remained relatively stable, this has proved insufficient to enable the full savings targets to be achieved. There have also been demographic and cost pressures in relation to residential and nursing care with the number of placements in both these areas increasing and costs in nursing care continuing to rise. Further analysis is being undertaken to identify the reason for this increase. Placement costs for nursing care are currently on average 8% above the levels in the previous financial year resulting in an increased cost of £1.3 million. This has been largely offset by specific allocations made in the budget process including a £400,000 allocation from the Financial Resilience Mechanism. The projected overspend in Learning Disabilities is mainly due to anticipated shortfalls against savings targets together with an increase in direct payment hours and costs. These variances are partly offset by projected underspends of £501,000 in Mental Health Services and £239,000 for People with a Physical Disability including alcohol and drug services. The projected underspend in Mental Health Services includes a continuing reduction in residential placements together with levels of expenditure on Deprivation of Liberty Safeguards (DOLS) continuing to be lower than anticipated. In relation to Physical Disability, Alcohol and Drug Services the

projected underspend reflects a range of savings with costs generally lower than budgeted.

28. Internal Services are currently projecting an underspend of £1.264 million. This is mainly due to anticipated savings of £754,000 in Assessment and Care Management and £369,000 in Day Care and Reablement Services both of which reflect staff vacancies within the service and the use of grant funding in these areas, particularly the Integrated Care Fund. An underspend of £270,000 is also forecast in Internal Support & Management reflecting a range of savings on staffing and supplies and services budgets. These variances are partly offset by an overspend of £129,000 in relation to Learning Disabilities Supported Living and Day Care mainly as a result of shortfalls against savings targets set in previous years.

Children's Services +£3.621 million

29. The Children's Services budget is currently projecting an overspend of £3.621 million. This is after taking into account the drawdown of the £950,000 specific contingency budget set aside to meet increased costs in relation to placements for looked after children, with this drawdown having been incorporated into the Directorate budget position in this report. Although Children's Services received an additional budget realignment of £3.990 million and funding for other specific pressures as part of the 2018/19 budget process, on-going pressures in relation to the increasing numbers of looked after children and subsequently on the budgets for external placements and leaving care support costs have nevertheless led to a projected overspend in the current year. The increase in looked after children are mainly younger children. The edge of care service for teenagers provided through the ARC is demonstrating real success and there is a business case in development to replicate this approach for younger children. The number of looked after children rose from 803 to 867 in the period 31 December 2017 to July 2018. These pressures have been alleviated to an extent by mitigating actions taken in respect of guardianship allowances and by savings on staffing budgets due to vacancies in a number of areas within the service. The overall position includes a projected shortfall of £50,000 against the savings targets for 2018/19 and carried forward from 2017/18 and this is reflected in the analysis of the variances below.
30. An overspend of £3.844 million is currently projected in respect of external placements for looked after children with on-going pressures on external residential placements and a significant rise in the number of external fostering placements thereby increasing costs in this area. This is after allowing for the drawdown of the £950,000 contingency budget which was set aside specifically to meet increased costs associated with external placements. The overall volume of activity in Children's Services has seen an increase in internal fostering, external fostering and residential placement. The sufficiency of supply of quality, cost effective placements as well as edge of care services are the issues to be addressed by the service. During the period 31 December 2017 to July 2018 external fostering numbers have increased by 33 (8.7%) whilst external residential placements have increased by 6 (11.8%) increasing on-going service costs

significantly. An overspend of £195,000 is also projected in relation to internal fostering and adoption budgets with the current number of internal fostering placements 8% above the 2017/18 average and adoption numbers also increasing significantly compared to the previous year. This overspend should be seen in the context of reducing future costs for children who no longer remain looked after by way of adoption and an increase in children returning from Independent Fostering Agencies to in-house fostering provision. Other projected overspends include £110,000 on leaving care support costs for children aged 16+ reflecting the on-going high cost of supported accommodation and other support for those leaving care and £58,000 on commissioning budgets with overspends on contact services partly offset by savings on sessional and respite care. An overspend of £54,000 is also projected in relation to social work teams reflecting the current high level of agency staff in these areas, however this is likely to be improved through the proposed restructure of some social work teams.

31. A saving of £246,000 is currently projected in relation to guardianship orders with no increase in the level of residential order allowances anticipated to be paid out in this financial year. Savings of £136,000 in Support Services, £131,000 in Early Intervention and £77,000 in Safeguarding are also projected, all reflecting savings against staffing budgets. An underspend of £50,000 is also anticipated in relation to the budgeted costs for the Crosslands Home.

#### **Planning, Transport & Environment +£1,424,000**

32. The Directorate is currently projecting an overspend totalling £1.424 million, predominantly due to a significant overspend with Recycling & Waste Management Services. In addition, overspends are projected against Fleet Services and Planning, Building Control & Energy, whilst underspends are anticipated within Highways and Schools Transport. Cross directorate budgets are also projecting a significant overspend, whilst minor variances are reflected in a number of divisions. Savings shortfalls totalling £1.042 million are included within the overall position, £821,000 of which are against the £1.838 million target for 2018/19 and £221,000 against the unachieved savings carried forward from 2017/18. A large proportion of the anticipated shortfalls are connected to the Recycling & Waste Management Service and relate to staff attendance, round performance, commercial income and digitalisation initiatives. Other shortfalls relate to energy savings, school transport initiatives and vehicle utilisation within Fleet Services.
33. The overspend within the Recycling & Waste Management Service totals £1.064 million and reflects a number of significant overspends and the aforementioned savings shortfalls, which total £406,000, partly offset by lower costs for secondary and organic processing and various other in-year mitigations. The main overspends include costs associated with the ongoing HWRC and Waste Transfer Station investigations, additional agency expenditure and income shortfalls at the Materials Recycling Facility (MRF), caused by the global market impact on recyclable commodity

prices, and additional costs relating to the skip scheme and technology initiatives. In addition, overspends are anticipated on vehicle fuel and a shortfall in landfill gas income is also expected.

34. The Council's 2018/19 budget included a specific contingency totalling £350,000 to offset potential income shortfalls in relation to the MRF, reflecting the volatility in the market for recyclate materials. Having reviewed this area, as part of the monitoring process, this reports recommends that the full contingency budget is allocated. This allocation has been incorporated within the Directorate position, but is subject to Cabinet approval, as set out in the recommendations to this report.
35. Other overspends across the Directorate include unachieved cross directorate savings shortfalls, which total £222,000. In addition, Fleet Services is projected to overspend by £322,000, largely reflecting unachieved vehicle utilisation savings. A level of uncertainty remains within this position and there is the potential that this could change later in the financial year. A further significant overspend, which totals £354,000, is anticipated within the Planning, Building Control & Energy Management Division, where savings shortfalls, as well as a shortfall in planning fee income, are partly offset by a reduced carbon reduction payment. Other, smaller, overspends are projected within Management & Support and Neighbourhood Services. These total £27,000 and £21,000 respectively, with the latter due to compensation payments, partly offset by staffing savings.
36. The most significant underspend within the Directorate relates to Highways and totals £489,000. This underspend is mainly due to an increased, drawdown from the Civil Parking Enforcement Reserve to fund a range of eligible maintenance and improvement services, as well as an anticipated saving on street lighting energy costs, staff savings and a reduction in the planned level of maintenance expenditure. The other underspend, which totals £100,000 relates to School Transport and is despite savings shortfalls totalling £165,000. These shortfalls are planned to be more than offset by future savings following a retendering exercise for the provision of transport for children with additional learning needs. All other divisions are reporting balanced positions or very minor variances, including Bereavement, Registration Services & Dogs Home and the Shared Regulatory Service, on the basis that income targets will be achieved.

## **Resources**

### **Governance & Legal Services £15,000**

37. The Directorate is currently forecasting an overspend of £15,000, comprising an overspend within Legal Services on external legal fees, partly offset by an underspend within Electoral Services. Other variances include underspends against the Monitoring Officer budget and Scrutiny Services and an overspend against Member Services. All 2018/19 savings

proposals are expected to be achieved in full, aside from the £83,000 proposal relating to external legal expenditure. In terms of unachieved savings carried forward from 2017/18, a £55,000 shortfall is projected, again in connection with external legal expenditure.

38. The Legal Services overspend is projected to be £120,000 and is due to external legal expenditure in excess of the available budget. This additional expenditure is due to the volume of children's safeguarding cases and the increase in complex cases needing support together with recent levels of staff vacancies. Whilst the staff vacancies result in in-year underspends against employee budgets, these are outweighed by the additional external costs. Additional income is also partly offsetting the external spend, as well as a planned contribution from earmarked reserves. It is anticipated that the vacancies will be filled by the middle of the year and that the external expenditure will reduce at that point. However, should the number and complexity of children's cases continue to rise, there is a risk that the projected overspend will increase. In addition to the Legal Services overspend, Member Services is projecting a £24,000 overspend which reflects increased costs against a number of budget headings, including supplies and services.
39. The most significant underspend within the Directorate relates to Electoral Services and amounts to £94,000. This is largely due to in-year vacancies and reduced expenditure in relation to printing and postage costs. An underspend of £25,000 is also reported in relation to Scrutiny Services and £10,000 against the Monitoring Officer budget both of which reflect staff vacancies. The Democratic Services budget is currently projecting a balanced position, after allowing for efficiency savings required as part of the 2018/19 budget proposals.

#### **Resources (£103,000)**

40. The Directorate is currently projecting an underspend of £103,000 with savings in Human Resources, Performance & Partnerships and Commissioning & Procurement partly offset by projected overspends in the Digital Services Division and the Finance Service. A shortfall of £27,000 is currently projected against the Directorate's £1.616 million 2018/19 savings target with a shortfall of £50,000 also anticipated in relation to savings targets carried forward from 2017/18.
41. An underspend of £246,000 is currently projected in Human Resources with savings on employee budgets due to vacancies, additional income within HR Services and savings on capital financing costs and other budgets in relation to HR Systems. An underspend of £112,000 in relation to Performance and Partnerships includes projected savings on supplies and services and employee budgets in Policy and Partnerships and Media and Communications and savings on employee budgets within Performance Management. An underspend of £77,000 is also currently projected in relation to Commissioning and Procurement mainly due to savings on employee budgets.



42. These are partly offset by a projected overspend of £226,000 in the Digital Services Division. This includes a projected overspend of £386,000 in the Community Alarm Service including significant shortfalls against income targets for both the Alarm Receiving Centre and Telecare. This reflects savings targets set in previous years which have still to be achieved and although significant further opportunities have been identified by the service area it is not anticipated that these will be achieved in the current financial year. The overspend in the Community Alarm Service is partly offset by savings in other areas of the Digital Services Division including the Contact Centre, Meals on Wheels and savings on employee costs due to vacancies. An overspend of £106,000 is currently projected in relation to the Finance Service. This includes shortfalls against previous savings targets together with additional costs within the Revenues Service. These are partly offset by vacancy savings and additional income in other areas of Finance. A balanced position is currently projected in relation to Health and Safety.

### Civil Parking Enforcement

43. Civil Parking Enforcement (CPE) manages parking, parking enforcement and moving traffic offences throughout the city. The income from these activities is used to support the operational costs with the surplus being transferred to the Parking & Enforcement Reserve. The table below provides a summary of the budget and projected outturn position.

	<b>Budget</b>	<b>Projected</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Income</b>			
On street car parking fees	(4,784)	(4,852)	(68)
Off street car parking fees	(1,237)	(1,139)	98
Residents parking permits	(325)	(340)	(15)
Penalty charge notices	(2,000)	(2,066)	(66)
Moving Traffic Offences (MTOs)	(3,840)	(4,524)	(684)
Other Income	0	(3)	(3)
<b>Total Income</b>	<b>(12,186)</b>	<b>(12,924)</b>	<b>(738)</b>
<b>Expenditure</b>			
Operational costs, parking & permits	820	818	(2)
Enforcement service including TRO	5,470	5,419	(51)
<b>Total Expenditure</b>	<b>6,290</b>	<b>6,237</b>	<b>(53)</b>
<b>Annual Surplus</b>	<b>(5,896)</b>	<b>(6,687)</b>	<b>(791)</b>

44. The Civil Parking Enforcement budget for 2018/19 assumed a trading surplus of £5.896 million. The current projection indicates this surplus will be £6.687 million, an increase of £791,000.

45. Increased income of £738,000 is anticipated, mainly from MTOs following the earlier completion of phase four and the over achievement of existing phases against original expectations. There are also increases in on-street car parking fees and penalty charge notices. The off street car parking fees are forecast to be lower than target due to the closure of North Road whilst new infrastructure relating to the cycle path is installed. Expenditure is projected to be £53,000 below budget due to reduced employee costs as a result of in year vacancies.
46. The anticipated surplus of £6.687 million will be transferred to the Parking & Enforcement Reserve. This is available to support highway, transport and environmental maintenance and improvements. The table below illustrates the planned movements and forecasted year end position in the reserve.

<b>Parking &amp; Enforcement Reserve</b>	<b>£000s</b>
Balance as at 1 <sup>st</sup> April 2018	701
Forecast contribution from CPE 2018-19	6,687
<b>Total Available</b>	<b>7,388</b>
Budgeted contribution to support Highways, Transport & Environmental Improvements	5,085
<b>Contributions Agreed in Budget Proposals</b>	
Bus corridor improvements	335
DFS maintenance/ signs	7
Highways/ Transport/ improvements/ pressures	50
20 mph zones	240
Transport LDP monitoring	60
Active Travel post	60
Car Fee Day	40
British Cycling Core Cities Cycling Partnership	50
Bike Hire Scheme	50
Residential Parking expansion	175
<b>Additional Proposed Schemes (subject to approval)</b>	
Electrical Vehicle Charging match funding	50
Additional drawdown to support Highways, Transport & Environmental Improvements	400
<b>Total Planned Use</b>	<b>1,517</b>
<b>Balance</b>	<b>786</b>

47. The brought forward balance in the reserve is £701,000, which together with the forecasted surplus from CPE activities in 2018/19 results in a total sum available of £7.388 million. The anticipated drawdown from the reserve is £6.602 million, which would leave a year-end balance of £786,000.

48. Council as part of the 2018 /19 Budget approved a number of contributions to schemes and initiatives and these are set out above. The Director of Planning, Transport & Environment in consultation with the Cabinet Member for Strategic Planning & Transport has approved the additional proposed schemes and initiatives and on the basis of the financial projections the proposed allocation from the reserve has been approved by the Corporate Director of Resources.

### **Housing Revenue Account**

49. The Housing Revenue Account (HRA) is currently projecting a surplus of £300,000. The major variance is a projected underspend of £600,000 in respect of the Housing Repairs Account. This reflects the withdrawal of one of the contractors recently appointed to the new Building Maintenance Framework which will result in delays to some repairs including void property works and underspends against approved budgets. Mitigation measures are in place including the use of other contractors within the framework and a planned increase in the use of internal operatives but these will take time to implement in full. Other projected underspends include £300,000 on capital financing budgets due to a reduction in interest charges payable, £35,000 on premises costs and £12,000 on transport.
50. These variances are offset by projected overspends on other budgets including £350,000 on employee costs. This includes £600,000 of additional costs in relation to temporary fire wardens. Following the events at Grenfell, all Council-owned high rise blocks with cladding were tested and six were found to have some level of combustibility. Urgent works are now underway to remove the cladding and fire risk consultants and the Fire Service have advised that 24 hour fire wardens should be located at these blocks whilst this is being undertaken. The cost of the wardens is partly offset by vacancies and other employee savings against the costed establishment. Income is currently forecast to be £252,000 below target with a higher than budgeted void rent loss partly due to the issues with a contractor as set out above. An overspend of £45,000 is also projected in relation to support services mainly due to higher than anticipated charges from the Council's Central Transport Service.

### **Cardiff Harbour Authority**

51. Welsh Government support for Cardiff Harbour Authority is subject to 3-year funding agreements. The Welsh Government advised that they would like an opportunity to review current arrangements and wished to extend the previous business period by twelve months, up until 31<sup>st</sup> March 2018. The review, originally planned for the autumn of 2017 was however delayed until the current financial year. Subsequently agreement was reached between the two parties for the 2018/19 budget to be set at £5.4 million, representing a reduction of £491,000 or 8.33% on 2017/18.
52. The forecast at the end of the first quarter indicates a funding requirement of £5.4 million, representing a full spend of budget.

Heading	Budget £000	Projected Out-turn £000	Variance £000
Expenditure	6,124	6,063	(61)
Income	(920)	(859)	61
<b>Fixed Costs</b>	<b>5,204</b>	<b>5,204</b>	<b>0</b>
Asset Renewal	196	196	0
<b>TOTAL</b>	<b>5,400</b>	<b>5,400</b>	<b>0</b>

53. The position includes reduced groundwater, environment and facilities management costs offset by some additional essential maintenance costs at the barrage and by decreased income generation. The projected income of £859,000 includes £493,000 from car parking fees, £266,000 from harbour dues and £84,000 from water activities.
54. The Asset Renewal budget is currently indicating a full spend in line with the approved schedule of work including testing welds and painting of the bascule bridges on the barrage and replacement and works on lock electric panels
55. The balance in the Project and Contingency Fund at 1st April 2018 was £382,000. This balance will increase following receipt of the additional capital receipt for £320,000 from the 'Bay-scape' development. There are planned commitments of £214,000 in relation to the final instalment of the Volvo Ocean Race hosting fee and £438,000 as part of the redevelopment work at Alexandra Head. This will leave a balance of £50,000 for further improvement work and as a contingency against future spending.

### Capital

56. The Council in February 2018 approved a Capital Programme of £141.764 million for 2018/19 and an indicative programme to 2022/23. The budget for the General Fund and Public Housing has since been adjusted to £157.853 million to include actual slippage reported at outturn, incorporation of new grant approvals and confirmation of actual grant awards.
57. The sections below indicate a forecast position for 2018/19 for the General Fund and Public Housing.

### General Fund

58. The projected outturn for the year is currently £106.314 million against a total programme of £109.014 million, a variance of £2.7 million, which is predominantly slippage. Expenditure at the end of Month 4 was £30.359 million, which represents 29% of the projected outturn, a third of the way through the financial year.

### Capital Schemes Update

59. Delivery of capital projects is complex, may span a number of years and is influenced by a number of external and internal factors such as weather,

statutory and non-statutory approval processes. Directorates continue to be reminded of the need to set achievable profiles of expenditure and to identify slippage at an early stage.

60. Given the significant capital pressures and reductions in funding seen over the last few years and highlighted in the Budget Strategy Report to Council in July, slippage not identified at Month 4, for annual sums, will not automatically be carried forward.
61. The following provides an update on the significant capital schemes included in the programme in addition to the detailed list in Appendix 3. Future monitoring reports will focus on key variances.

### **Economic Development**

62. The 2018/19 programme for the Directorate is £17.743 million, with an initial variance identified of £1.412 million predominantly in relation to Parc Cefn Onn, venues and Central Market.

### **Economic Development, Tourism and Heritage**

63. Having already supported the Tramshed development, Welsh Government repayable loan funding totalling £2 million is available to bring buildings back into use as part of its Vibrant and Viable Places Programme. Subject to due diligence, loans to be made in 2018/19 are for the regeneration of the unused listed train station in Bute Street, the restoration of Cory's buildings in Butetown for residential units and investment in industrial buildings at Lamby Way.
64. Funding of £10,000 remains for the Social Innovation Fund which aims to award capital grants of up to £5,000 towards start-up costs for new or expanding social enterprises. The scheme will cease in 2018/19.

### **City Development & Major Projects**

65. Budgets previously allocated for Economic development initiatives, included the balance of £2.901m invest to save funding and a further £1.6m for additional land purchase at Dumballs Road. Further expenditure on this scheme is on hold whilst future options for the site are considered.
66. As part of the revitalisation of the strategy for the International Sports Village, Cabinet approved the acquisition of the leasehold interest in the Toys 'R' Us site in March 2018 which completed in July at a total cost of £6.282 million, and is funded in the short term from capital receipts received from Central Square.
67. Initial budget £1.226 million for a temporary car park planned to meet parking obligations to the International Pool has been removed from the programme pending confirmation of the ISV strategy.

## Parks & Green Spaces

68. Property Asset Renewal of £20,000 is budgeted to purchase porta cabins to provide welfare facilities as a result of the condition of existing facilities on the Wedal Road Parks Depot site. This is a temporary measure pending a wider strategic review of depots across the city and ultimate disposal of the site.
69. The Asset Renewal infrastructure budget of £140,000 will be used towards footpath reconstruction, fencing replacement and retaining structure works.
70. The annual play equipment capital allocation of £90,000 along with slippage from the previous year of £56,000 is used towards resurfacing of playgrounds and replacement of playground equipment and infrastructure. Sites include Matthew Walk, Chapelwood, Windsor Esplanade, Parc Rhydypennau, Lydstep Park, Drovers Way, Crawford Drive, Celtic Park, Heath Park, Splott Park BMX track and various skate parks.
71. A phased programme of flood prevention works to address issues at various locations still remains in progress. Investigations at several sites to determine the condition of existing drainage systems and to understand the underlying reasons for the flooding problems are being undertaken. Sites to be prioritised from within the remaining budget includes Thompson's Park, Hillsnook Park and Pontcanna Allotments.
72. Projected expenditure this year at Parc Cefn Onn as part of the lottery funded project is currently profiled at £326,000 and continues to experience delays due to capacity issues. Planned improvements in 2018/19 include restoration of historic park features, upgraded toilet and operational facilities, as well as footpath and seating improvements. Slippage of grant is currently £239,000, however this could increase significantly subject to progress in securing acceptable tender prices and progress on site.
73. Until options are fully explored for the future use of Roath Park House, an allocation of £200,000 from an earmarked capital receipt from the sale of the youth hostel at Wedal Road has been removed from the programme. This is to be considered along with other emerging priorities for investment in the park.
74. The directorate submitted a £150,000 invest to save proposal as part of the 2018/19 programme for events infrastructure at Pontcanna Fields. Proposals are not deemed viable so has been removed from the programme.
75. Funding of £265,000 as part of the financial resilience mechanism has been carried forward from 2017/18 to complete the refurbishment of various sports facilities in the city. Schemes include refurbishment of Rumney and Trelai changing facilities, resurfacing the tennis courts at Hailey Park and the demolition of Llandaff Fields changing rooms.

## Venues and Cultural Facilities

76. Capital budgets were initially allocated in 2015/16 for priority works identified to St Davids Hall (£350,000) and New Theatre (£295,000) subject to the consideration of alternative options for service delivery from of those sites. Works have been undertaken since on the roof at new theatre, however the remaining budget continues to be retained to meet essential works to keep the facilities operational. No works are currently identified so full slippage of £358,000 into future years is assumed at this stage.

## Property & Asset Management

77. The property asset renewal budget of £60,000 is to refurbish the lift at the old library in the Hayes.
78. The remaining budget allocated for Office Accommodation Rationalisation is £30,000, which is to be removed from the programme as schemes outlined in the original business case for this project have been completed.
79. The Community Asset Transfer budget can provide up to £25,000 for improvement works to buildings being taken on by third party organisations. There are no known commitments expected to be paid in 2018/19, so full slippage of £73,000 is shown.
80. In order to seek match funding towards wider more comprehensive improvements to Central Market, the Council has submitted a stage 1 Heritage Lottery Fund bid. As its own match funding the Council has allocated £450,000 capital funding over the next four years and retains an earmarked revenue reserve holding £298,000, the balance of the Financial Resilience Mechanism allocated proposed for works to the roof in 2017/18. Whether the Council will be asked to submit a stage two application will not be known until October 2018. Accordingly works proposed to the roof as well as detailed design of an overall scheme are more likely to proceed from 2019/20 onwards. Accordingly slippage of £298,000 is currently assumed.
81. In order to allow disposal of land at Howard Gardens, the flying start provision located at Adamsdown play centre is required to be relocated to the Adamsdown Family Centre. This is a Council owned property leased to "The Family Contact Centre". The costs of adaptation and improvements that help meet required registration standards are forecast to be £403,000, of which design costs of £43,000 were incurred in 2017/18 and these costs will be paid for from the disposal proceeds from the site.
82. Property Asset Renewal works for administration buildings will be developed over the year but currently includes works at County Hall for a lift upgrade, to replace access doors to the underground car park and other measures to improve fire safety. City Hall works includes replacement of stone balustrades on the roof.

83. Kitchen facilities at County Hall are being upgraded in order to meet safety requirements and to support a new initiative for apprenticeships at an estimated cost of £340,000. This is funded by the Office Accommodation rationalisation budget (£100,000), an Invest to Save allocation (£140,000), and the property asset renewal budget (£100,000), and is to open for September 2018.

### **Harbour Authority**

84. The Harbour Asset Renewal budget approved for 2018/19 is £196,000, to be spent on various works to the barrage bridges and locks. Full spend is projected for this Welsh Government grant.
85. A grant bid has been submitted to the Landfill Communities Fund towards the replacement of the boat jetty at Flat Holm Island. Subject to the outcome of this, there may be some initial design costs in 2018/19, for which there will be an update in future monitoring reports.

### **Education and Lifelong Learning**

86. The 2018/19 programme for the Directorate is £44.093 million, with an initial positive variance of £3.819 million at Month 4, due primarily to initial expenditure to progress the development of priority Band B schemes, and the purchase of land at the Dutch Garden Centre.

### **Schools - General**

#### *Asset Renewal - Buildings*

87. The Asset Renewal allocation of £6.288 million includes £4 million allocated in 2018/19 as part of an additional £25 million over 5 years to fund schemes to address Condition, Health and Safety and Additional Learning Needs. No variances are currently reported, however, given the significant budget and the number of schemes involved, there is a risk of slippage in future periods.

#### *Asset Renewal – Suitability and Sufficiency*

88. The Suitability and Sufficiency budget of £971,000 has been fully allocated, primarily for the increase of capacity at Ty Gwyn, Meadowbank Primary and Bryn y Deryn pupil referral unit, and to fund priority Disability Discrimination Act (DDA) adaptations across the Schools estate.

#### *Whitchurch High DDA*

89. A separate allocation for DDA and suitability works at Whitchurch High includes a new allocation of £1 million, together with slippage of £300,000 from 2017/18. This will fund the purchase of replacement demountable units at the Upper School site, as the existing demountables approach the end of their useful life.



### *Flying Start Grant*

90. The budget for Flying Start capital schemes for the year totals £59,000 for schemes at Herbert Thompson Primary and Western Leisure Centre.

### *Other Schemes*

91. The Kitchen Improvements budget of £258,000 will be used to fund construction of a new kitchen at Ysgol y Wern Primary, the total costs of which is circa £500,000 with the remaining costs funded from the asset renewal budget. The Safeguarding Lobbies budget of £200,000 will be used for a range of measures to improve security throughout the schools estate.

### **Schools Organisation Plan – 21<sup>st</sup> Century Schools**

92. In March 2015 the Authority submitted a re-aligned 21<sup>st</sup> Century Schools Programme for investment totalling £164.1 million which was subsequently approved by WG and now forms the basis for the Authority's Schools Organisation Programme going forwards until 2019.
93. Expenditure of £33.574 million is anticipated on 21<sup>st</sup> Century Schools Band A schemes, as the programme draws to a close. Schemes planned for completion in 2018/19 include Cardiff West Community High School; Ninian Park Primary; Ysgol Glan Ceubal/Gabalfa Primary; Howardian Primary; Ysgol Hamadryad and Ysgol Glan Morfa. The variance of £1.617 million includes additional costs of circa £700,000 for the demolition of Rumney High, £150,000 for a traffic-calming scheme at Eastern High, and other costs across the Band A programme, of which 2018/19 is the final year. Additional costs will be managed within the Band A financial model.
94. The largest anticipated spend in 2018/19 relates to the Cardiff West Community High School. This project is currently on target for a February 2019 completion date, with projected expenditure in 2018/19 of £20.3 million.
95. Projected expenditure during the year of £5.171 million relates to the initial development of priority Band B schemes. Expenditure of £1 million is anticipated for condition works at Fitzalan High and £1 million on preparatory works for St Mary the Virgin Primary school. In order to secure the acquisition of a parcel of land at a strategic site, expenditure of £3.171 million has been incurred for the purchase of land at the Dutch Garden Centre. Whilst the future use of the site is not yet determined, subject to an option appraisal exercise and approval of business case, it could form a strategic location for a new school. Overall, budget of £2.202 has been brought forward from future years to meet these commitments.

### **People & Communities**

96. The total programme for 2018/19 is £12.428 million, with an initial variance identified of £2.290 million, the majority of which relates to slippage on refurbishment works for the Domestic Abuse Centre and Youth Hub projects.

97. Full spend is expected on Social Care projects for 2018/19. Details of projects are shown below.

## **Communities & Housing**

### **Neighbourhood Regeneration**

98. The Neighbourhood Renewal schemes budget for 2018/19 totals £78,000 allowing final payments on remaining schemes in the current programme including Safer Splott and Hendre Park access improvements.
99. The local shopping centre improvements budget of £557,000 includes owners' contributions estimated at £10,000 and slippage from 2017/18 of £197,000 for commercial property improvement. A budget of £440,000 is deemed sufficient to complete works on phase 3 and phase 4 of the Clare Road / Penarth Road scheme by spring 2019 with slippage of £40,000 identified. The balance of £117,000 is to be utilised towards completion of the shopping centre regeneration scheme in Maelfa.
100. The Maelfa regeneration scheme budget will allow completion of the retail parade of nine new shop units this financial year. The cost of the units, which will revert to the Council to manage on a commercial basis, is £2 million to be paid for on an invest to save basis. Planned expenditure also includes fit out, demolition work and compensation payments.
101. The alleygating budget of £100,000 will allow further gates to be installed in prioritised lanes in Penylan, Plasnewydd, Riverside, Grangetown and Ely, subject to resident consultation and legal procedures. £50,000 of this relates to slippage from last year due to delays in schemes starting.
102. The Targeted Regeneration Investment Programme budget is part of the match funding allocated by the Council to meet the requirements for accessing this Welsh Government regeneration funding. In March 2018, Cabinet considered priorities for submission under the programme. Some preliminary expenditure is being incurred to identify and develop priority schemes in the South Riverside business corridor. This is to ensure any successful grant bids can be spent in line with the likely timescales set by Welsh Government. Slippage of £30,000 is anticipated.
103. The majority of Community Hubs schemes are now complete with the Phase 2 extension of St Mellons Hub operational from August 2018 at a total cost of £4 million.
104. The Directorate submitted requests for Council capital funding to improve two multi-disciplinary youth hubs, one at Grassroots, Charles Street in the city centre and the other at Butetown Youth Pavilion. The City Centre hub is at design stage and with forecast costs of £1.7m, £900,000 in excess of the current budget available, a Targeted Regeneration Investment grant bid is to be made to support costs, the outcome of which is expected to be known this autumn. Expenditure forecast in this year is £100,000.

105. This is a similar position to the Butetown scheme, where the estimated cost is currently £400,000 in excess of the budget available. A Targeted Regeneration Investment grant bid is to be made to support costs and expenditure is forecast to be £100,000 in 2018/19 on design and development costs.

### **Housing (General Fund)**

106. The Disabled Facilities Service budget includes mandatory and discretionary grants to housing owner-occupiers to enable a person to continue living in their own home as well as administration costs for the grants. The total budget of £4.365 million includes £565,000 slippage from 2017/18. An additional Enable grant totalling £436,400 has been awarded from Welsh Government to deliver additional adaptations in support of Independent Living.
107. To facilitate comprehensive regeneration schemes, the estate environmental improvements capital allocation supports the costs of works to owner-occupier properties on housing and estate improvement schemes. At present several schemes are under consideration with slippage of £350,000 reported
108. Plans to expand the number of pitches on traveller's sites are subject to acquisition of land and securing grant from Welsh Government for the construction of additional pitches in parallel. Council funding of £450,000 has been allocated towards the scheme and subject to a successful application, construction would be in 2019/20 at the earliest.
109. Slippage of £73,000 from 2017/18 is to complete improvement works and provide additional spaces in several emergency accommodation sites including the Wallich Nightshelter, Huggard and Ty Tresilian. This expenditure is to be fully funded from the Welsh Government homelessness grant.
110. Refurbishment work to create a Domestic Abuse One Stop Shop at the Cardiff Royal Infirmary site has been delayed whilst options for suitable accommodation were reviewed. The Council and Health Board are now progressing with designs and work is forecast to start in March 2019, with completion in November 2019. Of the total £1.2 million allocated for this scheme, £200,000 is forecast to be spent in the current financial year.

### **Social Services**

#### **Adult Services**

111. A sum of £345,000, which includes £245,000 of slippage from 2017/18, is to be used for the refurbishment of Tremorfa Day Services centre with works including accessibility, security and functionality improvements for respite services.
112. The Day Centre Opportunities Strategy aims to reconfigure day services for older people at three existing sites - Minehead Road, Grand Avenue and

Fairwater day centres. The second of these sites, Grand Avenue opened September 2018, with costs of £400,000 expected to be incurred during 2018/19. The Fairwater scheme is at design stage and an Integrated Care Fund Grant application has been made towards costs. Subject to procurement and success of the grant application, the scheme is expected to be complete in spring 2019.

### **Children's Services**

113. The ongoing Gabalfa House refurbishment to facilitate the relocation of Youth Offending Service from Penhill is complete, including a new activity area and an IT breakout zone for the direct benefit of the young people. £137,000 is budgeted to complete the works after £32,000 was utilised early in 2017/18.
114. The Trelai Youth Centre building is being developed as a shared resource for the Western Learning Federation, as part of measures to improve additional learning needs sufficiency, within the 21<sup>st</sup> Century Schools Band B programme. This initiative will provide opportunities for joint working between schools and social services, and improve the transition process for young people leaving school. Full spend is anticipated this year.

### **Planning, Transport & Environment**

115. The 2018/19 programme for the Directorate is £27.032 million, with an initial variance identified of £2.527 million. This is primarily in relation to slippage of energy and waste management projects, which is detailed further below.

### **Energy Projects & Sustainability**

116. The Council secured £2.126 million of repayable loan funding from the Welsh Government Green Growth Wales Fund in 2016/17 for implementation of a mixture of energy saving technologies under the REFIT framework. Phase 1 expenditure was circa £1.02 million with a further £1.228 million available for a further phase with proposed works, lessons learnt and sites to be finalised in Autumn 2018, with works expecting to start shortly after. Given these timings, slippage of £1.20 million slippage is expected this year.
117. Salix Energy Efficiency Loan Schemes (SEELS) are repayable loans that aim to achieve energy efficiency and carbon reduction savings in schools. Schemes to date approved in 2018/19 include: Thornhill Primary, Coed Glas Primary, St Marys RC Primary and Holy Family RC Primary. Confirmed projects total £188,000, with the balance of £312,000 shown as slippage into 2019/20.
118. In June 2018, Cabinet approved the Business Case and Invest to Save allocation for a new solar farm situated at Lamby Way and agreed to commence a delivery plan for implementation. This is to include submitting a planning application, finalise negotiations on private wire, procure a contractor and to finalise costs. Initial expenditure of £195,000 is assumed this year in relation to planning, consultation and ecology survey costs, with

an update on final costings and timescales to be set out in a future Cabinet report before entering into contract for delivery.

119. It should be noted that the costs of all projects identified above and ongoing maintenance will need to be paid back from savings or future income generation, representing risks to the directorate revenue budget.

### **Leisure**

120. The property asset renewal budget for 2018/19 includes sums primarily to meet obligations to properties where the Council has retained liability for maintenance. This includes £520,000 towards roof replacement at Pentwyn Leisure Centre and £150,000 to resolve drainage issues at Insole Court car park and allow completion of the restoration scheme. Priority one works which included lighting, pool and fire alarm works at Pentwyn Leisure Centre and pool lighting at Llanishen Leisure Centre have been completed.
121. The contract for the transfer of leisure sites to Greenwich Leisure Limited (GLL) included the Council making available a sum of £3.5 million invest to save funding for investment in the transferred leisure sites. This is to enable GLL to improve facilities, generate income and reach a zero subsidy position. £1.288 million was spent in 2017/18, with a further £1.981 million currently assumed to be utilised by GLL in this year for schemes including the refurbishment of health and fitness suites at Pentwyn, Llanishen, and Fairwater Leisure Centres. Expenditure proposals are agreed between the Council and GLL as part of a joint project board.
122. As a result of deteriorating condition of the track, the Council's obligation to pay £500,000 to the operators of the Cardiff International Stadium for the first replacement is being brought forward into 2018/19.

### **Bereavement & Registration services**

123. Cabinet in March 2018 approved the development of existing Council owned land near the existing Thornhill site for new cemetery space. Initial expenditure during 2018/19 is likely to be design and development costs only. The estimated total cost of the scheme is £3 million with any expenditure incurred to be repaid over a 20-year period through the generation of additional income through increased fees and charges.
124. The programme included a planned £325,000 use of the bereavement revenue reserve towards various improvements including vehicle replacement, site infrastructure, completion of Thornhill chapel roof replacement, refurbishments of office space and toilets at Western Cemetery and at the Briwnant Chapel and waiting room at Thornhill. Slippage of £60,000 is currently anticipated across these projects.

### **Recycling, Waste Management Services**

125. The programme includes £3.325 million to explore options for a new household waste recycling / reuse centre to meet predicted growth in the North of the city. £200,000 was profiled for expenditure in 2018/19, however

until a suitable site is identified, expenditure is unlikely. Slippage of £150,000 is shown at this stage.

126. A new scheme to provide separate glass collection for residents is due to be trialled in October 2018 at a cost of £300,000, with the aim to reduce processing and treatment costs and mitigate the risk of Cardiff failing to meet its statutory recycling targets.
127. Enhancements to the Waste Materials Recycling Facility (MRF) equipment to allow auto sorting of materials commenced in 2017/18 and after a period of testing was completed in July 2018. The overall cost of the scheme is estimated to be circa £650,000 funded on an invest to save basis, with repayments being made by the Directorate from reduction in disposal costs, manual handling and from increases in quality of materials sorted.
128. The programme includes a £500,000 allocation towards fire safety measures in relation to the MRF and building. A specification is being determined to determine the scope of works required and to inform a procurement exercise to identify detailed cost estimates. Subject to the above, whilst works may start during 2018/19, slippage of £250,000 is assumed at this stage.
129. Expenditure of £265,000 is also planned on other enhancements to Waste management infrastructure including replacement of key components of the MRF, CCTV, weighbridge improvements and skip replacement.

### **Highway Maintenance**

130. Expenditure on the reconstruction of structurally deteriorated roads which are deemed to be a priority is forecast to be £670,000. Investigations are being carried out to determine the most appropriate treatment to address conditions and will form the basis of any tender exercise.
131. The balance of Council funded allocations for carriageway and footway resurfacing is £6.041 million and it includes slippage primarily arising from Welsh Government grant received in 2017/18. Prior to a procurement exercise, a detailed schedule of locations and appropriate treatments is currently being determined using survey data and also ensuring City wide alignment with other infrastructure projects. Full expenditure is currently forecast by the Directorate, however to avoid risk of slippage, these activities and procurements should be completed promptly to avoid works having to be undertaken in the winter period.
132. The Bridges and Structures budget of £1.572 million includes a number of schemes including Retaining walls and parapets in Radyr, North Road flyover, and Capel Llaniltern culvert and a contribution towards the costs of constructing and installing hostile vehicle measures in the City Centre. Whilst a final account is awaited, known additional costs payable to Network Rail towards the cost of the Windsor Road Bridge scheme agreed by itself and its contractor are £446,000. Further details are awaited from Network rail on any further costs payable by the Council.

133. Following a series of inspections, it is deemed structural strengthening works are required at Llandaff Weir in order to mitigate against further deterioration. The estimated cost of the recommended scheme is £300,000, with forecast completion in October.
134. Funding of £292,000 from the street lighting renewal budget of £542,000 is to be used for replacement lighting in subways and low level solar powered bollards, with the balance of £250,000 towards a phased programme of electrical works at Eastern Avenue. Slippage of £200,000 is currently identified at Month 4 re the latter, due to a delay in securing electrical designs for a scheme.
135. An invest to save pilot scheme in Radyr, to trial LED lighting in residential areas has been completed at a cost of £337,000 with the conversion of 1,250 columns. This will help support a technical and financial business case considering options for conversion of all other residential columns, using similar technology as that used for the control and monitoring of lighting recently installed for principal roads.
136. The remaining invest to save budget for LED lighting on Principal Roads is £452,000 with works to be completed by August 2018 and focussing primarily on replacing non-standard lighting columns in different parts of the city.
137. The Greener Grangetown scheme has been completed with funding partners Dwr Cymru and Landfill Community fund. The scheme has retrofitted sustainable drainage systems and improved the public realm such as road and footpath resurfacing. As reported previously, the total cost of the scheme was initially estimated to be £2.5 million but is now expected to cost a minimum of £3.3 million, whilst further discussions take place with the contractor. Given the cycling improvements the scheme has also implemented, the transport cycling budget has been used towards additional costs in both 2017/18 and 2018/19.
138. The Council has been working with Welsh Government as part of its coastal defence scheme to implement a scheme from Rover Way to Lamby Way. Initial estimates of the project cost are £10.9 million, with 75% of this potentially funded by Welsh Government. Grant of £638,000 has been awarded to progress to the next stage of design, habitat assessment and completion of a full business case, to be completed by August 2019. Subject to completion of procurement, £100,000 is initially forecast to be spent this financial year, with Council match funding of £100,000 being slipped into next year.

## **Traffic & Transportation**

139. The Council Road Safety Schemes budget of £335,000 will implement a table zebra crossing on Whitchurch Road and improve pedestrian signalling on various junctions in Whitchurch Village. In addition, £489,000 of funding allocated from the Financial Resilience Mechanism and Parking Reserve is to be used for implementation of 20 MPH zones and safety measures outside schools.

140. The asset renewal telematics budget of £294,000 is to be used to complete analogue to digital fibre upgrades, complete the first phase of converting traffic signals to LED and for the replacement of the uninterrupted power supply, critical to the safe operation of the Butetown tunnel.
141. The total budget for cycling development in 2018/19 totalled £1.155 million including £305,000 of slippage from 2017/18. This is to be utilised on schemes including design of strategic cycle routes, construction of the Senghennydd Road route, upgrades to areas of the Taff Trail and the first phase of upgrades from North Road to Western Avenue business park and university campuses. The above budget is the total after a virement of £450,000 to the Greener Grangetown scheme.
142. A sum of £713,000 is expected to be fully utilised to secure a range of Welsh Government grants where match funding is required. An additional £350,000 in has been budgeted for 2018/19 to undertake initial concept design works for a range of city centre link schemes including the east side of the city centre, Adamsdown and Cardiff Bay.
143. The Welsh Government allocation of Local Transport Fund approved to date is £470,000 for Active Travel. This is being used to support detailed design for the cycle super highways including the following locations, Senghennydd Road, Cathays Terrace and Whitchurch Road, Newport Road (Station Terrace–Piercefield Place) and Lloyd George Avenue to Tyndall Street.
144. The Welsh Government Road Safety grant of £562,000 will support safety improvements at the junction of Western Avenue / Excelsior Road, and replacement of safety cameras at various locations.
145. Safe Routes in Communities Grant of £294,000 aims to improve the accessibility and safety, encouraging walking and cycling in communities. There is particular emphasis on improving routes to and from schools with works proposed for Ysgol Gyfun Gymraeg Plasmawr in Fairwater.
146. The Council has been successful in a securing an additional £1.058 million Welsh Government grant for the construction of the Cycle Superhighways. Expected spend will be St Andrew's Crescent to Senghennydd Road (£880,000) and Active Travel to support an access study for the Roath Park Corridor (£178,000) including segregated secondary cycle routes, and detailed design for Lakeside, Ty Gwyn Road and Cyncoed Road walking and cycling improvements.
147. The Council will also receive a grant of £134,000 from the Department for Transport of towards the costs of implementing on street residential charge points for electric vehicles. Matchfunding of £45,000 will be utilised from the Parking Reserve. Subject to procurement of a provider for the service who operate the scheme, these will be implemented by 31 March 2019 at selected sites initially determined as suitable across the city.
148. In addition to the approved grants above, a number of additional grant bids have been submitted to Welsh Government and Central Government to



meet sustainable travel objectives of the City. The capital programme will be updated when the outcomes are known, but bids for funding in 2018/19 and for future years include acquisition of electric buses and installation of supporting charging infrastructure and expansion of the on street cycle hire scheme. Previous experience shows grants awards are often notified late in the year, requiring re-profiling of existing schemes to meet the terms and conditions of grant.

149. In relation to moving traffic offences, expenditure of £266,000 is to be incurred on the phase 4 expansion and £190,000 for the replacement of aged pay and display machines. This expenditure is on an invest to save basis, to be repaid from future parking and enforcement income.
150. The Bus corridor improvement budget of £505,000 will implement bus priority measures on the A4119 phase 2d Penhill Road and Rumney Hill on Newport Road.
151. As highlighted in previous monitoring reports, it was deemed more effective to undertake the works to create a transport interchange in the west of the city at the same time as proposed housing development on the site. Site clearance works are expected to be undertaken by the Council in 2018/19, and subject to agreement of contracts, works on the interchange to begin in 2019/20.
152. The completion of the control room system upgrade is expected to cost £592,000 including £380,000 to replace obsolete equipment and software used by the variable message signs matrix and lane closure systems.
153. The costs of constructing and installing hostile vehicle measures in the City Centre has been impacted by a number of unforeseen issues including the need to upgrade telematics equipment, utilities and ensuring measures can be controlled remotely from command sites. The scheme was completed in August, with costs £200,000 in excess of the initial £1 million budget, the additional costs will be initially managed from within existing budgets.

### **Resources**

154. The 2018/19 programme for the Directorate is £7.718 million, with expenditure of £7.428 million forecast due to slippage on ICT projects. Details of schemes within the Directorate are shown below.

### **Technology**

155. The main priority for the Modernising IT to Improve Business Processes budget in 2018/19 is to support key ongoing projects in the Cardiff Capital Ambition programme and the digitisation of business services utilising modern technology. The budget including slippage from 2017/18 totals £815,000 with expenditure on rolling out Electronic Document Management Systems and the Cardiff App. Slippage of £250,000 is anticipated into next year.

156. Slippage of £40,000 is shown against the £507,000 budget for ICT refresh which will be utilised to support a range of projects to support resilience, capacity and capability. This includes the purchase of additional flash storage appliances, proxy appliances and replacement of unsupported hardware and software.

### **Corporate**

157. In respect of the contingency budget of £200,000, given that it is early in the financial year this is shown projected to be fully required, although as the year progresses, any under spend will be used to reduce the level of borrowing assumed in the Capital Programme.
158. The £500,000 invest to save budget has not been requested to be drawn down for approved schemes to date. The programme will be adjusted when schemes are approved during the year.
159. Expenditure of £4.196 million has been budgeted for this year as part of the Council's £28.4 million approved contribution to the £120 million Cardiff Capital Region City Deal wider investment fund and commitment to fund capital expenditure in advance of receipt of HM Treasury Grant where relevant. Expenditure in 2018/19 will primarily be towards the semiconductor project, however the profile of expenditure may change subject to confirmation and timing of further projects approved by the Joint Committee.
160. The programme includes a request for a loan to Cardiff City Transport Services of £2 million. This is to be the subject of a review and due diligence.

### **Capital Receipts**

161. The 2018/19 Capital Programme included an assumption of £4.0 million non-earmarked capital receipts net of fees to pay for the Capital Programme. The main disposal to date is the sale of the former Household Waste Recycling centre at Wedal Road (£400,000). Further disposals in the year include Howard Gardens Pavillion & Green, overage from land at Church road, and land at Hadfield Close, which are deemed achievable.
162. A number of land appropriations to the Housing Revenue Account and other earmarked receipts are also required to have been completed by 31 March 2019 including former Rumney High, Llanrumney High and Howardian Primary schools and St Mellons Youth and Enterprise centres.

### **Public Housing (Housing Revenue Account)**

163. The Capital Programme of £42.025 million set in the February 2018 Budget, with the amended programme of £48.839 with slippage of £6.272 million estimated at month four which is detailed further below.
164. The Housing Development budget will be used on several schemes including the final works to the independent living accommodation for older

persons on Thornhill Road and planning cost for Edinburgh Court balcony improvements.

165. Estate regeneration schemes have projected costs of £3.66 million for 2018/19 on a range of schemes including citywide gully and environmental improvements (£150,000) and regeneration of Belmont Walk (£800,000), Anderson Place (£900,000) and Taff embankment (£200,000). Garage and courtyard improvement schemes are anticipating spend of £1.66 million, including a virement of £1.16 million from other HRA projects, as additional schemes are brought forward into 2018/19.
166. The external and internal improvements budget of £16.236 million will be utilised to provide boiler and lift replacement, heating, roofing, rewiring, underpinning of properties where subsidence issues have been found, front door upgrades to flats, kitchen and bathroom upgrades when properties become vacant prior to re-letting. Some of the larger schemes include; £3.8 million for high-rise upgrades, £2 million for front door upgrades in flats and £1.8 million for removal of cladding on high-rise residential buildings following fire risk assessments. Slippage of £3.083 million is projected on the following schemes; Lift upgrades (£750,000), Doors and Windows (£950,000), Door Entry Systems (£383,000) and BISF schemes (£1 million) due to the timings of work starting and contractor capacity.
167. The allocation of £2.3 million to provide adaptations and associated improvements to the homes of disabled people in HRA properties is forecast to be fully spent.
168. The phase 1 Cardiff Living Programme is underway at several sites across the city including Willowbrook West, Llanrumney Depot, Ty To Maen and Braunton and Clevedon Crescent. The remaining phase one sites; Ty Newydd, Highfields and Snowdon and Wilson Road, are scheduled to commence in the final quarter of 2018/19, subject to viability. Phase one sites will deliver a total of 486 properties of which 291 will be for open market sale and 195 will be affordable council homes. A number of private sector properties are also being purchased to help address affordable housing need. Subject to ensuring completion, expenditure of £4 million is projected, of which £1.719 million is an earmarked reserve set up for this purpose in 2016/17. Slippage across the programme is anticipated to be £3.189 million given current forecasts of commencement on sites.

### **Section 106 schemes and Other Contributions**

169. The table below shows the Section 106 and other contributions forecast to be spent at the time of setting the budget. This has been reviewed by directorates and is reflected in the new projection at Month 4:

	<b>Budget</b>	<b>Projection at Month 4</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
Parks & Green Spaces	1,356	924	(432)
Traffic & Transportation	862	788	(74)
Strategic Planning	33	8	(25)
Neighbourhood Regeneration	581	238	(343)
Economic Development	236	224	(12)
Education & Lifelong Learning	325	325	0
Public Housing (HRA)	1,484	1,484	0
<b>Total</b>	<b>4,877</b>	<b>3,991</b>	<b>(886)</b>

170. Some of the schemes included in the profile above are:

- Parks and Green Spaces – Schemes are proposed in a number of areas including; Wilkinson Close, Despenser Gardens, Craiglee Drive, Trelai and Jubilee Park play areas, public realm and footpath improvements in Penylan, Hendre Lake and Gabalfa. A number of other schemes originally planned are deferred to future years.
- Traffic & Transportation – public transport improvements, junction improvements, bus stops and bus borders; installation of CCTV and real time information, telematics and transportation schemes including the provision of bus routes in the City and strategic transport initiatives.
- Neighbourhood Regeneration - Improvement of community facilities at Lisvane Memorial Hall, Riverside Warehouse, The Bangladesh Centre, building improvement works at St Andrew and St Teilo's Church and Installation of lights to improve access to community buildings within Trelai Park.
- Economic Development – Support for small to medium enterprises in Adamsdown and the Council's contribution towards the development of Llanrumney Hall as a community facility.
- Education & Lifelong Learning – Towards the new Howardian Primary School and Cardiff West Community High School as well as condition works at Creigiau, Springwood & Llanedeyrn Primary School.
- Public Housing – development of new Council housing.

### **Reasons for Recommendations**

171. To consider the report and the actions therein that forms part of the financial monitoring process for 2018/19.

### **Legal Implications**

172. It is a Council responsibility to set the budget and policy framework and to approve any changes there to or departures there from. It is an Executive responsibility to receive financial forecasts including the medium term financial strategy and for the monitoring of financial information.

## **Financial Implications**

173. The month four revenue monitoring for the Council shows a balanced position with financial pressures and shortfalls against budget savings targets in directorate budgets offset by projected savings on capital financing, an anticipated surplus on Council Tax collection and NDR refunds on Council properties. The position also takes into account the release of the £1.1 million set aside for transitional grant relief via the Financial Resilience Mechanism as it has now been confirmed that this budget is no longer required for its original purpose in the current financial year. Directorate budgets are currently projected to be overspent by £5.0 million however it is anticipated that management actions will enable this to be reduced by the year end. The directorate overspends are partially offset by the £3.0 million general contingency budget which was provided as part of the 2018/19 budget in order to reflect the quantum, risk and planning status of the proposed savings for 2018/19.
174. The projected overspends in directorate budgets include £2.815 million in Social Services, £1.424 million in Planning, Transport & Environment, £851,000 in Education & Lifelong Learning, £230,000 in Economic Development and £15,000 in Governance & Legal Services. An overspend of £124,000 is also currently projected in relation to Corporate Management. The directorate positions reflect a range of factors including increased demographic pressures in Social Services, particularly in relation to looked after children, shortfalls in income and the anticipated failure to fully achieve the savings targets set as part of the 2018/19 Budget together with on-going shortfalls carried forward from the previous financial year.
175. The potential overspend includes a projected shortfall against the savings identified for each directorate as part of the 2018/19 budget together with any shortfalls against savings targets carried forward from the previous year. An overall shortfall of £2.827 million is currently anticipated against the £14.296 million directorate savings target with £4.953 million having been achieved to date and a further £6.516 million anticipated to be achieved by the year end. A projected shortfall of £846,000 has also been identified in relation to savings targets carried forward from 2017/18. The projected shortfalls are reflected in the directorate monitoring positions although where possible shortfalls have been offset by savings in other budget areas. The July Cabinet meeting approved the Budget Strategy Report for 2019/20 and identified the significant financial challenges that the Council faces in the medium term. The projected under-achievement of identified savings in 2018/19 together with those carried forward from the previous year continues to underline the difficulties of achieving year on year savings across the Council.
176. The projected overspend in directorate budgets and in particular the shortfalls against savings targets represent a continuing cause for concern. Actions are being taken by those directorates currently reporting a projected overspend in order to try to resolve the issues that led to the current position or alternatively to identify offsetting savings in other areas of the service. This will be reviewed throughout the year as part of the overall

challenge process to review the performance of directorates including the budget monitoring position.

177. The 2018/19 Capital Programme is £157.853 million of which £109.014 million is in respect of General Fund schemes and £48.839 million is in relation to the Council's Public Housing schemes. Against this, the projected outturn for 2017/18 is £148.881 million resulting in a total variance of £8.972 million. The variance is largely in relation to public housing schemes with slippage of £6.272 million currently anticipated.
178. Where there is a risk of slippage, directorates, need to address any obstacles promptly to ensure budgets allocated are spent in a timely manner. Where this is not possible, early reporting of issues should take place and robust profiles of expenditure should be developed for future years.
179. The Capital Programme update includes a number of schemes planned to be funded by external grants that have strict deadlines for expenditure having to be incurred. It is essential that directorates ensure that opportunities for utilisation of such funding are not lost to the Council by ensuring appropriate resources are directed to these schemes and that consideration has been given to all steps required to ensure contracts are in place and to meet the terms and conditions of such funding.

## **RECOMMENDATIONS**

The Cabinet is recommended to:

1. Note the potential outturn position based on the first four months of the financial year.
2. Note the allocations from the Specific Contingency Budgets to the People & Communities - Communities & Housing and Social Services Directorates and to the Planning, Transport & Environment Directorate as set out in this report.
3. Reinforce the requirement for all directorates currently reporting overspends as identified in this report to put in place action plans to reduce their projected overspends.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>Christine Salter</b> <b>Corporate Director Resources</b>
	<b>14 September 2018</b>

*The following appendices are attached:*

- Appendix 1 – Revenue position
- Appendix 2 (a) – Budget Savings position – 2018/19 Savings
- Appendix 2 (b) – Budget Savings position – 2017/18 Savings
- Appendix 3 – Capital Programme

**REVENUE 2018/2019**

	CASH LIMIT BUDGETS			PROJECTED OUTTURN			VARIANCES		
	Gross Controllable Budget £000's	Income £000's	Net Expenditure £000's	Gross Controllable Spend £000's	Income £000's	Net Expenditure £000's	Gross Expenditure £000's	Income £000's	Net Expenditure £000's
<b>Service Area</b>									
Corporate Mgt	25,273	(101)	25,172	25,422	(126)	25,296	149	(25)	124
Economic Development	46,980	(40,761)	6,219	47,673	(41,224)	6,449	693	(463)	230
Education & Lifelong Learning	322,921	(67,733)	255,188	323,845	(67,806)	256,039	924	(73)	851
People & Communities									
- Communities & Housing	226,727	(182,394)	44,333	226,033	(182,065)	43,968	(694)	329	(365)
- Social Services	192,649	(25,632)	167,017	195,376	(25,544)	169,832	2,727	88	2,815
Planning, Transport & Environment	100,749	(57,305)	43,444	103,313	(58,445)	44,868	2,564	(1,140)	1,424
Resources									
- Governance & Legal Services	6,474	(1,101)	5,373	6,639	(1,251)	5,388	165	(150)	15
- Resources	39,724	(19,360)	20,364	39,610	(19,349)	20,261	(114)	11	(103)
Capital Financing	39,956	(4,720)	35,236	39,852	(4,820)	35,032	(104)	(100)	(204)
General Contingency	3,000	0	3,000	0	0	0	(3,000)	0	(3,000)
Transitional Grant Relief	1,100	0	1,100	0	0	0	(1,100)	0	(1,100)
Summary Revenue Account	3,045	(928)	2,117	5,539	(3,422)	2,117	2,494	(2,494)	0
Discretionary Rate Relief	350	0	350	350	0	350	0	0	0
<b>Total</b>	<b>1,008,948</b>	<b>(400,035)</b>	<b>608,913</b>	<b>1,013,652</b>	<b>(404,052)</b>	<b>609,600</b>	<b>4,704</b>	<b>(4,017)</b>	<b>687</b>
Council Tax Collection	0	0	0	0	(211)	(211)	0	(211)	(211)
NDR refunds on Council properties	0	0	0	0	(476)	(476)	0	(476)	(476)
<b>Total</b>	<b>1,008,948</b>	<b>(400,035)</b>	<b>608,913</b>	<b>1,013,652</b>	<b>(404,739)</b>	<b>608,913</b>	<b>4,704</b>	<b>(4,704)</b>	<b>0</b>

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## UNACHIEVED DIRECTORATE SAVINGS 2018/19

## APPENDIX 2(a)

REF	Directorate 2018/19	Directorate Savings 2018/19	Total Saving (£'000)	Savings already achieved £'000	Projected saving 2018/19 £'000	Projected shortfall 2018/19 £'000	Comments
1	Corporate Management	<b>Reduction in the amount available to support events and market the city</b> Reducing the amount available to support events, market the city and take advantage of opportunities presenting themselves during 2018/19.	210	210	210	0	This saving has been achieved in full, based on existing commitments.
2	Corporate Management	<b>External Audit and ex-employee pension contributions</b> Reduction in spend on the audit of the Council as well as a reduction in contributions to pension funds in relation to ex-employees	31	31	31	0	This saving has been achieved in full.
3	Corporate Management	<b>Efficiency Savings in Corporate Management</b> Review of spend on supplies and services	10	4	10	0	This saving is anticipated to be achievable in full.
4	Corporate Management	<b>Council Wide Efficiencies</b> In line with the Council's digital strategy, this saving will be achieved through delivering business efficiencies through third party spend, changing processes, technology and staff resources. This will put the use of digital forms of communication and service delivery at the heart of how the Council operates and interacts with the people it serves.	606	0	456	150	Savings of £456,000 are currently projected to be achieved through a combination of service reviews and other initiatives, with efforts continuing to identify further savings opportunities as the year progresses.
5	Corporate Management	<b>Efficiencies</b> Procure to Pay Process review which will deliver resource efficiencies across the Council	20	0	20	0	It is anticipated that this savings target will be achieved in full.
<b>Corporate Management Total</b>			<b>877</b>	<b>245</b>	<b>727</b>	<b>150</b>	
6	Economic Development	<b>Increase in Income - Strategic Estates</b> Increase income from the investment portfolio and operational estate.	253	6	104	149	This target is anticipated to be partly achieved following a detailed review of rental income. Additional income is anticipated to be received through rent reviews, new lettings, lease regears, acquisitions and one-off licence income generated by the directorate. Rental income projections are closely monitored with the directorate and any changes to this position will be reported throughout the year.
7	Economic Development	<b>Pest Control - Expanding market share</b> Exploring opportunities for expanding the Council's market share through exploring opportunities for working with the private sector and other public bodies.	40	10	40	0	This saving is considered achievable but is reliant on the services's ability to compete for contracts with external providers and to generate the required level of income.
8	Economic Development	<b>Improved charging and income generation for Security Services</b> The saving will be delivered through a combination of income growth and the implementation of efficiency measures across Council buildings.	50	0	0	50	This saving will not be achieved as there is no scope to generate the level of income required from the Mobile Security team. Alternative models are being investigated.
9	Economic Development	<b>Income generation from Building Cleaning services</b> To be delivered through a new marketing and service delivery plan.	105	26	105	0	The Cleaning savings target is anticipated to be achieved through the full year effect of the improvement plan, initiated last year, for the delivery of cleaning services and also through a reduction in sickness and hence a reduction in usage of agency workers.
10	Economic Development	<b>Leisure Services - Cardiff International White Water</b> Generate additional income through an increase in prices.	9	0	9	0	This saving is anticipated to be achievable in full.
11	Economic Development	<b>St. David's Hall</b> Review of Costs, Income and Service Delivery	150	0	150	0	At this early stage in the financial year, there is little information available to evidence a potential achievement of this additional target. However, the experience of previous years, in which the Arts Venues have been able to achieve significant performance profits and other managed underspends, suggests this is feasible. The position will be closely monitored and updated with the budget holders.
12	Economic Development	<b>New Theatre</b> Review of Costs, Income and Service Delivery	150	0	150	0	At this early stage in the financial year, there is little information available to evidence a potential achievement of this additional target. However, the experience of previous years, in which the Arts Venues have been able to achieve significant performance profits and other managed underspends, suggests this is feasible. The position will be closely monitored and updated with the budget holders.
13	Economic Development	<b>Cardiff Castle</b> Review of Costs, Income and Service Delivery	238	0	238	0	Indications from service area managers are that, although the proposed restructure is still in its' infancy, savings in employee, overtime and agency costs, along with additional income generated through site hire fees and other initiatives, and improved performance at the cafe and banquets, will enable the Castle to achieve the savings target for 2018/19. The additional income generated via admissions and hires is anticipated to offset any shortfalls that may occur in the cafe and banquet functions. The position will be monitored closely and updated with the budget holders.
14	Economic Development	<b>Reduced service in Tourism</b> Deletion of two vacant posts in Tourism	47	47	47	0	The restructure has been agreed and the deletion of two posts means this savings target has been achieved in full.
15	Economic Development	<b>Building Services - Efficiency Improvements</b> To be delivered through new operational plan to improve scheduling and efficiencies in the supply chain	175	0	175	0	The achievement of this saving is reliant on Building Services undertaking additional work and the generation of additional income. It is currently considered achievable, but will need to be very closely monitored with budget holders throughout the year.
16	Economic Development	<b>Play Services</b> Implementation of the agreed model for Children's Play.	115	37	115	0	The employee element of this savings target has been achieved through voluntary severance and flexible early retirement within the service. The external spend target relates to savings against Facilities Management budgets in line with proposed transfer of buildings and this is considered achievable but will need to be closely monitored during the year.
17	Economic Development	<b>Parks</b> A package of proposals that will see reduced management costs across the Parks & Sport service, generation of additional income and a reduction in the costs of external contracts by bringing this work back in-house.	141	25	127	14	Savings in relation to a part year staffing restructure are considered to be partly achieved this financial year due to delays to the tier 4 restructure within Parks. Additional income and other efficiencies are achievable but will need to be closely monitored during the year.
18	Economic Development	<b>Efficiencies</b> In line with the Council's digital strategy, this saving will be achieved through delivering business efficiencies through third party spend, changing processes, technology and staff resources.	40	0	40	0	It is anticipated that this savings target will be achieved in full.
19	Economic Development	<b>Removal of International Pool subsidy</b> Expectation that the international pool will operate without Council subsidy under new arrangements from 2018/19	973	973	973	0	Following the negotiation of a revised contract with Parkwood, no further subsidies are payable from the Council and the saving has been achieved in full.
<b>Economic Development Total</b>			<b>2,486</b>	<b>1,124</b>	<b>2,273</b>	<b>213</b>	

REF	Directorate 2018/19	Directorate Savings 2018/19	Total Saving (£'000)	Savings already achieved £'000	Projected saving 2018/19 £'000	Projected shortfall 2018/19 £'000	Comments
20	Education & Lifelong Learning	<b>Increased income within Education Traded Services</b> This saving will be achieved through an increase of 10p in the price of a school meal from April 2018, in addition to a review of pricing across other traded services.	110	37	110	0	This target has been allocated across traded services and it is currently anticipated that it will be achieved in full, largely via additional catering income.
21	Education & Lifelong Learning	<b>Delegation of Pupil Referral Unit (PRU) provision</b> Full year effect of decision made in 2017/18 to delegate the responsibility for the PRU provision to a secondary school.	365	365	365	0	The delegation of the PRU took effect from 1st September 2017. This saving represents the full year effect and, therefore, this has been achieved in full.
22	Education & Lifelong Learning	<b>Education Directorate - Central staffing and management costs</b> This is to be achieved through a reduction of staffing following a reorganisation/ rationalisation of the staffing structures within the Education Directorate - taking into account all opportunities to offset costs through additional income or use of grants.	200	0	200	0	A review of staffing is currently underway and it is anticipated that this will achieve both this saving and the unachieved target brought forward from 2017/18.
23	Education & Lifelong Learning	<b>Delegation of responsibility for licences associated with school provision</b> This saving would be achieved by delegating the responsibility for paying for licences, including performance and copyright licences, to schools.	250	250	250	0	The delegation of licence costs took effect from 1st September 2017. This saving represents the full year effect and, therefore, this has been achieved in full.
24	Education & Lifelong Learning	<b>Efficiencies</b> This saving will be achieved through a reduction in the annual costs of software packages used for schools finance and to facilitate online training of schools based staff.	80	0	80	0	It is currently anticipated that this will be achieved in full following a review of software package costs. However, further clarification is required from the directorate and there is a risk that this will not be achieved.
25	Education & Lifelong Learning	<b>Reduction in central commitment for Commissioned Early Years Places</b> Reduction in spend on nursery places in external private nurseries made possible by increased numbers of available places in maintained nursery classes in primary schools.	200	67	200	0	The final 2017/18 position reflected a significant underspend and, therefore, it is anticipated that this target will be achieved in full, although close monitoring will be required throughout the year, in case demand increases.
26	Education & Lifelong Learning	<b>Reduction in annual contribution to Central South Education Consortium (CSC) &amp; Education Improvement Grant (EIG) matchfunding</b> A reduction to the annual contribution made towards the core budget of the CSC and a reduction in the Council's requirement to match fund the EIG in line with reductions to the overall level of grant funding provided by Welsh Government.	73	20	20	53	The 2018/19 contribution to the Central South Consortium has been confirmed and reflects a lower reduction than anticipated, meaning that this saving has only been partly achieved.
<b>Education &amp; Lifelong Learning Total</b>			<b>1,278</b>	<b>739</b>	<b>1,225</b>	<b>53</b>	
27	People & Communities - Communities & Housing	<b>Disabled Facilities Grant (DFG) fee income and additional selling of services</b> Fee income based on the assumption that capital will remain unchanged for 2018/19. It is proposed to charge for low level equipment provided through the Joint Equipment Service, and for Council services for clients who do not qualify for a DFG. This service has not been provided previously.	105	0	105	0	This saving is expected to be achieved in full at this stage and progress will be updated throughout the year.
28	People & Communities - Communities & Housing	<b>Phased removal of Council subsidy to deliver Adult Community Learning</b> Third and final year of the phased reduction of Council funding to support the Adult Community Learning Leisure Programme - the service will then become fully self-funding.	17	0	17	0	The budget has been reduced accordingly and the saving is expected to be achieved in full this year.
29	People & Communities - Communities & Housing	<b>New approach to Employability Services</b> A Cabinet report in November 2017 agreed a new approach to Employability Services, including better alignment of existing grant funding and increased income from sale of training which would offset existing management costs, thereby releasing savings.	50	0	50	0	This saving is expected to be achieved in full through the receipt of additional grant funding.
30	People & Communities - Communities & Housing	<b>Supporting People Grant Realignment</b> Better alignment of Supporting People Grant funding to offset the work undertaken by the Housing Officer at Adams Court.	14	14	14	0	This saving has been achieved in full.
31	People & Communities - Communities & Housing	<b>Assessment and Support Realignment</b> Realignment of budget within Assessment and Support to reflect the additional Housing Revenue Account (HRA) work now carried out by the Systems and Support Team.	26	26	26	0	Associated budgets have been realigned and this saving has been achieved in full.
32	People & Communities - Communities & Housing	<b>Appeals and Complaints Team service integration</b> The Appeals & Complaints section now covers the whole of Communities & Housing. As such it is proposed to recharge services provided to the HRA.	103	103	103	0	Associated budgets have been realigned and this saving has been achieved in full.
33	People & Communities - Communities & Housing	<b>Deletion of two vacant Benefit Officer posts</b> Reflects the increased productivity with the Housing Benefit Team.	60	60	60	0	Related posts have been deleted and this saving has been achieved in full.
34	People & Communities - Communities & Housing	<b>Prevention Services - Deletion of Community Care Aid Worker</b> Following a change in objectives in this team, it has been possible to delete a vacant post.	23	23	23	0	Related posts have been deleted and this saving has been achieved in full.
35	People & Communities - Communities & Housing	<b>Neighbourhood Regeneration - Service Integration</b> Realignment of budgets to reflect an increase in work undertaken within the HRA.	11	11	11	0	Associated budgets have been realigned and this budget has been achieved in full.
36	People & Communities - Communities & Housing	<b>New approach to building resilient communities</b> Better align legacy grant funding to Neighbourhood Partnerships Locality Planning and Community Engagement budgets in order to release savings.	80	0	80	0	This saving is expected to be achieved in full and progress will be updated throughout the year.
37	People & Communities - Communities & Housing	<b>Efficiencies</b> Directorate wide efficiency savings from digital initiatives	71	0	71	0	This saving is expected to be achieved in full and progress will be updated throughout the year.
38	People & Communities - Communities & Housing	<b>Benefits</b> - Efficiency savings from the introduction of the new housing online form	9	0	9	0	This saving is expected to be achieved in full and progress will be updated throughout the year.

REF	Directorate 2018/19	Directorate Savings 2018/19	Total Saving (£'000)	Savings already achieved £'000	Projected saving 2018/19 £'000	Projected shortfall 2018/19 £'000	Comments
39	People & Communities - Communities & Housing	<b>Reduction in Libraries Book Fund</b> Reduction in book fund budget in line with the current and previous years' spend. Spend will continue to be focused on key demographic groups such as Children, Welsh, Community Languages and Basic Skills.	50	50	50	0	Associated budgets have been reduced and this budget has been achieved in full.
40	People & Communities - Communities & Housing	<b>Citizen Advice Bureau (CAB) Contract - Agreed reduction</b> This saving reflects the second year of a three year phased reduction in the cost of the Advice Services Contract.	30	30	30	0	Associated budgets have been reduced and this budget has been achieved in full.
41	People & Communities - Communities & Housing	<b>Removal of the Neighbourhood Partnership Fund</b> Saving will be achieved through the removal of the Neighbourhood Partnership City Wide fund.	40	40	40	0	Associated budgets have been reduced and this budget has been achieved in full.
<b>People &amp; Communities - Housing &amp; Communities Total</b>			<b>689</b>	<b>357</b>	<b>689</b>	<b>0</b>	
42	People & Communities - Social Services	<b>Increase service user charges in line with Welsh Government (WG) policy</b> In January 2017 WG expressed an intention to gradually increase the maximum weekly charge a Council could levy for non-residential care, from £60 per week in 2017 to £100 per week in 2021. As this policy is designed to ensure consistency across Welsh Local Authorities, it is proposed that the Council increases its maximum weekly charge to £80 per week in 2018/19 to mirror this policy. This will increase the level of income the Council receives in service user contributions.	350	93	280	70	An initial analysis has been undertaken to identify the additional income generated from the increase in the maximum weekly amount that can be charged for domiciliary care. The estimated saving (£280,000) reflects the current projection for 2018/19. The charge applied is subject to means testing and this potentially limits the level of additional income generated. Reducing number of domiciliary care packages also reduces the income that can be generated.
43	People & Communities - Social Services	<b>Expand the use of technology when commissioning care</b> Under this proposal, the department will explore how technology (specialist and mainstream) can be used to complement current methods of commissioning care. This consists of a number of different approaches that include: - Movement sensors to replace the need for care workers visiting service users to check they are well - Mainstream smart devices to give reminders and prompts to people, which are currently provided by care staff at a cost to the Council. This proposal is in its early stages, though the department has already begun to work with a Supported Living provider to pilot this technology and this approach.	120	0	60	60	Pilot schemes, using assisted technology, are in operation, notably in learning disability supported living. The ultimate impact on costs is yet to be determined, therefore only a partial saving is assumed at this stage.
44	People & Communities - Social Services	<b>Better use of funding for new care home placements</b> The Council is changing the way it funds new care home placements to ensure the right type and level of care home services are available for people that need them, now and in the future. These changes seek to ensure that the Council funds care home places in a way that; reflects the type and quality of service, is equitable across all homes and service users and supports the quality and sustainability of these services.	450	450	450	0	Initial projections suggest that the average cost of a nursing bed is still rising, albeit at a slower rate. It is anticipated, however, that as part of the annual fee uplift process, the costs and pressures on the sector will be understood to enable an evidenced settlement in 2018/19, thereby reducing overall potential costs. A full saving is shown at this stage, although the position will be monitored closely in coming months.
45	People & Communities - Social Services	<b>Reduce the number of new care home placements</b> The Council will increase the type and level of services available to help people fulfil their wish to remain living in their own home, as opposed to moving into a care home. The aim is to reduce the number of people living in a care home.	300	0	150	150	Activity data suggests a fluctuating position in relation to the number of care home places commissioned. Numbers have increased during the first part of the financial year, but the increase is within trend. A partial saving is shown, however the position will need to be closely monitored in coming months, with further deep dive analysis being undertaken to understand the position.
46	People & Communities - Social Services	<b>Review Continuing Health Care (CHC) funding towards the cost of care packages</b> Review, with health partners, relative contributions towards the cost of care packages to continue to ensure compliance with CHC guidance on how an individual's (children and adult) needs are most appropriately met and funded.	410	0	410	0	A significant saving was achieved, in both Adult and Children Services, in 2017/18 due to increased CHC (Health) funding being agreed for a number of care packages that were previously funded either wholly or jointly by the Council. The process of review will continue with a number of cases being prepared for presentation. At this stage, therefore, a full saving is projected, however, the position will need to be closely monitored, as the reviews are subject to UHB approval and can, in some circumstances, lead to an increased level of Council contribution.
47	People & Communities - Social Services	<b>Review Continuing Health Care (CHC) funding towards the cost of care packages</b> Review, with health partners, relative contributions towards the cost of care packages to continue to ensure compliance with CHC guidance on how an individual's (children and adult) needs are most appropriately met and funded.	410	100	410	0	A significant saving was achieved in both Adult and Children Services, in 2017/18 due to increased CHC (Health) funding being agreed for a number of care packages that were previously funded either wholly or jointly by the Council. The process of review has continued and funding refused for one placement was subsequently fully funded by Health. The review process will continue with a number of cases being prepared for presentation. At this stage, therefore, a full saving is projected, however, the position will need to be closely monitored, as the reviews are subject to UHB approval and can, in some circumstances, lead to an increased level of Council contribution.
48	People & Communities - Social Services	<b>Reduce the number of children placed in care settings outside of Cardiff</b> Continue the efforts to ensure appropriate support is available to minimise the number of children that move, or continue to live, in fostering or residential placements outside of Cardiff. This is combined with other preventative initiatives aimed at reducing the number of looked after children in external placements.	680	0	680	0	As in previous years, a number of young people have stepped down to lower cost forms of care in 2018/19. The related cost reduction has however been offset against savings shortfall in this area carried forward from 2017/18. This work is ongoing and is being supplemented by other initiatives aimed at establishing lower cost local provision. It is anticipated therefore that the full saving will be met in 2018/19.
49	People & Communities - Social Services	<b>Mainstream awareness raising budgets</b> There are two separate Children's services budgets aimed at making individuals aware of their rights and the services they can access. One of these budgets covers all groups and the Council has worked with different organisations to combine resources to raise awareness in the most effective and efficient way. This means that the second budget has not been used in recent years and is no longer required.	40	40	40	0	Associated budgets have been reduced and this saving has been achieved in full.

REF	Directorate 2018/19	Directorate Savings 2018/19	Total Saving (£'000)	Savings already achieved £'000	Projected saving 2018/19 £'000	Projected shortfall 2018/19 £'000	Comments
50	People & Communities - Social Services	<b>Maximise the impact of the Community Resource Team (CRT) to support more people to become more independent</b> Undertake a review of the joint service (Health and Council Social Care) and deliver improvements that: 1. Makes best use of Council and health resources to provide the right level of support to the right people 2. Helps these people become more independent and less reliant on health and social care services The cost savings will result from the Council purchasing less domiciliary care provision in the future than at present, as a result of these improvements to CRT.	1,200	200	600	600	The impact of this initiative will be reflected in a reduction in the number of domiciliary care hours commissioned externally. An analysis of the data so far in 2018/19 shows there has been a reduction in the average number of care hours commissioned compared to the last two quarters of 2017/18, (c4-5%, after allowing for anticipated demographic growth). This reduction is not, however, yet sufficient to generate the savings necessary to achieve the budgeted target. There is some evidence that unit prices are also starting to fall and this could assist in the achievement of the saving. The position will be monitored closely as the year progresses and the figures adjusted once wider trends become evident.
51	People & Communities - Social Services	<b>Maximise the impact of social care provision to support more people to become more independent</b> Two types of improvement will be delivered: 1. Introduce a 'reablement approach' to the way some domiciliary care services are delivered. This will involve this care being provided to people in a way that best supports them to maintain or improve their level of independence. 2. Review how and when social care reviews take place. This will seek to ensure people receive the type and level of care most appropriate to their needs, at that time.	1,200	200	600	600	The impact of this initiative will be reflected, largely, in a reduction in the number of domiciliary care hours commissioned externally. An analysis of the data so far in 2018/19 shows there has been a reduction in the average number of care hours commissioned compared to the last two quarters of 2017/18, (c4-5%, after allowing for anticipated demographic growth). This reduction is not, however, yet sufficient to generate the savings necessary to achieve the budgeted target. There is some evidence that unit prices are also starting to fall and this could assist in the achievement of the saving. The position will be monitored closely as the year progresses and the figures adjusted once wider trends become evident.
<b>People &amp; Communities - Social Services Total</b>			<b>5,160</b>	<b>1,083</b>	<b>3,680</b>	<b>1,480</b>	
52	Planning, Transport & Environment	<b>Improved Charging and Income Generation Projects</b> Generate additional income through the introduction of new fees and charges within Highways licencing along with increases in other fees and charges. Further savings will be found by maximising opportunities for recharging for services and through digital projects such as hybrid printing.	212	44	105	107	Fees & charges have increased as approved in the budget. There is some concern regarding the implementation of the crossover income scheme (£55,000) so alternative opportunities are being explored. Hybrid printing is on track and digital processing initiatives being progressed. It can take longer to realise savings than originally planned and therefore at this point in time a further shortfall of £52,000 is anticipated.
53	Planning, Transport & Environment	<b>Transportation Policy - Improved Recharging</b> Maximising opportunities for recharging for services.	30	8	30	0	This saving will be tracked as part of the routine financial monitoring. At this stage the saving is expected to be achieved in full.
54	Planning, Transport & Environment	<b>Bereavement Services</b> Generate additional income through a combination of volume and price increases.	50	7	50	0	All new fees & charges are in place and these will be tracked as part of routine financial monitoring. At this stage the saving is expected to be achieved in full.
55	Planning, Transport & Environment	<b>Planning Fee Income</b> Maximising additional planning fee income from an anticipated increase in the volume of planning applications.	55	0	0	55	The 'Planning Pipeline' forecast indicates an anticipated shortfall in planning fees against the overall target. Therefore, this saving is unlikely to be achieved.
56	Planning, Transport & Environment	<b>Cardiff Dogs Home</b> Generate additional income through a combination of volume and price increases.	15	2	12	3	Whilst increased income is anticipated, it is currently forecast to fall short of its target.
57	Planning, Transport & Environment	<b>Street Lighting Recharging</b> Maximising opportunities for recharging both design and inspection to Capital and Section 278 budgets, and increasing charges for these services to external companies.	30	0	30	0	This saving will be tracked as part of the routine financial monitoring. Progress is being validated and, at this stage, the saving is expected to be achieved in full.
58	Planning, Transport & Environment	<b>Renewable Energy Generation</b> Income will be derived from a number of renewable energy schemes through incentives related to energy generation (Feed In Tariffs, etc.), the sale of energy to the grid and/or other rental income.	20	0	0	20	It is currently anticipated that this saving will not be achieved, particularly as there is an unachieved sum brought forward from 2017/18. It is possible that this position may improve during the year and this will be closely monitored.
59	Planning, Transport & Environment	<b>School Transport - Phased Increase in cost of Bus Passes</b> Continuation of the phased increase in cost of bus passes to ensure actual costs match the provision.	5	3	5	0	This saving will not be achieved in line with the original proposal as the number of seats available has significantly reduced. The saving will, however, be mitigated by the recovery of Disclosure and Barring Service (DBS) costs.
60	Planning, Transport & Environment	<b>Trade Waste - Expanding Markets</b> Continuing to grow the Council's market share in Cardiff and exploring opportunities of working in partnership. This will generate additional income of £200k with an associated cost of £40k in addition to existing resources.	160	0	60	100	The income target is challenging and at this stage there is a high risk of a shortfall. It is possible that increased income could be generated through the skip service and a new commercial focus is also being placed on the commercial site at Bessemer Close. However, both of these initiatives will take time to establish.
61	Planning, Transport & Environment	<b>Twin stream waste/recycling collections and obtaining higher quality end products</b> Additional income and reduced processing costs brought about by a change in the Council's approach to recycling collections.	38	38	38	0	Following a comprehensive review of the budgets this saving has been achieved.
62	Planning, Transport & Environment	<b>Central Transport Services income generation</b> Utilising capacity in the fleet maintenance facility to bring external contracts back in-house and increase external income, supported by the new fleet management system.	60	0	60	0	Additional income has been identified through the 'in-sourcing' of vehicle maintenance. This is being validated and it is anticipated that the saving will be achieved in full.
63	Planning, Transport & Environment	<b>Regulatory Collaboration</b> 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.	93	93	93	0	The saving has been agreed with the Shared Regulatory Service and the payment to the organisation reduced.
64	Planning, Transport & Environment	<b>Collaborative working in Passenger Transport</b> Potential for merging passenger transport team with neighbouring authority. Associated efficiencies may allow reductions in spend against contracts.	37	0	24	13	There is no opportunity to leverage this saving from the original proposal and it is, therefore, necessary to mitigate through savings elsewhere. Recharges have been increased to cover the work undertaken by external consultants, although there remains a shortfall. It is hoped that this position could be further mitigated by the on-going re-tendering of routes for ALN children.
65	Planning, Transport & Environment	<b>Waste Services - Local Authority Collaborative Working</b> Seeking new opportunities for income through partnership and cross boundary working - focussing on back office support provision and direct services.	50	50	50	0	This saving cannot be achieved as per the original proposal. However, following a comprehensive review of budgets, it has been possible to write-out the saving within the overall directorate budget.
66	Planning, Transport & Environment	<b>Digitalisation to improve decision making process - continuation</b> <b>City Touch - street lighting</b> Control of lighting levels and faults across the city.	50	17	50	0	This saving will be tracked as part of the routine financial monitoring. At this stage the saving is expected to be achieved in full.
67	Planning, Transport & Environment	<b>Digitalisation in Waste</b> Saving to be found through digital projects and business process efficiencies to include hybrid printing and digitalised income recovery.	50	10	20	30	Partial savings will be delivered by hybrid printing and reducing the amount of printed materials produced.

REF	Directorate 2018/19	Directorate Savings 2018/19	Total Saving (£'000)	Savings already achieved £'000	Projected saving 2018/19 £'000	Projected shortfall 2018/19 £'000	Comments
68	Planning, Transport & Environment	<b>Domestic - Round Performance management</b> Use of new technologies to improve collection efficiency and reduce vehicle costs and agency usage.	271	95	95	176	Following a comprehensive review of budgets, it has been possible to show a degree of saving against this proposal. Achievement of the full saving will require changes to routes and this should be delivered through the 'in-cab' system, which is now installed. The financial benefits from operational changes may take longer to deliver and, therefore, a potential shortfall is shown.
69	Planning, Transport & Environment	<b>Treatment &amp; Disposal - Increase in productivity</b> Improving maintenance regimes and work schedules to remove down time and loss of productive time.	20	20	20	0	Following a comprehensive review of budgets, it has been possible to show a full saving against this proposal
70	Planning, Transport & Environment	<b>Domestic Waste Collection - Improve attendance at work</b> Reduce dependency on agency across the recycling and waste service team.	50	0	0	50	Work continues to improve attendance, but progress is challenging. In addition, there is a similar unachieved saving brought forward from 2017/18. Until a clearer position emerges, it is assumed this will not be achieved.
71	Planning, Transport & Environment	<b>Reducing vehicle costs in the Corporate Fleet</b> Reducing damage and insurance claims through better reporting, monitoring and training, supported by new fleet management system and supported driver training.	60	0	0	60	Work continues to improve driver training and existing contract arrangements. There is high degree of risk that this saving will not be achieved. The position will be kept under review and updated as the year progresses.
72	Planning, Transport & Environment	<b>Contract rationalisation &amp; improved business process efficiencies (Electrical and Structure &amp; Tunnels)</b> Reflects a further year's saving following implementation of new contracts and efficiencies.	50	13	50	0	Revised contracts are in place and it is anticipated the saving will be achieved in full.
73	Planning, Transport & Environment	<b>Review the delivery of maintenance work currently undertaken by external companies in areas including Housing &amp; Parks</b> Continuation of work to improve performance in order to enable additional work to be undertaken internally, bringing external contracts back in-house for Infrastructure & Maintenance.	40	12	40	0	This saving will be tracked as part of the routine financial monitoring. At this stage, the saving is expected to be achieved in full.
74	Planning, Transport & Environment	<b>Street Lighting Conversion to LED</b> Full year effect of the savings generated through replacement of main route lighting with LED to reduce long term energy expenditure.	30	7	30	0	This saving will be tracked as part of the routine financial monitoring. At this stage, the saving is expected to be achieved in full.
75	Planning, Transport & Environment	<b>Energy - Change in Energy Billing and Tariff Structures</b> This saving will be generated through changes to the current procurement arrangement, including the introduction of flexible tariffs and improved consumption reporting, that will allow greater control of both costs and usage.	130	0	0	130	Further work is needed to evidence the saving and distribute accordingly across the relevant directorates.
76	Planning, Transport & Environment	<b>Energy Efficiencies Within Council buildings</b> Continue to identify projects through use of the RE:Fit framework for complete building energy retrofit, as well as alternative external funding for individual projects.	30	0	0	30	Further work is needed to evidence the saving and distribute accordingly across the relevant directorates.
77	Planning, Transport & Environment	<b>Energy - Reduction in bills across the estate through improved management and behaviour change (Carbon Reduction Strategy)</b> The approved Carbon Reduction Strategy sets out a series of actions that will manage and reduce the Council's energy consumption. Part of this strategy relates to better management of energy consumption and behaviour change amongst building managers and other staff.	50	0	50	0	There was a significant underspend in 2017/18 against the Carbon Reduction budget. It is anticipated this will be repeated in the current year but certainty will not be known until the invoice is received in the autumn.
78	Planning, Transport & Environment	<b>School Transport - Additional Learning Needs (ALN) - Review of transport for pupils within 2/3 Miles (Primary/Secondary)</b> Review and challenge transport for statemented pupils who live within 2 miles from primary school and 3 miles from secondary. This will be done on an individual case basis, to take into account of the individual child's needs based on ALN transport policy.	27	0	27	0	A review of service provision and a retendering exercise should be completed by September. This is expected to deliver the saving in full.
79	Planning, Transport & Environment	<b>School Transport - Additional Learning Needs (ALN) - Route Optimisation and Retendering of Routes/Mergers</b> Reviewing on a case by case basis, working closely with Education and individual schools. Review and challenge current transport provision to ensure it fits the needs of pupils.	50	0	45	5	A detailed review of all routes is currently being undertaken. Early preparation work suggests the saving will be largely achievable. More detailed figures will be available in late September 2018.
80	Planning, Transport & Environment	<b>School Transport - Travel Support Allowance</b> Replace taxi/bus provision with an advance payment to parents on a termly basis. Parents would then be responsible for pupils' transport to school.	42	0	0	42	Whilst this initiative has proved successful, payments are now made to parents previously not on the scheme thereby incurring additional costs. This has had an adverse affect on the saving achievement. The saving target in 2017/18 wasn't fully achieved so this presents a significant challenge. It is hoped this position can be mitigated from savings derived from the retendering process and changes to the transportation of ALN children.
81	Planning, Transport & Environment	<b>School Transport - Llanishen High School buses</b> A continuation of the planned, phased reduction in provision of buses to Llanishen High School pupils who were previously in catchment for Llanedeyrn High School (closed). Eligible pupil numbers will continue to decrease with an associated reduction in transport costs, with the phased reduction concluding in 2020/21.	33	0	33	0	It is anticipated this saving will be achieved in full. More detailed figures will be available in late September 2018.
<b>Planning, Transport &amp; Environment Total</b>			<b>1,838</b>	<b>419</b>	<b>1,017</b>	<b>821</b>	
82	Resources - Governance & Legal Services	<b>Legal Services Income - Schools SLA</b> Legal Services are provided to schools under a service level agreement, under which income is received for work carried out. This income target reflects the level of work carried out.	40	9	40	0	Additional income from the Schools SLA has historically over achieved against budget. At present this looks to be on target but will not be fully achieved until the end of the academic year.
83	Resources - Governance & Legal Services	<b>Legal Services Income - Cardiff Capital Region City Deal (CCRC)</b> Cardiff Council is the accountable body for the CCRC Regional Cabinet under which ten local authorities are working together on economic regeneration in the region. Legal services are provided to the regional cabinet on an hourly rate basis and this income target reflects the agreed income.	55	25	55	0	In line with 2017/18 income received, it is anticipated that this savings target will be achieved and potentially exceeded.
84	Resources - Governance & Legal Services	<b>Legal Services Income - Capital Receipts</b> Reflects eligible costs in accordance with regulations that can be recovered from the disposal proceeds of assets.	35	20	35	0	Legal charges in relation to land and asset disposal remain achievable, with the Month 4 position indicating an overachievement if the level of charges remain consistent throughout the year.
85	Resources - Governance & Legal Services	<b>Increase in Fees and Charges for Legal Services</b> This represents small increases in legal fees where it is possible to charge.	6	2	6	0	Small increases in fees will allow this savings target to be achieved in year if levels of work remain as they were in 2017/18. To date, income levels suggests this will be achievable.



REF	Directorate 2018/19	Directorate Savings 2018/19	Total Saving (£'000)	Savings already achieved £'000	Projected saving 2018/19 £'000	Projected shortfall 2018/19 £'000	Comments
86	Resources - Governance & Legal Services	<b>Reduction of Scrutiny Function</b> This proposal would delete a vacant post and a post filled on a temporary basis. It will reduce the scrutiny support function and result in fewer task and finish groups.	53	26	53	0	This saving is achievable following the deletion of a vacant post and the removal of the temporary post from August.
87	Resources - Governance & Legal Services	<b>Reduction in Democratic support budget</b> A reduction in the staffing budget for committee services which reflects the current monitoring position in relation to clerking for internal meetings.	20	7	20	0	Based on employee expenditure to date, this target remains achievable.
88	Resources - Governance & Legal Services	<b>Efficiencies in Democratic and Member Services</b> This saving reflects a reduction in a number of smaller budgets within the directorate in line with the current monitoring position.	20	6	20	0	Expenditure to date indicates this saving should be achieved in year.
89	Resources - Governance & Legal Services	<b>Efficiencies</b> Saving includes increased income from work undertaken for CCRCD and neighbouring authorities, in addition to reductions in budgets for internet and translation charges	40	12	40	0	Indications are that this saving will be achieved in full.
90	Resources - Governance & Legal Services	<b>Reduction in External Legal Fees</b> Planned reduction in external legal fees due to increased capacity requiring less outsourcing of work.	83	0	0	83	Due to increased complex cases and in-house vacancies, it is not anticipated that this saving, or the unachieved saving from 2017/18, will be achieved.
<b>Resources - Governance &amp; Legal Services Total</b>			<b>352</b>	<b>107</b>	<b>269</b>	<b>83</b>	
91	Resources	<b>Income from Hosting of South East Wales Schools Capital and Public Buildings (SEWSCAP) and South East Wales Highways Frameworks</b> Cardiff has taken on the hosting and management of these arrangements on the understanding that staff time would be offset against the income generated by the levy applied to the framework. A Cabinet report requesting permission to take over the hosting and management was approved in July 2017.	40	13	40	0	This saving is anticipated to be fully achieved.
92	Resources	<b>Atebion Solutions Additional Income</b> Atebion Solutions is a trading company wholly owned by the Council which trades commercial and procurement services to other public sector organisations. The model that has been developed is based on reducing the fixed costs of the Strategic Procurement Team through the charging of full costed staff time to the company. Due to the success of the company to date, the annual income target for the Council will be stretched by £20k.	20	0	20	0	This saving is anticipated to be fully achieved.
93	Resources	<b>Cardiff Academy - Income Generation</b> Ongoing plan to develop and provide cost effective training both within the council and to external public sector bodies including Health & Safety training.	53	5	53	0	This saving is anticipated to be fully achieved, although income will have to be monitored throughout the year, as the achievability will depend on the success of online marketing.
94	Resources	<b>Recovery of staff costs &amp; income generation</b> Maximising opportunities for recharging for Capital Ambition Delivery Team staff costs from supported projects and exploring new income opportunities with external partners/organisations.	109	0	109	0	This saving is anticipated to be fully achieved.
95	Resources	<b>Expansion of Meals on Wheels</b> A plan is already being progressed to increase service users up to full capacity, making best use of existing resources (staff and vehicles). This would allow the service to fully fund itself and remove the existing £100k subsidy.	100	0	100	0	The service area are confident that this saving will be achieved in full. The supporting business case suggested that the service would be 'self funding' and current performance is in line with this aim.
96	Resources	<b>Exchequer and Development Service efficiencies / remodelling</b> Building on efficiencies already delivered, further work processes will be reviewed thus allowing the cost of the team to be reduced through improved processes and optimising the use of existing resources to ensure there is no spare capacity.	140	104	140	0	A significant part of this saving target is already achieved through the deletion of four vacant posts. It is anticipated that a reduction in spend and income from central support recharges will achieve the remainder of the savings target
97	Resources	<b>Accountancy – Review of staff resource</b> Savings will be achieved through a review of the staffing structure and an increase in the vacancy provision to reflect on-going levels of staff turnover and management of vacancies.	100	36	100	0	A proportion of this savings target is already achieved through the deletion of one Grade 5 post. The vacancy provision is anticipated to be achieved based on current vacancies. The increase in income targets is also expected to be fully achieved.
98	Resources	<b>Revenues Section - Savings derived from improved processes</b> Work will be undertaken to further improve processes without impacting the collection rate of Council Tax	70	23	70	0	It is anticipated, at this stage, that this savings target is fully achievable through voluntary severance, flexible retirement and sabbatical leave within the Revenues section, coupled with an increase in income from parking fines.
99	Resources	<b>Internal Audit - Review of Staff Resource</b> Further refocusing of priorities within the Internal Audit team allowing a reduction of one post.	36	36	36	0	This saving has been fully achieved.
100	Resources	<b>Information Governance Business Efficiencies</b> Based on current workload, it is possible to reduce the team by 0.6 FTE without adverse impact on service delivery.	19	19	19	0	This saving has been fully achieved following the deletion of one 0.6 fte post.
101	Resources	<b>Human Resources Business Efficiencies</b> Savings relate to the permanent deletion of two posts that undertake transactional duties. The posts are currently vacant and residual resources have been realigned to avoid adverse impact on service delivery.	52	52	52	0	This saving has been fully achieved.
102	Resources	<b>HR IT System</b> Move the Council's HR IT system on to the Council's private cloud platform	11	11	11	0	This saving has been fully achieved.
103	Resources	<b>Savings from reduction in Support Cost for HR IT systems</b> Savings arising from planned reduction in support cost for HR IT systems. The costs associated with this were previously funded by post reductions in Human Resources as required in the original business case model.	178	178	178	0	This saving has been fully achieved.
104	Resources	<b>ICT Staffing Budget</b> Reduction of posts in ICT. Residual resources will be realigned to avoid adverse impact on service delivery.	152	152	152	0	This saving has been fully achieved following the deletion of four posts within ICT.
105	Resources	<b>Cessation of "In Cardiff" Newspaper</b> The Council's communications strategy clearly puts the use of digital forms of communication - especially social media - at the heart of how the Council interacts with the people it serves. Within this context, the saving will be delivered by discontinuing the design and publication of In Cardiff.	37	37	37	0	This saving has been achieved in full following the cessation, during the last financial year, of the In Cardiff production.
106	Resources	<b>Consolidation of Corporate Policy Capacity</b> The combination of two related functions within the Council's corporate centre will enable the deletion of a post that is currently vacant.	35	35	35	0	This saving has been achieved in full following the deletion of the related vacant post.

REF	Directorate 2018/19	Directorate Savings 2018/19	Total Saving (£'000)	Savings already achieved (£'000)	Projected saving 2018/19 (£'000)	Projected shortfall 2018/19 (£'000)	Comments
107	Resources	<b>Policy &amp; Partnerships - Reduction in Operational Costs</b> Reduction in operational costs in line with historic reduction of service size.	25	8	25	0	It is anticipated that this savings target will be achieved in full.
108	Resources	<b>Corporate Performance Team Staffing</b> The deletion of a vacant senior post within the Council's Corporate Performance Team (£55k) plus other staffing efficiencies.	63	55	63	0	The target has largely been achieved following the deletion of a vacant post and it is considered that the full target is achievable.
109	Resources	<b>Efficiencies</b> To include a Procure to Pay process review and reductions in budgets for printing & stationery and transport, in addition to a further review of staffing resources.	80	45	80	0	Savings targets for HR, EA, P&P and ICT have been achieved already. Savings targets against Business Support, C&P, OD and H&S are anticipated to be fully achieved by the end of the year.
110	Resources	<b>External ICT Spend</b> Reduction in ICT spend through a further review of ICT funded licences and support contracts.	206	70	206	0	It is anticipated that this savings target will be achieved in full.
111	Resources	<b>Bilingual Cardiff Additional Income</b> This saving will be achieved through realising the benefits of collaborative working.	90	0	63	27	The current position assumes a shortfall in income, with use of earmarked reserves offsetting this. Additional income streams continue to be investigated.
	<b>Resources Total</b>		<b>1,616</b>	<b>879</b>	<b>1,589</b>	<b>27</b>	
	<b>COUNCIL TOTAL</b>		<b>14,296</b>	<b>4,953</b>	<b>11,469</b>	<b>2,827</b>	

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REF	Directorate 2018/19	Directorate Savings 2017/18	Total Saving (£'000)	Saving achieved in 2017/18 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2018/19 (£'000)	Projected savings in 2018/19 (£'000)	Projected shortfall 2018/19 (£'000)	Comments
1	Economic Development	<b>Commercialisation</b> - improved charging and income generation for Security Services. This will be delivered through improved security services and income via internal and external bodies.	44	0	44	0	0	44	This saving will not be achieved as there is no scope to generate the level of income required from the Mobile Security team. Alternative models are being investigated.
2	Economic Development	<b>Increase in Rental Income - Strategic Estates</b>	90	0	90	90	90	0	This saving has been achieved in full through a combination of rent reviews and new lettings.
<b>Economic Development Total</b>			<b>134</b>	<b>0</b>	<b>134</b>	<b>90</b>	<b>90</b>	<b>44</b>	
3	Education and Lifelong Learning	<b>Central Staffing Costs</b> Saving to be achieved through a reduction of staffing following a reorganisation/rationalisation of the staffing structures within the Directorate - taking into account all opportunities to offset costs through additional income or use of grants. Staffing reductions will be effective from September 2017, with full year effect from April 2018.	175	105	70	0	70	0	A staffing restructure is currently being developed with the aim of achieving both this and the 2018/19 savings targets.
<b>Education and Lifelong Learning Total</b>			<b>175</b>	<b>105</b>	<b>70</b>	<b>0</b>	<b>70</b>	<b>0</b>	
Page 445	People & Communities - Housing & Communities	<b>Commercialisation</b> Initial income target in relation to additional income opportunities within the Directorate, including - commercial sponsorships and partnerships - utilising the assets within the Directorate more commercially - sale of current services to realise additional income	46	0	46	0	0	46	There are currently no detailed plans for achievement of this savings target, but it is assumed that it will be mitigated, as in the previous financial year, by other managed underspends within the directorate.
	People & Communities - Housing & Communities	<b>New Approach to Locality and Neighbourhood Service Delivery</b> At present the Council provides funding for a team of Neighbourhood Partnership Officers, and a separate fund for small scale projects led by community groups. This has enabled the Council and its partners to work more effectively together. The next step is to integrate services from the point of view of the citizen, so that main budgets are used in a fully joined up way. To achieve this, existing neighbourhood partnership arrangements will be changed to better consult local communities by identifying their priorities and utilise existing local networks which include Neighbourhood Police Teams, Community Hubs, community organisations and Tenant/Residents Groups. This proposal will create Locality Planning and Delivery Officers to better use council and partners time delivering targeted projects.	150	105	45	0	45	0	This saving will be achieved through a planned restructure within the service.
6	People & Communities - Housing & Communities	<b>Llanover Hall - Sub lease</b> To ensure the long term sustainability of Llanover Hall as a community arts venue and to better utilise the building, the Council wishes to enter into a partnership sub-lease with a partner. The intention is to find a partner that would co-locate and allow the Learning for Life offering to continue in the building; it is hoped that this would also have a positive effect on uptake of Learning for Life courses in Llanover Hall.	55	0	55	0	55	0	The original plan for a sub lease of Llanover Hall is not anticipated to happen. However, it is planned that the target will be achieved through an alternative review of the service and potential for income generation.
<b>People &amp; Communities - Housing &amp; Communities Total</b>			<b>251</b>	<b>105</b>	<b>146</b>	<b>0</b>	<b>100</b>	<b>46</b>	

REF	Directorate 2018/19	Directorate Savings 2017/18	Total Saving (£'000)	Saving achieved in 2017/18 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2018/19 (£'000)	Projected savings in 2018/19 (£'000)	Projected shortfall 2018/19 (£'000)	Comments
7	People & Communities - Social Services	<b>Locality based service delivery</b> Mapping on a pilot basis in the current financial year, would appear to indicate opportunities for improved service delivery and reduced costs through service redesign on a locality focused basis. This would include consideration of accommodation models, commissioned services and community opportunities. It is likely however that significant work will be required to implement a revised commissioning model for care services, with a roll out likely to take place over a number of financial years.	250	0	250	0	0	250	A pilot scheme was initially implemented, however outcomes were not as originally anticipated. No specific savings are currently identifiable, however the position may change as the project is reviewed and new initiatives implemented.
8	People & Communities - Social Services	<b>Adolescent Resource Centre (ARC)</b> Second year impact of saving proposed for 2016/17. Saving predicated on step downs to lower cost forms of care, shorter stays, quicker return to families, reduced numbers entering care following referral and change in age profile of those in care.	400	256	144	48	144	0	The shortfall carried forward reflected delayed implementation of the ARC service. This became fully operational during 2017/18 and it is anticipated a full saving will be achieved in 2018/19. This is, however, a preventative service and the saving achieved will therefore be cost avoiding rather than cashable.
Page 446	People & Communities - Social Services	<b>Safer Families Initiative</b> Second year impact of 2016/17 savings proposal - utilise and encourage volunteering in the community to provide a mentoring service aimed at reducing Looked After Children admissions. Based on pilots in other authorities, it is anticipated that the scheme will reduce the numbers of children coming into the care system.	240	25	215	72	215	0	This proposal was re-focused in 2017/18 to pursue a more preventative service with increased emphasis on children on the edge of care. In partnership with Tros Gynol, an early help model was developed, aimed at reducing the need for referrals. Other early help initiatives such as rapid response were also introduced and strengthened. A full saving is projected for 2018/19, however, as a preventative initiative, the saving is likely to be cost avoiding rather than cashable.
10	People & Communities - Social Services	<b>Reduction in the Number of Children Placed in Out Of Area Placements</b> Second year impact of 2016/17 savings proposal. Aim to move children who are currently in residential care into alternative care settings, including enhanced fostering. Combine with other preventative initiatives aimed at reducing the number of looked after children in external placements.	1,331	917	414	370	414	0	As in previous years a number of young people have stepped down to lower form costs of care in 2018/19. This work is ongoing and is being supplemented by other initiatives aimed at establishing lower cost local provision. It is anticipated therefore that the carry forward saving will be met in 2018/19.
11	People & Communities - Social Services	<b>Review Emergency Accommodation Service for Learning Disability Service Users</b> Review the service and consider remodelling the social care crisis service to merge with the re-provision of the respite service.	290	190	100	0	100	0	A significant element of the original saving was written out as part of the 2018/19 budget, as demand for this form of provision has continued. A rationalisation of existing provision is still however proposed and it is anticipated that the residual saving will be achieved in 2018/19.
12	People & Communities - Social Services	<b>Retender Mental Health (MH) Supported Living Service</b> Review the specification and retender existing service in order to improve efficiencies and value for money.	150	86	64	64	64	0	Although proposals to re-tender this service are still being developed, ongoing reviews of care packages across mental health have provided significant savings on commissioning budgets, sufficient to offset the target.
13	People & Communities - Social Services	<b>Recommission of Children's Respite/Short breaks service</b> Recommission the current contract for respite care/short breaks at Ty Storrie. New provision to reflect reduced demand for occupancy.	50	0	50	0	0	50	Proposals for the re-commissioning of this service were discontinued due to wider issues associated with the existing provision. The current proposal involves bringing the current external service in-house. It is not considered at this stage that any significant saving will be achieved.
14	People & Communities - Social Services	<b>Joint commissioning of residential and nursing home beds with Health to create efficiencies</b> Joint commissioning with Health to create efficiencies through a new procurement model.	130	0	130	0	0	130	Although joint procurement is being considered as part of the general process of integration involving the UHB and Vale Council, no firm proposals in relation to joint commissioning are currently in place.
<b>People &amp; Communities - Social Services Total</b>			<b>2,841</b>	<b>1,474</b>	<b>1,367</b>	<b>554</b>	<b>937</b>	<b>430</b>	

REF	Directorate 2018/19	Directorate Savings 2017/18	Total Saving (£'000)	Saving achieved in 2017/18 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2018/19 (£'000)	Projected savings in 2018/19 (£'000)	Projected shortfall 2018/19 (£'000)	Comments
15	Planning, Transport & Environment	<b>Commercialisation - improved charging and income generation projects</b> Increased fees and charges across city operations and improved collaboration with the directorate's advertising partner.	162	92	70	60	70	0	The saving has been achieved through the introduction of Hybrid Printing across the directorate. It is anticipated that the remaining £10,000 will be realised during the year.
16	Planning, Transport & Environment	<b>School Transport - Replace Taxis/Buses with Bus Passes (Cardiff IFF cards) for Pupil Referral Units - Phased Approach</b> Pilot scheme to run at Greenhill School initially and if successful transfer to other PRU areas.	48	0	48	0	0	48	The pressure to maintain this service at previous levels means that this saving is not achievable. It is hoped this shortfall can be mitigated by an increased level of saving across Schools Transport following the detailed review being undertaken and the planned retendering of routes.
17	Planning, Transport & Environment	<b>Introduce Travel Support Allowance - Pilot Scheme</b> Replace taxi/bus provision with an advanced payment to parents. Parents would then be responsible for pupils' transport to school. This will be provided on a termly basis.	100	43	57	0	0	57	Whilst this initiative has proved successful, payments are now made to parents previously not on the scheme thereby incurring additional costs. This has had an adverse affect on the saving achievement. It is hoped this shortfall can be mitigated by an increased level of saving across Schools Transport following the detailed review being undertaken and the planned retendering of routes.
18	Planning, Transport & Environment	<b>Domestic - Round Performance Management</b> Includes the introduction of new 'in cab' technologies to remove errors, wasted journey time and improve efficiencies. Further round balancing to improve efficiencies in resources and vehicle configurations.	170	0	170	170	170	0	The saving has now been achieved in full following a comprehensive review of the staff resources budgets.
Page 447	Planning, Transport & Environment	<b>Domestic Waste Collection - Improve Attendance at Work</b> Reduce dependency on agency across the recycling and waste service team.	50	0	50	0	0	50	Work continues to improve attendance, but progress is challenging. The position will be reviewed and updated during the year.
	Planning, Transport & Environment	<b>Reducing Vehicle Costs in Commercial Services Fleet</b> Reducing damage and insurance claims through better reporting, monitoring and training, supported by new fleet management system and supported driver training.	66	0	66	0	0	66	There was a delay to the introduction of the 'in cab' technology and therefore this saving was not achieved in 2017/18. Work continues to improve driver training and existing contract arrangements. There is a high degree of risk that this saving will not be achieved. The position will be kept under review and updated as the year progresses.
21	Planning, Transport & Environment	<b>Central Transport Services income generation</b> Utilising capacity in the fleet maintenance facility to insource work and increase external income, supported by new fleet management system.	75	0	75	0	75	0	Additional income has been identified through 'in-sourcing' of vehicle maintenance. This is being validated but it is anticipated that the saving will be fully achieved.
<b>Planning, Transport &amp; Environment Total</b>			<b>671</b>	<b>135</b>	<b>536</b>	<b>230</b>	<b>315</b>	<b>221</b>	
22	Resources - Governance & Legal Services	<b>Centralisation of External Legal Spend</b> Achieve efficiency savings by centralising external legal spend from across the Council	55	0	55	0	0	55	External legal costs on childrens' cases remain high, with an increase in the number and complexity of cases being supported, together with the time taken to recruit to vacant posts, means this saving is unlikely to be achieved.
<b>Resources - Governance &amp; Legal Services Total</b>			<b>55</b>	<b>0</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>55</b>	
23	Resources	<b>Automation of forms, E billing and transactional website</b> To generate channel shift from telephone in respect of Council tax and Non Domestic Rates (NDR) recovery.	154	118	36	0	36	0	This saving is anticipated to be fully achieved.
24	Resources	<b>Reduction in external telephony spend</b> Reduction in spend on telephony licences, network maintenance, and telephony support and maintenance. Replacement of Integrated Services Digital Network (ISDN) telephony with Internet Protocol (IP) telephony. This will include negotiations with suppliers and retendering to drive down costs.	50	0	50	0	0	50	The retendering process for telephony in 2017/18 resulted in increased prices and this saving is not achievable. However, ICT have advised that the saving will be achieved via alternative means.

REF	Directorate 2018/19	Directorate Savings 2017/18	Total Saving (£'000)	Saving achieved in 2017/18 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2018/19 (£'000)	Projected savings in 2018/19 (£'000)	Projected shortfall 2018/19 (£'000)	Comments
25	Resources	<b>Income Generation - Enterprise Architecture</b> Utilising the Enterprise Architecture function to generate income from either delivered internal projects or external services provided to other public sector bodies.	120	41	79	0	79	0	Potential income of £45,000 has been identified in respect of the Corporate Landlord project. The service area are currently considering plans to achieve the balance of £34,000 and it is currently anticipated that this saving will be achieved in full.
26	Resources	<b>Commissioning &amp; Procurement Local Authority Trading Company</b> A reduction in the fixed costs of the Strategic Procurement Team through the charging of full costed staff time to the recently approved local authority trading company.	70	13	57	20	57	0	In 2017/18, a conscious decision was made to manage this £57,000 shortfall through establishment vacancies, to allow time to be invested in developing long-term relationships with organisations which will provide the company with future revenue generation opportunities. It is anticipated that this income target will be fully achieved in 2018/19.
	<b>Resources Total</b>		<b>394</b>	<b>172</b>	<b>222</b>	<b>20</b>	<b>172</b>	<b>50</b>	
<b>COUNCIL TOTAL</b>			<b>4,521</b>	<b>1,991</b>	<b>2,530</b>	<b>894</b>	<b>1,684</b>	<b>846</b>	

**CARDIFF COUNCIL CAPITAL PROGRAMME 2018-2019**

<b>DIRECTORATE &amp; SCHEME</b>	<b>2018-19 Programme</b>	<b>2017-18 Slippage</b>	<b>Budget revision</b>	<b>Virements</b>	<b>Changes &amp; New Approvals</b>	<b>Total Programme 2018-19</b>	<b>Projected Outturn</b>	<b>Slippage</b>	<b>(Underspend )/ Overspend</b>	<b>Total Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b><u>ECONOMIC DEVELOPMENT</u></b>										
<b><u>Economic Development, Tourism &amp; Heritage</u></b>										
1 Town Centre Loan Scheme	0	1,358	0	0	642	2,000	2,000	0	0	0
2 Llanrumney Hall	185	0	0	0	0	185	185	0	0	0
3 Cardiff Social Innovation fund	0	10	0	0	0	10	10	0	0	0
4 S106 Schemes	51	0	0	0	0	51	39	(12)	0	(12)
<b>Total Economic Development, Tourism &amp; Heritage</b>	<b>236</b>	<b>1,368</b>	<b>0</b>	<b>0</b>	<b>642</b>	<b>2,246</b>	<b>2,234</b>	<b>(12)</b>	<b>0</b>	<b>(12)</b>
<b><u>City Development and Major Projects</u></b>										
5 Economic Development Initiatives	0	3,196	0	0	(3,146)	50	50	0	0	0
6 Economic Development Initiatives Toys R U S Purchase	0	0	0	0	6,282	6,282	6,282	0	0	0
7 Central Square Public Realm	2,953	0	0	0	614	3,567	3,567	0	0	0
8 ISV Retail 3 Temporary Car Park	0	1,226	0	0	(1,226)	0	0	0	0	0
<b>Total City Development &amp; Major Projects</b>	<b>2,953</b>	<b>4,422</b>	<b>0</b>	<b>0</b>	<b>2,524</b>	<b>9,899</b>	<b>9,899</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Parks &amp; Green Spaces</u></b>										
Asset Renewal Buildings	20	0	0	0	0	20	20	0	0	0
10 Asset Renewal Parks Infrastructure	140	0	0	0	0	140	140	0	0	0
11 Play Equipment	90	56	0	0	0	146	146	0	0	0
12 Flood Risk prevention	0	58	0	0	0	58	58	0	0	0
13 Parc Cefn Onn	113	494	(42)	0	0	565	326	(239)	0	(239)
14 Roath Park House	0	200	0	0	(200)	0	0	0	0	0
15 3G Pitch - Grangetown	0	2	0	0	0	2	2	0	0	0
16 Parks Events Infrastructure (Pontcanna Fields)	150	0	0	0	(150)	0	0	0	0	0
17 Refurbishment of Sports Facilities	0	265	0	0	0	265	265	0	0	0
18 S106 Funded Schemes	1,356	374	(374)	0	0	1,356	924	(432)	0	(432)
<b>Total Parks &amp; Green Spaces</b>	<b>1,869</b>	<b>1,449</b>	<b>(416)</b>	<b>0</b>	<b>(350)</b>	<b>2,552</b>	<b>1,881</b>	<b>(671)</b>	<b>0</b>	<b>(671)</b>
<b><u>Venues &amp; Cultural Facilities</u></b>										
19 St David's Hall	0	358	0	0	0	358	0	(358)	0	(358)
<b>Total Venues &amp; Cultural Facilities</b>	<b>0</b>	<b>358</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>358</b>	<b>0</b>	<b>(358)</b>	<b>0</b>	<b>(358)</b>
<b><u>Property &amp; Asset Management</u></b>										
20 Asset Renewal - Old Library	60	0	0	0	0	60	60	0	0	0
21 Office Accommodation rationalisation (General Fund)	0	30	0	0	(30)	0	0	0	0	0
22 Community Asset Transfer	0	73	0	0	0	73	0	(73)	0	(73)
23 Cardiff Market Roof (FRM)	50	298	0	0	0	348	50	(298)	0	(298)
24 Adamsdown Play Centre	0	0	0	0	360	360	360	0	0	0

**CARDIFF COUNCIL CAPITAL PROGRAMME 2018-2019**

<b>DIRECTORATE &amp; SCHEME</b>		<b>2018-19 Programme</b>	<b>2017-18 Slippage</b>	<b>Budget revision</b>	<b>Virements</b>	<b>Changes &amp; New Approvals</b>	<b>Total Programme 2018-19</b>	<b>Projected Outturn</b>	<b>Slippage</b>	<b>(Underspend )/ Overspend</b>	<b>Total Variance</b>
		<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
25	Asset Renewal - Buildings	1,057	269	0	0	0	1,326	1,326	0	0	0
26	Asset Renewal - County Hall Canteen	0	325	0	0	0	325	325	0	0	0
<b>Total Property and Asset Management</b>		<b>1,167</b>	<b>995</b>	<b>0</b>	<b>0</b>	<b>330</b>	<b>2,492</b>	<b>2,121</b>	<b>(371)</b>	<b>0</b>	<b>(371)</b>
<b>Harbour Authority</b>											
27	Harbour Asset Renewal	196	0	0	0	0	196	196	0	0	0
<b>Total Harbour Authority</b>		<b>196</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>196</b>	<b>196</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ECONOMIC DEVELOPMENT</b>		<b>6,421</b>	<b>8,592</b>	<b>(416)</b>	<b>0</b>	<b>3,146</b>	<b>17,743</b>	<b>16,331</b>	<b>(1,412)</b>	<b>0</b>	<b>(1,412)</b>
<b>EDUCATION &amp; LIFELONG LEARNING</b>											
<b>Schools - General</b>											
<b>Planning &amp; Development</b>											
28	Asset Renewal	6,302	(14)	0	0	0	6,288	6,288	0	0	0
29	Suitability / Sufficiency	1,040	(69)	0	0	0	971	971	0	0	0
30	Whitchurch High DDA	1,000	322	0	0	0	1,322	1,322	0	0	0
31	Flying Start	0	0	0	0	59	59	59	0	0	0
<b>Total Planning &amp; Development</b>		<b>8,342</b>	<b>239</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,581</b>	<b>8,581</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other schemes</b>											
32	Schools ICT	0	(400)	400	0	0	0	0	0	0	0
33	Fire Precautions	0	58	0	0	0	58	58	0	0	0
34	Safeguarding Lobbies	100	100	0	0	0	200	200	0	0	0
35	Period Poverty	0	70	0	0	0	70	70	0	0	0
36	Kitchen Improvements	200	58	0	0	0	258	258	0	0	0
<b>Total Other schemes</b>		<b>300</b>	<b>(114)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>586</b>	<b>586</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Schools</b>		<b>8,642</b>	<b>125</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,167</b>	<b>9,167</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Schools Organisation Planning</b>											
37	21st Century Schools - Band A	31,957	20	0	0	0	31,957	33,574	0	1,617	1,617
38	21st Century Schools - Band B	2,969	0	0	0	0	2,969	5,171	2,202	0	2,202
<b>Total Schools Organisation Planning</b>		<b>34,926</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34,926</b>	<b>38,745</b>	<b>2,202</b>	<b>1,617</b>	<b>3,819</b>
<b>TOTAL EDUCATION &amp; LIFELONG LEARNING</b>		<b>43,568</b>	<b>145</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,093</b>	<b>47,912</b>	<b>2,202</b>	<b>1,617</b>	<b>3,819</b>
<b>PEOPLE &amp; COMMUNITIES</b>											
<b>COMMUNITIES &amp; HOUSING</b>											
<b>Neighbourhood Regeneration</b>											
39	Neighbourhood Renewal schemes	0	78	0	0	0	78	103	25	0	25
40	Clare Road/Penarth Road - Shop Fronts	360	197	0	(117)	0	440	400	(40)	0	(40)
41	Maelfa Centre Regeneration	600	226	0	117	0	943	1,100	0	157	157

**CARDIFF COUNCIL CAPITAL PROGRAMME 2018-2019**

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	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
42 Alleygating	50	50	0	0	0	100	88	(12)	0	(12)
43 Targeted Regeneration Investment Programme	100	0	0	0	0	100	70	(30)	0	(30)
44 S.106 Funded Projects	581	2	(2)	0	0	581	238	(343)	0	(343)
45 St Mellons Hub - Phase 2	504	327	0	0	0	831	750	0	(81)	(81)
46 City Centre Youth Hub	596	0	0	0	0	596	100	(496)	0	(496)
47 Butetown Pavilion	220	0	0	0	0	220	100	(120)	0	(120)
<b>Total Neighbourhood Regeneration</b>	<b>3,011</b>	<b>880</b>	<b>(2)</b>	<b>0</b>	<b>0</b>	<b>3,889</b>	<b>2,949</b>	<b>(1,016)</b>	<b>76</b>	<b>(940)</b>
<b>Housing (General Fund)</b>										
48 Disabled Facilities Service	3,800	565	0	0	0	4,365	4,365	0	0	0
49 Enable Grant	0	0	0	0	436	436	436	0	0	0
50 Estate Environmental Improvements	250	427	0	0	0	677	327	(350)	0	(350)
51 Travellers Site Expansion	450	0	0	0	0	450	450	0	0	0
52 WG Homelessness Provision	0	73	0	0	0	73	73	0	0	0
53 Domestic Abuse Centre	800	400	0	0	0	1,200	200	(1,000)	0	(1,000)
<b>Total Housing</b>	<b>5,300</b>	<b>1,465</b>	<b>0</b>	<b>0</b>	<b>436</b>	<b>7,201</b>	<b>5,851</b>	<b>(1,350)</b>	<b>0</b>	<b>(1,350)</b>
<b>Total Communities &amp; Housing</b>	<b>8,311</b>	<b>2,345</b>	<b>(2)</b>	<b>0</b>	<b>436</b>	<b>11,090</b>	<b>8,800</b>	<b>(2,366)</b>	<b>76</b>	<b>(2,290)</b>
<b>SOCIAL SERVICES</b>										
<b>Adult Services</b>										
44 Tremorfa Day Services (ICF)	100	245	0	0	0	345	345	0	0	0
45 ICF Grants (RRA, JES, ALT)	0	0	0	0	0	0	0	0	0	0
56 Day Centre Opportunities	320	301	0	0	0	621	621	0	0	0
<b>Total Adult Services</b>	<b>420</b>	<b>546</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>966</b>	<b>966</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Children's Services</b>										
57 Accommodation Strategy	169	(32)	0	0	0	137	137	0	0	0
58 Trelai YC/Special Schools Campus	0	235	0	0	0	235	235	0	0	0
<b>Children's Services</b>	<b>169</b>	<b>203</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>372</b>	<b>372</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Social Care</b>	<b>589</b>	<b>749</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,338</b>	<b>1,338</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PEOPLE &amp; COMMUNITIES</b>	<b>8,900</b>	<b>3,094</b>	<b>(2)</b>	<b>0</b>	<b>436</b>	<b>12,428</b>	<b>10,138</b>	<b>(2,366)</b>	<b>76</b>	<b>(2,290)</b>
<b>PLANNING, TRANSPORT &amp; ENVIRONMENT</b>										
<b>Energy Projects and Sustainability</b>										
59 Energy Retrofit of Buildings (REFIT - Invest to Save)	500	1,100	0	0	0	1,600	400	(1,200)	0	(1,200)
60 Salix SEELS	500	0	0	0	0	500	188	(312)	0	(312)
61 Lamby Way Solar Farm	195	0	0	0	0	195	195	0	0	0
<b>Total Energy Projects and Sustainability</b>	<b>1,195</b>	<b>1,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,295</b>	<b>783</b>	<b>(1,512)</b>	<b>0</b>	<b>(1,512)</b>
<b>Leisure</b>										

**CARDIFF COUNCIL CAPITAL PROGRAMME 2018-2019**

<b>DIRECTORATE &amp; SCHEME</b>		<b>2018-19 Programme</b>	<b>2017-18 Slippage</b>	<b>Budget revision</b>	<b>Virements</b>	<b>Changes &amp; New Approvals</b>	<b>Total Programme 2018-19</b>	<b>Projected Outturn</b>	<b>Slippage</b>	<b>(Underspend )/ Overspend</b>	<b>Total Variance</b>
		<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
62	Asset Renewal Buildings	693	0	0	0	47	740	740	0	0	0
63	Leisure Centres - Priority One	0	67	0	0	0	67	67	0	0	0
64	Leisure Centres ADM (GLL)	2,000	212	0	0	0	2,212	1,981	(231)	0	(231)
65	Leisure Centres ADM (Channel View)	0	40	0	0	0	40	40	0	0	0
66	Replacement of Athletics Track -CIS	250	0	0	0	250	500	500	0	0	0
67	Cardiff Riding School	35	0	0	0	0	35	35	0	0	0
<b>Total Leisure</b>		<b>2,978</b>	<b>319</b>	<b>0</b>	<b>0</b>	<b>297</b>	<b>3,594</b>	<b>3,363</b>	<b>(231)</b>	<b>0</b>	<b>(231)</b>
<b><u>Bereavement &amp; Registration Services</u></b>											
68	New Cemetery Site	65	0	0	0	0	65	65	0	0	0
69	Improvements of Facilities	325	0	0	0	0	325	265	(60)	0	(60)
<b>Total Bereavement &amp; Registration Services</b>		<b>390</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>390</b>	<b>330</b>	<b>(60)</b>	<b>0</b>	<b>(60)</b>
<b><u>Recycling Waste Management Services</u></b>											
70	New HWRC North Cardiff	200	0	0	0	0	200	50	(150)	0	(150)
71	Recycling Collection Containers	300	0	0	0	0	300	300	0	0	0
72	Plastics Auto Sorter (Invest to Save)	0	520	0	0	0	520	520	0	0	0
73	MRF Fire Suppressant	500	0	0	0	0	500	150	(350)	0	(350)
74	Other Waste Management & Infrastructure	245	20	0	0	0	265	265	0	0	0
<b>Total Recycling Waste Management Services</b>		<b>1,245</b>	<b>540</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,785</b>	<b>1,285</b>	<b>(500)</b>	<b>0</b>	<b>(500)</b>
<b><u>Highway Infrastructure</u></b>											
75	Highway Carriageway - Reconstruction	400	1,270	(1,000)	0	0	670	670	0	0	0
76	Highway Resurfacing	2,250	1,694	1,000	0	0	4,944	4,944	0	0	0
77	Footpaths	785	181	0	0	0	966	966	0	0	0
78	Footway Improvements around Highway Trees	125	6	0	0	0	131	131	0	0	0
79	Bridges & Structural Work	800	972	0	(200)	0	1,572	1,572	0	0	0
80	Street Lighting Column Replacement	420	122	0	0	0	542	342	(200)	0	(200)
81	LED Lighting Residential Pilot Radyr (Invest to Save)	237	100	0	0	0	337	337	0	0	0
82	LED Lighting on Principal Roads (Invest to Save)	0	452	0	0	0	452	452	0	0	0
83	Greener Grangetown	0	0	0	450	0	450	450	0	0	0
84	Bute Crane Refurbishment	0	25	0	0	0	25	0	(25)	0	(25)
85	Coastal Erosion / Flood Risk	125	0	0	0	75	200	100	(100)	0	(100)
<b>Total Highway Maintenance</b>		<b>5,142</b>	<b>4,822</b>	<b>0</b>	<b>250</b>	<b>75</b>	<b>10,289</b>	<b>9,964</b>	<b>(325)</b>	<b>0</b>	<b>(325)</b>
<b><u>Traffic &amp; Transportation</u></b>											
86	Road Safety Scheme	335	0	0	0	489	824	824	0	0	0
87	Asset Renewal Telematics / Butetown Tunnel	140	4	0	0	150	294	294	0	0	0
88	Cycling Development	1,300	305	0	(450)	0	1,155	1,155	0	0	0
89	WG Grant Matchfunding	375	338	0	0	0	713	713	0	0	0
90	City Centre & Key links Transport Improvement Design	350	0	0	0	0	350	350	0	0	0
91	Local Transport Fund - Initial Assumption	1,600	0	0	0	(1,130)	470	470	0	0	0
92	WG (Road Safety Casualty Reduction)	450	0	0	0	112	562	562	0	0	0
93	WG (Safe Routes in Communities)	450	0	0	0	(156)	294	294	0	0	0



**CARDIFF COUNCIL CAPITAL PROGRAMME 2018-2019**

<b>DIRECTORATE &amp; SCHEME</b>	<b>2018-19 Programme</b>	<b>2017-18 Slippage</b>	<b>Budget revision</b>	<b>Virements</b>	<b>Changes &amp; New Approvals</b>	<b>Total Programme 2018-19</b>	<b>Projected Outturn</b>	<b>Slippage</b>	<b>(Underspend )/ Overspend</b>	<b>Total Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
94 WG Active Travel Fund	0	0	0	0	1,058	1,058	1,058	0	0	0
95 DfT On Street Residential Charge points	0	0	0	0	179	179	179	0	0	0
96 Moving Offences Enforcement / P&D Equipment	395	61	0	0	0	456	456	0	0	0
97 Bus Corridor Improvements	505	0	0	0	0	505	505	0	0	0
98 Cardiff West Interchange	(1,400)	1,450	0	0	0	50	250	200	0	200
99 CCTV System Upgrade	0	592	0	0	0	592	592	0	0	0
100 Hostile Vehicle Mitigation	0	82	0	200	0	282	282	0	0	0
101 S106 Funded Schemes	862	199	(199)	0	0	862	788	(74)	0	(74)
<b>Total Traffic &amp; Transportation</b>	<b>5,362</b>	<b>3,031</b>	<b>(199)</b>	<b>(250)</b>	<b>702</b>	<b>8,646</b>	<b>8,772</b>	<b>126</b>	<b>0</b>	<b>126</b>
<b>Strategic Planning &amp; Regulatory</b>										
102 S106 Projects	33	49	(49)	0	0	33	8	(25)	0	(25)
<b>Total Strategic Planning &amp; Regulatory</b>	<b>33</b>	<b>49</b>	<b>(49)</b>	<b>0</b>	<b>0</b>	<b>33</b>	<b>8</b>	<b>(25)</b>	<b>0</b>	<b>(25)</b>
<b>TOTAL PLANNING, TRANSPORT &amp; ENVIRONMENT</b>	<b>16,345</b>	<b>9,861</b>	<b>(248)</b>	<b>0</b>	<b>1,074</b>	<b>27,032</b>	<b>24,505</b>	<b>(2,527)</b>	<b>0</b>	<b>(2,527)</b>
<b>RESOURCES</b>										
<b>Technology</b>										
03 Modernising IT to improve Business Processes	270	545	0	0	0	815	565	(250)	0	(250)
04 ICT Refresh	400	107	0	0	0	507	467	(40)	0	(40)
<b>Total Technology</b>	<b>670</b>	<b>652</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,322</b>	<b>1,032</b>	<b>(290)</b>	<b>0</b>	<b>(290)</b>
<b>Corporate</b>										
105 Contingency	200	0	0	0	0	200	200	0	0	0
106 Invest to Save - Bid Allocation	500	0	0	0	(500)	0	0	0	0	0
107 City Deal - £120m Cardiff Share	4,196	0	0	0	0	4,196	4,196	0	0	0
108 Loan to Cardiff City Transport Services Ltd	2,000	0	0	0	0	2,000	2,000	0	0	0
<b>Total Corporate</b>	<b>6,896</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(500)</b>	<b>6,396</b>	<b>6,396</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL RESOURCES</b>	<b>7,566</b>	<b>652</b>	<b>0</b>	<b>0</b>	<b>(500)</b>	<b>7,718</b>	<b>7,428</b>	<b>(290)</b>	<b>0</b>	<b>(290)</b>
<b>TOTAL GENERAL FUND</b>	<b>82,800</b>	<b>22,344</b>	<b>(666)</b>	<b>0</b>	<b>4,156</b>	<b>109,014</b>	<b>106,314</b>	<b>(4,393)</b>	<b>1,693</b>	<b>(2,700)</b>
<b>PUBLIC HOUSING (HRA)</b>										
109 Housing Development	0	88	0	0	0	88	75	0	(13)	(13)
110 Estate Regeneration and Stock Remodelling	2,400	395	0	1,160	0	3,955	3,660	0	(295)	(295)
111 External and Internal improvements to buildings	15,000	2,396	0	(1,160)	0	16,236	13,461	(3,083)	308	(2,775)
112 Disabled Facilities Service	2,300	0	0	0	0	2,300	2,300	0	0	0
113 Housing New Builds & Acquisitions	21,975	3,935	0	0	0	25,910	22,721	(3,189)	0	(3,189)
114 Hubs	350	(300)	0	0	300	350	350	0	0	0
<b>TOTAL PUBLIC HOUSING</b>	<b>42,025</b>	<b>6,514</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>48,839</b>	<b>42,567</b>	<b>(6,272)</b>	<b>0</b>	<b>(6,272)</b>
<b>TOTAL</b>	<b>124,825</b>	<b>28,858</b>	<b>(666)</b>	<b>0</b>	<b>4,456</b>	<b>157,853</b>	<b>148,881</b>	<b>(10,665)</b>	<b>1,693</b>	<b>(8,972)</b>

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**CARDIFF COUNCIL  
CYNGOR CAERDYDD**



**CABINET MEETING: 20 SEPTEMBER 2018**

**NON-DOMESTIC RATES - WRITE OFFS**

**FINANCE, MODERNISATION AND PERFORMANCE (CHRIS WEAVER)**

**AGENDA ITEM: 6**

*Appendices A and B to this report are exempt from publication by virtue of paragraph 14 of Part 4 and paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972*

**Reason for this Report**

1. The purpose of this report is to obtain formal authorisation to write off Non-Domestic Rate debts which exceed £100,000 in value. This request is made in accordance with Part 3, section 2, of the Cardiff Council Constitution, Executive Decision making function number 20.

**Background**

2. Cardiff Council has a statutory obligation to levy and collect business rates from all relevant non-domestic properties in its area. There are around 12,500 rating assessments currently shown in the Rating List leading to rate liabilities varying in size from £250 to over £1.75 million per year. All business rate income collected is paid into a National Pool for Wales and redistributed back to local authorities on a per capita basis. This year Cardiff Council is responsible for billing and collecting approximately £200 million worth of business rates and inevitably there are occasions where collection of the full tax is not possible resulting in writing off the outstanding debt. This course of action is taken only after all possible recovery options have been exhausted. These include sending reminders, final notices, and the obtaining of liability orders from the Magistrate's Court, which then entitles the authority to instigate further action such as bankruptcy/liquidation proceedings or the ability to levy distress, (the distraining and selling of taxpayer's goods, the proceeds then being used to offset against the debt).

**Issues**

3. The confidential appendices detail an account which has an outstanding rate liability in excess of £100,000 and gives a brief history of the case. The liability relates to occupied property rate charges and despite best efforts it is highly unlikely that the outstanding debt will ever be recovered. (If any money is subsequently received the accounts will be adjusted accordingly).

## **Reason for Recommendation**

4. It is recommended that the debts are written off as they are irrecoverable.

## **Financial Implications**

5. Business rates are collected on behalf of the Welsh Government. All collections are pooled and redistributed back to local government on a per capita basis. The cost of all write offs are borne by the pool and not directly by the Council.

## **Legal Implications (including Equality Impact Assessment where appropriate)**

6. Authorisation is required from the Cabinet to write off the debts as they exceed the level that Officers have delegated powers to write off.

## **RECOMMENDATION**

Cabinet are recommended to authorise the write off of debts amounting to £120,586.48.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>Christine Salter Corporate Director Resources</b>
	<b>14 September 2018</b>

*The following confidential appendices are attached:*

- Appendix A – Summary of debts to be written off
- Appendix B – Details of the case

By virtue of paragraph(s) 14, 21 of Part(s) 4 and 5 of Schedule 12A of the Local Government Act 1972.

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**CARDIFF COUNCIL  
CYNGOR CAERDYDD**



**CABINET MEETING: 20 SEPTEMBER 2018**

**TENDER FOR COUNCIL INSURANCE POLICIES INCLUDING  
CLAIMS HANDLING FROM 1 APRIL 2019**

**FINANCE, MODERNISATION AND PERFORMANCE (CHRIS  
WEAVER)**

**AGENDA ITEM:7**

*Appendices 1 and 2 to this report are exempt from publication pursuant to the provisions of Schedule 12A Part 4 Paragraph 14 of the Local Government Act 1972*

**Reason for this Report**

1. To seek the approval of the Cabinet to invite Tenders for the Council's insurance policies including Liability, Motor, Property and Miscellaneous and claims handling services for a five-year period, or for a three year period renewable for a further two years at the Council's option, from 1 April 2019 in accordance with the Contracts Procedure Rules.

**Background**

2. The Council's Liability insurance policies with QBE via Risk Management Partners including public liability, employer's liability and officers indemnity insurance and claims handling with Gallagher Bassett were tendered on 1 December 2013. The insurance has a £150,000 excess per claim and was extended for a 6-month period to give an expiry date of 31 March 2019.
3. The Motor Insurance including claims handling is currently with Protector Insurance. The motor insurance provides comprehensive Insurance with a £25,000 excess per claim. This is for all Council owned, long-term lease or hired vehicles. The policy was tendered on 1 April 2017 for a two-year period, which expires on 31 March 2019. The uninsured loss recovery insurance with MAPS was also placed for the period 1 April 2017 to 31 March 2019.
4. The property insurance, including money and all risks insurance is currently with Zurich Municipal and was tendered from 1 April 2017 for a 2 year period and is due to expire on 31 March 2019. The property insurance provides material damage cover to Council owned property, or for which it is legally responsible, including business interruption. There is a £150,000 excess

5. The Engineering and Computer insurance with Allianz and HSB Engineering were tendered on 1 October 2013 for a 5-year period. The insurance policies were extended for a 6-month period and the expiry date is the 31 March 2019.
6. The miscellaneous insurances covering Fidelity Guarantee with RMP/QBE, Marine with Travelers Insurance, All Risks-Fine Art with RMP/Ecclesiastical, Personal Accident and Travel insurances with Zurich Municipal and School Journey insurance with RMP/AIG were tendered from 1 April 2017 for a 2 year period and are due to expire on 31 March 2019.
7. The Council's appointed Insurance Broker, Aon Risk Solutions, will carry out the tender procedure in line with the Council's Contract Procedure Rules and using the NPS Framework agreement.
8. The Corporate Director Resources has responsibility to effect insurance cover and to arrange for the negotiation of claims in consultation with other Directors, where necessary under Financial Procedure Rules 4.141.
9. The evaluation criteria i.e. the criteria to be used to assess bids and to determine which bidders are to be appointed as insurers/claims handlers is intended to achieve the most economically advantageous offer to the Council.
10. The tender will be advertised via the Council's Proactis portal using the NPS Insurance Framework and bidders will then be invited to submit a full tender bid. The balance between quality and price in the evaluation criteria will be 60% price and 40% quality as detailed below
11. The suggested criteria and scoring system are as follows:-

Criteria	Score
<b>Price:</b> The Price to be used will be the total premium calculated over the period of the Long Term Agreement offered. If indexation is required at each or any renewal within the Long Term Agreement the bid price will be calculated by including an amount for indexation based on the current rate of indexation used by the bidder.	<b>60%</b>
<b>Quality:</b> Quality is based on Cover/Underwriting Service/Claims Service and Added Value including Innovations and enhancements Bidders will be awarded a score which directly reflects the points achieved from the answers given in the completed Evaluation Toolkit	<b>40%</b>

### Issues

12. The estimated contract value exceeds £5,000,000 over the five-year period and in order to comply with Financial Procedure Rules and Contract Standing Orders and Procurement Rules Cabinet approval to

proceed with the tender process and to agree the evaluation criteria is required.

### **Reason for Recommendations**

13. The recommendation is proposed in order that a successful outcome is achieved from the tendering process and that the Council secures a financially sound, good quality and efficient Insurance and claims handling facility.

### **Financial Implications**

14. The report seeks approval for the procurement of insurance policies with effect from 1 April 2019 when the existing arrangements are due to end. Changing market conditions suggest that there could be some price increases, however, tendering the policies together may generate some economies of scale. The outcome of any procurement process cannot be predicted in advance and any financial implications in respect of annual premia will be clearer once the procurement exercise has been completed. The total annual premium in 2018/19 was £1.8 million.
15. The insurance programme is a key part of the Council's financial resilience and the tendered policies must ensure that suitable insurance cover is in place to protect the Council's assets and potential liabilities. The elements of the evaluation criteria aimed at assessing quality of cover will therefore require particularly careful assessment.
16. If this tender does not proceed then the Council will not have any insurance protection in place. This could cause a huge financial loss if for example a large operational building suffered a fire or other large loss or if one of the large fleet vehicles was involved in a serious motor accident involving a number of vehicles.

### **Legal Implications**

17. The report recommends that approval is given to commence a procurement using NPS framework. It is understood that the framework has been put in place in accordance with the European procurement regulations.
18. A participating local authority can carry out a mini-competition to establish which Framework Supplier provides the most economically advantageous tender. Any Call off contract must be carried out in accordance with the Call Off Process set out in the Framework Agreement. Legal Services are instructed that the tender process and evaluation criteria proposed will accord with the Framework Agreement. It should be noted that the terms and conditions will be those as set down by the Framework Agreement and the client department should satisfy themselves as to whether they are suitable for their requirements.
19. In considering this matter the decision maker must have regard to the Council's duties under the Equality Act 2010. Pursuant to these legal

duties Councils must, in making decisions, have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are: (a). Age,( b ) Gender reassignment( c ) Sex (d) Race – including ethnic or national origin, colour or nationality, (e) Disability, (f) Pregnancy and maternity, (g) Marriage and civil partnership, (h)Sexual orientation (i)Religion or belief – including lack of belief.

20. The decision maker should also have regard when making its decision to the Council's wider obligations under the Social Services and Wellbeing (Wales) Act 2014 and The Wellbeing of Future Generations (Wales) Act 2015. In brief, both acts make provision with regards promoting/improving wellbeing.
21. Legal Services are instructed that within the procurement documentation there is provision reserving the right for in house services to carry out the claims handling services mentioned in this report.

### **Commissioning & Procurement Implications**

22. Our current contracted Insurance brokers will be developing the tender documentation with support from the Commissioning and Procurement team to ensure the procurement is undertaken in line with the Council's Contract Standing Order and Procedure Rules. The procurement will be compliantly run using the NPS Insurance support services framework and call off terms and conditions of that agreement.
23. The Council will look to mitigate some of the expected price increases that are due to changing market conditions by running one single procurement through economies of scale, whilst making best use of internal resources in carrying out a single procurement exercise as opposed to a procurement for individual policies.

### **RECOMMENDATIONS**

The Cabinet is recommended to:-

1. authorise the commencement of the tender of the insurance and claims handling agreements for a term of 5 years, or 3 years with an option to extend for a further period of 2 years as set out in the report.
2. approve the high-level evaluation criteria set out in the report
3. delegate authority to determine and generally deal with all aspects of the procurement process (including and not limited to the breakdown of the evaluation criteria and issuing of documentation) and ancillary matters up to and including the awarding of the contract to Corporate Director, Resources in consultation with the Cabinet Member for Finance, Modernisation and Performance.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>Christine Salter Corporate Director</b>
	<b>14 September 2018</b>

*The following appendices are attached:*

Appendix 1 – Premiums 2018-19 (*exempt from publication*)

Appendix 2 – Document from Aon (*exempt from publication*)

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**COMMISSIONING OF DOMICILIARY CARE AND PROCURING  
CARE HOME SERVICES**

**SOCIAL CARE, HEALTH & WELL-BEING (COUNCILLOR SUSAN  
ELSMORE)**

**AGENDA ITEM: 8**

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**Reason for this Report**

1. This report proposes a clear direction for the future commissioning of domiciliary care in Cardiff to support people with care and support needs to live as independently as possible for as long as possible in their own homes and communities. The report recommends the following decisions by Cabinet:
  - a) Approval of an outcome focussed, locality approach to domiciliary care commissioning;
  - b) Approval of a revision to the procurement timeline approved by Cabinet in January 2018 to enable this new commissioning approach to be co-produced with people with care and support needs, their carers and providers of care. The recommendation is these new commissioning arrangements will be fully implemented by November 2020;
  - c) Note the new arrangements for the payment of residential and nursing care providers;
  - d) Request that authority be delegated to the Director of Social Services, in consultation with the Cabinet Member for Social Care, Health & Well-being, the Section 151 Officer and the Director of Law and Governance to put in place interim commissioning arrangements until November 2020, and deal with all associated matters.

**Arrangements for commissioning domiciliary care for adults**

**Background**

2. The Council commissions 30,000 – 35,000 hours of domiciliary care per week for approximately 2,200 people. This is done through an accreditation of providers onto an Approved Provider List (APL), which operates as a Dynamic Purchasing System (DPS) to support and develop an active market of quality providers. An IT supplier called *adam* provides

the end-to-end IT system that underpins the processes of procuring and managing domiciliary care packages. The specific contractual arrangements the Council currently has in place are:

- a) An APL arrangement that accredited providers must be part of in order to be considered to deliver domiciliary care on behalf of Cardiff Council;
  - b) Individual contracts with providers for the delivery of domiciliary care to individual people;
  - c) A contract with *adam* for the delivery of the IT system that supports the APL.
3. Each of these individual contracts are due to expire on 3<sup>rd</sup> November 2018, and in preparation a report approved by Cabinet on 18<sup>th</sup> January 2018 included a recommendation to introduce new commissioning arrangements by November 2018. The recommendations and proposals in that Cabinet report were based on a review of the current commissioning arrangements which recognised the considerable strengths the APL commissioning arrangements have had on the i) scale of provision; ii) cost of provision; and iii) fairness and transparency of the current commissioning arrangements. These strengths were recognised by the Care and Social Services Inspectorate for Wales (now Care Inspectorate Wales (CIW)) report into domiciliary care commissioning in Cardiff published in November 2016. The contribution that a well-developed domiciliary care market has made to performance improvement in adult social care is also clear; most notably historically low levels of delayed transfers of care.
4. The January 2018 report to Cabinet recommended that on the basis of these strengths, and the desire to support continuity of service for the people with care and support needs, the Council should enter into new arrangements that largely continue the current overarching approach. This would include the creation of a new APL, and the undertaking of any procurement process required to ensure the appropriate technology is in place to support the APL.
5. In July 2018, Welsh Government published 'A Healthier Wales: our Plan for Health and Social Care'. This is the first national plan for health and social care in Wales. It sets out an ambition for seamless well-being, health and social care services that are designed and delivered around the needs and preferences of individuals. The plan describes a holistic approach to keeping people as independent as possible in their own homes and communities, with providers working together to enable people to achieve their wellbeing outcomes and preventing escalation of needs. Locality approaches which bring together primary and community well-being, social care and health services in clusters provide the foundation for seamless services. Domiciliary care is a fundamental component of care and support for people at risk of losing their independence. To enable the 'Healthier Wales' policy to be achieved in Cardiff it is important that domiciliary care commissioning reflects the holistic, locality approaches set out in the national plan.

6. In proposing to revise the procurement timescales approved in January 2018, this paper recognises the significance and clarity of 'Health Wales'. It also recognises the scale of change the domiciliary care sector is experiencing through the Regulation and Inspection of Social Care (Wales) Act (2016) which required all domiciliary care providers to re-register with CIW by 31<sup>st</sup> August 2018. In addition, there is further detailed work to be undertaken with people with care and support needs, their carers, and the domiciliary care sector to ensure future commissioning arrangements reflects what matters to them. Co-producing the future will build on the strengths of the current commissioning arrangements, but also to develop more flexible, outcome focussed care and support within Cardiff's localities which complements the development of strength based social work practice in adult services and achieves the commitments of Capital Ambitions. These factors mean an adjustment to the timeline of a major procurement exercise to set contractual arrangements for the long term is recommended.

### **Outcome focussed, locality based domiciliary care**

7. The direction for domiciliary care commissioning proposed in this paper will deliver the Capital Ambitions commitments for commissioning and delivery of care and support. In order to deliver Capital Ambition's commitment to support people to live fulfilled independent lives within their communities, domiciliary care commissioning needs to:
  - a) be more flexible to support achievement of a range of personal outcomes
  - b) be based on meaningful relationships which understand what matters to people with care and support needs, their carers and providers
  - c) support the personal outcomes identified through strength based social work practice
  - d) support people's resilience including their connection with their communities.
8. To achieve this, commissioning arrangements need to reflect how providers will support achievement of people's personal outcomes, and place domiciliary care at the heart of locality based integrated community services. Outcome focussed, locality based domiciliary care commissioning will:
  - a) **Break down barriers and join-up services at the community level by placing social care at the heart of the Council's 'localities' approach** – Domiciliary care is the cornerstone of community services which enable people to remain as independent as possible for as long as possible in their own homes. Domiciliary care can be commissioned in a way that recognises how it fits alongside other types of care and support to enable people to achieve their well-being outcomes, and overcome barriers to living a good life as a consequence of age or disability. Capital Ambition sets out the commitment to focus service provision in localities. Currently, many individual care providers operate across large parts

of the city. To address this situation, and ensure care is provided in a way that is efficient and sustainable, the direction in this paper will support providers to form strong links with: third sector organisations, community health teams, social work teams and other providers of care and support, in a particular area. Community services will work together in an integrated way to improve population health and wellbeing and meet individual needs. These connections and relationships are pivotal to any locality based approach and deliver real benefits in terms of accessibility and joining up service provision. As an example, domiciliary care visits could be put in place alongside support from a relative, support from a volunteer to attend local community-run activities such as reading groups and local churches, input from an occupational therapist to provide aids and adaptations and Meals on Wheels.

- b) **Complement strength based social work practice and targeted prevention to increase people's resilience and reduce the need for formally commissioned care and support for individuals, enabling the needs of an ageing population to be met effectively**– Alongside the review of domiciliary care, the Council is implementing a strength-based approach to all aspects of its social work practice and decision making. This model of practice operates from the basis of considering what a person *can* do and what support they need to do more for themselves to live the life they want to live. The outcome of this approach is one that supports and promotes resilience and avoids creating dependency. Domiciliary care can support people to maintain or increase their independence, if it is part of an outcome focussed care plan which understands people's strengths and specifies the care and support they need to overcome barriers to living their lives. The Council currently employs home care staff who deliver reablement focussed care and support for people. This is typically provided to people that have recently been discharged from hospital to support them to regain their mobility, skills and independence. This service is certainly effective but does not have the capacity to support everyone that needs it, and it provides this service for a short period of time, typically 6 weeks. A new model of home and community based care and support will consider the role of reablement provision, and seek ways to help people continue their journey towards maximising their independence over the longer term. This support could also be provided alongside input from an Independent Living Officer who will help a person access a wide range of practical help and support, such as equipment, adaptations to their home, support to apply for a disabled blue badge or additional benefits. On their own, the individual components of a care and support plan may not have a significant impact, but when combined they provide a range of short, medium and long term support to help the person maximise resilience.
- c) **Be flexible to the needs of people, moving from commissioning task and times** - the current commissioning requirement is for a care worker to arrive at a specific time and

undertake specific tasks. We know that for some people this is exactly what they require and under any new arrangements this approach will, to some extent, continue. However, some people need far more flexibility in their care packages – recognising that the nature of disability and informal support is such that there are times when more support is required, and others when very little is needed. An approach that enables care providers to take a wider view of the person's needs and circumstances, and adopt a flexible approach to meeting these, has been shown to deliver significant benefits to people and providers.

- d) **Support the development of specialist services to meet the needs of people with dementia and their carers** – the increasing prevalence of dementia in the population requires a highly skilled and supported care workforce to provide person centred care and support to people and their families as their illness progresses. The vast majority of people with dementia live in their own homes so developing high quality domiciliary provision, integrated with other health and care support, is a commissioning priority.
- e) **Be co-produced with people with care and support needs, carers and providers** - Capital Ambition includes a commitment to *'Get people and communities more involved in the decisions we take by having an open conversation with citizens...'* Understanding what is important to people who receive domiciliary care and designing our commissioning together with people and providers is really important in shaping the future commissioning model. Meaningful co-production means building relationships and seeking to fully understand experiences and aspirations. Equally, working with providers to understand what good commissioning looks like from their point of view requires open and mature relationships. Listening to provider's feedback on the proposed procurement exercise has helped inform the recommendations in this report. Undertaking an accreditation and enrolment process during 2018 would be likely to have a negative impact on care provision, due to the level of work and disruption this could cause care providers at the time of significant new legislation and regulatory arrangements.
- f) **Promote long term stability of the domiciliary care market** – There are currently over 70 care providers on the APL and many of these providers regularly offer to take on new care packages. This gives the scale and diversity of provision that is required to provide high quality and cost effective care to the citizens of Cardiff. However, up until 18 months ago, the situation was very different and there were far fewer providers and with much less capacity to take on new people than is currently the case. This made it more difficult to access provision, restricted choice, led to higher costs, and in some cases meant that people had to remain in hospital longer than necessary whilst care was arranged. Many other Local Authorities across the UK are still in this situation, and with additional registration requirements the need to be vigilant and

understand the issues impacting the market in Cardiff will also be a priority. Critical to the health of the domiciliary care sector is workforce planning and development. The promotion of care as a career of choice needs to be supported through commissioning which supports the sustainability of care providers, from both a quality and financial perspective.

### **Proposal for a new procurement timetable to be fully implemented by November 2020**

9. To give sufficient time to co-produce the commissioning arrangements to deliver the direction for domiciliary care commissioning set out above, this report recommends that the current commissioning arrangements, due to end in November 2018, should be extended to November 2020. Despite many Councils across the UK aspiring to commission outcome focussed domiciliary care, there are few examples where outcome focussed commissioning has been successfully implemented. The Directorate will undertake a thorough and detailed review of all available best practice and evidence and analyse application in the Cardiff context of evaluations from other areas and our local good practice. The Directorate must also consider and meet the legal and statutory requirements that relate to the process of designing the new model and what the new model must include. This work will begin immediately.
10. This review and design of the new model will be concluded by early 2020. A report will then be brought to Cabinet that sets out the key features of the new commissioning arrangements. If approved, this model will be implemented by November 2020, with a smooth and safe transition from the current arrangements.
11. This report is also proposing that Cabinet delegate authority to the Director of Social Services, in consultation with the Cabinet Member, to put in place appropriate interim arrangements from the period when the current contracts end (November 2018) to when the new model and all related arrangements will be in place (November 2020 or sooner). Current individual service contracts for domiciliary care packages state that when a provider makes an offer to take on a new care package, they must submit a rate that will be valid up until the end of this contract, which is 3<sup>rd</sup> November 2018. The proposal to extend these arrangements presents a service and financial risk. To address this risk, the Directorate will engage in open and transparent discussions with providers to understand any evidence they wish to provide around continuing to provide services under the current arrangements, including financial pressures. Evidence shared by providers and other sources of information and evidence, will be analysed to reach a conclusion on any interim implications to costing structures. Risks will also be mitigated by the APL remaining open to new providers who meet accreditation requirements. Continuity of care and safeguarding people with care and support needs will be the core of decision making. As with all aspects of the interim arrangements, the Director of Social Services, in consultation with the Cabinet Member, will use the authority proposed to be delegated to her through this report to



ensure effective safeguarding arrangements, manage and oversee provider engagement and make any necessary decisions.

### **Proposal for new arrangements to support payments to residential and nursing care providers**

12. In 2014, the Council entered into a contract with *adam* to support the functioning of an APL for adults domiciliary care services. Since then, the two organisations have worked together successfully to deliver transparent, efficient and cost effective processes that manage how domiciliary care is commissioned, but also the administrative process through which the Council pays providers. These payment process are different to, and more efficient and cost effective, than the process currently used by the Council to pay residential and nursing providers.
13. It is proposed to change the back office process used to pay providers for the residential and nursing care services they deliver. It is proposed that in the future this process will be the same as that used for domiciliary care and with the same IT system, which will be provided by *adam*.
14. *Adam* has agreed to implement the IT system required to support these payment processes and to support the Council in its transition to the new approach. Adam has offered to provide this support within the cost of the domiciliary care contract extension, and at no additional cost to the Council.
15. The anticipated benefits from this proposed approach are:
  - a) **Simpler payment processes for providers** – At present, the amount the Council pays to a residential or nursing care provider includes any contribution from the Health Board (through Funded Nursing Care), but does not include any third party contribution (i.e. from the relatives of the resident). Each care home must collect any third party contributions themselves, and they report that this is often an onerous and complex task, particularly for smaller providers that do not have the infrastructure to do this efficiently. Under the new approach, the Council will pay providers the gross cost of the placement (i.e. the Council's contribution + plus any Health Board contribution + any third party contribution). This will remove the need for providers to collect any third party contribution as they will receive the full cost directly from the Council in a single payment. Providers will welcome this change. The Council will use its existing processes to collect funds from citizens (in this case, third parties) and the benefits to this change to providers is expected to outweigh the cost to the Council.
  - b) **Greater internal consistency and resilience** – The same team within the Council manage the processes to pay providers for domiciliary care and for residential and nursing care. As these two processes are currently very different, staff within the team have to specialise in one area with little cross-over in terms of skills or capacity. By using the same process, this team will provide a more

resilient service as they share resources to support and cover each other. There will be further organisational benefits as we have the same processes, data, requirements and contractual arrangements for each service.

### **Scrutiny Consideration**

16. This issue was considered by the Community and Adult Services Scrutiny Committee on 5<sup>th</sup> September 2018. The Chair's letter is attached as Appendix 2 to this report. This report has been provided to the Scrutiny Committee and any further comments will be circulated at the Cabinet meeting.

### **Reason for Recommendations**

17. The reasons for these recommendations are:
- 1) To extend the current domiciliary care commissioning arrangements to:
    - a) Ensure they remain fully transparent and compliant
    - b) Ensure the IT system continues to be in place to support the delivery of the APL
    - c) Ensure continuity of care for service users
    - d) Create the time and conditions to design and implement an outcome focused, locality approach to domiciliary care commissioning in Cardiff.
  - 2) To implement improved internal processes for the payment of residential and nursing care providers and the IT system to support the delivery of these processes.

### **Financial Implications**

18. The report recommends that delegated authority be given to the Director of Social Services, in consultation with the Cabinet Member for Social Care, Health & Well-being, to deal with interim arrangements for the commissioning of domiciliary care for adults until November 2020. Specifically, this implies the extension of the existing commissioning arrangements, which are based on a dynamic purchasing model incorporating an Approved Provider List (APL). As indicated in the report, the current system is supported by an IT system that underpins the processes of procuring and managing domiciliary care packages. The system itself currently costs c.£190,000 per annum. The actual cost of the domiciliary care provision is based on the requirements of the individual care packages, and the prices offered by the care market through the APL. The overall cost of domiciliary care for Adults is currently £23.5 million per annum, the materiality of the spend emphasising the need to ensure cost effectiveness within this process.
19. The current system was implemented in November 2014. At first, the increasing level of demand and limited supply within the APL meant that prices rose reflecting the market conditions. More recently, however, in the

past 18 months prices have stabilised and begun to reduce as measures have been taken to increase the market supply, improve processes and control demand. The report also identifies a number of other positive outcomes from the APL including: stability and sustainability of provision, and transparency of the commissioning arrangements.

20. Although, the extension of the existing arrangements should mean that any financial implications will be limited in the short term, the medium term impact of the proposed extension cannot be assessed with any accuracy as it will be dependent on a range of factors. These include the rate of turnover of care packages, and the ongoing supply and demand conditions within the care market. In that regard, both the availability of services and the level of demand will need to continue to be managed if costs are to be controlled and cost effective services procured on behalf of the Council.
21. The report does, however, note that rates currently submitted are valid up to the end of the existing arrangements on 3<sup>rd</sup> November 2018, and that the Directorate will be engaging with providers to understand the costs of provision. Importantly, any proposals arising from this process must be contained within the allocated budgets.
22. The report refers to a proposed new approach to the payment of residential and nursing home care providers. Currently, the Council pays care providers net of any assessed contributions due from residents, with the home then being responsible for the collection of the sums due. Under the new approach, it is proposed that the Council will pay the homes the gross amount, and then take on the responsibility of recovering the relevant contributions itself. If this process is adopted, the Directorate must ensure that it has adequate systems in place to ensure that it recovers all income due, within a short timescale. Any additional administrative costs would have to be contained within existing resources.
23. Consideration of new models of commissioning of domiciliary care for implementation in November 2020, should have due regard to best value and the financial position of the Council.

### **Legal Implications**

24. The way forward recommended in this report is not without a degree of legal and reputational risk. The report relates to high value contractual arrangements (understood to be circa £23m a year) and involves a large number of interested parties (including the individuals in receipt of the services and providers of the service). Further, a number of areas of law touch on this matter (contract, procurement, social services and general administrative law principles), which make for a complex situation.
25. **1 'Reasonableness'**. The first recommendation seeks approval not to implement the decision made by Cabinet in January 2018. It is open to the authority to determine not to implement a decision it has made and revoke the same. The decision maker, however, must be satisfied, amongst other things, that having regard to all the material factors this is a 'reasonable' decision to take. The obvious question raised by the present report, is what

material factors have changed since the decision of 18.1.18 to render that determined approach no longer appropriate? It is noted that the body of the report of 18.1.18 presented many material factors in support of the then recommended approach. For example, (paragraph 33) *'this report recommends that Cardiff Council continue to use a Dynamic Purchasing System type of arrangement beyond November 2018. This conclusion was reached following a detailed analysis of the current arrangements, which is set out throughout this report. It is also based on an analysis of the alternative approaches to commissioning domiciliary care and consideration of how well these would work in Cardiff.'*

26. The 'reasonableness' point is raised because the actions of local authorities are susceptible to control by the courts, through means of judicial review. Put simply, a decision of an authority can be successfully challenged if the reasoning or decision is *Wednesbury* unreasonable (or irrational). That is, if it is so unreasonable that no reasonable person acting reasonably could have made it (*Associated Provincial Picture Houses Ltd v Wednesbury Corporation (1948) 1 KB 223*). It should be noted that the test is a different (and stricter) test than merely showing that the decision was unreasonable. For a challenge to be successful under this head, the decision must be outside the limits, which any reasonable local authority would operate. This is a high hurdle for those seeking to challenge a decision on the grounds of *Wednesbury* reasonableness. Accordingly and considering this point in isolation, this is not perceived as a significant legal risk.
27. In terms of potential challenge by means of judicial review, then :-
- (i) Legal Services have not been instructed that any third parties have taken any actions/ incurred any costs in reliance on the expectations created by the decision of 18.1.18. If such were the case, further consideration would be required on this point (estoppel).
  - (ii) In considering this matter generally, the decision maker must have regard to the statutory guidance issued in this area. In this case, the Commissioning Guidance referred to below and the standards set out are particularly relevant. Failure to have due regard to such statutory guidance could itself be a ground for challenge.

### **Contract and procurement law**

28. It is noted that delegated authority is sought for the Director to put in place appropriate interim arrangements for commissioning domiciliary care following expiry of the existing arrangements in November 2018 until circa November 2020. Detailed legal advice should be sought on the proposed interim arrangements, which cover substantive spend, circa £23m a year. Given the report outlines, the interim arrangements envisaged these legal implications address the proposals. The proposed interim arrangements give rise to two procurement law issues. Namely, (1) can the term of the existing APL arrangement be extended (that is the overarching arrangement) and (2) can the individual contracts let under the APL be extended, within legal constraints?

29. As regards point 1, it is viewed that strong arguments could be put forward to the effect that the Council is entitled to extend the term of the APL, though we cannot give categorical assurance in this regard. A degree of comfort here is that provided the APL arrangement is 'kept open/OJEU kept live', it is difficult to see which providers may be adversely affected by the proposed extension of the current APL term, as they can always seek to apply to join the APL.

Extending existing domiciliary care contracts.

30. The interim arrangements envisage that where required and for reasons of continuity of care, existing individual contracts under the APL, due to expire in November 2018, will be extended. Further detailed consideration of this point is required as this proposal may give rise to potential legal risk. Put simply, the potential risk is that an extension of an individual care contract, depending upon its value, could be seen as a direct award of a services contract to the provider, which may breach procurement law requirements and/or be in breach of the requirements set out in the existing APL. As stated further detailed consideration of this point is required when considering the most appropriate interim arrangements. Much will depend upon the facts of each individual contract (of which we are instructed there are some 2200 individual contracts), including the value of the proposed extension. To remove this potential legal risk the individual care packages could be re - advertised but this may result in a different provider being appointed. Careful consideration will be required between balancing the desire of continuity of care as against re advertising these care packages to all providers on the APL to bid for.
31. It must be appreciated that the provider's agreement will also be required to extend any existing care packages, who may well seek an increase in payments ('price uplift'). Please see below
32. The delegated authority sought also extends to putting in place IT contractual arrangements for supporting technologies and software that (i) underpin the APL process and (ii) are proposed to be used to underpin the payment process for residential and nursing care services . Detailed legal advice should be sought to ensure the procurement of such proposed IT arrangements meet, amongst other things, procurement law requirements. It is further noted (paragraph 15.1) that it is proposed the Authority will pay the nursing and care home providers the gross cost of the placement and the Authority will take on responsibility for recovering third party contributions. This raises a potential risk in that if the authority fails to recover the third party contribution, it will be 'out of pocket'. There could also be sensitivities and costs associated with taking enforcement action to recover any such third party contribution. Appropriate arrangements should be put in place with such third parties to ensure they are content with the proposal as regards payment and commit to paying the authority their respective contributions.

## **Social Services Law**

33. Whilst this report proposes various arrangements relating to the commissioning of domiciliary care there have been legal challenges made against decisions by local authorities to set fees in the context of nursing and residential care. In the case of *R (Bevan & Clarke LLP) & Others v Neath Port Talbot County Borough Council [2012] EWHC 236 (Admin)* it was held that care home fee setting decisions were, on balance, public law decisions because “A Council does not have the freedom that a private individual would have to use its bargaining power to drive down the price as far as possible” (paragraph 48).
34. When a local authority is making strategic or individual decisions, it must have proper regard to the consequences, which such decisions will have on both providers and recipients of the service.
35. The material guidance published by the Welsh Assembly Government August 2010 “Fulfilled Lives, Supportive Communities: Commissioning Framework, Guidance and Good Practice”: “the Commissioning Guidance” is relevant (in particular Standard 10) where the Council is considering the commissioning of domiciliary care for adults and payments to residential and nursing care providers. Standards 4 and 10 of the Commissioning Guidance are set out at the end of this advice for reference.
36. The Directorate will need to ensure that its decision making complies with its legal obligations and that it gives due consideration to all material factors which may affect both the potential interim arrangements and the longer term (from 2020) proposals. Information provided by providers about their actual costs must be taken into account to comply with Standard 10.
37. The report provides that if the Cabinet decision of January 2018 is not implemented there will be a consultation with providers to determine the model of commissioning for home and community based care and support services (para. 9).

## **Equality Duties**

38. In considering this matter, the decision maker must have regard to the Council’s duties under the Equality Act 2010 (including specific Welsh public sector duties). Pursuant to the legal duties Councils must, in making decisions, have due regard to the need to:
  - a) Eliminate unlawful discrimination
  - b) Advance equality of opportunity; and
  - c) Foster good relations on the basis of protected characteristics.
39. Protected characteristics are (a) Age, (b) Gender reassignment (c) Sex (d) Race – including ethnic or national origin, colour or nationality (e) Disability, (f) Pregnancy and maternity, (g) Marriage and civil partnership, (h) Sexual orientation (i) Religion or belief – including lack of belief.

40. The report identifies that an Equality Impact Assessment has been carried out and is appended as an Appendix to this report. The purpose of the Equality Impact Assessment is to ensure that the Council has understood the potential impacts of the proposal in terms of equality so that it can ensure that it is making proportionate and rational decisions having due regard to its public sector equality duty. The decision maker must have due regard to the Equality Impact Assessment in making its decision.
41. The decision maker should also have regard when making its decision to the Council's wider obligations under the Wellbeing of Future Generations (Wales) Act and be mindful of the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards
42. Fulfilled Lives, Supportive Communities: Commissioning Framework, Guidance and Good Practice

Standard 4

*Commissioning plans have been developed with partners and have involved all key stakeholders including users, carers, citizens and service providers in the statutory, private and third sector*

Standard 10

*Commissioners have understood the costs of directly provided and contracted social care services and have acted in a way to promote service sustainability.*

*Commissioners will have to take into account the full range of demands on them and their strategic priorities, as well as the resources they have at their disposal in developing their commissioning strategies. As stated earlier the financial outlook is going to be very challenging for some time to come. This makes the commissioning framework more important.*

*In seeking long term value for money and determining the budget available for specific social care services it is necessary for commissioners to take into consideration a whole range of factors, for example:*

- The national or local economic environment may be making it difficult for some provider organisations to remain financially viable.*
- A requirement to improve the quality of services may put a short-term strain on resources.*
- The move to an outcomes-based approach may pose serious cultural as well as financial challenges.*
- Recognition of the need for service providers to be able to recruit employees with the skills and aptitudes necessary to deliver good quality care, to provide them with the training they require to obtain qualifications relevant to their duties and to facilitate continuing professional development to extend their abilities.*
- The need to re-train the workforce to respond to more up-to-date practices may have transition cost and service implications.*

*Thus, it will be important for commissioners, in contract, fee and service level negotiations, to recognise the financial and service challenges that are having an effect on providers, and consider both short and longer term scenarios.*

*Local authorities need to have mechanisms in place to discuss costs and performance with providers. Fee setting must take into account the*

*legitimate current and future costs faced by providers as well as the factors that affect those costs, and the potential for improved performance and more cost-effective ways of working. The fees need to be adequate to enable providers to meet the specifications set by the Commissioners together with regulatory requirements.*

*Registered providers also have an obligation to ensure that the income which they receive for providing the service is sufficient to meet the cost of delivering a service which complies with all statutory requirements, contractual conditions and specified service standards.*

*Commissioners should have a rationale to explain their approach to fee setting. The primary concern is that services operate safely and effectively to promote the welfare of service users and carer and meet regulatory requirements."*

### **HR Implications**

43. There are no HR implications

### **RECOMMENDATIONS**

The Cabinet is recommended to:

- 1) Authorise officers not to implement the content of the Cabinet Report approved in January 2018;
- 2) Delegate authority to the Director of Social Services, in consultation with the Cabinet Member for Social Care, Health and Well-being, the Section 151 Officer and the Director of Law and Governance, to deal with the interim arrangements for the commissioning of domiciliary care for adults until November 2020 and all associated matters including the supporting technologies required to underpin the APL, if extended, and the processes required to pay residential, nursing and domiciliary care providers for the services they delivered;
- 1) note that a further report will be submitted to Cabinet seeking approval of the proposed model for domiciliary care commissioning that is proposed to come in to effect from November 2020.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>Claire Marchant Director of Social Services</b>
	<b>14 September 2018</b>

### ***The following Appendices are attached:***

- Appendix 1 – Equality Impact Assessment
- Appendix 2 – CASSC Chair’s letter



**Equality Impact Assessment  
Corporate Assessment Template**



**Policy/Strategy/Project/Procedure/Service/Function Title: Domiciliary Care**

**New/Existing/Updating/Amending: Existing (Extension to current procurement method)**

**Who is responsible for developing and implementing the  
Policy/Strategy/Project/Procedure/Service/Function?**

Name: Tom Narbrough

Job Title: Project Manager

Service Team: Adult Services - Finance

Service Area: Social Services

Assessment Date: 15<sup>th</sup> August 2018 (Originally assessed December 2017)

**1. What are the objectives of the Policy/Strategy/Project/ Procedure/  
Service/Function?**

Adult Services are required to put in place new arrangements for the procurement of domiciliary care from November 2018 onwards. At present this function is discharged through a 'Dynamic Approved Provider List' of private care agencies that bid for and procure packages through an online Dynamic Purchasing System portal (DPS). This is an online browser-based system through which care agencies can bid for and secure packages of care.

The contractual arrangements related to this process, included the associated software arrangements, are due to expire on the 4<sup>th</sup> November 2018, and the Directorate are required to put in place new arrangements that would come into place on or before that date.

Care and Support packages are currently assessed and provided within statutory guidelines relating to Social Care. All social workers are required to assess and recommend care bearing these responsibilities in mind, and care agencies are also bound by similar legislation. To that end, **all** current packages have been issued with the considerations mentioned in this form in regard to equality and diversity and all new packages will also be issued in the same manner.

The Directorate have decided to implement a two year extension to the current arrangement in order to guarantee continuity of care and to explore a wider range of service improvements with relation to care and support within the community. This will involve utilising the same DPS system as currently for an additional two years.

**2. Please provide background information on the  
Policy/Strategy/Project/Procedure/Service/Function and any research done [e.g. service users  
data against demographic statistics, similar EIAs done etc.]**

The current method for procuring domiciliary care involves publishing key information about a care package with the care providers on the Council's approved provider list (APL). Providers that can take on this care package will submit an offer to the Council, which will be assessed according to pre-agreed criteria that consider the quality of the care that will be delivered and the cost of the care.

**CARDIFF COUNCIL**

**Equality Impact Assessment  
Corporate Assessment Template**

It is the aim of the Directorate that these interim arrangements will not lead to any changes in the provision of care or any disruption to service users.

**3 Assess Impact on the Protected Characteristics**

**3.1 Age**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact** [positive/negative/] on younger/older people?

	Yes	No	N/A
Up to 18 years		X	
18 - 65 years		X	
Over 65 years		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

All of the packages currently awarded through the DPS system are awarded to those over 18 (or due to come into effect from the age of 18).

- 15.6% of packages are for 18 – 64 year olds
- 84.4% of packages are for those 65+
- 63% of packages are for those 80+
- 15 - 20% of packages are awarded to those with a specialist need such as a learning disability, mental health difficulty or problems with physical and sensory impairment.

It is predicted that most providers will wish to maintain their current care packages, and extend the contracts. In these situations, there will be absolutely no impact on the care received by Citizens.

If a provider chooses not to extend their contract, the Council will use the arrangements currently in place to identify a new provider to take over this care package.

**What action(s) can you take to address the differential impact?**

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

**3.2 Disability**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact** [positive/negative] on disabled people?

	Yes	No	N/A

**CARDIFF COUNCIL**

**Equality Impact Assessment  
Corporate Assessment Template**

Hearing Impairment		X	
Physical Impairment		X	
Visual Impairment		X	
Learning Disability		X	
Long-Standing Illness or Health Condition		X	
Mental Health		X	
Substance Misuse		X	
Other		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is predicted that most providers will wish to continue delivering care to current service users. Where this is the case, these arrangements will have no impact on service users or the care they receive.

Through the current model:

- 5.3% of cases are arranged for Citizens with a Learning Disability
- 1.9% are for those with a mental health issue
- 9.3% were issued for Citizens with a physical or sensory impairment
- Up to 5% of further cases were arranged for cases with substance misuse or dementia

Where a change in provider is required, this issue will be discussed with the Citizen and their Case Manager to ensure that the requirement that goes out to the market is as detailed as possible and will cover the same needs that were previously taken care of. When a suitable agency has been found this will then be discussed with the Citizen and their family to ensure they are the right fit.

**What action(s) can you take to address the differential impact?**

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

**3.3 Gender Reassignment**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on transgender people?

	Yes	No	N/A
<b>Transgender People</b> (People who are proposing to undergo, are undergoing, or have undergone a process [or part of a process] to reassign their sex by changing physiological or other attributes of sex)		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

**CARDIFF COUNCIL**

**Equality Impact Assessment  
Corporate Assessment Template**

It is predicted that most providers will wish to maintain their current care packages, and extend the contracts therein. In these situations, there will be absolutely no impact on the care received by Citizens.

In any instance where a provider does not wish to extend their contract, a new care package will be procured prior to the end of the current arrangement. This will ensure that an agency will be providing care at all times to meet their Care and Support needs.

**What action(s) can you take to address the differential impact?**

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

**3.4. Marriage and Civil Partnership**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on marriage and civil partnership?

	Yes	No	N/A
Marriage		X	
Civil Partnership		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is predicted that most providers will wish to maintain their current care packages, and extend the contracts therein. In these situations, there will be absolutely no impact on the care received by Citizens.

In any instance where a provider does not wish to extend their contract, a new care package will be procured prior to the end of the current arrangement. This will ensure that an agency will be providing care at all times to meet their Care and Support needs.

**What action(s) can you take to address the differential impact?**

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

**3.5 Pregnancy and Maternity**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on pregnancy and maternity?

**CARDIFF COUNCIL**

**Equality Impact Assessment  
Corporate Assessment Template**

	Yes	No	N/A
Pregnancy		X	
Maternity		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is predicted that most providers will wish to maintain their current care packages, and extend the contracts therein. In these situations, there will be absolutely no impact on the care received by Citizens.

In any instance where a provider does not wish to extend their contract, a new care package will be procured prior to the end of the current arrangement. This will ensure that an agency will be providing care at all times to meet their Care and Support needs.

**What action(s) can you take to address the differential impact?**

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

**3.6 Race**

Will this Policy/Strategy/Project//Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
White		X	
Mixed / Multiple Ethnic Groups		X	
Asian / Asian British		X	
Black / African / Caribbean / Black British		X	
Other Ethnic Groups		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

## CARDIFF COUNCIL

### Equality Impact Assessment Corporate Assessment Template

In Cardiff, of the Citizens in receipt of Care & Support in the form of domiciliary care **that have disclosed** their ethnic background, packages are distributed as follows:

- 93.01% White (British/Irish/European or Other)
- 2.15% Black (British/African/Caribbean or Other)
- 0.53% Mixed Heritage (White and African/Caribbean or Asian)
- 2.52% Asian (Chinese/Indian/Pakistani/Bangladeshi or Other)
- 1.10% declared as 'Other'

Of **all overall** Citizens in receipt of domiciliary care from the Council, 4.26% did not disclose their ethnic background.

It is predicted that most providers will wish to maintain their current care packages, and extend the contracts therein. In these situations, there will be absolutely no impact on the care received by Citizens.

In any instance where a provider does not wish to extend their contract, a new care package will be procured prior to the end of the current arrangement. This will ensure that an agency will be providing care at all times to meet their Care and Support needs.

#### **What action(s) can you take to address the differential impact?**

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

### **3.7 Religion, Belief or Non-Belief**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact** **[positive/negative]** on people with different religions, beliefs or non-beliefs?

	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Buddhist		<b>X</b>	
Christian		<b>X</b>	
Hindu		<b>X</b>	
Humanist		<b>X</b>	
Jewish		<b>X</b>	
Muslim		<b>X</b>	
Sikh		<b>X</b>	
Other		<b>X</b>	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

## CARDIFF COUNCIL

### Equality Impact Assessment Corporate Assessment Template

It is predicted that most providers will wish to maintain their current care packages, and extend the contracts therein. In these situations, there will be absolutely no impact on the care received by Citizens.

In any instance where a provider does not wish to extend their contract, a new care package will be procured prior to the end of the current arrangement. This will ensure that an agency will be providing care at all times to meet their Care and Support needs.

#### What action(s) can you take to address the differential impact?

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

#### 3.8 Sex

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact** [positive/negative] on men and/or women?

	Yes	No	N/A
Men		X	
Women		X	

#### Please give details/consequences of the differential impact, and provide supporting evidence, if any.

It is predicted that most providers will wish to maintain their current care packages, and extend the contracts therein. In these situations, there will be absolutely no impact on the care received by Citizens.

In any instance where a provider does not wish to extend their contract, a new care package will be procured prior to the end of the current arrangement. This will ensure that an agency will be providing care at all times to meet their Care and Support needs.

#### What action(s) can you take to address the differential impact?

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

#### 3.9 Sexual Orientation

**CARDIFF COUNCIL**

**Equality Impact Assessment  
Corporate Assessment Template**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
Bisexual		X	
Gay Men		X	
Gay Women/Lesbians		X	
Heterosexual/Straight		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is predicted that most providers will wish to maintain their current care packages, and extend the contracts therein. In these situations, there will be absolutely no impact on the care received by Citizens.

In any instance where a provider does not wish to extend their contract, a new care package will be procured prior to the end of the current arrangement. This will ensure that an agency will be providing care at all times to meet their Care and Support needs.

**What action(s) can you take to address the differential impact?**

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

**3.10 Welsh Language**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on Welsh Language?

	Yes	No	N/A
Welsh Language		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

As part of the current model, it is included as part of the requirement that goes out to the market whether or not the Citizen needs to converse in Welsh, or in any other language. This requirement is initially discussed between Case Manager and Citizens and then the Brokerage team put it out as an essential criteria for potential providers to respond to.

It is predicted that most providers will wish to maintain their current care packages, and extend the contracts therein. In these situations, there will be absolutely no impact on the care received by Citizens.



## CARDIFF COUNCIL

### Equality Impact Assessment Corporate Assessment Template

In any instance where a provider does not wish to extend their contract, a new care package will be procured prior to the end of the current arrangement. This will ensure that an agency will be providing care at all times to meet their Care and Support needs.

#### What action(s) can you take to address the differential impact?

All reasonable steps will be taken by the Council to encourage providers to continue to deliver care to their current service users. Where a provider chooses to withdraw from delivering care on behalf of Cardiff Council, officers will seek to find an alternative providers and will do so in a way that minimises the disruption for the individual service user.

#### 4. Consultation and Engagement

What arrangements have been made to consult/engage with the various Equalities Groups?

This is a living document that can be revised as and when necessary, and should any differential impacts become apparent, this document can be updated to reflect any actions/changes.

Consultation has taken place with the domiciliary care market, who will be the main affected parties by this recommendation. Further consultation will be undertaken through the course of Q4 17/18

Formal Citizen consultation is planned for Q4 17/18 in light of the recommendation; however Cardiff clients in receipt of a care package are involved in a constant cycle of review and inspection through both social workers and the Contracts & Service Development team in Adult Services. The results of these are used to make positive changes to support Citizen outcomes and also to affect provider quality scoring. This ensures that those in receipt of Care are able to relay their experience with agencies back to the Council. This is then used to collate a score which affects their likelihood to obtain a bid. This process **will not change** from the new recommendation.

#### 5. Summary of Actions [Listed in the Sections above]

Groups	Actions
Age	N/A
Disability	N/A
Gender Reassignment	N/A
Marriage & Civil Partnership	N/A
Pregnancy & Maternity	N/A
Race	N/A

## CARDIFF COUNCIL

### Equality Impact Assessment Corporate Assessment Template

Religion/Belief	N/A
Sex	N/A
Sexual Orientation	N/A
Welsh Language	N/A
Generic Over-Arching [applicable to all the above groups]	N/A

#### 6. Further Action

Any recommendations for action that you plan to take as a result of this Equality Impact Assessment (listed in Summary of Actions) should be included as part of your Service Area's Business Plan to be monitored on a regular basis.

#### 7. Authorisation

The Template should be completed by the Lead Officer of the identified Policy/Strategy/Project/Function and approved by the appropriate Manager in each Service Area.

Completed By : Tom Narbrough	Date: 15/08/2018
Designation: Project Manager	
Approved By: Leon Goddard	
Designation: Operational Manager	
Service Area: Adult Services	

7.1 On completion of this Assessment, please ensure that the Form is posted on your Directorate's Page on CIS - *Council Wide/Management Systems/Equality Impact Assessments* - so that there is a record of all assessments undertaken in the Council.

For further information or assistance, please contact the Citizen Focus Team on 029 2087 3059 or email [citizenfocus@cardiff.gov.uk](mailto:citizenfocus@cardiff.gov.uk)

My Ref: Scrutiny/Correspondence/Cllr McGarry

6 September 2018

Councillor Susan Elsmore  
Cabinet Member Social Care, Health & Wellbeing  
County Hall  
Cardiff  
CF10 4UW



Dear Susan,

**COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE – 5 SEPTEMBER 2018 - COMMISSIONING OF DOMICILIARY CARE AND PROCURING CARE HOME SERVICES**

As Chair of the Community & Adult Services Scrutiny Committee, I wish to thank you and officers for attending Committee and providing Members with a briefing presentation on the forthcoming Cabinet Proposal relating to Commissioning of Domiciliary Care and Procuring Care Home Services. Members of the Committee have requested that I feed back the following comments and observations to you.

Overall, Members were satisfied with the presentation given by yourself and officers and the responses given to the questions asked. Members noted your responses in relation to ensuring that diverse communities would be a part of the review, to ensure that they are able to further access services. Members noted that “A Healthier Wales” had been a significant driver in the call for a review and that it presented an opportunity to build on current strengths and link with other work that is already being undertaken on locality and outcome based working. Members also acknowledged that the 2 year extension to current contracts gave the Council, partners and providers the opportunity to develop an effective model for Cardiff and that, as part of a wider review, would potentially result in streamlining funding and more effective ways of working.

However, Members concluded that they were unable to sufficiently scrutinise and comment on the issue without considering the draft report itself. Therefore, Members agreed that they would wish to **receive a copy of the report as a matter of urgency**. The Committee agreed that each Member should have the opportunity to consider the content of the report in detail, with the following potential ways forward:

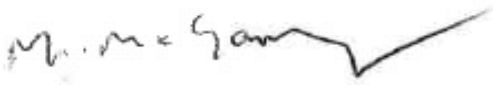
- They have no further issues to raise and would therefore commend the report to Cabinet for approval; or
- They hold an extraordinary meeting prior to the Cabinet meeting on the 20 September, to consider the matter in more detail.

I should therefore be grateful if Officers would submit a copy of the draft report to the Principal Scrutiny Officer (PSO) as soon as it is cleared. She will then forward it to Members for their consideration and observations. I will instruct a time limit on them to comment to ensure you have a timely response on this matter.

I will be on leave from the 7<sup>th</sup> to the 17<sup>th</sup> September, so the Head of Democratic Services will inform you of the Committee's majority decision.

Thank you again to you and officers for attending. I do not require a response to this letter, but would appreciate a timely submission of the report to the PSO as soon as possible

Yours sincerely,



**COUNTY COUNCILLOR MARY M<sup>C</sup>GARRY**  
**Chairperson - Community & Adult Services Scrutiny Committee**

Cc: Sarah McGill, Corporate Director People and Communities  
Claire Marchant, Director of Social Services  
Gary Jones, Head of Democratic Services  
Nick Blake, Business Support Manager  
Cabinet Support Office

**SECTION 106 LOCAL INFRASTRUCTURE IDEA WARD LISTS**

**STRATEGIC PLANNING AND TRANSPORT (CARO WILD)**

**AGENDA ITEM: 9**

**Reason for this Report**

1. To respond to the report published by the Environmental Scrutiny Committee and presented to Cabinet in September 2017 entitled 'Management of Section 106 Funding for the Development of Community Projects'.
2. To seek Cabinet approval to implement the 'Section 106 Local Infrastructure Idea Ward Lists' and supporting process, which will enable all Councillors to identify local infrastructure ideas that may potentially be funded through S106 contributions or other sources of funding.

**Background**

3. New developments can have an impact on local infrastructure. For example, growth in population arising from a new residential development can lead to greater pressure on community facilities, open spaces or neighbouring roads and pedestrian routes. In these circumstances, planning obligations (also known as Section 106 Agreements) are used to require developers to either provide infrastructure (i.e. build facilities) or to contribute financially towards projects that help to manage and mitigate the impact of their development.
4. The Council secures a wide range of developer contributions towards infrastructure provision each year. Most recently, the progression of Strategic Sites (identified through the Cardiff Local Development Plan) has secured significant planning obligations towards new infrastructure provision, including affordable housing, transportation, education, community facilities and open spaces, which will be brought forward over the lifetime of the developments as part of the 'master planning approach' to the delivery of these sites. For other non-strategic developments, the Planning Service has prepared a 'Planning Obligations' SPG which specifies the policy framework and requirements for infrastructure provision.
5. The use of Planning Obligations is governed by legislation. Detailed policy guidance is provided by Planning Policy Wales (2016), the Cardiff

Local Development Plan 2006-2026 and other associated documents. They can only be used where the obligations would meet three 'legal tests', i.e. that they are:

- Necessary to make the development acceptable in planning terms,
  - Directly related to the development,
  - Fairly and reasonably related in scale and kind to the development,
6. In the past, the level (financial sum) and broad scope of a S106 contribution sought would be negotiated as part of a "live" planning application, with the specific item(s) on which the contribution would then be spent being identified at a later date (i.e. once the money had been received). In some circumstances, this could be several years after the application had been determined. Following the introduction of the Community Infrastructure Levy (CIL) Regulations, (which govern how S106 contributions can be secured), there is now the need to more explicitly identify what S106 contributions will be spent on at the point at which they are being negotiated (i.e. before a planning application is determined and any contributions are secured).

#### Scrutiny

7. In 2017, the Environmental Scrutiny Committee undertook a task & finish exercise to explore and consider how Section 106 funding can be used for the development of community projects. The inquiry included the review of:
- The definition of Planning Obligations (S106 Contributions),
  - The regulations governing what type of community projects can be funded through the S106 process,
  - The resources used by the Council in managing the S106 funding process,
  - The consultation and engagement which takes place between Councillors, officers and the public,
  - How community projects are identified through the Section 106 process and potential improvements that could be introduced, and
  - Examples of good practice in using S106 funding to develop community projects.
8. Having considered the evidence provided during the inquiry, the Scrutiny Committee Report, which was presented to Cabinet in September 2017, identified a single process recommendation, which included the following basic elements:
- The creation of a project list,
  - A project point of entry,
  - Project validation and assessment,
  - Project decision (approval or rejection),
  - Geographically based project lists,
  - Use with complementary services,
  - Provision of supporting resources.

9. The principles of the process as set out in the Environmental Scrutiny Committee's recommendation were agreed by Cabinet in November 2017 and this report sets out full details of how a more effective process can be established and thereafter maintained.

## Issues

10. Having taken into consideration the changes to the S106 process brought about by the CIL Regulations, the relevant planning policy guidance / legislation and the recommendations of the Environmental Scrutiny Committee, it is proposed that 'S106 Local Infrastructure Idea Ward Lists' are prepared.
11. It is intended that the creation of the Ward-based Lists will provide Councillors with the opportunity to identify local infrastructure ideas (relating to Public Open Spaces, Community Facilities and Local Highway Improvements) in a more strategic manner and as part of a formalised process. Community Councils will be offered the opportunity to engage in the process in relevant Wards by sharing their ideas with Elected Members and will also be invited to attend the proposed workshops. These lists can then be taken into consideration by officers when securing S106 obligations as part of live planning applications and will supplement the consideration of other relevant information such as extant plans, programmes and strategies.
12. In terms of process, the project will comprise three main elements as shown below (and covered in greater detail in Appendix 1):
  - A S106 handbook for Councillors,
  - A dedicated process for submitting local infrastructure ideas,
  - The publication and maintenance of 29 Ward-based local infrastructure idea lists.
13. It should be noted that having an item included on an Ideas List does not guarantee S106 funding will be secured. Whilst an idea may be broadly eligible for S106 funding, it would need to directly relate to a proposed development (the need for the infrastructure having been generated by that development) and be consistent with Council policies and strategies before a contribution could be sought. The lists will however clearly help inform both Councillor observations on future applications and overall considerations of potential S106 requirements.
14. The cost to deliver an infrastructure project may be greater than the amount of S106 monies available from any single development. In these circumstances, contributions can be "pooled" to allow future developments to also contribute towards a larger community project. There are however rules with regard to the number of times contributions can be pooled for a single project (no more than five), and there may also be limited opportunities to secure future funding if other qualifying developments are not forthcoming in the ward.

15. However, by identifying local infrastructure ideas in a more strategic manner, there will be enhanced opportunities for alternative funding sources to be explored, rather than being solely reliant upon S106 / developer contributions, which are limited, market-dependent and may not come forward within the required timescales for the projects.

#### Process Going Forward

16. As part of the preparation of the Idea Lists, a trial workshop was undertaken in July 2018 with eight volunteering Ward Members. The workshop provided the opportunity for Councillors to learn more about the S106 process, the aim of the Idea Lists and also to highlight and discuss local infrastructure issues / ideas within their Wards.
17. Following completion of the trial workshop and taking on board the feedback provided, it is anticipated that the project will be launched in the autumn. As part of the project launch, a series of workshop sessions will be provided for Councillors to introduce the Local Infrastructure Idea Ward Lists and to offer broader guidance and training on the S106 process.
18. The Idea Lists will be linked to the day-to-day work that is currently undertaken in relation to Parks, Community Facilities and Local Highway improvements, in order to provide a co-ordinated process for Councillor dialogue and engagement. Within the Planning Transport and Environment Directorate the 'Idea Lists' will sit alongside 'Ward Action Plans', which look at more day-to-day issues such as fly-tipping / graffiti.

#### **Reason for Recommendation**

19. To prepare the S106 Local Infrastructure Idea Ward Lists as an opportunity for all Councillors to contribute to the identification of local infrastructure projects that may potentially be funded through Section 106 contributions and / or other sources of funding.

#### **Financial Implications**

20. No direct financial implications are expected to arise from this report which outlines a process for the identification of eligible local infrastructure projects. The delivery of successful local infrastructure projects will continue to be dependent on securing appropriate levels of S106 resources and / or alternative external funding sources. The management of the S106 proposal list outlined in the report will be met from within existing resources.

#### **Legal Implications**

21. Welsh Government Circular 13/97: Planning Obligations sets out the Welsh Government's policy for the use of planning obligations. The Community Infrastructure Levy Regulations 2010 (as amended) places statutory restrictions on the use of Section 106 planning obligations.



Section 106 agreements assist in mitigating the impact of unacceptable development to make it acceptable in planning terms.

22. Any planning obligations in the section 106 agreement must be necessary to make the development acceptable in planning terms, directly related to the development, and fairly and reasonably related in scale and kind. There are also restrictions on the number of s106 contributions that can be pooled to pay for new infrastructure.
23. Any relevant legal implications will be identified in the recommendations that are part of the planning report for consideration by Planning Committee which is the regulatory committee established by the Council to discharge its planning functions

## RECOMMENDATION

Cabinet is recommended to authorise the Director of Planning, Transport and Environment to implement the S106 Local Infrastructure Idea Ward Lists and associated process, as set out in this report.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>Andrew Gregory Director of Planning, Transport &amp; Environment</b>
	<b>14 September 2018</b>

*The following appendix is attached:*

- Appendix 1 – *S106 Local Infrastructure Proposal Lists – Process Plan*

*The following background papers have been taken into account:*

- Background Paper 1 – Report of the Environmental Scrutiny Committee – *Management of Section 106 Funding for the Development of Community Projects* – September 2017
- Background Paper 2 - Cabinet response to the report by the Environmental Scrutiny Committee entitled *Management of Section 106 Funding for the Development of Community Projects* – November 2017
- Background Paper 3 - Environmental Scrutiny Committee receipt of Cabinet response to the report by the Environmental Scrutiny Committee entitled *Management of Section 106 Funding for the Development of Community Projects* – January 2018

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1. The 'S106 Local Infrastructure Idea Ward Lists' and supporting process will be made digitally available to Councillors and will comprise of three main elements:

### S106 Councillors' Handbook

2. A handbook will be produced that provides a quick guide to Councillors about Planning Obligations (what they are, how they are secured, when / how contributions are paid etc.). It will identify where and how planning obligations fit into the planning application process, provide a guide as to how infrastructure needs are identified and outline how the S106 Local Infrastructure Idea Ward Lists can be used to contribute towards the process.

### S106 Local Infrastructure Ideas Form

3. The following process is proposed to more effectively capture local infrastructure ideas from Councillors. The structure seeks to ensure that the process can be effectively co-ordinated by Officers and be capable of regular review / updating without becoming unwieldy and / or over resource intensive:

- Stage 1 - Defining Infrastructure Scope: Planning obligations are sought for a variety of infrastructure categories, including affordable housing and schools provision and there are a series of existing processes in place determining where and how these contributions are allocated. For the purpose of this project, the Idea Lists will focus on three categories of local infrastructure works, namely: Public Open Spaces, Community Facilities and Local Highway improvements.
- Stage 2 - Submitting local infrastructure ideas: The Councillors' Handbook will provide further guidance as to the types of infrastructure that can be sought through S106 contributions (e.g. they can be used towards capital projects, but not revenue funding) and details of how any ideas will need to be considered against the 3 'legal tests'. Councillors will be able to submit their ideas using a Local Infrastructure Ideas Form, which will outline the information they need to provide. The Planning Department's S106 Officer will provide a point of contact for related queries.
- Stage 3 - Assessing Councillor Ideas: Once an idea is received from a Councillor, it will be assessed by Planning Officers (against the relevant legal tests) to see whether it might be eligible for S106 funding. If an idea is assessed as potentially eligible for S106 funding, it will be identified as such on the Local Infrastructure Idea Ward List and will be ready to be taken into consideration as part of the process of assessing future planning applications.

Ideas that are not considered within the scope for S106 funding (i.e. do not meet the relevant legal tests), will still be included on the Lists in order to provide the opportunity for alternative funding sources to be explored.

#### S106 Local Infrastructure Idea Ward Lists

4. A series of 29 Ward Based Local Infrastructure Idea Lists will be produced to capture information submitted by Councillors. This will also include inputs from Community Councils.
5. A copy of the Idea Lists will be made available to Councillors and each of the relevant Council Service Areas, who will then be able to take ideas identified into consideration in the assessment of planning applications. Councillors will still be able to submit representations on individual planning applications as part of the statutory consultation process. Where the need arises as a result of a proposed development and an infrastructure idea is consistent with the relevant planning policies, Service Areas will be able to use the Idea Lists to help inform the contribution(s) sought, or the works that are requested be carried out by the developer.
6. It is intended that the Local Infrastructure Idea Ward Lists will be regularly updated and available to view via the Council's intranet.

**SECOND CARDIFF LOCAL DEVELOPMENT PLAN ANNUAL MONITORING REPORT**

**STRATEGIC PLANNING & TRANSPORT (COUNCILLOR CARO WILD)**

**AGENDA ITEM: 10**

**Reason for this Report**

1. To outline the purpose of the Local Development Plan (LDP) Annual Monitoring Report (AMR) process and to seek the endorsement of the second Cardiff LDP AMR for submission to the Welsh Government by 31<sup>st</sup> October 2018.

**Background**

2. The Cardiff Local Development Plan (2006 to 2026) was formally adopted by the Council on 28<sup>th</sup> January 2016. As part of the statutory development plan process the Council is required to prepare an Annual Monitoring Report (AMR) and submit to Welsh Government by the 31<sup>st</sup> October each year after Plan adoption.
3. This is the second AMR to be prepared since the adoption of the plan and is based on the period 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018. The AMR consists of the following sections:
  - Executive Summary
  - Introduction
  - Contextual Information – changes to policy framework at a national or local level.
  - LDP Monitoring Process – explains the monitoring process undertaken.
  - LDP Monitoring Indicators – reporting on the 107 LDP monitoring indicators which were agreed during the LDP examination process and set out in the Inspectors Report.
  - Sustainability Appraisal Monitoring – reporting on the 28 sustainability monitoring indicators.
  - Conclusions and recommendations – setting out an overall overview of all indicators and Plan performance in the first two years following adoption.

4. This is the second year the LDP has been operative and this AMR provides a 2 year short term position statement and provides a comparison with the baseline data provided by the first AMR published last year.
5. Future monitoring next year in the 3<sup>rd</sup> AMR will enable trends to be identified and firmer conclusions drawn. It will help inform the extent to which the LDP strategy, objectives and policies are being achieved. Importantly, the findings of this monitoring work over 3 consecutive years will directly help to inform the LDP review process as the Council is required to undertake a major review of the LDP 4 years after adoption in 2020.

#### The AMR Report

6. Overall the findings of the second AMR for year 2 are generally positive with the majority of the indicators shown as green indicating that the majority of LDP policies are being implemented effectively. A summary of performance against the main Plan topics are set out below with Appendix 1 setting out the data and conclusions in more detail.
7. **Employment** – Land take up and provision of new jobs over the monitoring period has been strong and targets set out in the AMR have been surpassed with planning permission granted for several office schemes at Capital Quarter and Central Square and an additional 6,000 jobs being provided over the monitoring period.
8. **Transportation** – Data collected in relation to travel by sustainable modes is reflecting the fluctuations as shown in past trends over the last 10 years. This demonstrates that sustainable travel trends have continued to increase over the last 10 years for both work and shopping, although for leisure and education the trends show a slight decrease.
9. In terms of sustainable travel modes, significant progress has been made in meeting cycling targets for all journey purposes with cycling to work in particular having experienced substantial growth in the past one year period (+5.2%). Train use has very slightly declined over the past year but the 10 year trend shows a significant increase. Walking has slightly decreased over the last year with a fluctuating longer term trend. Bus use has decreased, reflecting a longer term downward trend.
10. At this juncture, in the second year of LDP monitoring, without the significant roll-out of new houses and provision of supporting sustainable transportation infrastructure, the early stage of Metro delivery together with the ongoing implementation of wider Council initiatives, it is too early to draw any firm conclusions with regard to policy delivery, particularly given that the 50:50 modal split target relates to 2026. Future AMR's will provide formal regular annual updates. However, the masterplanning approach together with section 106 Agreements already secured will enhance the phased future provision of supporting transportation infrastructure along with other measures such as increased frequency of public transport services and provision of bus passes to new residents.
11. **Housing** – New homes have now started to be completed on many of the LDP Strategic Sites. Furthermore, on the remaining sites ongoing dialogue with Developers demonstrates positive progress, following the master

planning and infrastructure plans approach as set out in the LDP. Therefore, overall the plan-led approach is now starting to successfully bring forward the allocated sites to meet housing needs.

12. Specifically, there are new completions on 3 of the Strategic Sites. Approximately 170 completions have been achieved at St Ederyns Village, the North West Cardiff Strategic site has three separate outlets underway with more planned in the near future and works have commenced at Churchlands. In addition, work is set to commence North of Junction 33 shortly and planning applications are expected on the remaining Strategic Sites in the near future.
13. Encouragingly, 773 affordable dwellings have been completed between 2014 and 2018 representing 27% of overall completions. Furthermore, consents issued on the greenfield sites since adoption have achieved the 30% target of provision.
14. However, the monitoring data shows that completions from Strategic Sites allocated in the LDP have not been coming forward at the rates originally set out by Developers. Reasons for this vary from site to site, but it has become evident that there is a lag between LDP adoption and new houses being completed – in part reflective of land ownership/legal technicalities between Developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council's aspirations as set out in the LDP.
15. Overall, it is clear that there has been a lag between adoption and delivery. However the evidence summarised above demonstrates that good progress is now being made and importantly adhering to the masterplanning and infrastructure plan approach embedded in the LDP. Future AMR's will capture future delivery but the indications are that delivery will increase significantly in coming years.
16. **Gypsy and Traveller Sites** - work on progressing the identification of sites to meet the evidenced need for permanent and transit Gypsy and Traveller sites has been delayed due to the need to undertake additional detailed site investigations. These detailed technical assessments have now been completed and the Council is currently considering the implications of the findings of these assessments and ongoing flood defence works in order to determine options for taking this work forward. This has included ongoing discussions with Welsh Government.
17. **Biodiversity and Built Environment** – policies are shown to be functioning effectively.
18. **Waste** – recycling and other targets are being met.
19. **Minerals** - the city also has a healthy landbank of mineral reserves and policies relating to the protection of mineral reserves and resources are functioning effectively.
20. **Supplementary Planning Guidance** – Significant progress has been made in producing a programme of new Supplementary Planning Guidance (SPG) to support the policies in the adopted Plan and the Cardiff Infrastructure

Plan has been updated. Work on this SPG programme will continue through the next twelve months and will be evidenced in the next AMR.

## **Conclusions**

21. Section 7 of the AMR provides the conclusions and recommendations of this second AMR which sets out short term position statement for year 2 and provides a comparison with the baseline data provided by the first AMR published last year. The key conclusion is that while it is difficult to determine definitive trends in policy performance in the second year of reporting, overall progress is being made in delivering the identified targets and monitoring outcomes. There is no evidence through the AMR process to suggest the need for a full or partial review of the LDP at this early stage of plan implementation.
22. It is recommended that this AMR be submitted to the Welsh Government in accord with statutory requirements. Continued monitoring in future AMRs will help to identify any definitive trends in the performance of the Plan's strategy and policy framework.

## **Next Steps**

23. The third AMR in respect of the Cardiff LDP will be presented to Cabinet at the same time next year, with the broad structure of the AMR remaining the same from year to year in order to provide ease of analysis between successive reports. The AMR reports will be used to help inform the review of the LDP which the Council is required to undertake four years after Plan adoption (2020).
24. The AMR will be placed on the Council's website for information.

## **Reason for the Recommendation**

25. To comply with provisions in the Planning Compulsory Purchase Act (2004) and Welsh Government guidance which require the Council to produce an AMR for submission to the Welsh Government at the end of October each year following adoption.

## **Legal Implications**

26. The annual monitoring of the LDP is part of the wider statutory LDP process. Section 76 of the Planning and Compulsory Purchase Act 2004 requires authorities to prepare an Annual Monitoring Report covering the preceding financial year from 1 April to 31 March. It must be submitted to the Welsh Government by 31 October each year and published on the authorities' website, in accordance with Regulation 37 of the Town and Country Planning (Local Development Plan)(Wales) Regulations 2005 (as amended). Those regulations and the LDP Manual Edition 2 August 2015 specify what the AMR is required to include. The AMR and associated documents have been prepared in accordance with the body of the report.



### **Financial Implications**

27. There are no direct financial implications arising from this report with the preparation of the LDP AMR being completed using existing resources.

### **RECOMMENDATION**

Cabinet is recommended to endorse the second LDP AMR for submission to the Welsh Government by 31<sup>st</sup> October 2018.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>ANDREW GREGORY DIRECTOR OF PLANNING, TRANSPORT &amp; ENVIRONMENT</b>
	<b>14 September 2018</b>

The following Appendix is attached:

Appendix 1 - Cardiff LDP 2<sup>nd</sup> Annual Monitoring Report, October 2018

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# Cardiff Local Development Plan 2006 - 2026



## 2nd Annual Monitoring Report

October 2018



# **Cardiff Local Development Plan 2<sup>nd</sup> Annual Monitoring Report 2018**

**Based on data collected for period  
1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018**

## **Contents**

	<b>Page</b>
<b>1. Executive Summary</b>	<b>1</b>
<b>2. Introduction</b>	<b>8</b>
<b>3. Contextual Changes</b>	<b>12</b>
<b>4. LDP Monitoring Process</b>	<b>20</b>
<b>5. LDP Monitoring Policy Analysis</b>	<b>24</b>
• <b>Result</b>	
• <b>Analysis</b>	
• <b>Recommendations</b>	
<b>6. Sustainability Appraisal Monitoring</b>	<b>188</b>
<b>7. Conclusions</b>	<b>216</b>
Appendix 1: Table setting out summary of findings	<b>221</b>



## **1. Executive Summary**

The Cardiff Local Development Plan (LDP) was adopted on 28 January 2016. As part of the statutory development plan process the Council is required to prepare an Annual Monitoring Report (AMR).

The AMR provides the basis for monitoring the effectiveness of the LDP and ultimately determines whether any revisions to the Plan are necessary. It aims to demonstrate the extent to which the LDP strategy and objectives are being achieved and whether the Plan's policies are functioning effectively. It also allows the Council to assess the impact the LDP is having on the social, economic and environmental well-being of the County and identifies any significant contextual changes that may influence plan implementation or review.

This is the second AMR to be prepared since the adoption of the Cardiff LDP and is based on data collected for the period 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018. The first AMR was published on 31<sup>st</sup> October 2017 and provided a baseline for future comparative analysis from which successive AMRs will be able to evidence the emergence of trends.

### **Key Findings of the Second Annual Monitoring Process 2017-2018**

#### **Contextual Information**

A summary of the relevant contextual material that has been published since the adoption of the Plan at a national, regional and local level, along with general economic trends is included in Section 3. Overall, none of the changes identified to date suggest the need for an early review of the Plan. The implications of some of the contextual changes will take place over the longer term and subsequent AMRs will continue to provide updates on relevant contextual material and give further consideration to any changes which could affect the Plan's future implementation.

#### **Local Development Plan Monitoring – Policy Analysis**

Section 5 assesses how the Plan's strategic policies and associated supporting policies are performing against the identified key monitoring targets and outcomes and whether the LDP strategy and objectives are being delivered. This has enabled the Council to make an informed judgement of the Plan's progress in delivering the targets/monitoring outcomes and policies during this monitoring period. The table below provides a visual overview of the effectiveness of policies during the monitoring period based on the traffic light rating used in the assessment:

<b>Continue Monitoring (Green)</b>	
Where indicators are suggesting the LDP Policies are being implemented effectively and there is no cause for review.	
<b>Training Required (Blue)</b>	
Where indicators are suggesting that LDP policies are not being implemented as intended and further officer or Member training is required.	
<b>Supplementary Planning Guidance Required (Purple)</b>	
Indicators may suggest the need for further guidance to be provided in addition to those already in the Plan.	
<b>Further Research (Yellow)</b>	
Where indicators are suggesting the LDP policies are not being as effective as they should, further research and investigation is required.	
<b>Policy Review (Orange)</b>	
Where indicators are suggesting the LDP policies are failing to implement the strategy a formal review of the Policy is required. Further investigation and research may be required before a decision to formally review is confirmed.	
<b>Plan Review (Red)</b>	
Where indicators are suggesting the LDP strategy is failing and a formal review of the Plan is required. This option to fully review the Plan will need to be fully investigated and undertaken following serious consideration.	

## Key Findings

This is the second AMR to be prepared and provides a short term 2 year position statement and provides a comparison with the baseline data provided by the first AMR published last year.

Overall the findings of the second AMR for year 2 are generally positive with the majority of the indicators shown as green indicating that the majority of LDP policies are being implemented effectively.

Employment – Land take up and provision of new jobs over the monitoring period has been strong and targets set out in the AMR have been surpassed with planning permission granted for several office schemes at Capital Quarter and Central Square and an additional 6,000 jobs being provided over the monitoring period.

Transportation – Data collected in relation to travel by sustainable modes is reflecting the fluctuations as shown in past trends over the last 10 years. This demonstrates that sustainable travel trends have continued to increase over the last 10 years for both work and shopping, although for leisure and education the trends show a slight decrease.

In terms of sustainable travel modes, significant progress has been made in meeting cycling targets for all journey purposes with cycling to work in particular having experienced growth in the past year (+5.2%). Train use has very slightly declined over the past year but the 10 year trend shows a significant increase. Walking has slightly decreased over the last year with a fluctuating longer term trend. Bus use has decreased, reflecting a longer term downward trend.

At this juncture, in the second year of LDP monitoring, without the significant roll-out of new houses and provision of supporting sustainable transportation infrastructure, the early stage of Metro delivery together with the ongoing implementation of wider Council initiatives, it is too early to draw any firm conclusions with regard to policy delivery, particularly given that the 50:50 modal split target relates to 2026. Future AMR's will provide formal regular annual updates.

Housing – New homes have now started to be completed on many of the LDP Strategic Sites. Furthermore, on the remaining sites ongoing dialogue with Developers demonstrates positive progress, following the master planning and infrastructure plans approach as set out in the LDP. Therefore, overall the plan-led approach is now starting to successfully bring forward the allocated sites to meet housing needs.

Specifically, there are new completions on 3 of the Strategic Sites. Approximately 170 completions have been achieved at St Ederyns Village, the North West Cardiff Strategic site has three separate outlets underway with more planned in the near future and works have commenced at Churchlands. In addition, work is set to commence North of Junction 33 shortly and planning applications are expected on the remaining Strategic Sites in the near future.

However, the monitoring data shows that completions from Strategic Sites allocated in the LDP have not been coming forward at the rates originally set out by Developers. Reasons for this vary from site to site, but it has become evident that there is a lag between LDP adoption and new houses being completed – in part reflective of land ownership/legal technicalities between Developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council's aspirations as set out in the LDP.



Overall, it is clear that there has been a lag between adoption and delivery. However the evidence summarised above demonstrates that good progress is now being made and importantly adhering to the masterplanning and infrastructure plan approach embedded in the LDP. Future AMR's will capture future delivery but the indications are that delivery will increase significantly in coming years.

Gypsy and Traveller Sites - work on progressing the identification of sites to meet the evidenced need for permanent and transit Gypsy and Traveller sites has been delayed due to the need to undertake additional detailed site investigations. These detailed technical assessments have now been completed and the Council is currently considering the implications of the findings of these assessments and ongoing flood defence works in order to determine options for taking this work forward. This has included ongoing discussions with Welsh Government.

Biodiversity and Built Environment – policies are shown to be functioning effectively.

Waste – recycling and other targets are being met.

Minerals - the city also has a healthy landbank of mineral reserves and policies relating to the protection of mineral reserves and resources are functioning effectively.

Supplementary Planning Guidance – Significant progress has been made in producing a programme of new Supplementary Planning Guidance (SPG) to support the policies in the adopted Plan and the Cardiff Infrastructure Plan has been updated. Work on this SPG programme will continue through the next twelve months and will be evidenced in the next AMR.

## **Sustainability Appraisal (SA) Monitoring**

Section 6 expands the assessment of the performance of the LDP against the SA monitoring objectives. This provides a short term position statement on the performance of the Plan against a number of sustainability indicators.

## **Conclusions**

The key conclusion from this second AMR is that while it is difficult to determine definitive trends in policy performance, good progress is generally being made in delivering the identified targets and monitoring outcomes and there is no evidence to suggest the need for a full or partial review of the LDP at this early stage in its implementation.

This is the second year the LDP has been operative and is the second AMR to be prepared following the adoption of the Plan. This AMR provides a short term short term 2 year position statement and provides a comparison with the baseline data provided by the first AMR published last year.

It is recommended that this AMR be submitted to the Welsh Government in accord with statutory requirements. The Council should continue to monitor the LDP through the preparation of successive AMRs. Future monitoring will be necessary to determine the effectiveness of the Plan's spatial strategy and policy framework particularly in

relation to housing delivery including strategic housing site allocations, the delivery of affordable housing and the progress on strategic employment sites.

The Council is required to commence a full review of the LDP every four years. A review of the LDP in advance of the formal review will only take place if the conclusions of the AMR, or other exceptional circumstances, indicate otherwise.

## **2. Introduction**

The Annual Monitoring Report (AMR) process provides the basis for monitoring the effectiveness of the Local Development Plan (LDP) and helps inform whether any revisions to the Plan are necessary. It aims to demonstrate the extent to which the LDP strategy and objectives are being achieved and whether the Plan's policies are functioning effectively. It also allows the Council to assess the impact the LDP is having on the social, economic and environmental well-being of the County and identifies any significant contextual changes that might influence the Plan's implementation or review.

Monitoring is a continuous part of the plan making process. It provides the connection between evidence gathering, plan strategy and policy formulation, policy implementation, evaluation and plan review.

### **Adoption of the Cardiff Local Development Plan**

Under the Planning and Compulsory Purchase Act (2004) and associated Regulations, local planning authorities (LPAs) are required to produce a LDP. The Cardiff Local Development Plan was formally adopted by the Council on 28<sup>th</sup> January 2016. The LDP provides the land use framework which forms the basis on which decisions about future development in the city, including planning applications, are based.

This is the second AMR to be prepared since the adoption of the Cardiff LDP and is based on data collected for the period 1<sup>st</sup> April 2017 – 31<sup>st</sup> March 2018.

### **The Requirement for Monitoring Planning and Compulsory Purchase Act 2004**

The Council has a statutory obligation, under section 61 of the 2004 Act, to keep all matters under review that are expected to affect the development of its area. In addition, under section 76 of the Act, the Council has a duty to produce information on these matters in the form of an Annual Monitoring Report for submission to the Welsh Government at the end of October each year following plan adoption. The preparation of an AMR is therefore an integral part of the statutory development plan process.

In order to monitor LDP performance consistently, plans should be considered against a standard set of monitoring indicators and targets. The Welsh Government has issued regulations and guidance on the required content of AMRs.

### **Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015**

The Town and Country Planning (Local Development Plan) (Wales) Regulations have been amended to simplify certain aspects of the local development plan procedures, however, these do not affect the LDP monitoring process. Under Regulation 37 the

AMR is required to:

- Identify policies that are not being implemented;

And for each policy:

- Identify the reasons why the policy is not being implemented;
- Identify the steps (if any) that are intended to be taken to enable the policy to be implemented;
- Explore whether a revision to the plan to replace or amend the policy is required.

In addition, the AMR is required to monitor identified core indicators by specifying:

- The housing land supply from the current Housing Land Availability Study, and;
- The number (if any) of net additional affordable and general market dwellings built in the LPA area.

These are both for the year of the AMR and for the full period since the LDP was first adopted.

Other Core Output Indicators for LDPs include:

- Total housing units permitted on allocated sites as a % of overall housing provision
- Employment land permitted (ha) on allocated sites as a % of all employment allocations
- Amount of major retail, office and leisure development (sq m) permitted within and outside established town and district centre boundaries
- The extent of primary land-won aggregates permitted in accordance with the Regional Technical Statement for Aggregates expressed as a percentage of the total capacity required as identified in the Regional Technical Statement (MTAN).

### **Local Development Plan Manual (Edition 2, 2015)**

The LDP Manual states that aspects that are usefully included in an AMR are:

- Key findings, in the form of a 1-2 page Executive Summary.
- Significant contextual change, i.e. a review of wider strategic issues affecting the local area and the context within which the LDP operates, including the fortunes of any significant local industries, emerging national planning guidance or a significant planning application
- Sustainability monitoring related to the SA Report and integrated assessment process (see section 9.2.2).
- Strategy monitoring, to assess whether the plan is achieving its main objectives, and whether it is “on track” in terms of the level of implementation, e.g. the level of new housing development or take-up of major sites.
- Policy monitoring, to highlight any policies which are not functioning effectively, and to highlight how such issues will be addressed.
- Conclusions and recommendations; e.g. identify any improvements/changes to key parts of the plan which would need to be considered in a future review and possible plan revision. Other appropriate responses may include identifying the need for SPG or further research and evidence gathering.

The Manual states that it is not realistic or necessary for all policies to be monitored - this would lead to an unnecessarily large and complicated document. Some key areas

will need to be included consistently each year and this will be for the Authority to determine based on those elements crucial to delivering the plans strategy.

The Manual states the broad structure of the AMR should remain the same from year to year in order to provide ease of analysis between successive reports and build on preceding results. Good use of illustrative material such as charts, graphs and maps will also make the AMR more accessible.

The Manual states that it is important that the AMR has an analytical dimension. There is also merit in incorporating qualitative information from consultation with key stakeholders, for instance, the views of community leaders on their areas, and the plan makers' assessment of trends, conditions and issues driving change.

The Manual states that it is important to consider why information is needed, and to structure the analysis accordingly. The following questions may be relevant:

- What new issues have occurred in the area or in local/national policy (key recent contextual and national policy changes, future prospects)?
- How relevant, appropriate and up-to-date is the LDP strategy and its key policies and targets?
- What sites have been developed or delayed in relation to the plan's expectations on location and timing?
- What has been the effectiveness of delivering policies and in discouraging inappropriate development?

### **Cardiff LDP Monitoring Framework**

A Monitoring Framework is provided in Chapter Six and Appendix 9 of the LDP comprising a series of 5 contextual indicators and 102 core and local indicators, with corresponding targets and triggers for further action, in relation to the Plan's strategic policies. It also indicates the linkages between the Plan objectives, strategic policies and other Plan policies. The indicators were developed in accordance with the above Welsh Government Regulations and guidance on monitoring. The Monitoring Framework forms the basis of the AMR.

### **Strategic Environmental Assessment Regulations (2004) and The Conservation of Habitats and Species Regulations 2010 (as amended 2011)**

In addition the LDP and AMR must comply with European Directives and Regulations. The Final Sustainability Appraisal Report, January 2016 identifies a further set of indicators (26) that will be used to monitor progress on sustainability issues. Whilst interlinked, these are set out separately from the LDP Policy Monitoring Framework and have been used in the AMR to measure the environmental, economic and social impacts of the LDP.

The completion of the AMR accords with the requirements for monitoring the sustainability performance of the Plan through the Strategic Environmental Assessment Regulations (2004) and The Conservation of Habitats and Species Regulations 2010 (as amended 2011).

## **AMR Format and Content**

The AMR has been designed to be a succinct and easily accessible document that can be used as a convenient point of reference for all strategic policy areas.

The structure of the AMR is as follows:

**Section 1 Executive Summary** - Provides a succinct written summary of the key monitoring findings.

**Section 2 Introduction** - Outlines the requirement for, the purpose and structure of the AMR.

**Section 3 Contextual Information** - Provides a brief overview of the relevant contextual information which, although outside the remit of the Plan, could affect the performance of the LDP policy framework. Policy specific contextual information is provided in the relevant policy analysis section, including changes to policy framework at a national or local level.

**Section 4 LDP Monitoring Process** - Explains the monitoring process undertaken.

**Section 5 LDP Monitoring - Policy Analysis** - Reports on the 107 LDP monitoring indicators which were agreed during the LDP examination process and set out in the Inspectors Report.

**Section 6 Sustainability Appraisal Monitoring** - Provides an assessment of the LDP's performance against the 28 SA monitoring indicators.

**Section 7 Conclusions and Recommendations** – Sets out an overall overview of all indicators and Plan performance in the first year following adoption.

**Publication** – The AMR will be published on the Council's website.

## **Future Monitoring**

The broad structure of the AMR should remain the same from year to year in order to provide ease of analysis between successive reports. However, given that the monitoring process is dependent upon a wide range of statistical information that is sourced from both the Council and external sources, any changes to these sources could make certain indicators ineffective or out-dated. Accordingly, the monitoring framework may evolve over the Plan period and AMRs will be used as a means of identifying any such inevitable changes to the framework.

The Council is required to commence a full review of the LDP every four years after Plan adoption. A review of the LDP in advance of the formal review will only take place if the conclusions of the AMR or other exceptional circumstances indicate otherwise.

### **3. Contextual Changes**

This section provides a brief summary of the relevant contextual material that has been published during the current monitoring period. This includes national legislation and relevant plans, policies and strategies at the national, regional and local level. Any potential overall implications for the LDP as a whole are outlined where appropriate. General economic trends which have occurred since the LDP's adoption are also set out, together with progress on key supplementary planning guidance.

Contextual information which is specific to a particular LDP policy area is provided in the relevant policy analysis section for ease of reference and is therefore not repeated here.

#### **Legislative Changes**

##### **Planning (Wales) Act 2015**

The Planning (Wales) Act received Royal Assent in July 2015 and came into force in stages between October 2015 and January 2016. It sets out a series of legislative changes to deliver reform of the planning system in Wales, to ensure that it is fair, resilient and enables development. The Act addresses 5 key objectives which includes strengthening the plan-led approach to planning. It introduces a legal basis for the preparation of a National Development Framework (NDF) and Strategic Development Plans (SDP). The NDF is a national land use plan which will set out Welsh Government's policies in relation to the development and use of land in Wales. It is anticipated that this will be produced in 2018/9 when it will replace the Wales Spatial Plan. SDPs will address cross-boundary issues at a regional level such as housing, employment and waste and must be in general conformity with the NDF. The Regulations make reference to three strategic planning areas including South East Wales. It is anticipated that Cardiff will be part of this strategic planning area, in alignment with the emerging Cardiff Capital Region City Deal proposals. LDPs will continue to have a fundamental role in the plan-led system. The Act requires LDPs to be in general conformity with the NDF and any SDP which includes all or part of the area of the authority.

##### **The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015**

Amendments to The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 were carried out in response to the outcome of the LDP Refinement Exercise and aim to simplify certain aspects of the local development plan process.

The amended Regulations:

- Remove the statutory requirement to advertise consultation stages in the local press;
- Allow local planning authorities to make revisions to the local development plan where the issues involved are not of sufficient significance to warrant the full procedure, without going through the full revision process;
- Eliminate the need to call for and consult on alternative sites following the deposit consultation; and

- Make minor and consequential amendments.

The amended LDP Regulations came into force on 28 August 2015 and together with the related policy and guidance in Planning Policy Wales (PPW) and the revised LDP Manual aim to make the LDP process more efficient and effective (i.e. enabling swifter plan preparation and revision without imposing unnecessary prescription). The amended Regulations do not have any implications for the current LDP but will need to be considered in relation to any Plan review and will be given further consideration as necessary.

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

The Well-being of Future Generations (Wales) Act gained Royal Assent in April 2015 and came into force on 1<sup>st</sup> April 2016. The Act strengthens existing governance arrangements for improving the well-being of Wales by ensuring that sustainable development is at the heart of government and public bodies. It aims to make a difference to the lives of people in Wales in relation to a number of well-being goals including improving health, culture, heritage and sustainable resource use. The Act provides the legislative framework for the preparation of Local Well-being Plans which will replace Single Integrated Plans. Given that sustainable development is the core underlying principle of the LDP (and SEA) there are clear associations between the aspirations of both the LDP and Act/Local Well-being Plans. Indeed, it is considered that the LDP evidence base, SEA/SA and AMR will inform the Council's Local Well-being Plan. Moving forward, sustainable development principles will continue to inform any review of the Plan.

### **Environment (Wales) Act 2016**

This Act received Royal Assent in March 2016 and came into force on 21<sup>st</sup> May 2016 and sits alongside the Planning (Wales) Act 2015 and the Well-being of Future Generations (Wales) Act 2015 in promoting sustainable use, management and development of Welsh resources. The Environment (Wales) Act introduces new legislation for the environment and provides an iterative framework which ensures that managing Wales' natural resources sustainably will be a core consideration in decision-making. It requires Natural Resources Wales (NRW) to prepare a State of Natural Resources Report that provides an assessment of natural resources and considers the extent to which they are being sustainably managed. The Act also requires Welsh Government to produce a National Natural Resources Policy that sets out the priorities, risks and opportunities for managing Wales' natural resources sustainably. NRW will also produce a local evidence base (Area Statements) to help implement the priorities, risks and opportunities identified in the National Policy and set out how these will be addressed. Any subsequent implications for the LDP will be given further consideration as necessary.

### **Historic Environment (Wales) Act 2016**

The Historic Environment (Wales) Act 2016 received Royal Assent in March 2016. The Act makes important changes to the two main UK laws that provide the legislative framework for the protection and management of the historic environment: the Ancient Monuments and Archaeological Areas Act 1979 and the Planning (Listed Buildings



and Conservation Areas) Act 1990. The Act will give more effective protection to listed buildings and scheduled ancient monuments; improve the sustainable management of the historic environment; and introduce greater transparency and accountability into decisions taken on the historic environment. While some of the Act's measures came into force in May 2016, the majority will require further secondary legislation or other preparations before they are brought into effect later in 2017 or in 2018. Any implications for the LDP will be given further consideration as necessary.

### **Public Health (Wales) Act 2017**

The Public Health (Wales) Act 2017 received Royal Assent in July 2017. The Act makes changes to the law in Wales to improve health and prevent avoidable health harms. Some of the relevant changes in the Act include the production of a national strategy on preventing and reducing obesity and a requirement to undertake Health Impact Assessment (HIA) on key decisions.

## **National Planning Policy Amendments**

### **Planning Policy Wales (Edition 8, January 2016)**

A revised version of Planning Policy Wales (PPW) was published in January 2016. The main changes contained in Edition 8 relate to the following matters:

#### ***Local Development Plans (Chapter 2):***

A revised version of Chapter 2 was published on 25 September 2015 following the refinement of the LDP process. It takes account of related amendments to the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005, to the guidance in the Local Development Plan Manual (Edition 2, 2015) and to the withdrawal of Local Development Plans Wales: Policy on Preparation of LDPs (2005).

#### ***Planning for Sustainability (Chapter 4):***

Chapter 4 has been updated to take into account the Well-being of Future Generations (Wales) Act 2015. The amendments insert information on the provisions of the Act, including the seven well-being goals and the sustainable development principle. The description of legislative requirements for sustainable development in the planning system has also been updated. The changes also illustrate how the Welsh Government's planning policy objectives link to the well-being goals. It has also been updated to reflect the Welsh language provisions of the Planning (Wales) Act 2015 which strengthen the consideration given to the Welsh language in the planning system.

#### ***Minerals (Chapter 14):***

This new Chapter integrates into PPW the Welsh Government's planning policies for minerals development which were previously set out in Minerals Planning Policy Wales (2001). No changes to existing policy have been made as part of this integration exercise and Minerals Planning Policy Wales has been cancelled as a result.

### **Planning Policy Wales (Edition 9 November 2016)**

Edition 9 of *Planning Policy Wales* (PPW) was published in November 2016. This edition of PPW incorporates fully revised chapters on 'The Historic Environment' and on 'Retail and Commercial Development', along with changes to take account of provisions of the Planning (Wales) Act 2015 and the coming into force of the Well-being of Future Generations (Wales) Act 2015. The main changes to PPW are as follows:

### ***Introduction (Chapter 1)***

This has been updated to reflect the introduction of both the 'Planning Performance Framework' and the validation appeals policy expectations.

### ***Local Development Plans (Chapter 2)***

Chapter 2 has been updated to take account of changes in legislation, including provisions of the Planning (Wales) Act 2015. Some procedural elements that are covered in the LDP Manual (Edition 2, 2015) have also been removed.

### ***Making and Enforcing Planning Decision (Chapter 3)***

Chapter 3 has been streamlined as a result of the publication of the Development Management Manual. The revised chapter also now includes reference to 'Developments of National Significance' following the coming into force of the relevant Regulations related to the Planning (Wales) Act 2015.

### ***Planning for Sustainability (Chapter 4)***

Chapter 4 has been updated to include the statutory purpose of the planning system which was introduced by the Planning (Wales) Act 2015. There have also been amendments to take account of the coming into force of the Well-being of Future Generations (Wales) Act 2015 and regarding Design and Access Statements, linked to the Planning (Wales) Act.

### ***The Historic Environment (Chapter 6)***

Chapter 6 has been fully revised in conjunction with Cadw following the consultation exercise that took place earlier this year and Royal Assent of the Environment (Wales) Act 2016.

### ***Retail and Commercial Development (Chapter 10)***

Chapter 10 has been refreshed to update the Welsh Government's planning policy for retail and commercial development. The requirement remains to consider retail and commercial centres first and complementary uses, as well as the requirements for retail need and sequential tests and the undertaking of impact assessments where appropriate. The updated Chapter is accompanied by a revised Technical Advice Note 4, *Retail and Commercial Development*.

### **Technical Advice Notes (TANs)**

TAN 12 Design and Guidance on Site Context Analysis was updated in March 2016, TAN4 Retail and Commercial Development in November 2016 and TAN 20 Planning and the Welsh Language in October 2017. In addition a new TAN 24 The Historic Environment was published in October 2017 which replaced previous Welsh Office

Circulars covering this issue. The potential implications of the changes to these TAN's for the LDP are provided in the relevant policy analysis section.

## **Regional Context**

### **Cardiff Capital Region and City Deal**

South-East Wales is identified as a new city-region in Wales, covering Cardiff and South-East Wales Local Authorities. As set out in the report 'Powering the Welsh Economy'<sup>1</sup>, the Cardiff Capital Region is intended to encourage the ten local authorities and other key partners in its boundaries to work together and collaborate on projects and plans for the area. A transition board has been established although Progress remains at an early stage and at present the potential consequences for the LDP are not clear. Similarly the Authorities forming the Capital Region are continuing to work on a City Deal bid to fund projects aimed at boosting the competitiveness of the region over the next 20 years. Of note, the City Deal document was signed by the 10 local authority leaders, Secretary of State for Wales, Chief Secretary to the Treasury and First Minister in March 2016. The progress of the Cardiff Capital Region agenda, City Deal Bid and any subsequent implications for the LDP will be given further consideration in subsequent AMRs where appropriate.

## **Local Context**

### **Capital Ambition Report**

This report was issued in July 2017 and sets out the Council's five-year plan for the city. It outlines the Council's vision for Cardiff to become a leading city on the world stage. The plan focuses on four main areas:

- **Working for Cardiff** - Making sure everyone who lives and works here 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 demands and reduced budgets.

### **Cardiff Community Infrastructure Levy (CIL) Update**

Consultation on the CIL Draft Charging Schedule commenced during the current monitoring period. As this matter has now been devolved to Welsh Government the Council is currently awaiting guidance from Welsh Government on this matter before deciding how to proceed with the next steps in the preparation process. This guidance is due to issued by Welsh Government in early 2018 The progress of the CIL and any subsequent implications for the LDP will be given further consideration in successive AMRs where appropriate.

## General Economic Trends

### Economic Activity

Key economic activity data for Cardiff and Wales from the LDP base date of 2006 to the current monitoring period is shown in the tables below. The data demonstrates that Cardiff has experienced improved economic performance in relation to these indicators with employment, unemployment and earnings indicators all higher than the LDP base date of 2006. However, such changes are not considered to be so significant to have any implications for the LDP. These economic indicators will be considered in subsequent AMRs and any potential implications recorded.

### Economically Active – In Employment

	Cardiff	Wales
April 2006 to March 2007	66.7%	69.1%
April 2007 to March 2009	68.9%	69.3%
April 2008 – March 2009	69.5%	68.4%
April 2009 – March 2010	68.15	66.6%
April 2010 – March 2011	64.7%	66.4%
April 2011 – March 2012	65.5%	66.7%
April 2012 – March 2013	65.5%	67.6%
April 2013 – March 2014	69.4%	69.5%
April 2014 – March 2015	65.6%	69.3%
April 2015 – March 2016	69.1%	71.1%
April 2016 to March 2017	69.1%	71.4%
April 2017 to March 2018	72.0%	72.7%

Source: Nomis

### Economically Active – Unemployed

	Cardiff	Wales
April 2006 to March 2007	6.2%	5.3%
April 2007 to March 2008	6.1%	5.6%
April 2008 – March 2009	6.9%	6.8%
April 2009 – March 2010	8.7%	8.3%
April 2010 – March 2011	8.9%	8.4%
April 2011 – March 2012	9.1%	8.4%
April 2012 – March 2013	10%	8.3%
April 2013 – March 2014	8.1%	7.4%
April 2014 – March 2015	8.4%	6.8%
April 2015 – March 2016	6.7%	5.4%
April 2016 – March 2017	4.8%	4.4%
April 2017 – March 2018	6.0%	4.9%

Source: Nomis

## Gross Weekly Pay Full-Time Workers (Earnings by Residence)

	Cardiff	Wales
April 2006 to March 2007	£442.2	£414.8
April 2007 to March 2009	£453.2	£424.8
April 2008 – March 2009	£483.0	£444.6
April 2009 – March 2010	£499.3	£456.2
April 2010 – March 2011	£498.5	£455.1
April 2011 – March 2012	£495.4	£454.9
April 2012 – March 2013	£503.6	£475.3
April 2013 – March 2014	£496.4	£480.0
April 2014 – March 2015	£519.0	£487.6
April 2015 – March 2016	£534.4	£499.2
April 2016 – March 2017	£538.5	£505.9
April 2016 – March 2017	£534.4	£499.2
April 2017 – March 2018	£538.5	£505.9

Source: Nomis

## House Prices

As demonstrated in the table below, Land Registry data indicates that in general average house prices in Cardiff have increased over the current monitoring period. Average prices in 2017 at £223,081 were higher than the 2006 baseline price (£177,469). The data below shows that house prices have risen by 26% during the monitoring period.

### Cardiff Average House Prices 2006 to 2017

Time Period	Average House Price
2006	£177,469
2007	£184,136
2008	£174,278
2009	£173,100
2010	£183,498
2011	£181,529
2012	£181,690
2013	£190,048
2014	£195,390
2015	£202,970
2016	£213,714
2017	£223,081

Source: Land Registry

## Supplementary Planning Guidance

A number of supplementary planning guidance (SPG) documents to support key LDP policy areas have been approved during the current monitoring period. These are:

- Houses in Multiple Occupation
- Waste Collection and Storage Facilities
- Locating Waste Management Facilities
- Planning Obligations
- Tall Buildings
- Residential Design Guide
- Childcare SPG
- Planning for Health and Well-being
- Infill Design Guidance
- Residential Extensions and Alterations Guidance
- Green Infrastructure (including Technical Guidance Notes relating to Open Space, Ecology and Biodiversity, Trees, Soils, Public Rights of Way and River Corridors)
- Safeguarding Business and Industrial Land and Premises
- Food, Drink and Leisure Uses

In addition the following SPG were approved by Council on 19<sup>th</sup> July, 2018 outside the monitoring period:

- Archaeologically Sensitive Areas
- Managing Transportation Impacts (including Parking Standards)

Work on other SPG is ongoing and progress on these will be reported in the next AMR.

## Summary

As detailed above, new legislation and national, regional and local plans, policies and strategies have emerged during the current monitoring period, some of which may have implications for the future implementation of the LDP. However, none of contextual changes identified to date suggest the need for an early review of the Plan. Subsequent AMRs will continue to provide updates on relevant contextual material which could affect the Plan's future implementation.

## 4. LDP Monitoring Process

### How is the LDP Monitored?

Section 5 considers the extent to which the LDP's strategy is being realised with reference to the performance of particular policies against the indicators, targets and triggers contained within the LDP monitoring framework. The structure of the section is as follows:

#### Strategic objective

This is the starting point for the monitoring process. The AMR replicates each of the 4 overarching LDP objectives set out below from which the LDP policies flow.

- **Objective 1** – To respond to evidenced economic needs and provide the necessary infrastructure to deliver development
- **Objective 2** – To respond to evidenced social needs
- **Objective 3** – To deliver economic and social needs in a co-ordinated way that respects Cardiff's environment and responds to the challenges of climate change
- **Objective 4** – To create sustainable neighbourhoods that form part of a sustainable city

#### Contextual information

Significant contextual information that has been published since the Plan's adoption is outlined where relevant to a particular strategic policy. This will enable the AMR to determine whether the performance of a policy has been affected by contextual changes. These can include new or amended legislation, national, regional and local plans, policies or strategies as well as external social and economic trends which could affect the delivery of the LDP such as economic conditions. Any such changes lie outside the remit of the LDP.

#### Indicators

The LDP monitoring framework contains a variety of core and local indicators which will inform policy progress and achievement. The selection of these indicators has been guided by the need to identify output indicators which are able to measure quantifiable physical activities that are directly related to the implementation of LDP policies.

Several of the core indicators are either prescribed by LDP Regulation 37 or recommended by the LDP Manual for their ability to enable an assessment of the implementation of national policy. Further core indicators were identified on the basis of their ability to provide useful information on whether the delivery of the LDP strategy is progressing as anticipated.

The local indicators supplement the core indicators and have been selected based on the availability and quality of data and their relevance to the local area. Some local contextual indicators have also been included which cover key local characteristics against which LDP policies operate.

## **Targets**

The policy indicators are associated with corresponding targets which provide a benchmark for measuring policy implementation. Given the length of the plan period, it is necessary to incorporate 'milestone' targets to determine whether the Plan is progressing towards meeting the overall strategy. The timeframe attributed to such targets primarily relates to the anticipated delivery of development. The Council will investigate any policy that fails to meet its target. The level of consideration given to such policies within the AMR will depend on the reasons identified for the failure and the significance of the policy for the delivery of the overall plan strategy.

## **Triggers**

Trigger levels have also been included for certain targets to more accurately help measure plan performance. They will provide an indication of when policy targets are not being met, or insufficient progress is being made towards meeting them.

## **Analysis**

Having regard to the indicators, relevant targets, triggers and monitoring outcomes, the AMR assesses whether the Plan's policies are being implemented as intended and whether the LDP objectives and strategy are being achieved. This includes the identification and further investigation of any policy that fails to meet its target and/or has reached its trigger point. However, the fact that a policy reaches its trigger level does not automatically imply that the policy is failing. The analysis will consider whether such performance may be due to extraneous circumstances or could be justified in the context of the overall policy framework. In certain instances it has been difficult to identify meaningful trends due to the limited amount of data available and consequently some of the conclusions drawn are preliminary and will need to be verified by a longer period of monitoring. In instances where the Council has been unable to monitor an indicator or where an indicator has been superseded, an explanation will be provided in the relevant policy analysis section.

## **Recommendations**

Taking account of the policy analysis, appropriate recommendations are provided including a statement of any necessary actions required. If policies are found to be failing the AMR will set out clear recommendations on what, if anything, needs to be done to address this.

## **Overall findings for each strategic objective**

Finally, for each strategic objective, an overall statement of performance is provided and a conclusion made on whether that particular objective is being achieved through the combination of policies identified.



## Policy Performance Traffic Light Rating

As a visual aid in monitoring the effectiveness of the Plan's strategic policies and to provide a quick reference overview of policy performance a 'traffic light' rating is included for relevant indicators as follows:

<b>Continue Monitoring (Green)</b>	
Where indicators are suggesting the LDP Policies are being implemented effectively and there is no cause for review.	
<b>Training Required (Blue)</b>	
Where indicators are suggesting that LDP policies are not being implemented as intended and further officer or Member training is required.	
<b>Supplementary Planning Guidance Required (Purple)</b>	
Indicators may suggest the need for further guidance to be provided in addition to those already in the Plan.	
<b>Further Research (Yellow)</b>	
Where indicators are suggesting the LDP policies are not being as effective as they should, further research and investigation is required.	
<b>Policy Review (Orange)</b>	
Where indicators are suggesting the LDP policies are failing to implement the strategy a formal review of the Policy is required. Further investigation and research may be required before a decision to formally review is confirmed.	
<b>Plan Review (Red)</b>	
Where indicators are suggesting the LDP strategy is failing and a formal review of the Plan is required. This option to fully review the Plan will need to be fully investigated and undertaken following serious consideration.	

## **Sustainability Appraisal Monitoring Framework**

The Sustainability Appraisal Monitoring expands the assessment of the performance of the LDP against the Sustainability Appraisal (SA) monitoring objectives. The SA identifies 26 indicators developed to measure the environmental, economic and social impacts of the LDP. This is set out in Section 6 of the AMR.

This section provides a detailed assessment of whether the Plan's strategic policies, and associated supporting policies, are being implemented as intended and whether the LDP objectives and strategy are being achieved. Appropriate recommendations are subsequently provided, together with necessary actions to address any policy implementation issues identified through the monitoring process. Aligned with the LDP, the analysis is set out in strategic policy order.

## 5. LDP Monitoring Policy Analysis

### Contextual Indicators

Contextual Indicators	Target	Trigger	Result 2016/17	Result 2017/2018
Annual unemployment rate	The annual unemployment rate decreases	The annual unemployment rate increase for two or more consecutive years	5.3%	6.0%
Percentage of population in the 100 most deprived wards in Wales	The percentage of population in the 100 most deprived wards in Wales decreases	The percentage of population in the 100 most deprived wards in Wales increases for 2 or more consecutive years	The latest Welsh Index of Multiple Deprivation data from 2015 shows that 12% of the population of Cardiff is in the 100 most deprived wards in Wales	Next update to Welsh Index planned for 2019
Level of Police recorded crime in Cardiff	Police Recorded Crime rates decrease	Police Recorded Crime rates increase for two or more consecutive years.	In the quarter ending December 2016, crime rates were up in Cardiff (and in the South Wales force area) compared with the corresponding quarter in 2015. Crime rates in Cardiff increased from 23.08 crimes per thousand residents to 25.32 crimes per thousand residents.	In the quarter ending December 2017, crime rates were up in Cardiff (and in the South Wales force area) compared with the corresponding quarter in 2016. Crime rates in Cardiff increased from 25.32 crimes per thousand residents to 28.33 crimes per thousand residents.
Percentage of adults meeting	The percentage	The percentage of	62% of adults reported being	58% of adults reported being

recommended guidelines for physical activity	of adults meeting recommended guidelines for physical activity increases annually over the Plan period	adults meeting recommended guidelines for physical activity decreases for two or more consecutive years	physically active for more than 150 mins in the previous week  23% of adults reported being physically active for less than 30 mins in the previous week	physically active for more than 150 mins in the previous week  27% of adults reported being physically active for less than 30 mins in the previous week
Waste Reduction Rate	Waste reduction rate of 1.2% annually to 2050	The waste reduction rate falls below 1.2% for two or more consecutive years	The amount of household waste collected and generated between 2014/15 and 2015/16 increased by 3% from 170,715 to 177,457 tonnes	The amount of household waste collected and generated between 2015/16 and 2016/17 decreased by 0.3% from 177,457 to 176,952 tonnes

**Objective 1 – To respond to evidenced economic needs and provide the necessary infrastructure to deliver development**

**Topic Area: Employment Land Permitted on Allocated Sites**

**Relevant LDP Policies:** KP2, KP9, EC1 – EC7

**Indicator reference:** OB1 EC1

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period

Indicator	Target	Trigger		
<b>Core</b> Employment land permitted (ha) on allocated sites as a percentage of all employment allocations.	None	None		
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>			
Total land area of Allocations = 132ha  Employment development permitted on allocated sites (April 2016-31 <sup>st</sup> March 2017) = 11.6ha. This equates to 9%	Total land area of Allocations = 132ha  Employment development permitted on allocated sites (April 2017 - 31 <sup>st</sup> March 2018) = 2.12 ha. This equates to 1.7%			
<b>Analysis</b>				
Please see monitoring table below for a breakdown of employment land permitted during the monitoring period on allocated sites.				
Application No.	Proposal	Address	Site Area (ha)	Status
16/01749/MJR	HYBRID APPLICATION COMPRISING OF FULL DETAILED APPLICATION FOR THE PROPOSED MIXED-USE COMMERCIAL OFFICE BUILDING AT NUMBER 4 CAPITAL QUARTER AND OUTLINE	PLOT 1, J AND L, WESTERN COURTYARD, CAPITAL QUARTER, TYNDALL STREET, ATLANTIC WHARF	0.69	Under Construction (Granted 13/04/2017)

	APPLICATION FOR REMAINING PARTS OF WESTERN COURTYARD AT PLOT J AND L FOR RESIDENTIAL AND ASSOCIATED PUBLIC REALM AND LANDSCAPING			
17/01751/MJR	31,630 SQ M (GIA) / 24,837 SQ M (NIA) OF USE CLASS B1 (OFFICE) FLOORSPACE, OF WHICH UP TO 372 SQ M OF USE CLASS A1/A3 (RETAIL/CAFE) WILL BE PROVIDED AT GROUND FLOOR LEVEL, WITH CAR AND CYCLE PARKING AND PUBLIC REALM WORKS	LAND NORTH OF WOOD STREET, WEST OF HAVELOCK STREET, SOUTH OF PARK STREET AND EAST OF NO.6 PARK STREET. (THE SITE ENCOMPASSES PLOTS 6 (IN PART), 7 AND 8 OF THE CENTRAL SQUARE MASTERPLAN AREA)	0.6	Under Construction (Granted 13/09/2017)
17/02615/MJR	HYBRID APPLICATION COMPRISING OF FULL APPLICATION FOR THE PROPOSED MIXED USE COMMERCIAL BUILDING ON THE SOUTH SITE NO.1 JOHN STREET OUTLINE APPLICATION PROPOSED MIXED USE COMMERCIAL & LEISURE HOTEL FOR THE NORTH SITE NO.2 JOHN STREET. INCLUDING	LAND ON THE NORTH AND SOUTH SIDE OF JOHN STREET, CALLAGHAN SQUARE, BUTETOWN	0.83	Granted 07/02/18 subject to S106

	ASSOCIATED PARKING, PUBLIC REALM AND LANDSCAPE WORKS.			
<p>The employment land permitted (ha) on allocated sites during the period 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018 as a percentage of all employment allocations is 1.7%. Please note a significant area of this allocation has an existing development footprint, or has already been developed during the LDP plan period. Furthermore, a significant proportion of mixed use development is expected to come forward, in addition to employment schemes in this zone.</p> <p>It is also worth noting that although the take up in terms of hectares is lower than the previous 12 months, the schemes permitted are high density, high rise offices which have smaller land requirements.</p>				
<p><b>Recommendations</b></p>				
<p>No action is required at present. Continue to monitor.</p>				

## **Topic Area: Employment Land Take Up**

**Relevant LDP Policies:** KP2, KP9, EC1-EC7

**Indicator reference:** OB1 EC2

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>Core</b> Annual Employment land take up (based on completions) in Cardiff (including on Strategic Sites – Policy KP2)	Offices (B1) = 27,000-33,400 sqm annually.  Industrial (B1 b/c, B2, B8) = 4 to 7 ha annually	Offices (B1) = Take up is more than 10% above or below the target for 2 or more consecutive years (B1b/c, B2, B8) = Take up is more than 10% above or below the target for two or more consecutive years.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
Office Take Up (April 2016 to April 2017) = 9760 sqm	Industrial Take up (April 2016 to April 2017) = 12.3 ha	Office Take Up (April 2017 to April 2018) = 14,969 sqm (please see analysis)  Industrial Take up (April 2017 to April 2018) = 0.5 ha
<b>Analysis</b>		
<p>Office Take up is based on completions during the period April 2017 to 31<sup>st</sup> March 2018. In this period 14,969 sqm of office floorspace was completed, This floorspace was largely attributed to the completion of Capital Quarter, No 3, Tyndall Street, and One Canal Parade, Dumballs Road. Although this falls below the target set, it is important to note that Plot 2 Central Square is nearing completion. This equates to a further 14,550 sqm. If these figures were to be considered this would provide a further 29,519 sqm of office floorspace, which would be in excess of the target.</p> <p>Taking these figures into consideration, Cardiff's Office market is deemed to be strong, and no concerns are raised in relation to this indicator.</p> <p>Industrial Take-up is based on completions during the period April 2017 to 31<sup>st</sup> March 2018. Although there have been no significant industrial completions within this period, the industrial take up last year well exceeded the upper target. The 0.5 ha completion was the New Lexus showroom and workshops, Hadfield Road, Leckwith. There are also a number of current planning permissions for industrial use, the most significant being 15.4 ha of commercial development (B2 and B8 uses), on land adjacent to Longships Road and Compass Road, Cardiff Bay. Taking these factors into consideration no concerns are raised in relation to this indicator.</p>		



<b>Recommendations</b>
No action is required at present. Continue to monitor.

## **Topic Area: Loss of Employment Land**

**Relevant LDP Policies:** KP2, EC1 – EC7

**Indicator reference:** OB1 EC3

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
Local Amount of employment land lost to non-employment uses in primary and local employment sites (Policy EC1)	No loss of employment land (Policy EC1) unless in accordance with Policy EC3.	No loss of employment land on EC1 protected sites, except for developments which have been considered a complimentary use under Policy EC2, or which have been considered to satisfy Policy EC3.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No loss of employment land occurred on EC1 protected sites except where the proposal was considered a complimentary use under Policy EC2, or which satisfied Policy EC3.	No loss of employment land on EC1 protected sites occurred except where the proposal was considered a complimentary use under Policy EC2 or satisfied EC3.	
<b>Analysis</b>		
<p>In relation to complimentary uses, a number of small scale gyms were approved.</p> <p>A dogs rehoming centre was approved at Ocean Park (EC1.1) and this included a substantial office (B1) element.</p> <p>Student accommodation was approved on land at East Bay Close (EC1.22) as assessed against Policy EC3, the site had been marketed since 2009 without success.</p> <p>It is therefore considered that policy EC1 and Policy EC3 are functioning effectively. The council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p> <p>The Council was also successful at appeal following a refusal to grant planning permission for residential development at Cardiff Gate Business Park.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Employment Provision Cardiff Central Enterprise Zone**

**Relevant LDP Policies:** KP2(A), KP9, EC1 – EC7

**Indicator reference:** OB1 EC4

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>		
Local Employment provision of Allocated Sites – (KP2 (A) – Cardiff Central Enterprise Zone)	Employment densities for B1 use at least 14.5 per sqm (gross external value)	No trigger is set at present but will be revised once further details are known		
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>		
Office completions – 9760 sqm Offices under construction – 23,380 sqm Offices in pipeline with planning permission – 157,897 sqm		Office completions – 14,969 sqm Offices under construction – 42,652 sqm Offices in pipeline (since April 2017) with planning permission – 13,275 sqm		
<b>Analysis</b>				
<p>Within the Allocated Site (KP2A) the amount of office floorspace completions and office floorspace under construction has increased on the previous year with 14,969 sqm of office floorspace completed and 42,652 sqm of office floorspace currently under construction (April 2017 – 31<sup>st</sup> March 2018).</p> <p>Since April 2017 a further 13,275 sqm of office floorspace is in the pipeline with planning permission.</p>				
<b>Completions</b>				
<b>Application No.</b>	<b>Proposal</b>	<b>Address</b>	<b>Floorspace (sqm)</b>	<b>Status</b>
15/02766/MJR	6-7 STOREY OFFICE BUILDING, NUMBER 3 CAPITAL QUARTER WITH LOWER GROUND FLOOR PARKING	BLOCK H, CAPITAL QUARTER, TYNDALL STREET, ATLANTIC WHARF	8700 sqm	Complete

15/02956/MNR	DEMOLITION AND NEW BUILD FOUR STOREY OFFICE DEVELOPMENT	14 TRADE STREET, BUTETOWN	626 sqm	Complete
15/03144/MJR	VARIATION OF CONDITIONS 2 (ARCHITECTURAL DETAILING), 3 (HARD AND SOFT LANDSCAPING), 5 (DETAILS OF JUNCTION) AND 18 (APPROVED DRAWINGS), AND REMOVAL OF CONDITION 11 (PUBLIC ART) OF PLANNING APPLICATION 04/00819/C TO ENABLE THE DEVELOPER TO COMMENCE PRELIMINARY WORKS ON SITE WITHOUT DISCHARGING PRE-COMMENCEMENT CONDITIONS. THE APPROVED DESIGN TO BE AMENDED ALSO	FUSION POINT 3, DUMBALLS ROAD, BUTETOWN, CARDIFF	5600 sqm	Complete

#### Under Construction

Application No.	Proposal	Address	Floorspace (sq m)	Status
16/01749/MJR	HYBRID APPLICATION COMPRISING OF FULL DETAILED APPLICATION FOR THE PROPOSED MIXED-USE COMMERCIAL OFFICE BUILDING AT NUMBER 4 CAPITAL QUARTER AND OUTLINE	PLOT 1, J AND L, WESTERN COURTYARD, CAPITAL QUARTER, TYNDALL STREET, ATLANTIC WHARF	11,022 sqm	Under Construction (Granted 13/04/2017)

	APPLICATION FOR REMAINING PARTS OF WESTERN COURTYARD AT PLOT J AND L FOR RESIDENTIAL AND ASSOCIATED PUBLIC REALM AND LANDSCAPING			
17/01751/MJR	31,630 SQ M (GIA) / 24,837 SQ M (NIA) OF USE CLASS B1 (OFFICE) FLOORSPACE, OF WHICH UP TO 372 SQ M OF USE CLASS A1/A3 (RETAIL/CAFE) WILL BE PROVIDED AT GROUND FLOOR LEVEL, WITH CAR AND CYCLE PARKING AND PUBLIC REALM WORKS	LAND NORTH OF WOOD STREET, WEST OF HAVELOCK STREET, SOUTH OF PARK STREET AND EAST OF NO.6 PARK STREET. (THE SITE ENCOMPASSES PLOTS 6 (IN PART), 7 AND 8 OF THE CENTRAL SQUARE MASTERPLAN AREA)	31,630 sqm	Under Construction (Granted 13/09/2017)

Application No.	Proposal	Address	Floorspace (sqm)	Status
17/02615/MJR	HYBRID APPLICATION COMPRISING OF FULL APPLICATION FOR THE PROPOSED MIXED USE COMMERCIAL BUILDING ON THE SOUTH SITE NO.1 JOHN STREET OUTLINE APPLICATION PROPOSED MIXED USE COMMERCIAL & LEISURE HOTEL FOR THE	LAND ON THE NORTH AND SOUTH SIDE OF JOHN STREET, CALLAGHAN SQUARE, BUTETOWN	13,275 sqm	Not started

	NORTH SITE NO.2 JOHN STREET. INCLUDING ASSOCIATED PARKING, PUBLIC REALM AND LANDSCAPE WORKS.			
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The data above shows Policy KP2(A) is effectively delivering the development of multi storey high density office developments in the Central Enterprise Zone with completions and office floorspace under construction higher than the previous year. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.

**Recommendations**

No action is required at present. Continue to monitor.

## **Topic Area: Employment Provision North West Cardiff**

**Relevant LDP Policies:** KP2(C), KP9, EC1 – EC7

**Indicator reference:** OB1 EC5

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
LOCAL Employment provision on Allocated Sites – (KP2 C – North West Cardiff)	15,000sq m (B1 & B1 (b&c)	No trigger was set at present but will be revised once further details are known.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
15,500sq m B1(a), B1(b) & B1(c) included in planning application (ref 14/02733/MJR) approved 20/03/2017	The office development granted planning permission as part of this strategic residential led mixed use development has not yet started.	
<b>Analysis</b>		
<p>Planning permission 14/02733/MJR granted 20/03/2017 for residential led mixed use development of this strategic sites which includes the target level of B1 floorspace.</p> <p>Although not yet started, the residential development has begun. It is therefore considered that policy KP2 is functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Employment Provision North of Junction 33**

**Relevant LDP Policies:** KP2 (D&E), KP9, EC1 – EC7

**Indicator reference:** OB1 EC6

**Contextual Changes:** There have been no significant contextual change relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
LOCAL Employment provision on Allocated Sites – (KP2 D&E – North of J33 & South of Creigiau)	3 ha by J33 plus 2.5ha flexible local employment space.	No trigger set at present but will be revised once further details are known.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
6.7ha employment space including interchange included in planning application (ref 14/00852/MJR) granted 28/02/2017.		No yet started.
<b>Analysis</b>		
<p>Planning permission 14/00852/MJR granted 28/02/2017 for the residential led mixed use development of this strategic site which includes the target level of employment floorspace. Development has not yet started.</p> <p>As the site has been granted planning permission it is considered that policy KP2 D&amp;E is functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of this policy framework relating to this issues.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		



## **Topic Area: Employment Provision North East Cardiff**

**Relevant LDP Policies:** KP2 (F), KP9, EC1 – EC7

**Indicator reference:** OB1 EC7

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
LOCAL Employment provision on Allocated Sites – (KP2 F – North East Cardiff)	6.5ha B1 & B1 (b&c) employment space	No trigger is set at present but will be revised once further details are known
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No application submitted to date		No application submitted to date
<b>Analysis</b>		
No application submitted to date.  The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issues.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

**Topic Area: Employment Provision South of St Mellons Business Park**

**Relevant LDP Policies:** KP2 (H), KP9, EC1 – EC7

**Indicator reference:** OB1 EC8

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
LOCAL Employment provision on Allocated Sites – (KP2H-South of St. Mellons Business Park)	80,000 to 90,000sq m (B1(b))/(c)	No trigger is set at present but will be revised once further details are known.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No application submitted to date		No application submitted to date
<b>Analysis</b>		
<p>No application submitted to date.</p> <p>The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Net Job Creation**

**Relevant LDP Policies:** KP1, KP9, EC1 – EC7

**Indicator reference:** OB1 EC9

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
LOCAL Net job creation over the remaining Plan period (Total = 40,000 over whole Plan period, 20,900 jobs created between 2006 and 2015).	19,100 by 2026 or 1,736 annually. Target is set at 1,750 jobs annually over the remaining plan period.	If annual creation of new jobs falls more than 10% below the anticipated rate of 1,750 jobs for 2 or more consecutive year.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
Total jobs in Cardiff - 202,000 in 2015 (latest Nomisweb.co.uk figures, May 2017).	Total jobs in Cardiff – 208,000 in 2016 (latest Nomisweb.co.uk figures, 2016).	
<b>Analysis</b>		
<p>The total number of jobs in Cardiff has risen to 208,000 jobs, a rise of 6,000 jobs since the last AMR, and is well above target.</p> <p>It is therefore considered that KP1 is functioning effectively. The Council will continue to monitor this indicator this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		
<b>Recommendations</b>		
No action required at present. Continue to monitor.		

## Topic Area: Active A1 Retail Units within District and Local Centres

Relevant LDP Policies: R1-R8

Indicator reference: OB1 EC10

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger	
Active A1 (retail) units within District and Local Centres remaining the predominant use.	A1 units comprising 40% of all units within District & Local Centres (Base Level in 2013).	A1 units comprising less than 40% of all units within a centre	
Performance 1 <sup>st</sup> AMR 1 <sup>st</sup> April 2016 to 31 <sup>st</sup> March 2017	Performance 2 <sup>nd</sup> AMR 1 <sup>st</sup> April 2017 to 31 <sup>st</sup> March 2018		
District Centres – Average of 46% active A1 retail units within centres.  Local Centres – Average of 47% active A1 retail units within centres.	District Centres – Average of 45% active A1 retail units within centres.  Local Centres – Average of 46% active A1 retail units within centres.  For an individual breakdown please see the analysis section.		
Analysis			
District Centres			
<i>District Centre</i>	<i>Total No of Units</i>	<i>No active A1 (retail) units</i>	<i>Percentage Active A1 (retail) units</i>
Albany Road/Wellfield Road	199	95	48%
City Road	166	67	40%
Clifton Street	96	53	55%
Cowbridge Road East	190	85	45%
Crwys Road/Woodville Road	133	51	38%
Bute Street/James Street	61	19	31%
Merthyr Road, Whitchurch	96	51	53%
Penarth Road/Clare Road	68	33	49%
St Mellons	20	8	40%
Thornhill	8	5	63%
Whitchurch Road	118	43	36%
		<b>Average</b>	<b>45%</b>

The average percentage of active A1 retail units within District Centres is 46 percent. The majority of District centres well exceed the 40 percent target with the exception of Bute St/James Street, Crwys Road/Woodville Road and Whitchurch Road. It is acknowledged that Bute Street/James Street has historically had a large element of restaurants/cafes given its location within Mermaid Quay, Cardiff Bay. Being 9% below the 40% target in terms of active retail units does not raise cause for concern in this instance.

Crwys Road/Woodville Road, and Whitchurch Road centre fall just below the 40% threshold. Any further non-shopping uses within these centres will be scrutinised in light of this evidence, however each case will be assessed on its merits.

### Local Centres

<b>Local Centre</b>	<b>Total No of Units</b>	<b>No active A1 (retail) units</b>	<b>Percentage of Active A1 (retail) units</b>
Birchgrove	44	17	39%
Bute Street (Loudoun Square)	12	9	75%
Cathedral Road	28	14	50%
Countisbury Avenue	35	18	52%
Caerau Lane	9	6	67%
Fairwater Green	16	8	50%
Gabalfa Avenue	15	4	27%
Grand Avenue	15	8	53%
High Street, Llandaff	32	11	34%
Maelfa, Llanedeyrn*	N/A*	N/A*	N/A*
Newport Road, Rumney	45	21	47%
Rhiwbina Village	46	26	57%
Salisbury Road	45	15	33%
Splott Road	39	13	33%
Station Road, Llanishen	29	14	48%
Station Road, Llandaff North	32	13	41%
Station Road, Radyr	15	9	60%
Tudor Street	34	15	44%
Willowbrook Drive	5	1	20%
Wilson Road	15	8	53%
		<b>Average</b>	<b>46%</b>

*\*Maelfa Local Centre is currently undergoing a mixed use redevelopment (Planning Application 11/1082/DCO)*

The average percentage of active A1 retail units within Local Centres is 46 percent. The majority of Local centres well exceed the 40 percent target with the exception of High Street, Llandaff, Salisbury Road, and Splott Road. These centres fall just below the 40% threshold. Any further non-shopping uses within these centres will be scrutinised in light of this evidence, however each case will be assessed on its merits.

Splott Road has experienced a high vacancy rate over the last few years and this trend seems set to continue, despite retail policy designation.

Willowbrook Drive and Gabalfa Avenue fall well below the 40% target.

Willowbrook Drive has also failed to attract new A1 occupiers during the plan period, whereby two large retail units have been vacant for over 10 years. These long term vacancies have attracted various forms of anti-social behaviour by way of theft, damage, graffiti, fly-tipping, and vandalism. Gabalfa Avenue did have a higher A1 occupier rate of 33% A1 for last year's AMR and this should be taken into consideration.

### **Recommendations**

No action is required at present. The majority of centres are providing a strong retail function. Carefully scrutinise further applications for change of use of A1 units in the following Local centres Gabalfa Avenue, High Street, Llandaff, Salisbury Road and Splott Road. Continue to monitor.

## **Topic Area: Protected City Centre Shopping Frontages**

**Relevant LDP Policies:** R2, R3

**Indicator reference:** OB1 EC11

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Proportion of protected City Centre shopping frontages with over 50% Class A1 (Shop) units.	100%	90%
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
54 (84.4%) of the city centres 64 Protected Shopping Frontages had over 50% Class A1 units in 2016.	In 2018, 53 of the city centres 64 Protected Shopping Frontages have 50% or more Class A1 units.	
<b>Analysis</b>		
<ul style="list-style-type: none"> <li>• The Council's City Centre Land Use and Floorspace Survey (LUFS) is published each autumn.</li> <li>• The first Performance AMR survey undertaken in October 2016 identified that 54 (84.4%) out of city centres 64 Protected Shopping Frontages comprised of 50% or more Class A1 units.</li> <li>• It was noted at the time that the 10 Protected Shopping Frontages which were identified as falling below the 50% threshold were weaker frontages that have not historically achieved 50%, but were included as protected frontages in the LDP for their group value within the Central Shopping Area (CSA).</li> <li>• It was therefore recommended that 54 Protected Shopping Frontages represents the 100% target for the future monitoring of this benchmark.</li> <li>• The August 2018 survey identifies that 53 out of city centres 64 Protected Shopping Frontages comprised of 50% or above Class A1 units. This represents a total of 98.1% when measured against the first AMR target of 54 frontages (100%).</li> </ul>		
<b>Recommendations</b>		
<ul style="list-style-type: none"> <li>• No actions are triggered under the second year of performance monitoring.</li> </ul>		

## Topic Area: Vacancy Rates in Central Shopping Area, District and Local Centres

Relevant LDP Policies: KP10, R1-R8

Indicator reference: OB1 EC12

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger	
Percentage of ground floor vacant retail units in the Central Shopping Area, District and Local Centres	Vacancy levels are no higher than the national UK average (12%). Current vacancy levels in Cardiff are 9% (City Centre), 10% (District Centres) and 9% (Local Centres)	Vacancy levels rise above national UK average for more than two consecutive years	
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
<p>District Centres – Average of 6% vacancy rate within centres.</p> <p>Local Centres – Average of 7% vacancy rate within centres.</p> <p>13.9% of the Central Shopping Areas (CSA) ground floor retail units are currently (at October 2016) vacant. This equates to 9.4% of the CSA's ground floor retail floor space (sqm)</p>		<p>District Centres – Average of 7% vacancy rate within centres.</p> <p>Local Centres – Average of 9% vacancy rate within centres.</p> <p>For an individual breakdown please see the analysis section</p> <p>12.2% of the Central Shopping Areas (CSA) ground floor retail units are currently (at August 2018) vacant. This equates to 8% of the CSA's ground floor retail floorspace (sqm).</p>	
<b>Analysis</b>			
<b>District Centres</b>			
<b><i>District Centre</i></b>	<b><i>Total No of Units</i></b>	<b><i>No vacant retail units</i></b>	<b><i>Percentage vacant retail units</i></b>
Albany Road/Wellfield Road	199	13	7%
City Road	166	19	11%
Clifton Street	96	6	6%
Cowbridge Road East	190	10	5%
Crwys Road/Woodville Road	133	12	9%
Bute Street/James Street	61	8	13%
Merthyr Road, Whitchurch	96	5	5%



Penarth Road/Clare Road	68	6	9%
St Mellons	20	1	5%
Thornhill	8	0	0%
Whitchurch Road	118	7	6%
		<b>Average</b>	<b>7%</b>

All the District centres fall below the 10% vacancy trigger, with the exception of Bute Street/James Street which has a 13% vacancy rate. However, this centre has a reduced the vacancy rate by 3% from last year. City Road, marginally exceeds the target by 1%. Continue to monitor this centre for improvements next year.

### Local Centres

<b>Local Centre</b>	<b>Total No of Units</b>	<b>No vacant retail units</b>	<b>Percentage vacant retail units</b>
Birchgrove	44	5	11%
Bute Street (Loudoun Square)	12	0	0%
Cathedral Road	28	1	4%
Countisbury Avenue	35	2	6%
Caerau Lane	9	1	11%
Fairwater Green	8	0	0%
Gabalfa Avenue	15	2	13%
Grand Avenue	15	2	13%
High Street, Llandaff	32	3	9%
Maelfa, Llanedeyrn*	N/A*	N/A*	N/A*
Newport Road, Rumney	45	2	4%
Rhiwbina Village	46	1	2%
Salisbury Road	45	2	4%
Splott Road	39	7	18%
Station Road, Llanishen	29	1	3%
Station Road, Llandaff North	32	0	0%
Station Road, Radyr	15	2	13%
Tudor Street	34	7	21%
Willowbrook Drive	5	2	40%
Wilson Road	15	0	0%
		<b>Average</b>	<b>9%</b>

\*Maelfa Local Centre is currently undergoing a mixed use redevelopment (Planning Application 11/1082/DCO)

A significant number of Local centres meet or fall below the 9% vacancy trigger, with the exception of Birchgrove, Caerau Lane, Gabalfa Avenue, Grand Avenue, Tudor Street, Splott Road and Willowbrook Drive. It is noted that Caerau Lane only has 1 vacant unit which does not raise cause for concern. Gabalfa Avenue and Grand Avenue are both small centres, and only have 2 vacant units.

Tudor Street, Splott Road and Willowbrook Drive well exceed the 9% trigger. Splott Road has experienced a high vacancy rate over the last few years and this trend seems set to continue, despite retail policy designation.

Willowbrook Drive has also failed to attract new A1 occupiers during the plan period, whereby two large retail units have been vacant for over 10 years. These long term vacancies have attracted various forms of anti-social behaviour by way of theft, damage, graffiti, fly-tipping, and vandalism. Tudor Street has also experienced a small increase in the vacancy rate since last year's monitoring period.

The Council's City Centre Land Use and Floor space Survey (LUFS) is published each autumn.

The August 2018 survey identifies that 12.2% of the Central Shopping Areas (CSA) ground floor retail units are currently (at August 2018) vacant. It should be noted however that this equates to only 8% of the CSA's ground floor retail floor space (sqm).

The first survey in 2016 identified vacancy rates of 13.5%. This year (2018) has seen a 1.3% improvement with the number of vacant units reduced to 12.2%, which is consistent with the national average. We will need to monitor the survey results over the next few years to check if this improvement is a result of long-term occupiers or whether the 2018 survey has coincided with an increased number of units being occupied on short-term tenancies.

Monitoring over future years will evidence if these trends continue.

### **Recommendations**

No action is required at present. Vacancy rates are predominantly below the required threshold. Continue to monitor.

Monitoring over future years will evidence if these trends continue.

## **Topic Area: Retail Development Outside Designated Centres**

**Relevant LDP Policies:** KP10, R1, R2, R3, R4, R5, R6, R7 & R8

**Indicator reference:** OB1 EC13

**Contextual Changes:** There have been no significant contextual changes relating to this policy are during the monitoring period.

Indicator	Target	Trigger
LOCAL Number of Retail Developments permitted outside of the central Shopping Area and District Centres not in accordance with Policy R6 and as assessment of need and strict application of the sequential test.	No retail developments permitted outside these areas (unless in accordance with Policy R6 and an assessment of need and strict application of the sequential test).	1 or more retail development permitted outside of the Central Shopping Area and District Centres not in accordance with Policy R6 and as assessment of need and strict application of the sequential test.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
27 applications approved for retail development outside the Central Shopping Area and District Centres. 7 applications were accompanied by an assessment of need and sequential test. The remaining 20 were not accompanied by an assessment as specific circumstances did not require them.	17 applications approved for retail development outside the Central Shopping Area and District Centres. 3 applications were accompanied by an assessment of need and the sequential test. The remaining 14 were not accompanied by an assessment as specific circumstances did not require them.	
<b>Analysis</b>		
<p>During the monitoring period 17 applications were approved for development within the A Use Class or as part of mixed use development including A Use Class outside the Central Shopping Area and District Centres. Of these, 14 did not submit an assessment of need or demonstrated that they satisfied the sequential test as specific circumstances did not require them. The reasons for this are outlined below:-</p> <p>1 application was part of the village centre in an allocated strategic site and considered policy compliant with Policy R6 and R7.</p> <p>In all other cases the retail floorspace was small scale (less than 200sq m) and well below the TAN4 threshold of 2,500sq m. 2 applications were considered complementary uses as part of mixed use development and/or in a business/industrial</p>		

area. The remaining 11 applications were for changes of use of existing commercial premises.

It is therefore considered that Policy R6 is functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.

**Recommendations**

No action required at present. Continue to monitor.

## Topic Area: Achievement of 50:50 Modal Split

Relevant LDP Policies: KP2, KP6, KP8, T1-T9

Indicator reference: OB1 EC14

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

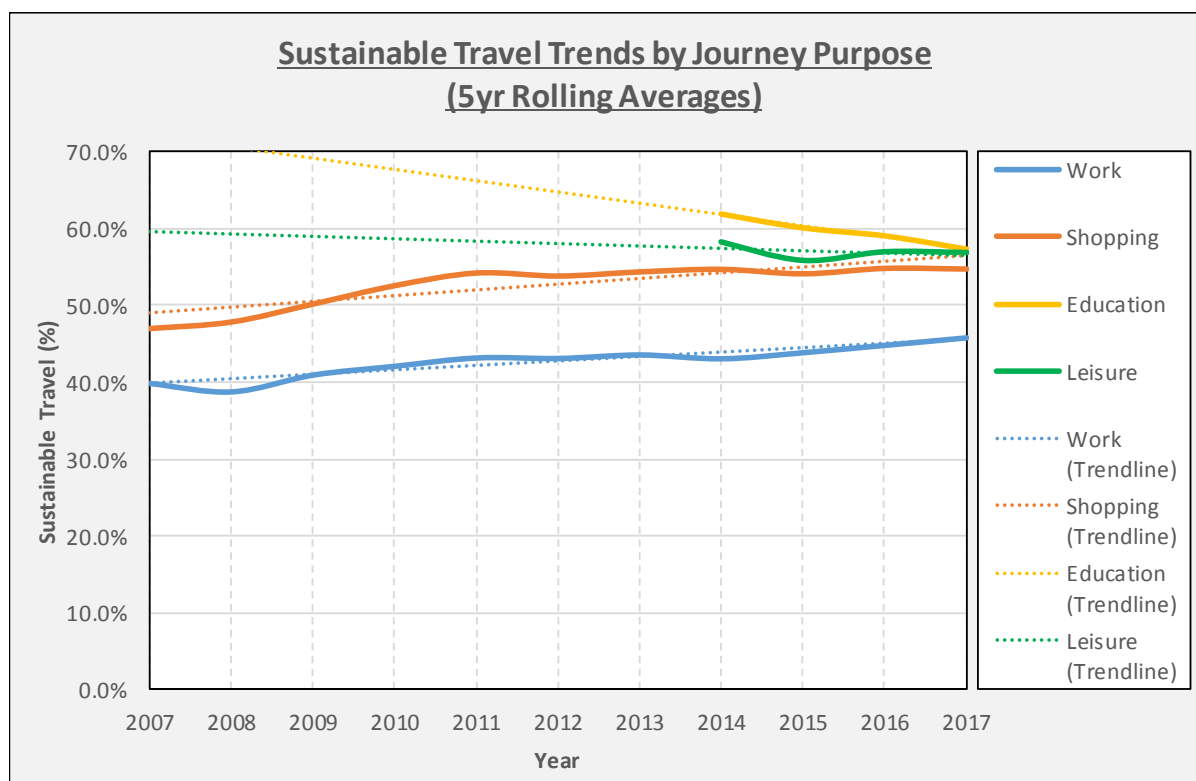
Indicator	Target	Trigger
<b>Local</b> Achievement of 50:50 modal split for all journeys by 2026	Increase the sustainable travel proportion of the modal split by 1% per annum for each journey purpose: 1) Work = 45.2% (2014) 2) Education = 57.8% (2014) 3) Shopping (City Centre) = 67.1% (2014) 4) Shopping (Other) = 43.2% (2014) 5) Leisure = 58% (2014)	Failure to achieve an annual increase of 1% for each journey purpose for two or more consecutive years
Performance 1 <sup>st</sup> AMR 1 <sup>st</sup> April 2016 to 31 <sup>st</sup> March 2017	Performance 2 <sup>nd</sup> AMR 1 <sup>st</sup> April 2017 to 31 <sup>st</sup> March 2018	
1) Work: 2014 = 45.2% 2015 = 45.0% (-0.2%) 2016 = 48.1% (+3.1%)  2) Education: 2014 = 57.8% 2015 = 50.4% (-7.4%) 2016 = 59.6% (+9.2%)  3) Shopping (City Centre): 2014 = 67.1% 2015 = 66.0% (-1.1%) 2016 = 67.9% (+1.9%)  4) Shopping (Other): 2014 = 43.2% 2015 = 41.3% (-1.9%) 2016 = 45.6% (+4.3%)  5) Leisure: 2014 = 58.0% 2015 = 54.8% (-3.2%) 2016 = 60.2% (+5.4%)	1) Work: 2016 = 48.1% 2017 = 48.4% (+0.3%)  2) Education: 2016 = 59.6% 2017 = 55.9% (-3.7%)  3) Shopping (City Centre): 2016 = 67.9% 2017 = 64.7% (-3.2%)  4) Shopping (Other): 2016 = 45.6% 2017 = 38.8% (-6.8%)  5) Leisure: 2016 = 60.2% 2017 = 56.4% (-3.8%)	

## Analysis

The target 1% increase in sustainable travel, has failed to be achieved for all journey purposes, albeit that a small increase has been achieved for journeys to Work.

However, results are shown to vary by year, as demonstrated by the general decrease in sustainable travel between 2014 and 2015, and yet increases between 2015 and 2016.

In order to better understand the overall trend in sustainable travel, the historic 5yr rolling average for each journey purpose has been plotted below –



The above demonstrates that overall the trend for travelling sustainably for both Work and Shopping trips is increasing, while Leisure has seen a slight decrease overall, only Education is shown to be subject to a marked decrease.

It should be noted that the vast majority of respondents to the Ask Cardiff Survey on which the above results are based, are adults aged over 24 (96% in 2017), with only 4% (2017) aged between 16-24, and none under 16. Therefore to clarify, travel to Education journeys in this instance will refer to a combination of university and college levels students, those in adult education, and parents/guardians escorting children to school.

However, results of the annual 'Cardiff Schools Hands-up Survey' show that for school travel specifically, the proportion of pupils travelling by sustainable modes has actually increased from 63% in 2016 to 65% in 2017.

The choice to travel sustainably is subject to a number of variables, many of which are externalities outside of the Council's direct influence. Nevertheless, examples of factors which may impact on mode-choice are – fuel prices, bus/rail fares, inflation, level of bus service provision, population trends, congestion effects in terms of bus journey times/reliability, parking availability/charges, changes in travel patterns (e.g. the rise in internet shopping), weather conditions, public health trends, infrastructure improvements etc.

### **Recommendations**

No action is required at present. Continue to monitor. If however a target 1% increase is also failed to be achieved for the following year, then this shall trigger the need for more in-depth analysis to be undertaken.

## Topic Area: Percentage of People Walking

Relevant LDP Policies: KP2, KP6, KP8, T1-T9

Indicator reference: OB1 EC15

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

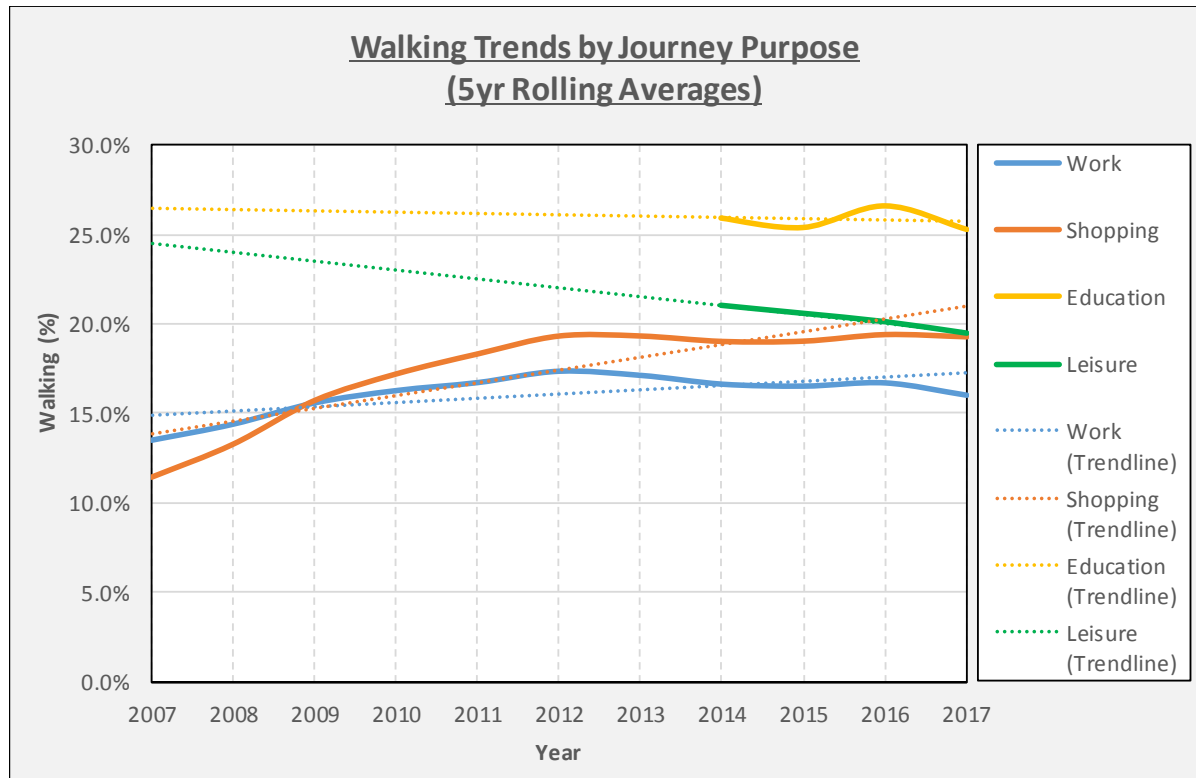
Indicator	Target	Trigger
<b>Local</b> Percentage of people walking (all journeys)	An annual increase of journeys made on foot for each journey purpose: 1) Work = 15.9% (2014) 2) Education = 24.1% (2014) 3) Shopping (City Centre) = 16.7% (2014) 4) Shopping (Other) = 22.3% (2014) 5) Leisure = 19% (2014)	Failure to achieve an annual increase for each journey purpose for two or more consecutive years
	<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
	<p>1) Work: 2014 = 15.9% 2015 = 16.6% (↑) 2016 = 17.9% (↑)</p> <p>2) Education: 2014 = 24.1% 2015 = 22.6% (↓) 2016 = 27.6% (↑)</p> <p>3) Shopping (City Centre): 2014 = 16.7% 2015 = 16.5% (↓) 2016 = 18.4% (↑)</p> <p>4) Shopping (Other): 2014 = 22.3% 2015 = 22.2% (↓) 2016 = 23.5% (↑)</p> <p>5) Leisure: 2014 = 19.0% 2015 = 18.9% (↓) 2016 = 21.8% (↑)</p>	<p>1) Work: 2016 = 17.9% 2017 = 14.0% (↓)</p> <p>2) Education: 2016 = 27.6% 2017 = 23.3% (↓)</p> <p>3) Shopping (City Centre): 2016 = 18.4% 2017 = 16.1% (↓)</p> <p>4) Shopping (Other): 2016 = 23.5% 2017 = 19.9% (↓)</p> <p>5) Leisure: 2016 = 21.8% 2017 = 17.8% (↓)</p>



## Analysis

The target increase in walking, has failed to be achieved for all journey purposes. However, results are shown to vary by year, as demonstrated by the general decrease in walking between 2014 and 2015, and yet increases between 2015 and 2016.

Therefore, in order to better understand the overall trend in walking, the historic 5yr rolling average for each journey purpose has been plotted below –



The above demonstrates that overall the trend for walking to Work and to Shopping is increasing. However it is also evident that there is a clear decline in the proportion walking to Leisure, together with a slight decrease overall in the proportion walking to Education.

The marked decrease in Leisure walking, is replicated by the automatic count of the number of annual pedestrians crossing the Pont y Werin bridge, which has decrease by 1.4% between 2016 and 2017 (from 349,989 to 344,955).

Meanwhile, as with sustainable travel overall, results of the annual 'Cardiff Schools Hands-up Survey' show that for school travel specifically, the proportion of pupils walking to school has increased from 44% in 2016 to 50% in 2017, suggesting that the overall decrease in walking for journeys to Education may be attributable to changes in travel behaviour amongst university level and college students.

Some of the potential reasons for the apparent decline in walking is discussed in OB1 EC14 previous. However, weather conditions in particular have a notable impact on the choice to walk, with temperatures around the time of the Ask Cardiff Survey having

been warmer in 2016 than these were in 2017 (16.5°C compared with 15.0°C). Also, there is a general trend of people increasingly travelling further, with the propensity being that these trips are more likely to be made by other modes.

To illustrate the above point, the average distance travelled to work by Cardiff residents, increased by 12% between the 2001 and 2011 Census (i.e. from 11.3km to 12.7 km). Meanwhile according to the 'Cardiff Travel Behaviour Research Baseline Report (September 2013)', the average distance of walking trips is 1.1 km, with 63% of these being less than 1 km, and 95% being less than 3 km. Therefore, it is evident that if people are travelling further, then the likelihood will be that they will increasingly choose to travel by a mode other than walking.

Of note, respondents to the 2017 Ask Cardiff Survey, when questioned how safe they felt when walking in Cardiff, only 51% stated that they felt 'Safe', which could be another factor which has adversely impacted on the number of walking trips.

Similarly, also in the 2017 Ask Cardiff Survey, 36% of respondents stated that they would like to see improvements to 'pedestrian crossing facilities and walking routes', which represents an increase from the 29% the previous year.

### **Recommendations**

No action is required at present. Continue to monitor. If however the target increase is also failed to be achieved for the following year, then this shall trigger the need for more in-depth analysis to be undertaken.

## Topic Area: Percentage of People Cycling

Relevant LDP Policies: KP2, KP6, KP8, T1-T9

Indicator reference: OB1 EC16

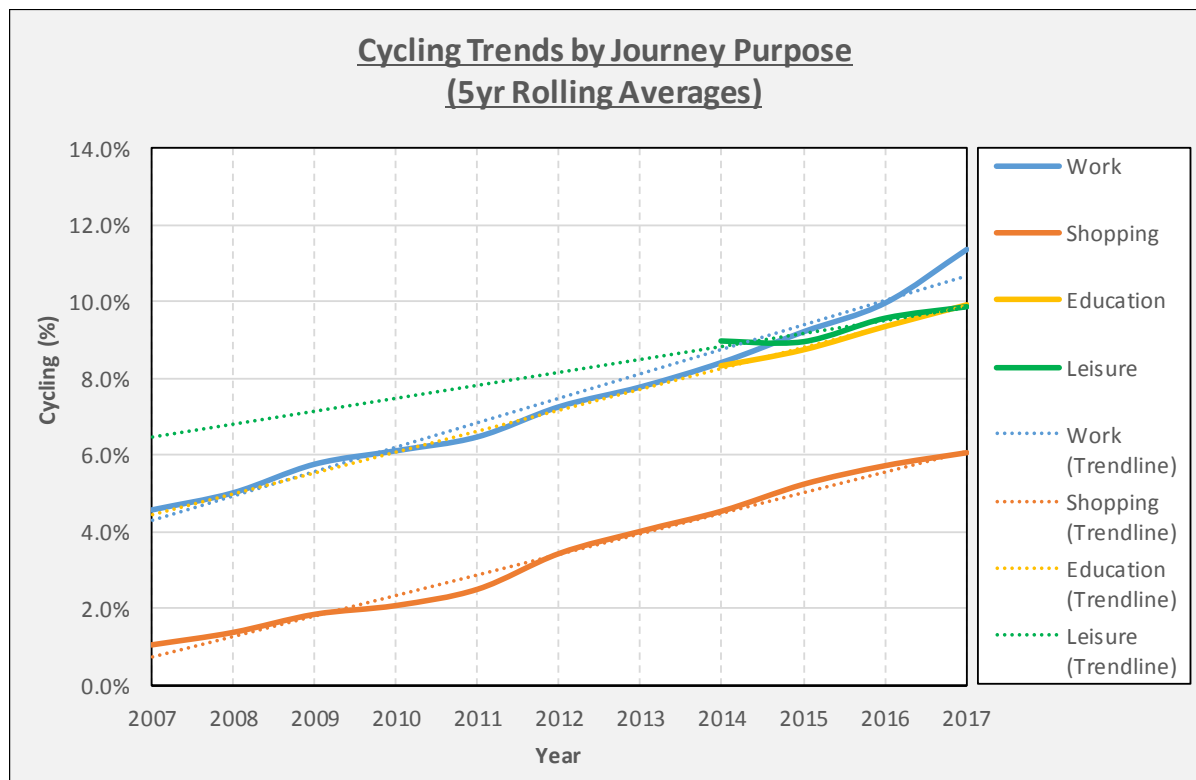
**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>Local</b> Percentage of people cycling (all journeys)	An annual increase of journeys made by bike for each journey purpose: 1) Work = 10.6% (2014) 2) Education = 9.5% (2014) 3) Shopping (City Centre) = 5.9% (2014) 4) Shopping (Other) = 5.7% (2014) 5) Leisure = 10.1% (2014)	Failure to achieve an annual increase for each journey purpose for two or more consecutive years
Performance 1 <sup>st</sup> AMR 1 <sup>st</sup> April 2016 to 31 <sup>st</sup> March 2017		Performance 2 <sup>nd</sup> AMR 1 <sup>st</sup> April 2017 to 31 <sup>st</sup> March 2018
1) Work: 2014 = 10.6% 2015 = 10.0% (↓) 2016 = 11.3% (↑)  2) Education: 2014 = 9.5% 2015 = 8.9% (↓) 2016 = 9.6% (↑)  3) Shopping (City Centre): 2014 = 5.9% 2015 = 5.9% ( ) 2016 = 6.6% (↑)  4) Shopping (Other): 2014 = 5.7% 2015 = 5.3% (↓) 2016 = 6.0% (↑)  5) Leisure: 2014 = 10.1% 2015 = 9.6% (↓) 2016 = 10.0% (↑)		1) Work: 2016 = 11.3% 2017 = 16.5% (↑)  2) Education: 2016 = 9.6% 2017 = 12.8% (↑)  3) Shopping (City Centre): 2016 = 6.6% 2017 = 7.8% (↑)  4) Shopping (Other): 2016 = 6.0% 2017 = 6.6% (↑)  5) Leisure: 2016 = 10.0% 2017 = 10.8% (↑)

## Analysis

The above demonstrates significant growth in the proportion cycling for each of the journey purposes.

However, given that result can be variable year-on-year as discuss previously, the overall trend in cycling is presented by the historic 5yr rolling average for each journey purpose as plotted below –



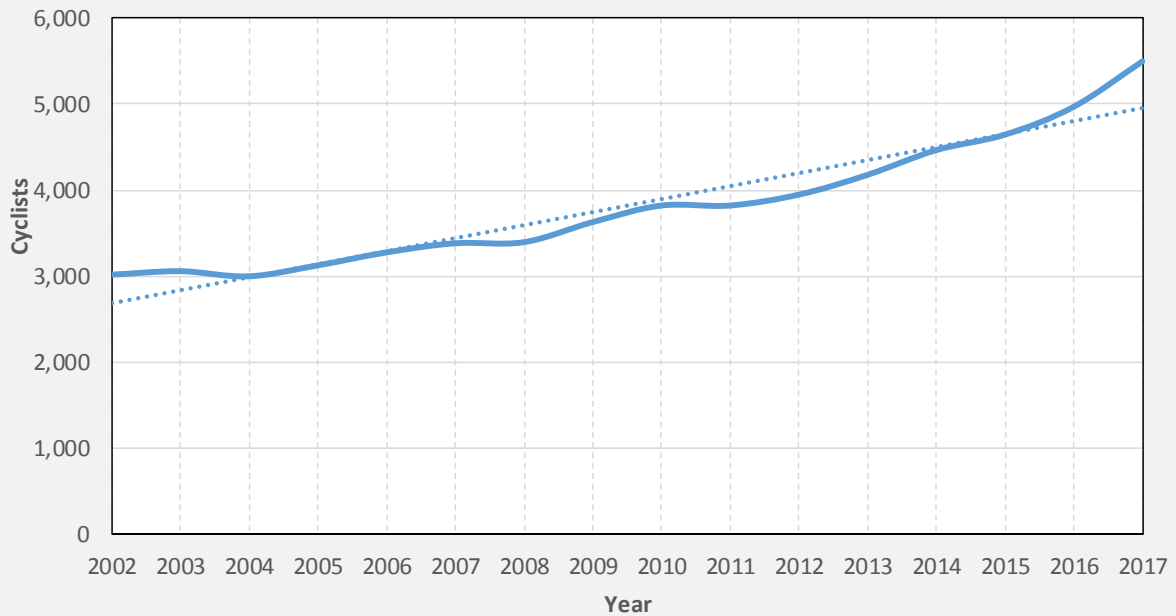
The above confirms an overall trend of increasing numbers cycling for all the journey purposes, with cycling to Work in particular having experienced significant growth in the past year (+5.2% mode-shift). Similarly, cycling to Education has also seen a significant growth in the past year (+3.2% mode-shift).

The rising trend for cycling to Education is also reflected in the results of the annual 'Cardiff Schools Hands-up Survey', whereby it is shown that the proportion of pupils cycling to school has increased from 3.9% in 2016 to 4.6% in 2017.

As further evidence of the increases in levels of cycle use, the 5yr rolling average trends for daily number of cyclists crossing the City Centre cordon (12hr 2-way), based on Council classified counts) are provided below.

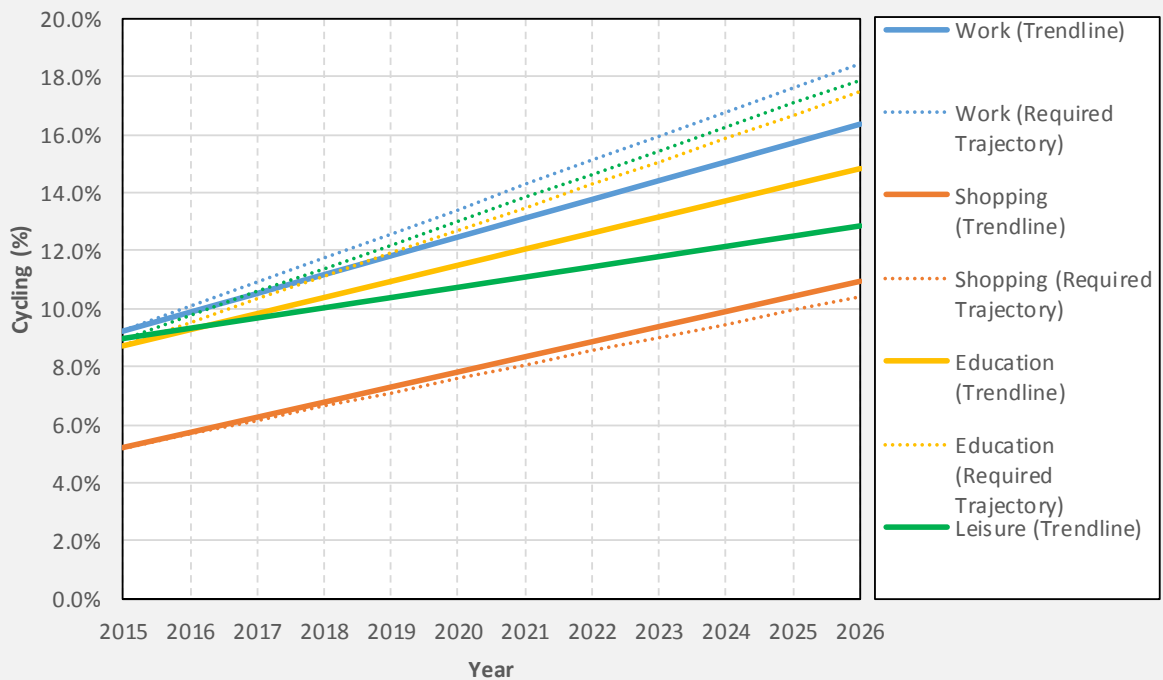
This demonstrates that between 2002 and 2017, the number of cyclists in the City Centre has increased by around 82%, which corresponds to an average relative increase of around 6% per annum.

### 12hr 2-Way City Centre Cycling Trends (5yr Rolling Averages)



The results also show that Cardiff is on target to achieve its ambitious aspiration to double the numbers cycling for Shopping journeys, but that further efforts will be required in order to meet the target for the other journey purposes, as shown below -

### Progress Against Target to Double Cycling by 2026



### **Recommendations**

No action is required at present. Continue to monitor.

## Topic Area: Percentage of People Travelling by Bus

Relevant LDP Policies: KP2, KP6, KP8, T1-T9

Indicator reference: OB1 EC17

**Contextual Changes:** The previous Cardiff Bus Station closed in August 2015, and is to be replaced as part of a new Integrated Transport Hub, with Transport for Wales responsible for its delivery and ultimate operation as part of the Metro. There have been ongoing reductions in bus subsidies, leading to a decline in service frequency on some services, in particular a reduction in service provision during evenings and on Sundays. Cardiff Bus increased its fares from October 2017 for the first time since 2015, citing the reason for this being 'increased congestion' and 'rising running costs'. There has been increased competition from other operators, also with the expansion of cross-city services such as the introduction of services X8 and X45 in March 2017. Further contextual changes are discussed in OB1 EC21.

Indicator	Target	Trigger
<b>Local</b> Percentage of people travelling by bus (all journeys)	An annual increase of journeys made by bus for each journey purpose: 1) Work = 11.1% (2014) 2) Education = 13% (2014) 3) Shopping (City Centre) = 29.4% (2014) 4) Shopping (Other) = 8.6% (2014) 5) Leisure = 11.2 (2014)	Failure to achieve an annual increase for each journey purpose for two or more consecutive years
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
1) Work: 2014 = 11.1% 2015 = 10.7% (↓) 2016 = 10.0% (↓)		1) Work: 2016 = 10.0% 2017 = 9.7% (↓)
2) Education: 2014 = 13.0% 2015 = 11.6% (↓) 2016 = 12.8% (↑)		2) Education: 2016 = 12.8% 2017 = 10.7% (↓)
3) Shopping (City Centre): 2014 = 29.4% 2015 = 29.4% ( ) 2016 = 26.7% (↓)		3) Shopping (City Centre): 2016 = 26.7% 2017 = 25.3% (↓)
4) Shopping (Other): 2014 = 8.6% 2015 = 8.4% (↓)		4) Shopping (Other): 2016 = 8.9% 2017 = 7.2% (↓)
		5) Leisure: 2016 = 10.5%

2016 = 8.9% (↑)

2017 = 10.3% (↓)

5) Leisure:

2014 = 11.2%

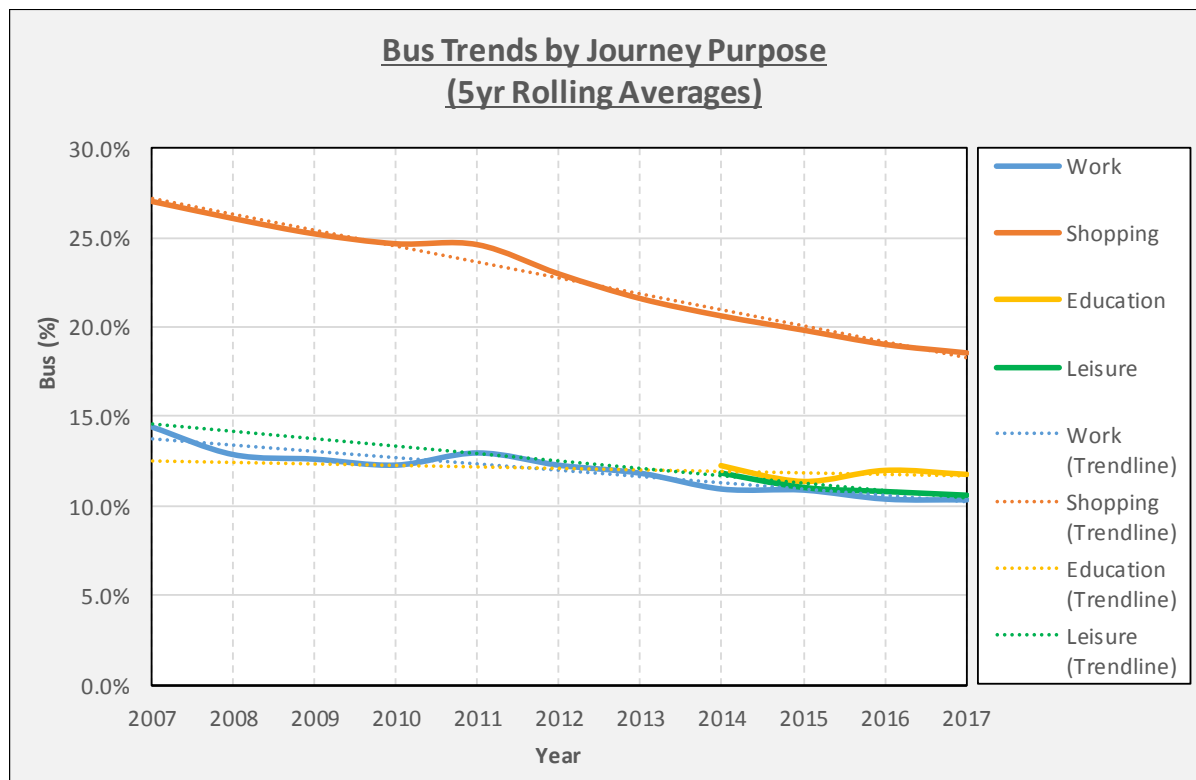
2015 = 10.8% (↓)

2016 = 10.5% (↓)

### Analysis

The above demonstrates the failure to achieve an increase in the proportion of bus use for all journey purposes, with journeys to Work, Shopping (City Centre) and Leisure in particular, having shown a decrease in two consecutive years as per the monitoring trigger.

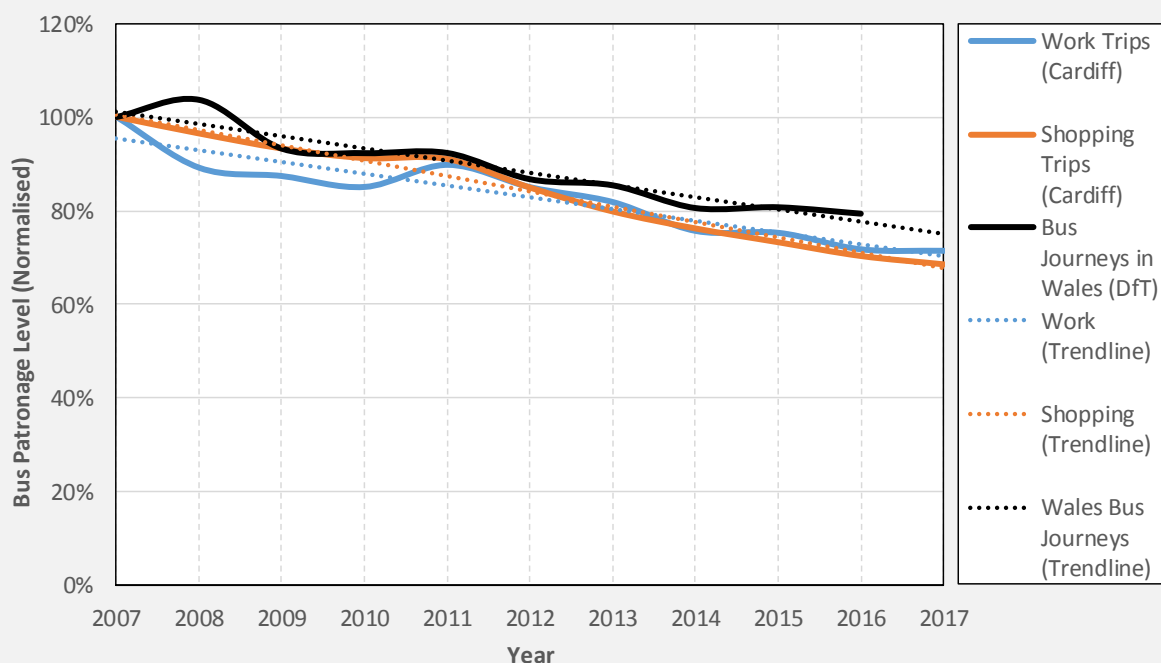
The above decline in bus use for each journey purpose, is evident when looking at the overall trend as per the historic 5yr rolling averages plotted below –



Nevertheless, this decline is not specific to Cardiff, and is symptomatic of a nationwide decline in bus use, as evident when comparing the above data for Cardiff, with that for the number of journeys in Wales, which shows a remarkably similar pattern of decline.



### Comparison of Cardiff Versus National Bus Patronage Trends



Some of the key factors in influencing the choice to travel by bus are – frequency, journey times and reliability (as discussed in OB1 EC19-20) particularly in the face of increasing congestion, and fares when compared with fuel prices.

Because of having met the trigger this year, further consideration is required as to why this may be, therefore...

Of note, Cardiff Bus increased its fares from October 2017 for the first time since 2015, citing the reason for this being 'increased congestion' in the City, together with 'rising running costs'.

This in combination with the lack of a replacement central bus station, may have had a significant detrimental impact on the numbers travelling by bus.

Of further note, when comparing the responses received between 2017 and 2016 with regards what improvements residents would like to see to buses in Cardiff, there appears to be an increased dissatisfaction and a growing desire to make improvements, as evident below –

<b>Respondents very/fairly satisfied:</b>	<b>2016</b>	<b>2017</b>	<b>Change</b>
Provision of Real-Time Information	50%	39%	-11%
Bus Service Reliability	55%	44%	-11%
Condition of Bus Stops/Shelters	56%	48%	-8%
Bus Service Frequency	57%	49%	-8%
Provision of PT Information	55%	43%	-12%
Bus Service Overall	57%	45%	-12%

<b>Improvements residents would like to see:</b>	<b>2016</b>	<b>2017</b>
Improved bus service frequency and reliability	32%	48%
Reduced congestion	51%	64%
Enforcement of traffic using bus lanes illegally	21%	28%
Integrated ticketing	40%	54%
Improved City Centre transport interchange	49%	57%

The above results also mask a stark difference in views between users and non-users, with typically around a 60% level of satisfaction amongst users, compared with only 30% amongst non-users. The 2017 results comparing both are provided below –

<b>Respondents very/fairly satisfied:</b>	<b>Users</b>	<b>Non-users</b>	<b>Overall</b>
Provision of Real-Time Information	68%	29%	39%
Bus Service Reliability	54%	27%	44%
Condition of Bus Stops/Shelters	63%	29%	48%
Bus Service Frequency	56%	35%	49%
Provision of PT Information	55%	27%	43%
Bus Service Overall	59%	24%	45%

This large disparity in level of satisfaction, suggests the negative perception amongst non-users as being a major barrier to encouraging mode-shift to bus amongst this group, and highlights the need for significant future investment in bus improvements.

Comparing relative satisfaction between the users of the main bus operators in Cardiff, as reported in the 'Bus Passenger Survey 2018' by Passenger Focus, we have the following –

<b>Satisfaction by Operator:</b>	<b>Value for Money</b>	<b>Punctuality</b>	<b>Journey Times</b>	<b>Overall</b>
Cardiff Bus	65%	76%	85%	89%
New Adventure	-	79%	93%	89%
Newport Bus	68%	72%	79%	87%
Stagecoach	62%	73%	86%	90%

The above demonstrates that user satisfaction is fairly high with New Adventure Travel in particular, which may be as a result of their recent expansion of services across Cardiff in the last year.

### **Recommendations**

Continue to monitor, with the expectation that when the Integrated Transport Hub has been completed, and with investment as part of the Metro and through developer contributions, that the decline in bus use may be able to begun to be reversed.

## Topic Area: Percentage of People Travelling by Train

Relevant LDP Policies: KP2, KP6, KP8, T1-T9

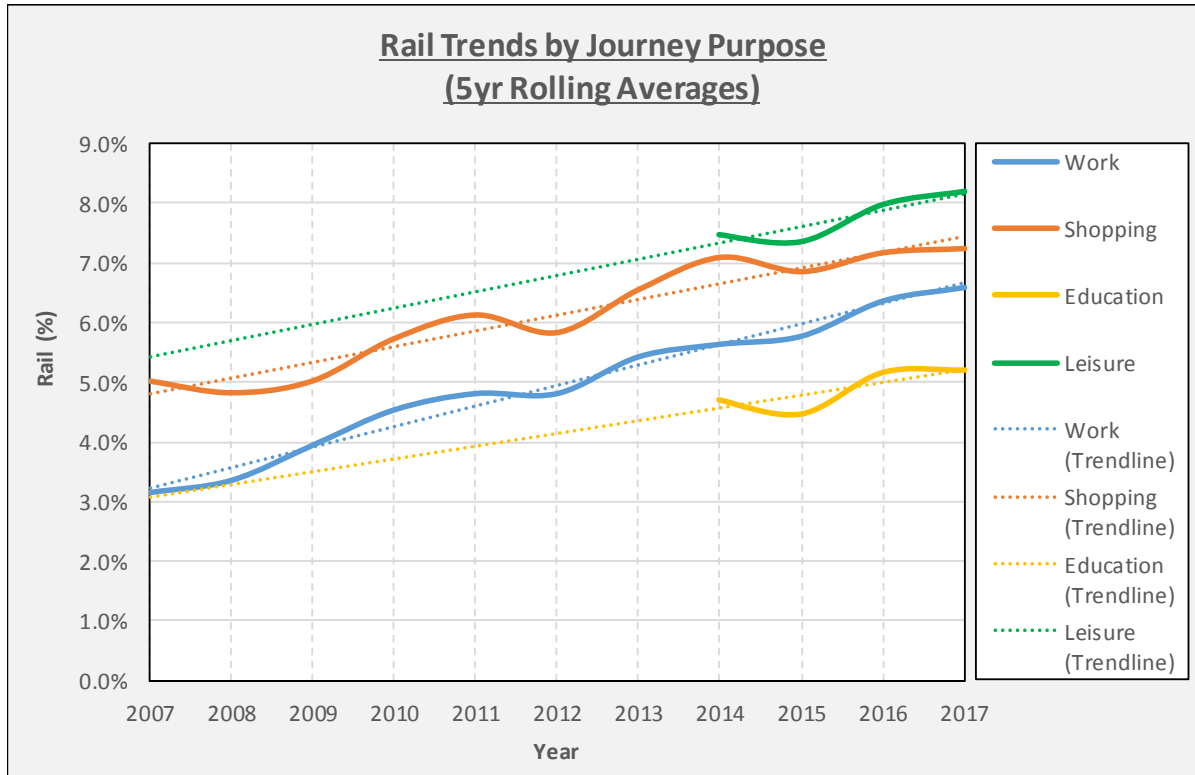
Indicator reference: OB1 EC18

**Contextual Changes:** A contract to operate the Wales and Borders franchise and to progress the Metro between 2018 and 2033, was awarded by Transport for Wales to partnership KeolisAmey in May 2017, although responsibilities for this will not be transferred over from Arriva Trains Wales until the 14<sup>th</sup> of October 2018.

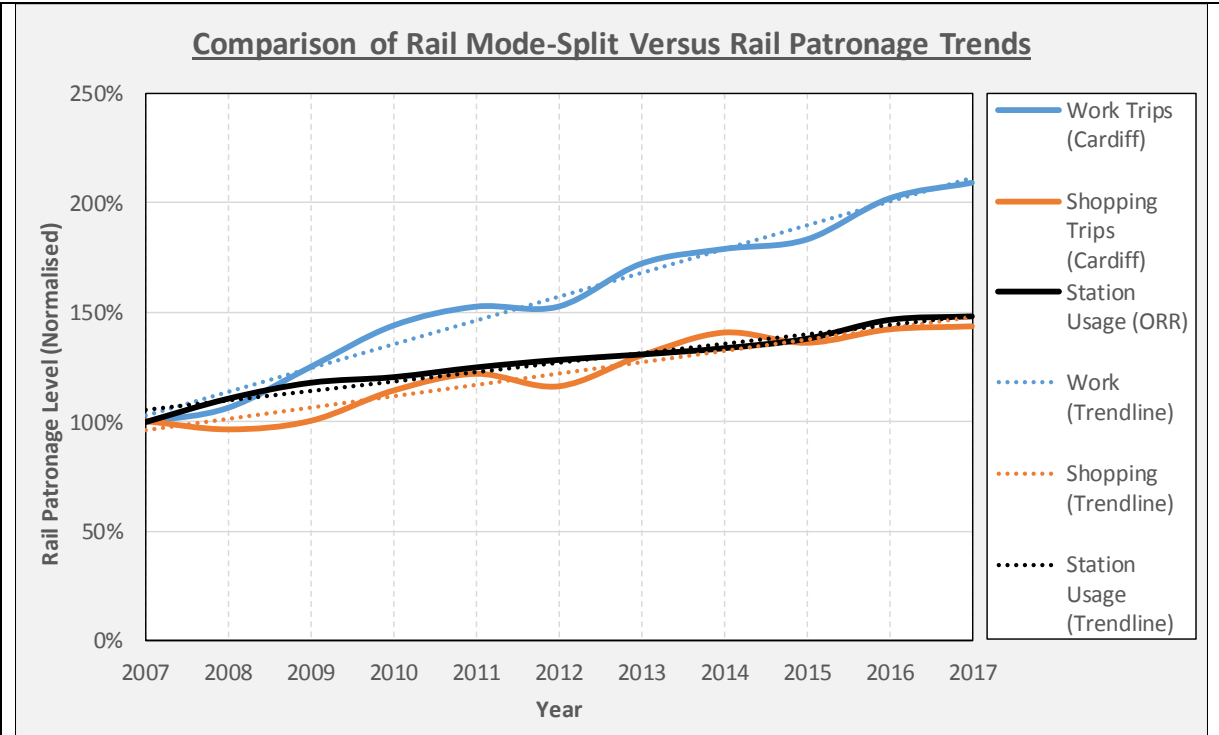
Indicator	Target	Trigger
<b>Local</b> Percentage of people travelling by train (all journeys)	An annual increase of journeys made by train for each journey purpose: 1) Work = 5.8% (2014) 2) Education = 5.2% (2014) 3) Shopping (City Centre) = 10.6% (2014) 4) Shopping (Other) = 3.8% (2014) 5) Leisure = 8.7% (2014)	Failure to achieve an annual increase for each journey purpose for two or more consecutive years
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
1) Work: 2014 = 5.8% 2015 = 6.0% (↑) 2016 = 7.6% (↑)	2) Education: 2014 = 5.2% 2015 = 4.8% (↓) 2016 = 5.6% (↑)	1) Work: 2016 = 7.6% 2017 = 6.8% (↓)
3) Shopping (City Centre): 2014 = 10.6% 2015 = 10.1% (↓) 2016 = 11.3% (↑)	4) Shopping (Other): 2014 = 3.8% 2015 = 3.0% (↓) 2016 = 4.4% (↑)	2) Education: 2016 = 5.6% 2017 = 5.2% (↓)
5) Leisure: 2014 = 8.7% 2015 = 7.5% (↓) 2016 = 8.8% (↑)		3) Shopping (City Centre): 2016 = 11.3% 2017 = 11.0% (↓)
		4) Shopping (Other): 2016 = 4.4% 2017 = 2.7% (↓)
		5) Leisure: 2016 = 8.8% 2017 = 8.3% (↓)

## Analysis

While the above demonstrates a decline from last year in the proportion of rail travel for each of the journey purposes; looking at the overall trend in rail as presented by the historic 5yr rolling averages below, it is evident that the general trajectory for rail is upwards for all journeys –



Setting the above trends in context with station usage in Cardiff as reported each year by the ORR, as given below; it can be seen that the trend in Shopping trips closely tracks that of the overall growth in station patronage (having increased by around 50% between 2007 and 2017), while Work trips appear to have increased at a far higher rate (more than doubled since 2007) –



As with travel by bus, there is an increasing desire for improvements to be made to rail, as evident in the results of the Ask Cardiff Survey below –

<b>Improvements residents would like to see:</b>	<b>2016</b>	<b>2017</b>
Improved local train services	32%	47%
Improved national train services	25%	33%

Looking further at public perceptions of rail travel, the ‘National Rail Passenger Survey 2018’ (Passenger Focus) enables the following comparison of user satisfaction for the rail operators in Cardiff to be made –

<b>Satisfaction by Operator:</b>	<b>Value for Money</b>	<b>Punctual/Reliability</b>	<b>Level of Crowding</b>	<b>Stations</b>	<b>Delays</b>	<b>Overall</b>
Arriva TW	2016 = 57% 2017 = 55%	2016 = 81% 2017 = 80%	2016 = 72% 2017 = 70%	2016 = 76% 2017 = 74%	2016 = 38% 2017 = 34%	2016 = 84% 2017 = 82%
Cross Country	2016 = 55% 2017 = 50%	2016 = 86% 2017 = 83%	2016 = 72% 2017 = 67%	2016 = 89% 2017 = 86%	2016 = 60% 2017 = 45%	2016 = 88% 2017 = 86%
Great Western	2016 = 53% 2017 = 50%	2016 = 76% 2017 = 70%	2016 = 71% 2017 = 72%	2016 = 83% 2017 = 81%	2016 = 46% 2017 = 44%	2016 = 81% 2017 = 81%

The above shows a general decline in user satisfaction over the last year, with satisfaction levels being particularly low with regard to value for money and how well companies deal with delays.

Also of note, the ability of Cardiff residents to use the trains on the Valley Lines is limited by those travelling into Cardiff from the region, as inbound trains typically arrive

at Cardiff's outlying stations already standing room only during the morning peak period.

For example, seated capacity compared with level of utilisation was surveyed in November 2017, and is presented for each of Cardiff's outlying stations for the 2hr AM Peak (07:30-09:30) travelling inbound, below –

<b>Station:</b>	<b>Total Seated Capacity</b>	<b>Total Patronage on Arrival</b>	<b>Capacity Utilisation</b>
Radyr (Merthyr Line)	2,160	2,245	104%
Lisvane & Thornhill (Rhymney Line)	1,514	1,566	103%
Grangetown (Vale of Glamorgan Line)	1,182	1,281	108%

The expectation being that additional capacity will begin to become available as part of the new Wales and Borders franchise and under proposals for the Metro.

#### **Recommendations**

No action is required at present. Continue to monitor. If however the target increase is also failed to be achieved for the following year, then this shall trigger the need for more in-depth analysis to be undertaken.

## Topic Area: Improvement in Journey Times by Bus

Relevant LDP Policies: KP2, KP6, KP8, T1-T9

Indicator reference: OB1 EC19

**Contextual Changes:** The Council currently do not have access to bus monitoring data held by Cardiff Bus, and are therefore not able to determine bus journey times and reliability directly. Therefore, the level of bus user satisfaction of journey times and reliability as recorded in the Ask Cardiff Survey, will once again be used as a proxy, until such time that the required monitoring tools become available. Further contextual changes relating to bus use are defined in OB1 EC17.

Indicator	Target	Trigger
<b>Local</b> Improvement in journey times by bus	An annual 1 percent improvement in journey times for key corridors (North West Corridor, North East Corridor, Eastern Corridor and Southern Corridor) from adoption of the Local Development Plan	Failure to achieve an annual improvement in bus journey times of 1% for two or more consecutive years
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
Public Satisfaction Regarding Bus Journey Times (Ask Cardiff Survey):  2015 = 59.8% 2016 = 62.6% Change = +2.7%		Public Satisfaction Regarding Bus Journey Times (Ask Cardiff Survey):  2016 = 62.6% 2016 = 52.1% Change = -10.5%
<b>Analysis</b>		
There has been a large decrease in satisfaction over the last year, not only with regards bus journey times, but more generally with bus services overall. The results and potential reasons for which are provided for OB1 EC17.		
A breakdown of the satisfaction in bus journey times is given below –		
	<b>2016</b>	<b>2017</b>
Very Satisfied	557	439
Fairly Satisfied	1,661	1,711
All Respondents	3,545	4,129
TOTAL Satisfied	2,218	2,150
TOTAL Satisfied (%)	62.6%	52.1%
		<b>Change</b>
		<b>-10.5%</b>

From the 'Bus Passenger Survey 2018' (Passenger Focus), the proportion of bus journeys in Wales affected by various factors, and the extent this varies between operators, is provided below –

<b>Factor:</b>	<b>Journeys Affected</b>
Congestion	13% - 27%
Passengers Boarding	10% - 16%
Road Works	11% - 16%
Waiting at Stops	3% - 5%
Poor Weather	4% - 6%
Driving Too Slowly	4%

As can be seen above, the most significant factor, and likely reason for the decline in bus journey time satisfaction is increased congestion on Cardiff's network.

In exploring this further, annual measures of congestion in Cardiff are provided by INRX with their 'Traffic Scorecard', and by TomTom with their 'Traffic Index'.

While the results from these are very different, nevertheless these demonstrate that congestion in Cardiff has increased between 2016 and 2017, with congestion claimed to add an additional 27% time to journeys overall in 2017, compared with 26% in 2016 (TomTom Traffic Index); and the average hours spent in congestion in 2017 also having increased from the year before (INRX Traffic Scorecard).

The current level of congestion in Cardiff according to these is as follows –

- Cardiff UK Congestion Ranking = 33<sup>rd</sup> of 111 (INRX) / 15<sup>th</sup> of 25 (TomTom)
- Cardiff EU Congestion Ranking = 221<sup>st</sup> of 748 (INRX)
- Cardiff Global Congestion Ranking = 347<sup>th</sup> of 1,360 (INRX)
- Minutes spent Each Day in Congestion = 31 (TomTom)
- Hours spent Each Year in Congestion = 119 (TomTom)
- Peak Hours spent in Congestion Each Year = 23 (INRX)
- Peak Time spent in Congestion = 14% (INRX) / 51% (TomTom)
- Off-Peak Time spent in Congestion = 8% (INRX)
- Time Overall spent in Congestion = 10% (INRX) / 27% (TomTom)

The TomTom Traffic Index also highlights key corridors which are the most congested in Cardiff. Those of most concern with regards to bus journey times/reliability are as follows –

- A470 Northern Avenue and North Road
- A4161 Newport Road
- A4119 Cardiff Road and Cathedral Road
- A48 Eastern Avenue and Western Avenue
- A469 Caerphilly Road

Whilst various bus priority has been provided along each of these corridors in recent years (further detail provided in OB1 EC22), it is clear that additional priority is



required for these and for other key bus corridors across Cardiff, such that buses can bypass queuing traffic, which in turn should encourage modal-shift towards increasing bus use.

**Recommendations**

No action is required at present. Continue to monitor. If however the target 1% increase is also failed to be achieved for the following year, then this shall trigger the need for more in-depth analysis to be undertaken.

## Topic Area: Improvement in Bus Journey Time Reliability

Relevant LDP Policies: KP2, KP6, KP8, T1-T9

Indicator reference: OB1 EC20

**Contextual Changes:** The Council currently do not have access to bus monitoring data held by Cardiff Bus, and are therefore not able to determine bus journey times and reliability directly. Therefore, the level of bus user satisfaction of journey times and reliability as recorded in the Ask Cardiff Survey, will once again be used as a proxy, until such time that the required monitoring tools become available. Further contextual changes relating to bus use are defined in OB1 EC17 and EC21.

Indicator	Target	Trigger
<b>Local</b> Improvement in bus journey time reliability	An annual 1 percent improvement in journey time reliability for key corridors (North West Corridor, North East Corridor, Eastern Corridor and Southern Corridor) from adoption of the Local Development Plan	Failure to achieve an annual improvement in bus journey time reliability of 1% for two or more consecutive years
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
Public Satisfaction Regarding Bus Journey Time Reliability (Ask Cardiff Survey):  2015 = 50.4% 2016 = 55.2% Change = +4.8%	Public Satisfaction Regarding Bus Journey Time Reliability (Ask Cardiff Survey):  2016 = 55.2% 2017 = 43.9% Change = -11.3%	
<b>Analysis</b>		
There has been a large decrease in satisfaction over the last year, not only with regards bus journey time reliability, but more generally with bus services overall. The results and potential reasons for which are provided for OB1 EC17.		
A breakdown of the satisfaction in bus journey times is given below –		
	<b>2016</b>	<b>2017</b>
Very Satisfied	412	306
Fairly Satisfied	1,544	1,506
All Respondents	3,545	4,128
TOTAL Satisfied	1,956	1,812
TOTAL Satisfied (%)	55.2%	43.9%
		<b>Change</b>
		-11.3%

The reason for the above decline is likely to be as a result of decreasing bus journey time reliability due to increased congestion on Cardiff's network, as demonstrated in the discussion for OB1 EC19.

Similarly, the solution is to provide additional priority (e.g. bus lanes, bus gates, signal priority etc.) for buses across Cardiff, such that these can bypass queuing traffic, and thereby encourage modal-shift towards increasing bus use.

### **Recommendations**

No action is required at present. Continue to monitor. If however the target 1% increase is also failed to be achieved for the following year, then this shall trigger the need for more in-depth analysis to be undertaken.

## Topic Area: Delivery of Regional Transport Hub

**Relevant LDP Policies:** KP2, KP6, KP8, T4

**Indicator reference:** OB1 EC21

**Contextual Changes:** Demolition of the previous bus station began on the 1<sup>st</sup> of August 2015, followed by redevelopment of Central Square by developer Rightacres. Planning approval for the new Integrated Transport Hub was granted in March 2017, with completion initially anticipated in December 2017. However, since this time the nature of the development has evolved significantly, with Welsh Government having acquired the land in March 2018, and responsibility for delivery and ultimate operation of the new hub transferred to Transport for Wales (TfW), to be progressed as part of the Metro Delivery Partnership (MDP).

Indicator	Target	Trigger
<b>Local</b> Delivery of a regional transport hub	A regional transport hub will be delivered by 2018	Failure to deliver a regional transport hub by 2018
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
Redevelopment of Central Square on-going. Planning approval for the new hub granted March 2017.		The council is committed to the delivery of the new hub, working in partnership with Welsh Government, Network Rail and developer Right Acres.
<b>Analysis</b>		
<p>The new Integrated Transport Hub/Interchange forms part of the wider Central Square redevelopment, which includes the new BBC Cymru Wales HQ (1,200 staff), which is currently in the process of being fitted out.</p> <p>Following the acquisition of the land by Welsh Government, responsibility for delivery and operation of the new hub now falls with Transport for Wales (TfW), to be progressed as part of the Metro Delivery Partnership (MDP).</p> <p>The current proposal for the new hub include – 14 bus stands based on a drive-in-reverse-out (DIRO) arrangement; a 1,200 sqm. ground-floor concourse comprising of 6 retail units and public toilets; and above the interchange – 10,318 sqm. of office space, 305 residential apartments, 249 private car parking spaces, and 144 bicycle parking spaces.</p>		

<b>Recommendations</b>
No action is required at present. Continue to monitor.

## Topic Area: Delivery of Sustainable Transportation Infrastructure

Relevant LDP Policies: KP2, KP6, KP8, T1-T9

Indicator reference: OB1 EC22

**Contextual Changes:** Lack of available funding and engagement by developers in general, continue to be significant constraints to the delivery of LTP schemes, and in securing the sustainable infrastructure necessary to support modal shift and the delivery of the Master-planning principles set out in the LDP.

Indicator	Target	Trigger		
<b>Local</b> Delivery of new sustainable transportation infrastructure including: Rapid Bus Corridors, Cycle Network, Transport Hubs and LTP schemes to mitigate development impacts and support modal shift	To prepare & implement a range of sustainable transport schemes including schemes identified in the Cardiff LTP which support modal shift and the delivery of the Master-planning principles set out in the LDP	Failure to deliver projects identified in LTP timeframes and/or failure to deliver sustainable key principles as referenced in OB4 SN12		
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>		
Schemes Completed = 3 (9%) Schemes On-Going = 15 (47%) Schemes On-hold = 14 (44%) TOTAL Schemes = 32		Schemes Completed = 9 (17%) Schemes On-Going = 27 (52%) Schemes On-hold = 16 (31%) TOTAL Schemes = 52		
<b>Analysis</b>				
Not all schemes have been able to be delivered within the timeframes originally set out, due to a lack of funding and resources, together with shifting priorities.				
Nevertheless, good progress has continued to be made, with an additional 6 schemes having been delivered since reporting the 1 <sup>st</sup> AMR.				
Progress against LTP and LDP identified sustainable transport infrastructure schemes for the period 2015-2018, are summarised below:				
Timeframe	Type	Scheme	Completed?	Commentary
2015-2016	Strategic Highway	Eastern Bay Link - Phase 1: A4232 Queensgate to Ocean Way	YES	Opened on 15/06/17 as 'Ffordd Ewart Parkinson'. 1-Year post scheme monitoring currently under review
2015-2016	Cycle Networks / Active Travel	North Cardiff Community Route (NCCR) - Phase 4	On-hold	Route is identified as a secondary Integrated Network Map route

2015-2016	Cycle Networks / Active Travel	Strategic Cycle Network Route 1 - Heath Halt Road	On-going	To be provided as part of the North-South Superhighway; concept designs completed
2015-2016	Cycle Networks / Active Travel	Strategic Cycle Network Route 1 - King George V Drive East	On-going	To be provided as part of the North-South Superhighway; concept designs completed
2015-2016	Cycle Networks / Active Travel	Strategic Cycle Network Route 5 (Penarth Road Corridor) - Phase 2	YES	Scheme completed in 2015
2015-2016	Cycle Networks / Active Travel	Strategic Cycle Network Route 50 (Wood St-Leckwith Rd)	YES	Scheme completed in 2015
2015-2016	Cycle Networks / Active Travel	Strategic Cycle Network Route 6 - Cowbridge Rd East/West	On-going	Cowbridge Road East Toucan completed in 2016; Ely River Bridge completed in 2017; WCAT design on-going
2015-2016	Cycle Networks / Active Travel	WNP Llanrumney, St Mellos and Ely & Caerau - Phase 1	YES	Phase 1 completed in 2015/2016; Phase 2 completed in 2016/2017; Phase 3 completed in 2017/2018
2015-2016	Rail Improvements	Access Improvements to Danescourt, Waun-Gron Park & Fairwater Stations	On-going	Responsibility for delivery transferred to TfW as part of the Metro
2015-2016	Rapid Bus Corridors	A469 Phase 1: St Georges Road to Birchgrove Road	On-hold	Subject to funding
2015-2016	Rapid Bus Corridors	A470 Phase 1: Coryton to Gabalfa	On-hold	Subject to funding
2015-2017	Multi-Modal	Newport Road / West Grove Junction Improvements	YES	Phase 1: East Grove/Howard Place = completed 05/05/16; Phase 2a: West Grove/The Parade = completed 25/08/16; Phase 2b: Newport Road/West Grove = completed 14/03/17; Phase 3: Newport Road/Fitzalan Road = completed 22/11/17
2015-	Rail Improvements	Electrification of South Wales Mainline	On-going	Bridge works completed - Beresford Road (July 2016-February 2017); Splott Road (February 2017-February 2018); Mardy Road (March 2017-April 2018). Expected to be delivered in 2019
2015-	Rail Improvements	Electrification of Valleys Lines	On-going	Responsibility for delivery transferred to TfW as part of the Metro

2015-	Rail Improvements	Other CCC-Led Station Improvements as specified in the LDP Infrastructure Plan	On-going	Responsibility for delivery transferred to TfW as part of the Metro
2015-	Transport Hubs	Park & Ride North of M4 J33	On-going	1,000-space P&R to be delivered as part of SSD; timeline to be agreed
2016-2017	Cycle Networks / Active Travel	Strategic Cycle Network Route 3 (Newport-Cardiff) - Phase 1	On-going	Segregated cycle route on Newport Rd to be provided as part of East-West Superhighway - Newport Road concept completed; Greenway Rd identified as secondary Integrated Network Map route
2016-2017	Cycle Networks / Active Travel	Strategic Cycle Network Route 34 - Bute Dock Footway Shared Use	On-hold	Route is identified as a secondary Integrated Network Map route scheme 119
2016-2017	Cycle Networks / Active Travel	Strategic Cycle Network Route 34 - Bute East Dock-Hemingway Rd	On-hold	Route is identified as a secondary Integrated Network Map route scheme 120
2016-2017	Cycle Networks / Active Travel	Strategic Cycle Network Route 34 - Connection to Route 3	On-hold	Route is identified as a secondary Integrated Network Map route
2016-2017	Cycle Networks / Active Travel	Strategic Cycle Network Route 34 - Sanquahar/Windsor Rd	On-hold	New crossing has been implemented; route is identified as a secondary Integrated Network Map route
2016-2017	Cycle Networks / Active Travel	Strategic Cycle Network Route 34 - Tyndall St/Schooner Way)	On-hold	Route is identified as a secondary Integrated Network Map route scheme 138a
2016-2017	Cycle Networks / Active Travel	Strategic Cycle Network Route 50 (Leckwith) - Phase 2	On-hold	Route is identified as a secondary Integrated Network Map route
2016-2017	Cycle Networks / Active Travel	Strategic Cycle Network Route 6 - Ely Bridge Roundabout	On-going	Cowbridge Road East Toucan completed in 2016; Ely River Bridge completed in 2017; WCAT design on-going
2016-2017	Cycle Networks / Active Travel	WNP Splott, Grangetown and Llandaff North - Phase 1	On-hold	WNP superseded by Integrated Network Map; SRiC has been implemented in area.
2016-2017	Rail Improvements	Access Improvements to Radyr, Ty-Glas & Birchgrove Stations	On-going	Responsibility for delivery transferred to TfW as part of the Metro
2016-2017	Rapid Bus Corridors	A469 Phase 2: Birchgrove Road	YES	Delivered in 2016/2017



		to Maes-y-Coed Road		
2016-	Rail Improvements	WG Metro Station Improvements: Llandaf Station	YES	Works completed in 2017
2016-	Rail Improvements	WG Metro Station Improvements: Radyr Station	YES	Works completed in 2017
2016-	Rapid Bus Corridors	A469 Phase 3 (previous Phase 2): North of Maes-y-Coed Road	On-hold	Consultation complete; awaiting funding
2016-	Rapid Bus Corridors	A470 Phase 2: Gabalfa/Heath Hospital to City Centre	On-going	Reviewing in light of City Centre improvements
2016-	Rapid Bus Corridors	City Centre Improvements: Bus Lanes, Bus Gates & Bus Priority	On-going	Central Square: concept designs complete, consultation on-going; Westgate Street: Stage 1 WelTAG & concept designs complete; Station Terrace: Stage 1 WelTAG & concept designs complete
2016-	Rapid Bus Corridors	Part-time Bus Lanes on Strategic Routes	On-hold	Has not yet been required but may be needed where there is conflict with parking requirements
2016-	Multi-Modal	City Centre Improvements: Junction Improvements	On-going	Central Square: concept designs complete, consultation on-going; Westgate Street: Stage 1 WelTAG & concept designs complete; Station Terrace: Stage 1 WelTAG & concept designs complete
2017-2018	Rail Improvements	Access Improvements to Heath High Level, Rhiwbina, Coryton & Whitchurch Stations	On-going	Responsibility for delivery transferred to TfW as part of the Metro
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 3 (Newport-Cardiff) - Phase 2	On-going	Scheme has been superseded by Cycle Superhighway scheme. Initial concept designs complete
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 6 - Grand Avenue	On-going	Currently under investigation
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 6 - Cowbridge Rd West/Vincent Rd	On-going	Concept designs currently being progressed
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 80 - Excelsior Road, Taff Trail	On-going	Initial concept designs have been progressed, further design work required

2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 9 - North Road between Gabalfa & St Georges Rd	YES	Scheme completed
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 9 - Pantbach Road	On-hold	No progress to-date
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 9 - Footbridge over Western Av with Gabalfa Int.	On-hold	No progress to-date
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 3 - Newport Road/Rover Way	On-going	Scheme has been superseded by Cycle Superhighway scheme. Initial concept designs complete
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 3 - Newport Road, East of Rover Way	On-going	Scheme has been superseded by Cycle Superhighway scheme. Initial concept designs complete
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 3 - Newport Road, near 'Carpet Right'	On-going	Scheme has been superseded by Cycle Superhighway scheme. Initial concept designs complete
2017-2018	Cycle Networks / Active Travel	Strategic Cycle Network Route 3 - Newport Road Bus Stop, o's No. 302	On-going	Scheme has been superseded by Cycle Superhighway scheme. Initial concept designs complete
2017-2018	Multi-Modal	New Road Bus Lane & Cycle Improvements	On-hold	No progress to-date
2017-2018	Rapid Bus Corridors	A48 Eastern Avenue Bus Lane Improvements	On-hold	Subject to funding
2017-2018	Rapid Bus Corridors	Cardiff Bay Barrage Link	On-going	Structural surveys completed; shortly to go out to consultation (Vale of Glamorgan Council)
2017-2018	Cycle Networks / Active Travel	WNP Llanishen & Pentwyn - Phase 1 + Llanrumney - Phase 2	On-going	WNP superseded by Integrated Network Map; viewing in light of NE Cardiff development
2017-	Rapid Bus Corridors	North East Corridor Bus Lane & Priority Improvements	On-going	Options identified
2017-	Rapid Bus Corridors	A4119 Llantrisant Road North West Corridor Phase 2	On-going	Phase 2A completed in 2017; Phase 2B completed in June 2018; Phase 2C shortly to go out to consultation

<b>Recommendations</b>
No action is required at present. Continue to monitor.

## **Topic Area: Central Shopping Area Protect Frontages SPG**

Relevant LDP Policies: R3

Indicator reference: OB1 EC23

**Contextual Changes:** There have been no significant changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b>  Central Shopping Area Protected Frontages SPG		Failure to adopt SPG within 12 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The Central Shopping Area Protected Frontages SPG is due to be issued for public consultation in March 2018.		Further work will be undertaken to assess the deliverability or otherwise of SPG preparation, and if so, the appropriate timescale.
<b>Analysis</b>		
At the current juncture, the need to prepare this guidance will be more fully assessed as the existing policy framework is considered sufficient and appropriate. Further work will be undertaken to assess the deliverability or otherwise of SPG preparation, and if so, the appropriate timescale.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Shop Fronts and Signs Guidance SPG**

**Relevant LDP Policies:** KP5

**Indicator reference:** OB1 EC24

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Shop Fronts and Signs Guidance SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Shop Fronts and Signs Guidance SPG is due to be issued for public consultation in November 2017.	A draft of the Shop Fronts and Signs SPG has been prepared and is currently being reviewed / finalised internally prior to being issued for public consultation	
<b>Analysis</b>		
<p>The Council adopted the LDP on the 28th of January 2016. The intention was that the SPG should have been adopted by the end of July 2017.</p> <p>However, progress on the document has been delayed due to the extensive additional technical work and internal consultation which has been required in preparing the guidance, in combination with limitations of workloads and staffing capacity.</p> <p>Preparatory work on the SPG is now at an advanced stage and is being reviewed/finalised internally prior to be issued for public consultation. An update on this will be provided in 3<sup>rd</sup> AMR in 2019.</p>		
<b>Recommendations</b>		
Prioritise resources to the delivery of the SPG as per the above timescales, to ensure adoption in 2019.		

## **Topic Area: Protection of Employment Land and Premises SPG**

**Relevant LDP Policies:** EC1, EC3

**Indicator reference:** OB1 EC25

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Protection of Employment Land and Premises for Business and Industry and Warehousing SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Protection of Employment Land and Premises for Business and Industry and Warehousing SPG was issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017	The Protection of Employment Land for Business and Industry SPG was approved in November 2017	
<b>Analysis</b>		
The SPG was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## Objective 2 – To respond to evidenced social needs

### Topic Area: Housing Land Supply

Relevant LDP Policies: KP1

Indicator reference: OB2 SO1

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>CORE</b> The housing land supply taken from the current Housing Land Availability Study (TAN1)	A minimum 5 year supply of land for residential development is maintained throughout the Plan period.	Less than a 5 year supply of residential land is recorded for any year.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The housing land supply taken from the current Joint Housing Land Availability Study (1 <sup>st</sup> April 2017) is 3.6 years.	The housing land supply taken from the current Joint Housing Land Availability Study (1 <sup>st</sup> April 2018) is 3.5 years.	
<b>Analysis</b>		
<p><u>TAN1/Residual Methodology</u></p> <p>It is important to stress that the Council believes that in reality more land is potentially available for development than the figure derived through the rigid residual methodology prescribed in TAN1 which is solely based on the LDP housing figure as opposed to taking account of past build rates. In this respect, it should be noted that the current land bank (sites over 10 units) is 24,936 dwellings which compares to 10,839 dwellings which meet the requirements of the JHLAS reporting process. Much land, while physically available in Cardiff is not eligible for inclusion in the 5-year calculation. This includes sites subject to the signing of a s106 agreement<sup>1</sup> (214 units) or sites with consent categorised as constrained in the C3/C4 categories (13,883 units). These categories are not eligible to be counted in the JHLAS, but could add considerably (around 4.2 years' worth of land) to the official 3.5 year supply.</p> <p>While no longer permitted, TAN1 previously allowed comparison of the current land supply with past building rates. The past build rate methodology was introduced in 1992 by PPG3 (Wales) to address instances where the residual calculation does not accurately reflect supply. Comparison with both the previous 10-year past building rate and 5-year building rate provide land supply figures for Cardiff of 14.5 years and</p>		

<sup>1</sup> Where a Section 106 agreement remains unsigned for more than one year after the date of the resolution to grant planning permission

15.9 years, respectively. Whilst it is accepted that these build periods may reflect the effects of recession it nevertheless offers a useful perspective.

### Students

Historically, private student accommodation was eligible for inclusion in Cardiff's 5-year land supply. This was established practice since students living in private student accommodation are included in the dwelling requirement which underlies the development plan. This form of accommodation also reduces pressure on the traditional private rented sector thereby contributing to overall stock. Revised TAN1 guidance (January 2015) introduced a condition that only dwellings within the C3 Use Class Order definition can be counted towards the supply. This restricts student accommodation from the JHLAS which is considered *Sui Generis* rather than C3. This sector has provided an important source of accommodation in Cardiff over the past 15 years and has more recently experienced a boom. To provide an indication of scale, approximately 480 student units were eligible to be included in Cardiff's 5-year supply in the 2014 JHLAS. Between 1<sup>st</sup> April 2014 and 1<sup>st</sup> April 2016 a further 1,699 additional units (2,975 bed spaces) were approved. Typically, these schemes have been built readily without experiencing the delays affecting traditional residential schemes. Current evidence shows the further strength of the student accommodation market in Cardiff.

Revised TAN1 came into effect after Cardiff's LDP had been submitted for Examination and this change of Policy had not been anticipated since it did not form part of the consultation proposals. As such, household projections within the adopted LDP, and the subsequent dwelling requirement (41,415) take into account the requirements of students living in private accommodation but new student accommodation cannot technically contribute to the supply. This issue was acknowledged by Inspectors during the LDP Examination, reported in paragraphs 4.18 & 4.19 of the Inspectors' Report. Future work will be required to address this matter of reconciling student demand and supply ahead of the Plan review process.

### Short-term Delays on Strategic Sites

For the current JHLAS period (2019-2023) completion forecasts amounted to a combined contribution of 7,835 units on strategic sites. A further 4,026 units were anticipated to be completed prior to the Study, between 2015 and 2018. During this year's JHLAS process the Council has received revised forecasts for each strategic site representing a total contribution of 6,235 contribution over the period 2019-2023, resulting in a loss 1,600 units from the anticipated 5-year supply equivalent to approximately 0.5 years supply. Similarly, only 326 completions have taken place to date on strategic sites, a shortfall of 3,700 from anticipated completions over the period, representing 1.1 years. Under the residual method, any shortfall in anticipated completions is factored in to the calculation (residual requirement) thereby making it more difficult to achieve a 5-year supply.

Reasons for delays vary from site to site, but in general start dates have slipped post adoption. The Council considers that these delays are therefore at least partly responsible for the lack of a 5-year housing land supply in Cardiff, and that in reality Cardiff is not faced with a supply issue, but a delivery challenge where the development sector is not delivering the rates previously anticipated.



### National Perspective

It should be noted that the lack of a 5-year supply in Cardiff is no exception when considered within the context of Wales as a whole; many LPAs have experienced similar land supply situations, post LDP adoption. In 2013, 2014 and 2015 respectively, 18 (72%) Welsh LPAs had less than 5-years' housing land supply. The situation has not improved over time, with 19 LPAs recording a sub 5-year land supply in 2016. Average land supply across Wales also fell during this period, from 4.3 years in 2013 to 2.5 years by 2016. The widespread difficulty in demonstrating a 5-year housing land supply across Welsh LPAs is recognised by Welsh Government who have conducted research into the issues surrounding delivery. While viability appears to be a key underlying factor throughout much of Wales, other primary factors are evident in Cardiff, as described above.

### **Conclusion**

This Council has identified several underlying reasons which it believes may be significant in considering the latest housing land availability figure set out in the 2018 JHLAS. The Council consider these technical factors distort the reality of a much healthier supply of housing land which exists in practice with a key challenge being the ability of the housing sector to effectively deliver build rates promoted during the LDP examination process. Notwithstanding the recent disapplication of paragraph 6.2 of TAN1 these factors should be taken into account where attributing weight to the 5-year supply figure for the purpose of determining planning applications.

It is considered that the Council is being proactive in following the enabling approach set out by Welsh Government, and positive dialogue is taking place with the development sector to achieve mutual objectives of delivering a plan-led approach. Continuous review of new evidence through the AMR process will help to ensure the land supply situation remains closely monitored.

### **Recommendations**

Whilst there is clearly a 'delivery lag' following LDP adoption, the Council is liaising successfully with landowners and developers with the aim of stimulating an enhanced trajectory of provision on Strategic Sites. It is considered that this proactive and enabling approach will secure enhanced delivery rates in future years and the matter will remain an on-going priority. Future AMR's will provide regular annual updates.

## Topic Area: Number of General market Dwellings Built

Relevant LDP Policies: KP1

Indicator reference: OB2 SO2

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>CORE</b> The number of net general market dwellings built	Provide 22,555 net general market dwellings over the remaining Plan period in accordance with the cumulative 2 year targets set out below: 2016: 2,495 2018: 4,096 2020: 4,153 2022: 4,042 2024: 4,010 2026: 3,759	Failure to deliver the required number of dwellings for each 2 year period.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The total number of general market dwellings built during 2014/15 was 377.  The total number of general market dwellings built during 2015/16 was 489.  The combined total of general market dwellings built by 1st April 2016 was 866.		The total number of general market dwellings built during 2016/7 was 547.  The total number of general market dwellings built during 2017/18 was 636.  The combined total of general market dwellings built by 1 <sup>st</sup> April 2018 was 1,183.
<b>Analysis</b>		
<p>This is now the second year the LDP has been operative and this is the second AMR to be prepared. The LDP is therefore still at an early stage in its lifetime and this year's AMR provides a short term comparison to the AMR produced in 2017.</p> <p>The total cumulative target to 2018 (2016 - 2,495 plus 2018 - 4,096) was 6,591 general market dwellings to be built by 1<sup>st</sup> April 2018 and 2,049 general market dwellings have been constructed.</p>		

It is considered that good progress has been made since the adoption of the LDP in January 2016 with the majority of Strategic Sites having planning permission and a number are well under construction. However, there are also a range of factors which impact upon the rate at which dwellings are built – in part reflective of land ownership/legal technicalities between developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council’s aspirations as set out in the LDP.

### **Recommendations**

It is not considered that the failure to deliver the required number of general market dwellings for each 2 year period would give cause for a review of the LDP. It is inevitable that there will be some ‘delivery lag’ following the adoption of the LDP and the rate of construction is increasing when compared to the previous 2 year cumulative total.

The Council is continuing to liaise with landowners and developers with the aim of stimulating an enhanced trajectory of provision on Strategic Sites, as well as developing a variety of addition windfall brownfield sites. It is hoped that this proactive and enabling approach will, over time secure enhanced delivery rates in future years and the matter will remain an on-going priority. Future AMR’s will provide regular annual updates and delivery rates will be carefully monitored.

## Topic Area: Number of Affordable Dwellings Built

Relevant LDP Policies: KP1, KP2, KP4, KP13, H3

Indicator reference: OB2 S03

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>CORE</b> The number of net additional affordable dwellings built (TAN2)	Provide 6,646 net affordable units over the remaining Plan period (representing an average of 22.8% of total housing provision). Expected delivery rate to meet the target set out below: 2016: 735 2018: 1,207 2020: 1,224 2022: 1,191 2024: 1,181 2026: 1,108	Failure to deliver the required number of dwellings for each 2 year period.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The total number of affordable dwellings provided during 2014/15 was 105.  The total number of affordable dwellings provided during 2015/16 was 244.  The combined total of affordable dwellings provided by 1st April 2016 was 349.	The total number of affordable dwellings provided during 2016/17 was 230.  The total number of affordable dwellings provided during 2017/18 was 194.  The combined total of affordable dwellings provided by 1 <sup>st</sup> April 2018 was 424.	
<b>Analysis</b>		
This is now the second year the LDP has been operative and this is the second AMR to be prepared. The LDP is therefore still at an early stage in its lifetime and this year's AMR provides a short term comparison to the AMR produced in 2017.		

The total cumulative target to 2018 (2016 - 735 plus 2018 – 1,207) was 1,942 affordable dwellings to be built by 1<sup>st</sup> April 2018 and 773 affordable dwellings have been constructed.

It is considered that good progress has been made since the adoption of the LDP in January 2016 with the majority of Strategic Sites having planning permission and a number are well under construction. However, there are also a range of factors which impact upon the rate at which dwellings are built – in part reflective of land ownership/legal technicalities between developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council's aspirations as set out in the LDP.

### **Recommendations**

It is not considered that the failure to deliver the required number of general market dwellings for each 2 year period would give cause for a review of the LDP. It is inevitable that there will be some 'delivery lag' following the adoption of the LDP and the rate of construction is increasing when compared to the previous 2 year cumulative total.

The Council is continuing to liaise with landowners and developers with the aim of stimulating an enhanced trajectory of provision on Strategic Sites, as well as developing a variety of addition windfall brownfield sites. It is hoped that this proactive and enabling approach will, over time secure enhanced delivery rates in future years and the matter will remain an on-going priority. Future AMR's will provide regular annual updates and delivery rates will be carefully monitored.

## Topic Area: Annual Dwellings Completions

Relevant LDP Policies: KP1

Indicator reference: OB2 S04

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>CORE</b> Annual dwelling completions (all dwellings)	Provide 29,201 dwellings over the remaining Plan period in accordance with the cumulative 2 year targets set out below: 2016: 3,230 2018: 5,303 2020: 5,377 2022: 5,233 2024: 5,191 2026: 4,866	Failure to deliver the required number of dwellings for each 2 year period.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The total number of all dwellings provided during 2014/15 was 482.		The total number of all dwellings provided during 2016/17 was 777
The total number of all dwellings provided during 2015/16 was 733.		The total number of all dwellings provided during 2017/18 was 830
The combined total by 1st April 2016 was 1,215.		The combined total by 1 <sup>st</sup> April 2018 was 1,607.
<b>Analysis</b>		
<p>This is now the second year the LDP has been operative and this is the second AMR to be prepared. The LDP is therefore still at an early stage in its lifetime and this year's AMR provides a short term comparison to the AMR produced in 2017.</p> <p>The total cumulative target to 2018 (2016 – 3,230 plus 2018 – 5,303) was 8,533 dwellings to be built by 1<sup>st</sup> April 2018 and 2,822 dwellings have been constructed.</p> <p>It is considered that good progress has been made since the adoption of the LDP in January 2016 with the majority of Strategic Sites having planning permission and a number are well under construction. However, there are also a range of factors which impact upon the rate at which dwellings are built – in part reflective of land ownership/legal technicalities between developers and landowners and also the</p>		

complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council's aspirations as set out in the LDP.

### **Recommendations**

It is not considered that the failure to deliver the total required number of dwellings for each 2 year period would give cause for a review of the LDP. It is inevitable that there will be some 'delivery lag' following the adoption of the LDP and the rate of construction is increasing when compared to the previous 2 year cumulative total.

The Council is continuing to liaise with landowners and developers with the aim of stimulating an enhanced trajectory of provision on Strategic Sites, as well as developing a variety of additional windfall brownfield sites. It is hoped that this proactive and enabling approach will, over time secure enhanced delivery rates in future years and the matter will remain an on-going priority. Future AMR's will provide regular annual updates and delivery rates will be carefully monitored.

## **Topic Area: Number of Windfall Units Completed**

Relevant LDP Policies: KP1

Indicator reference: OB2 S05

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>CORE</b> Number of windfall units completed per annum on all sites	Annual target of overall anticipated windfall contributions for the remainder of the Plan period – 488 dwellings per annum.	Delivery varies by more than 10% above or below 488 dwellings per annum for any consecutive 2 year period.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The total number of windfall contributions during 2016/17 was 449 dwellings.	The total number of windfall contributions during 2017/18 was 401 dwellings.	
<b>Analysis</b>		
During the monitoring period for 1 <sup>st</sup> April 2017 to 31 <sup>st</sup> March 2018, there were 401 dwellings completed which were considered ‘windfall’ sites as they were over 10 dwellings, were not the result of a change of use and did not form part of an LDP allocated site. The 401 completed windfall units fall outside the 10% buffer set out in the trigger. However, as this trigger is for 2 consecutive years it will be monitored again next year to establish whether there appears to be a trend.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		



## **Topic Area: Settlement Boundaries**

**Relevant LDP Policies:** KP3(B, EN1

**Indicator reference:** OB2 SO6

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>Core</b> Number of dwellings permitted annually outside the defined settlement boundaries that does not satisfy LDP policies.	Number of dwellings permitted that are not in accordance with KP3(B)	1 or more permission that does not satisfy LDP policies
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No applications permitted outside the settlement boundary that do not satisfy policy.		No applications permitted outside the settlement boundary that do not satisfy policy.
<b>Analysis</b>		
<p>During the 2<sup>nd</sup> monitoring period no applications were permitted outside the settlement boundary that did not satisfy policy. During the monitoring period four application for residential development were approved two the principal of development had been established through a previous consent or an LDP allocation and the remaining two were considered to be policy compliant and related to conversions within a residential curtilage. Given this it is considered that Policy KP3(B) is functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor		

## **Topic Area: Gypsy and Traveller Accommodation Provision**

**Relevant LDP Policies:** H7

**Indicator reference:** OB2 SO7

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Keep the Seawall Road site under review for potential permanent residential Gypsy and Traveller accommodation		Site is no longer categorised within Flood Risk Zone C2
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
Site is still categorised within Flood Risk Zone C2 in latest Development Advice Maps	Site is still categorised within Flood Risk Zone C2 in latest Development Advice Maps	
<b>Analysis</b>		
<p>This site was included as an allocation for a Gypsy and Traveller site in the Deposit LDP in September 2013. However the site was deleted from the Plan at the LDP Examination in 2015 as it was located in a C2 Flood Risk Zone where highly vulnerable development such as Gypsy and Traveller sites are precluded by Welsh Government Planning Guidance. It was agreed at the LDP Examination that an indicator would be included in the Monitoring Framework to keep the site under review should the position regarding flood risk change over the lifetime of the Plan. This will ensure that the site can continue to be considered along with other sites to accommodate the need for new Gypsy and Traveller pitches.</p>		
<p>The status of the site in terms of flood risk remains unchanged and the site is still lies within Flood Risk Zone C2 in the latest Development Advice Maps produced by Welsh Government and Natural Resources Wales.</p>		
<p>A feasibility Study has been undertaken by the Council to investigate options to improve flood defences along the Rover Way Foreshore and River Rhymney. This Study recommends design options for improving the flood defences along this stretch of the coastline and has been submitted to Welsh Government for grant funding to implement the recommended works.</p>		
<p>Welsh Government have now approved the funding and the Council is due to go out to Tender shortly for the works to be implemented. It is anticipated the flood defence works will be completed in early 2020.</p>		

<b>Recommendations</b>
No action is required at present. Continue to monitor.

## **Topic Area: Gypsy and Traveller Provision – Permanent Sites**

Relevant LDP Policies: H7

Indicator reference: OB2 SO8

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Provision is made for meeting identified needs for permanent Gypsy and Traveller accommodation</p>	<ol style="list-style-type: none"> <li>1. Agree project management arrangements including reporting structure and representatives – July 2015</li> <li>2. Agree methodology for undertaking site search and assessment – December 2015</li> <li>3. Undertake Gypsy and Traveller Needs Assessment for both permanent and transit pitches in accordance with Housing (Wales) Act 2014 – February 2016</li> <li>4. Undertake a site search and assessment and secure approval of findings – July 2016</li> <li>5. Secure planning permission and funding (including any grant funding from Welsh Government) for identified site(s) required to meet short term need for 43 pitches by May 2017</li> <li>6. Secure planning permission and funding (including any grant funding from Welsh Government)</li> </ol>	<p>Failure to achieve these targets</p>

	for identified site(s) required to meet long term need for 65 pitches by May 2021	
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
<p>Project management arrangements, including reporting structure and representatives have been established and a methodology for undertaking site search and assessment was approved at Cabinet in January 2016. In addition an updated Gypsy and Traveller Accommodation Assessment (GTAA) was approved by Welsh Government in November 2016.</p> <p>Cabinet in September 2016 noted that good progress has been made in undertaking a city wide search for land which could be suitable for Gypsy and Traveller sites but agreed that the assessment is not yet fully complete and there was a clear need to undertake more detailed technical investigations. At Cabinet it was agreed that it would be premature to conclude the site assessment process until these have been completed.</p> <p>Work on undertaking these more detailed technical assessments has been ongoing throughout the year. When these assessments are complete the Council will consider the findings and determine a way forward</p> <p>Although this represents a delay to the agreed targets the Council recognise that it clearly has an obligation to progress the site assessment as soon as possible; however, this needs to be balanced against the need to find the best possible site for the community.</p> <p>The Council also remains firmly and absolutely committed to comply with the requirements of the Housing (Wales) Act 2014.</p>	<p>The detailed technical assessments have now been completed and the Council is currently considering the implications of the findings of these assessments and options in terms of taking this work forward. This has included ongoing discussions with Welsh Government.</p> <p>Although this represents a delay to the agreed targets the Council recognise that it clearly has an obligation to progress the site assessment as soon as possible; however, this needs to be balanced against the need to find the best possible site for the community</p> <p>The Council also remains firmly and absolutely committed to comply with the requirements of the Housing (Wales) Act 2014.</p>	

## Analysis

The Gypsy and Traveller Study is being project managed jointly by Officers from Housing and the Planning Service. Work undertaken by the Group is overseen by a Steering Group comprising senior Officers from the Housing and Planning Service and relevant Cabinet Members. The aim of the study is to identify the need for permanent and transit Gypsy and Traveller accommodation within the city and identify sites to meet this need.

Progress to date includes the completion of an updated Gypsy and Traveller Accommodation Assessment (GTAA), which was approved by the Welsh Government in November 2016. This identifies a reduced need for 72 permanent pitches in the city by 2026 (compared to a need for 108 pitches in the previous 2013 GTAA) and a regional need for a transit site of 10 pitches. Of the 72 permanent pitches 48 are required short term in the next five years compared to 43 in the previous 2013 GTAA.

In order to meet this need a comprehensive city wide search for suitable sites for Gypsy and Travellers has been undertaken using site selection criteria approved by the Council's Cabinet in January 2016. The approved site selection criteria sets out assessment criteria around three main headings relating to availability, site suitability and achievability. Availability considerations include whether the site is genuinely available long term and there are no legal issues. Site suitability considerations include a comprehensive list of policy and physical constraints, and deliverability considerations relate to the consideration of total cost (including any abnormal costs) to ensure it does not prejudice the ability to develop the site.

To date good progress has been made with undertaking a city wide search for land which could be suitable for Gypsy and Traveller sites and Cabinet in September 2016 noted that the study had reached the point where there is a clear need to further investigate technical aspects identified in the agreed methodology. Given this Cabinet considered that it would be premature to conclude the site assessment process until these detailed technical investigations have been carried out and detailed technical investigations, particularly flood risk assessments, were commissioned to fully establish the extent of risk at this stage, along with the potential scope of mitigation measures and any other relevant site-specific technical matters. This work was carried out in liaison with Natural Resources Wales and took account of the most up to date information with regard to flood risk data.

These detailed technical assessments have now been completed and the Council is currently considering the implications of the findings of these assessments and ongoing flood defence works in order to determine options for taking this work forward. This has included ongoing discussions with Welsh Government.

The Council recognises it has an obligation to progress the site assessment as soon as possible; however, this needs to be balanced against the need to find the best possible site for the community. I can confirm there remains a firm and absolute commitment to comply with the requirements of the Housing (Wales) Act 2014.

Progress with this will continue to be monitored and reported on in future AMR's.

<b>Recommendations</b>
No action is required at present. Continue to monitor.

## **Topic Area: Gypsy and Traveller Provision – Transit Sites**

Relevant LDP Policies: H7

Indicator reference: OB2 SO9

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p>LOCAL Provision is made for meeting identified needs for transit Gypsy and Traveller accommodation</p>	<ol style="list-style-type: none"> <li>1. Agree project management arrangements including reporting structure and representatives – July 2015</li> <li>2. Agree methodology for undertaking site search and assessment – December 2015</li> <li>3. Undertake Gypsy and Traveller Needs Assessment for both permanent and transit pitches in accordance with Housing (Wales) Act 2014 – February 2016</li> <li>4. Undertake a site search and assessment and secure approval of findings – July 2016</li> <li>5. Secure planning permission and funding (including any grant funding from Welsh Government) for identified site(s) required to meet short term need for 43 pitches by May 2017</li> <li>6. Secure planning permission and funding (including any grant funding from Welsh Government)</li> </ol>	<p>Failure to achieve these targets</p>



	for identified site(s) required to meet long term need for 65 pitches by May 2021	
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
<p>Project management arrangements, including reporting structure and representatives have been established and a methodology for undertaking site search and assessment was approved at Cabinet in January 2016. In addition an updated Gypsy and Traveller Accommodation Assessment (GTAA) was approved by Welsh Government in November 2016.</p> <p>Cabinet in September 2016 noted that good progress has been made in undertaking a city wide search for land which could be suitable for Gypsy and Traveller sites but agreed that the assessment is not yet fully complete and there was a clear need to undertake more detailed technical investigations. At Cabinet it was agreed that it would be premature to conclude the site assessment process until these have been completed.</p> <p>Work on undertaking these more detailed technical assessments has been ongoing throughout the year. When these assessments are complete the Council will consider the findings and determine a way forward</p> <p>Although this represents a delay to the agreed targets the Council recognise that it clearly has an obligation to progress the site assessment as soon as possible; however, this needs to be balanced against the need to find the best possible site for the community.</p> <p>The Council also remains firmly and absolutely committed to comply with the requirements of the Housing (Wales) Act 2014.</p>		<p>The detailed technical assessments have now been completed and the Council is currently considering the implications of the findings of these assessments and options in terms of taking this work forward. This has included ongoing discussions with Welsh Government.</p> <p>Although this represents a delay to the agreed targets the Council recognise that it clearly has an obligation to progress the site assessment as soon as possible; however, this needs to be balanced against the need to find the best possible site for the community</p> <p>The Council also remains firmly and absolutely committed to comply with the requirements of the Housing (Wales) Act 2014.</p>

## Analysis

The Gypsy and Traveller Study is being project managed jointly by Officers from Housing and the Planning Service. Work undertaken by the Group is overseen by a Steering Group comprising senior Officers from the Housing and Planning Service and relevant Cabinet Members. The aim of the study is to identify the need for permanent and transit Gypsy and Traveller accommodation within the city and identify sites to meet this need.

Progress to date includes the completion of an updated Gypsy and Traveller Accommodation Assessment (GTAA), which was approved by the Welsh Government in November 2016. This identifies a reduced need for 72 permanent pitches in the city by 2026 (compared to a need for 108 pitches in the previous 2013 GTAA) and a regional need for a transit site of 10 pitches. Of the 72 permanent pitches 48 are required short term in the next five years compared to 43 in the previous 2013 GTAA.

In order to meet this need a comprehensive city wide search for suitable sites for Gypsy and Travellers has been undertaken using site selection criteria approved by the Council's Cabinet in January 2016. The approved site selection criteria sets out assessment criteria around three main headings relating to availability, site suitability and achievability. Availability considerations include whether the site is genuinely available long term and there are no legal issues. Site suitability considerations include a comprehensive list of policy and physical constraints, and deliverability considerations relate to the consideration of total cost (including any abnormal costs) to ensure it does not prejudice the ability to develop the site.

To date good progress has been made with undertaking a city wide search for land which could be suitable for Gypsy and Traveller sites and Cabinet in September 2016 noted that the study had reached the point where there is a clear need to further investigate technical aspects identified in the agreed methodology. Given this Cabinet considered that it would be premature to conclude the site assessment process until these detailed technical investigations have been carried out and detailed technical investigations, particularly flood risk assessments, were commissioned to fully establish the extent of risk at this stage, along with the potential scope of mitigation measures and any other relevant site-specific technical matters. This work was carried out in liaison with Natural Resources Wales and took account of the most up to date information with regard to flood risk data.

These detailed technical assessments have now been completed and the Council is currently considering the implications of the findings of these assessments and ongoing flood defence works in order to determine options for taking this work forward. This has included ongoing discussions with Welsh Government.

The Council recognises it has an obligation to progress the site assessment as soon as possible; however, this needs to be balanced against the need to find the best possible site for the community. I can confirm there remains a firm and absolute commitment to comply with the requirements of the Housing (Wales) Act 2014.

Progress with this will continue to be monitored and reported on in future AMR's.

<b>Recommendations</b>
No action is required at present. Continue to monitor.

## **Topic Area: Gypsy and Traveller Provision**

Relevant LDP Policies: H7

Indicator reference: OB2 SO10

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Total number of Gypsy and Traveller pitches for residential accommodation	Ensure the existing supply of pitches is maintained (Should existing pitches be no longer available alternative pitches will be sought)	Any net loss of existing Gypsy and Traveller pitch provision
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
There has been no net loss of existing Gypsy and Traveller pitch provision during the monitoring period		There has been no net loss of existing Gypsy and Traveller pitch provision during the monitoring period
<b>Analysis</b>		
The latest Gypsy and Traveller Accommodation Assessment (GTAA) approved by the Welsh Government in November 2016 states that there are 80 pitches on two local authority owned sites at Shirenewton (59 pitches) and Rover Way (21 pitches). In addition there are four authorised private sites with a total of 22 pitches giving a total of 92 pitches for the County as a whole. There has been no net loss of existing Gypsy and Traveller pitch provision during the monitoring period.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

**Topic Area: Dwelling Completions on Strategic Site A Cardiff Central Enterprise Zone**

**Relevant LDP Policies:** KP2

**Indicator reference:** OB2 SO11

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual dwelling completions of Strategic Housing Site A – Cardiff Central Enterprise Zone</p>	<p>2,150 dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates based on the JHLAS 2014 and developer intentions: 2016: 231 2018: 254 2020: 405 2022: 400 2024: 400 2026: 460</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>	<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>	
<p>As at 1<sup>st</sup> April 2017 there had been no completions on Strategic Housing Site A.</p>	<p>As at 1<sup>st</sup> April 2018 there had been no completions on Strategic Housing Site A.</p>	
<p><b>Analysis</b></p>		
<p>As at 1<sup>st</sup> April 2018, there had been no residential completions on Strategic Site A and so the target of 485 dwellings by 2018 has not been met. There are two existing residential planning permissions on this site, representing a total of 2,259 dwellings (i.e. above the allocated figure of 2,150). These are summarised below:</p> <ul style="list-style-type: none"> <li>• 14/00430 – Hybrid application granted 15/08/2014 comprising: Full consent for 690 dwellings and Outline consent for 1,460 dwellings</li> </ul>		

- 17/00159 – Planning committee (21/06/2017) resolved to grant Full planning consent for a mixed-use development comprising 109 no. 1 and 2 bedroom apartments

There are no new updates with regard to this site compared to the 2016/17 AMR. Whilst it is accepted that there has been some slippage on this site, at this stage it is not envisaged that the delivery of Strategic Site A will slip beyond the Plan period. The Council will continue to monitor the delivery of this site through subsequent annual monitoring.

#### **Recommendations**

No action is required at present. Continue to monitor.

**Topic Area: Dwelling Completions on Strategic Site B Gas Works, Ferry Road**

**Relevant LDP Policies:** KP2

**Indicator reference:** OB2 SO12

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual dwelling completions of Strategic Housing Site B – Gas Works, Ferry Road.</p>	<p>500 dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 0 2018: 80 2020: 140 2022: 170 2024: 110 2026: 0</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>	<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>	
<p>In line with the target for this indicator, as at 1<sup>st</sup> April 2017, there had been no completions on Strategic Site B.</p>	<p>As at 1st April 2018 there had been no completions on Strategic Housing Site B.</p>	
<p><b>Analysis</b></p>		
<p>The agent for this site has advised that there has been some delay in marketing the site. The site was marketed in late 2016 and remediation work is scheduled to be completed by mid-2018. On this basis it is expected that development will commence in 2019/20, with the first completions coming forward in 2020. It is not envisaged that there will be any change to delivery rates thereafter.</p> <p>Whilst some slippage to the delivery targets set out above is now inevitable, based on recent dialogue with the agent it is not envisaged that the delivery of Strategic Site B will slip beyond the Plan period. The Council will continue to monitor the delivery of this site through subsequent annual monitoring.</p>		

<b>Recommendations</b>
No action is required at present. Continue to monitor.



**Topic Area: Dwelling Completions on Strategic Site C North West Cardiff**

**Relevant LDP Policies:** KP2

**Indicator reference:** OB2 SO13

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual dwelling completions of Strategic Housing Site C – North West Cardiff</p>	<p>5,000 dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below.</p> <p>Expected delivery rates are based on developer intentions: 2016: 135 2018: 624 2020: 1,060 2022: 1,060 2024: 1,060 2026: 1,060</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>	<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>	
<p>As at 1<sup>st</sup> April 2017 there had been no completions on Strategic Housing Site C.</p>	<p>As at 1<sup>st</sup> April 2018 there had been 39 completions on Strategic Housing Site C.</p>	
<p><b>Analysis</b></p>		
<p>As at 1<sup>st</sup> April 2018 there have been 39 completions on Strategic Housing Site C with 46 under construction whilst there is also a large amount of ground preparatory works being undertaken across the area. Whilst the target of 759 by 2018 has not been met, the initial lag in developers getting on site is considered in part reflective of land ownership/legal technicalities between developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council’s aspirations as set out in the LDP. Despite this initial delay, much progress has been made since the adoption of the LDP. Planning permissions have now either been consented, or received for in</p>		

excess of 7,000 units (summarised below), and as of summer 2018 construction work has commenced on site.

- **Plasdwr (Redrow)** 14/02733 Outline planning granted 20/03/2017 up to 5,970 residential units.
- **Land North and South of Llantrisant Road (Redrow)** 14/02157 Outline granted 09/08/2016 for 630 units and 16/02016 Reserved Matters granted 23/12/2016 for Phase 1A (126 units). 32 dwellings were under construction as at 1<sup>st</sup> March 2018 whilst 35 dwellings had been completed.
- **Land South of Pentrebane Road (Redrow)** 14/02188 Outline granted 13/12/2016 290 units (30% Affordable) and 17/00414 Reserved Matters (received for 120 units). 14 dwellings were under construction as at 1<sup>st</sup> March 2018 whilst 4 dwellings had been completed.

#### **Recommendations**

No action is required at present. Continue to monitor.

**Topic Area: Dwelling Completions on Strategic Site D North of Junction 33**

**Relevant LDP Policies:** KP2

**Indicator reference:** OB2 SO14

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual dwelling completions of Strategic Housing Site D – North of Junction 33</p>	<p>2,000 dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 110 2018: 240 2020: 300 2022: 400 2024: 450 2026: 500</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>		<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>
<p>As at 1<sup>st</sup> April 2017 there had been no completions on Strategic Housing Site D.</p>		<p>As at 1<sup>st</sup> April 2018 there had been no completions on Strategic Housing Site D.</p>
<p><b>Analysis</b></p>		
<p>As at 1<sup>st</sup> April 2018 there had been no completions on this strategic site and so the delivery target of 350 units by 2018, as originally anticipated has not been met.</p> <p>As with several strategic sites, the initial lag is considered in part reflective of land ownership/legal technicalities between developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council’s aspirations as set out in the LDP. There has however been significant progress since adoption, with Planning Committee recently (08/02/2017) resolving to grant outline permission for 1,500 units subject to</p>		

the signing of a section 106 agreement. A Reserved Matters application was submitted to the Council in January 2018 for 405 dwellings and is currently being considered subject to Conditions on the original Outline permission being met.

**Recommendations**

No action is required at present. Continue to monitor.

## **Topic Area: Dwelling Completions on Strategic Site E South of Creigiau**

**Relevant LDP Policies:** KP2

**Indicator reference:** OB2 SO15

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Total annual dwelling completions of Strategic Housing Site E – South of Creigiau	650 dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 150 2018: 300 2020: 200	Failure to deliver the required number of dwellings for each 2 year period.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
As at 1 <sup>st</sup> April 2017 there had been no completions on Strategic Housing Site E.		As at 1 <sup>st</sup> April 2018 there had been no completions on Strategic Housing Site E.
<b>Analysis</b>		
As at 1 <sup>st</sup> April 2018 there have been no completions at Strategic Site E and so the delivery target of 450 units by 2018, as originally anticipated has not been met. Planning Applications have not yet been submitted for South of Creigiau, however, during recent consultation for the Cardiff JHLAS the site agent confirmed that technical work is on-going and an application is being targeted in the near future. At this stage, it is not envisaged that the delivery of South of Creigiau will slip beyond the Plan period. The Council will continue to monitor progress at Land South of Creigiau and will endeavour to process any forthcoming application efficiently, preventing unnecessary delay to the delivery of the site.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

**Topic Area: Dwelling Completions on Strategic Site F North East Cardiff**

**Relevant LDP Policies:** KP2, KP13

**Indicator reference:** OB2 SO16

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual dwelling completions of Strategic Housing Site F – North East Cardiff</p>	<p>4,500 dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 180 2018: 1,197 2020: 808 2022: 808 2024: 808 2026: 699</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>	<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>	
<p>As at 1<sup>st</sup> April 2017 there had been no completions on Strategic Housing Site F.</p>	<p>As at 1<sup>st</sup> April 2018 there had been no completions on Strategic Housing Site F</p>	
<p><b>Analysis</b></p>		
<p>While the delivery target of 1,377 units by 2018, as originally anticipated, has not been met, as at 1<sup>st</sup> April 2016, there were 49 completions on Strategic Housing Site F, situated at Land off Cefn Mabley Road, Lisvane. This parcel of land, totalling 51 houses had been completed by 1<sup>st</sup> April 2017.</p>		

As with several strategic sites, the initial lag is considered in part reflective of land ownership/legal technicalities between developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council's aspirations as set out in the LDP. Notably, it is understood that the primary developer had not secured full land ownership by April 2017 (but at the time of writing, it has now been confirmed that land ownership is in place so this should promptly trigger the planning application process.

In terms of the planning status of the site, there are two extant outline consents for part of the site, known as Churchlands (1,000 units and 1,200 units respectively) while during the recent (2017) JHLAS, the agent confirmed that contracts have exchanged between landowners and developers are keen to progress the development of the North East Cardiff. An outline application for the bulk of the land and a full planning application for a part of the site are anticipated shortly, which should accelerate delivery now the land issues have been resolved. The Council will continue to monitor progress at North East Cardiff and will endeavour to process any forthcoming

**Recommendations**

No action is required at present. Continue to monitor.

**Topic Area: Dwelling Completions on Strategic Site G East of Pontprennau Link Road**

**Relevant LDP Policies:** KP2

**Indicator reference:** OB2 SO17

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual dwelling completions of Strategic Housing Site G – East of Pontprennau Link Road</p>	<p>1,300 dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 140 2018: 375 2020: 285 2022: 270 2024: 200 2026: 30</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>	<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>	
<p>As at 1st April 2017 there had been no completions on Strategic Housing Site G.</p>	<p>As at 1<sup>st</sup> April 2018 there had been 174 completions on Strategic Housing Site G.</p>	
<p><b>Analysis</b></p>		
<p>As at 1st April 2018 there were 174 completions at Strategic Site G and so the delivery target of 515 units by 2018, as originally anticipated has not been met. However, as at 1<sup>st</sup> April 2018 construction was well underway with a further 83 under construction both on Land at Church Road (Bellway) and St Edeyrns Village (Persimmons). Despite a slight lag in the initial start date of construction, the rates of annual delivery remain broadly aligned to those in the LDP. The Council will continue to monitor the delivery of this site through annual monitoring.</p>		
<p><b>Recommendations</b></p>		
<p>No action is required at present. Continue to monitor.</p>		



**Topic Area: Affordable Dwelling Completions on Strategic Site A  
Cardiff Central Enterprise Zone**

**Relevant LDP Policies:** KP2, KP13

**Indicator reference:** OB2 SO18

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Annual affordable dwelling completions of Strategic Housing Site A – Cardiff Central Enterprise Zone</p>	<p>430 affordable dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on the JHLAS 2014 and developer intensions: 2016: 47 2018: 50 2020: 81 2022: 80 2024: 80 2026: 92</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>		<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>
<p>As at 1st April 2017 there had been no affordable completions on Strategic Housing Site A</p>		<p>As at 1<sup>st</sup> April 2018 there had been no affordable completions on Strategic Housing Site A.</p>
<p><b>Analysis</b></p>		
<p>The above figures have been amended from the original to accurately reflect a 20% brownfield affordable housing contribution across the Plan period.</p> <p>As at 1st April 2018, there had been no residential completions on Strategic Site A and so the target of 97 affordable units by 2018 as originally anticipated has not been met. There are however now two extant residential planning permissions on this site, representing a total of 2,259 dwellings (i.e. above the allocated figure of 2,150 dwellings). These are summarised below:</p> <ul style="list-style-type: none"> <li>• 14/00430 Hybrid application granted 15/08/2014 comprising: Full consent</li> </ul>		

for 690 dwellings and Outline consent for 1,460 dwellings

- 17/00159: Planning Committee (21/06/2017) resolved to grant Full planning consent for a mixed-use development comprising 109 no. 1 and 2 bedroom apartments

Whilst it is accepted that there has been some slippage on this application, at this stage it is not envisaged that the delivery of Strategic Site A will slip beyond the Plan period. The Council will continue to monitor the delivery of this site through subsequent annual monitoring.

**Recommendations**

No action is required at present. Continue to monitor.

**Topic Area: Affordable Dwelling Completions on Strategic Site B Gas Works, Ferry Road**

**Relevant LDP Policies:** KP2, KP13

**Indicator reference:** OB2 SO19

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Annual affordable dwelling completions of Strategic Housing Site B – Gas Works, Ferry Road</p>	<p>100 affordable dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 0 2018: 16 2020: 28 2022: 34 2024: 22 2026: 0</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>	<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>	
<p>In line with the target for this indicator, as at 1<sup>st</sup> April 2017, there had been no completions on Strategic Site B.</p>	<p>As at 1<sup>st</sup> April 2018 there had been no affordable completions on Strategic Housing Site B.</p>	
<p><b>Analysis</b></p>		
<p>The agent for this site has advised that there has been some delay in marketing the site. The site was marketed in late 2016 and remediation work is scheduled to be completed by mid-2018. On this basis it is expected that development will commence in 2019/20, with the first completions coming forward in 2020. It is not envisaged that there will be any change to delivery rates thereafter.</p> <p>Whilst some slippage to the delivery targets set out above is now inevitable, based on recent dialogue with the agent it is not envisaged that the delivery of Strategic Site B will slip beyond the Plan period. The Council will continue to monitor the delivery of this site through subsequent annual monitoring.</p>		
<p><b>Recommendations</b></p>		
<p>No action is required at present. Continue to monitor.</p>		

**Topic Area: Affordable Dwelling Completions on Strategic Site C North West Cardiff**

**Relevant LDP Policies:** KP2

**Indicator reference:** OB2 SO20

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Annual affordable dwelling completions of Strategic Housing Site C – North West Cardiff</p>	<p>1,500 affordable dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 41 2018: 187 2020: 318 2022: 318 2024: 318 2026: 318</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>		<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>
<p>As at 1<sup>st</sup> April 2017 there had been no Affordable completions on Strategic Housing Site C.</p>		<p>As at 1<sup>st</sup> April 2018 there had been no affordable completions on Strategic Housing Site C.</p>
<p><b>Analysis</b></p>		
<p>As at 1<sup>st</sup> April 2018 there had been no affordable completions on Strategic Housing Site C and so the target of 228 affordable units by 2018, as originally anticipated has not been met. The initial lag in developers getting on site is considered in part reflective of land ownership/legal technicalities between developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council’s aspirations as set out in the LDP.</p>		

Despite this initial delay, much progress has been made since the adoption of the LDP. Planning permissions have now either been consented, or received for in excess of 7,000 units (summarised below), and as of summer 2017 construction work has commenced on site.

- **Plasdwr (Redrow) 14/02733** Outline planning granted 20/03/2017 up to 5,970 residential units.
- **Land North and South of Llantrisant Road (Redrow) 14/02157** Outline granted 09/08/2016 for 630 units and 16/02016 Reserved Matters granted 23/12/2016 for Phase 1A (126 units). 32 dwellings were under construction as at 1<sup>st</sup> March 2018 whilst 35 dwellings had been completed.
- **Land South of Pentrebane Road (Redrow) 14/02188** Outline granted 13/12/2016 290 units (30% Affordable) and 17/00414 Reserved Matters (received for 120 units). 14 dwellings were under construction as at 1<sup>st</sup> March 2018 whilst 4 dwellings had been completed.

At the latest JHLAS meeting (June 2017) developers confirmed that despite the delay, delivery rates on Strategic Site C will ramp up to remain broadly aligned with the rates agreed in the LDP. Completion rates of 400+ unit's p.a. are anticipated by 2020 and 530+ unit's p.a. by 2022. Accordingly, at this stage it is envisaged that the delivery of 5,000 units at Strategic Site C will not slip beyond the beyond the Plan period. The Council will continue to monitor the delivery of this site through annual monitoring.

#### **Recommendations**

No action is required at present. Continue to monitor.

**Topic Area: Affordable Dwelling Completions on Strategic Site D North of Junction 33**

**Relevant LDP Policies:** KP2

**Indicator reference:** OB2 SO21

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual dwelling completions of Strategic Housing Site D – North of Junction 33</p>	<p>603 affordable dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 100 2018: 100 2020: 100 2022: 100 2024: 100 2026: 103</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>	<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>	
<p>As at 1st April 2017 there had been no completions on Strategic Housing Site D.</p>	<p>As at 1<sup>st</sup> April 2018 there had been 0 affordable completions on Strategic Site D.</p>	
<p><b>Analysis</b></p>		
<p>As at 1st April 2018 there had been no affordable completions on this strategic site and so the delivery target of 200 affordable units by 2018, as originally anticipated has not been met.</p> <p>As with several strategic sites, the initial lag is considered in part reflective of land ownership/legal technicalities between developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council’s aspirations as set out in the LDP.</p> <p>There has however been significant progress since adoption, with Planning Committee recently (08/02/2017) resolving to grant outline permission for 1,500 units subject to the signing of a section 106 agreement. A Reserved Matters application was submitted to the Council in January 2018 for 405 dwellings and is</p>		

currently being considered subject to Conditions on the original Outline permission being met.

**Recommendations**

No action is required at present. Continue to monitor.

**Topic Area: Affordable Dwelling Completions on Strategic Site E South of Creigiau**

**Relevant LDP Policies:** KP2

**Indicator reference:** OB2 SO22

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual affordable dwelling completions of Strategic Housing Site E – South of Creigiau</p>	<p>195 affordable dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 150 2018: 300 2020: 200</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>	<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>	
<p>As at 1st April 2017 there had been no completions on Strategic Housing Site E.</p>	<p>As at 1<sup>st</sup> April 2018 there had been no completions on Strategic Housing Site E.</p>	
<p><b>Analysis</b></p>		
<p>The above figures have been amended from the original to accurately reflect a 20% brownfield affordable housing contribution across the Plan period. As at 1st April 2018 there have been no completions at Strategic Site E and so the delivery target of 450 units by 2018, as originally anticipated has not been met. Planning Applications have not yet been submitted for South of Creigiau, however, during recent consultation for the Cardiff JHLAS the site agent confirmed that technical work is on-going and an application is being targeted in the near future.</p> <p>At this stage, it is not envisaged that the delivery of South of Creigiau will slip beyond the Plan period. The Council will continue to monitor progress at Land South of Creigiau and will endeavour to process any forthcoming application efficiently, preventing unnecessary delay to the delivery of the site.</p>		
<p><b>Recommendations</b></p>		
<p>No action is required at present. Continue to monitor.</p>		



**Topic Area: Affordable Dwelling Completions on Strategic Site F North East Cardiff**

**Relevant LDP Policies:** KP2, KP13

**Indicator reference:** OB2 SO23

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual affordable dwelling completions of Strategic Housing Site F – North East Cardiff (West of Pontprennau)</p>	<p>1,350 affordable dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016 : 54 2018: 359 2020: 242 2022: 242 2024: 243</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>		<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>
<p>As at 1<sup>st</sup> April 2017 there had been no completions on Strategic Housing Site F.</p>		<p>As at 1<sup>st</sup> April 2018 there had been no completions on Strategic Housing Site F.</p>
<p><b>Analysis</b></p>		
<p>While the delivery target of 413 affordable units by 2018, as originally anticipated, has not been met, as at 1<sup>st</sup> April 2016, there were 49 completions on Strategic Housing Site F, situated at Land off Cefn Mabley Road, Lisvane. This parcel of land, totalling 51 houses had been completed by 1<sup>st</sup> April 2017.</p> <p>As with several strategic sites, the initial lag is considered in part reflective of land ownership/legal technicalities between developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council’s aspirations as set out in the LDP. Notably, it is understood that the primary developer had not secured full land</p>		

ownership by April 2017 (but at the time of writing, it has now been confirmed that land ownership is in place so this should promptly trigger the planning application process.

In terms of the planning status of the site, there are two extant outline consents for part of the site, known as Churchlands (1,000 units and 1,200 units respectively) while during the recent (2017) JHLAS, the agent confirmed that contracts have exchanged between landowners and developers are keen to progress the development of the North East Cardiff. An outline application for the bulk of the land and a full planning application for a part of the site are anticipated shortly, which should accelerate delivery now the land issues have been resolved.

The Council will continue to monitor progress at North East Cardiff and will endeavour to process any forthcoming

**Recommendations**

No action is required at present. Continue to monitor.

**Topic Area: Affordable Dwelling Completions on Strategic Site G East of Pontprennau Link Road**

**Relevant LDP Policies:** KP2, KP13

**Indicator reference:** OB2 SO24

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Total annual affordable dwelling completions of Strategic Housing Site G – East of Pontprennau Link Road</p>	<p>390 affordable dwellings will be delivered over the remainder of the Plan period on this Strategic Site in accordance with the 2 year cumulative delivery rates set out below. Expected delivery rates are based on developer intentions: 2016: 42 2018: 113 2020: 86 2022: 81 2024: 60</p>	<p>Failure to deliver the required number of dwellings for each 2 year period.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>		<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>
<p>As at 1st April 2017 there had been no affordable completions on Strategic Housing Site G.</p>		<p>As at 1<sup>st</sup> April 2018 there had been 39 affordable housing completions on Strategic Housing Site G.</p>
<p><b>Analysis</b></p>		
<p>As at 1st April 2018 there were 39 affordable housing completions at Strategic Site G and so the delivery target of 155 affordable units by 2018, as originally anticipated has not been met. However, as at 1<sup>st</sup> April 2018 construction was well underway with a further 83 under construction both on Land at Church Road (Bellway) and St Edeyrns Village (Persimmons). Despite a slight lag in the initial start date of construction, the rates of annual delivery remain broadly aligned to those in the LDP.</p> <p>The Council will continue to monitor the delivery of this site through annual monitoring.</p>		

<b>Recommendations</b>
No action is required at present. Continue to monitor.

## **Topic Area: Changes in Market Value of Property**

**Relevant LDP Policies:** KP13, H3

**Indicator reference:** OB2 SO25

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Changes in market value of property in Cardiff on Greenfield and Brownfield areas	Provide 6,646 affordable units over the remaining Plan period based on achieving 30% on Greenfield sites and 20% on Brownfield sites. Expected delivery rate to meet the target set out below: 2016: 735 2018: 1,207 2020: 1,224 2022: 1,191 2024: 1,181 2026: 1,108	An increase or decrease of 10% of market values of properties in Cardiff on Greenfield and Brownfield areas
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
Data not available for 2016/17.		Data not available for 2017/18.
<b>Analysis</b>		
It is not considered that this indicator provides a useful assessment of the performance of the LDP and is not something that the Plan could seek to have any significant influence over.		
<b>Recommendations</b>		
As the data is not readily available it is suggested that the indicator is deleted and not monitored in future Annual Monitoring Reports.		

## **Topic Area: Flexibility Allowance**

**Relevant LDP Policies:** KP1

**Indicator reference:** OB2 SO26

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Need for release of additional housing land identified in the flexibility allowance	To ensure sufficient land is brought forward for development in accordance with the Plan strategy and to maintain a minimum 5 year supply of land as set out in the JHLAS.	Build rates exceed the anticipated number of completions as set out in indicator OB2 SO4 by the 1st Plan review i.e. more than 13,910 dwellings completed between 2014 - 2020
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
Build rates have not exceeded the anticipated number of completions as set out in Indicator OB2 S04 for the first 2 year period to 1 <sup>st</sup> April 2016.	Build rates have not exceeded the anticipated number of completions as set out in Indicator OB2 S04.	
<b>Analysis</b>		
As set out in paragraph 4.25 of the Cardiff Local Development Plan, the LDP tests of soundness required that LDPs are sufficiently flexible to positively respond to a change in circumstances. However, as expected the need to release additional land is not necessary as build rates have not exceed the anticipated number of completions as set out in Indicator OB2 S04.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Affordable Housing SPG**

**Relevant LDP Policies:** KP13, H3

**Indicator reference:** OB2 SO27

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Affordable Housing SPG		Failure to adopt SPG within 6 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
Detailed supplementary guidance relating to affordable housing incorporated in the Planning Obligations SPG which was approved by the Council in January 2017	Detailed supplementary guidance relating to affordable housing incorporated in the Planning Obligations SPG which was approved by the Council in January 2017	
<b>Analysis</b>		
Detailed supplementary guidance relating to affordable housing provision has been incorporated in the Planning Obligations SPG which was approved by the Council on 26 <sup>th</sup> January 2017. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## **Topic Area: Houses in Multiple Occupation SPG**

Relevant LDP Policies: H5

Indicator reference: OB2 SO28

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Houses in Multiple Occupation SPG		Failure to adopt SPG within 6 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Houses in Multiple Occupation SPG was approved in January 2017	The Houses in Multiple Occupation SPG was approved in January 2017	
<b>Analysis</b>		
The SPG was approved by Council on 26 <sup>th</sup> January 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required		



## **Topic Area: Planning Obligations SPG**

**Relevant LDP Policies:** KP7

**Indicator reference:** OB2 SO29

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Planning Obligations SPG		Failure to adopt SPG within 12 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Planning Obligations SPG was approved in January 2017	The Planning Obligations SPG was approved in January 2017	
<b>Analysis</b>		
The SPG was approved by Council on 26 <sup>th</sup> January 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required		

**Topic Area: Community Facilities and Residential Development SPG**

**Relevant LDP Policies:** C1

**Indicator reference:** OB2 SO30

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Community Facilities and Residential Development SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
Detailed supplementary guidance relating to community facilities and residential development has been incorporated in the Planning Obligations SPG which was approved by the Council in January 2017	Detailed supplementary guidance relating to community facilities and residential development has been incorporated in the Planning Obligations SPG which was approved by the Council in January 2017	
<b>Analysis</b>		
Detailed supplementary guidance relating to community facilities and residential development has been incorporated in the Planning Obligations SPG which was approved by the Council on 26th January 2017. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## **Topic Area: Childcare Facilities SPG**

**Relevant LDP Policies:** C1

**Indicator reference:** OB2 SO31

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Childcare Facilities SPG		Failure to adopt SPG within 18 months of Plan adoption
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Childcare Facilities SPG was issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017	The Childcare Facilities SPG was approved in November 2017	
<b>Analysis</b>		
The SPG was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

**Topic Area: Planning for Health and Wellbeing SPG**

Relevant LDP Policies: C6

Indicator reference: OB2 SO32

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
Local Health SPG		Failure to adopt SPG within 18 months of Plan adoption
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The Planning for Health and Wellbeing SPG issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017		The Planning for Health and Wellbeing SPG was approved in November 2017
<b>Analysis</b>		
The SPG was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## **Topic Area: Gypsy and Traveller Sites SPG**

Relevant LDP Policies: H8

Indicator reference: OB2 SO33

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Gypsy and Traveller Sites SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Gypsy and Traveller Sites SPG is due to be issued for public consultation in March 2018	Further work will be undertaken to assess the deliverability or otherwise of SPG preparation, and if so, the appropriate timescale.	
<b>Analysis</b>		
At the current juncture, the need to prepare this guidance will be more fully assessed as the existing policy framework is considered sufficient and appropriate. Further work will be undertaken to assess the deliverability or otherwise of SPG preparation, and if so, the appropriate timescale.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

**Objective 3 – To deliver economic and social needs in a co-ordinated way that respects Cardiff’s environment and responds to the challenges of climate change**

**Topic Area: Flood Risk**

**Relevant LDP Policies:** KP3(A), KP3(B), KP5, KP15, KP16, KP18, EN14

**Indicator reference:** OB3 EN1

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>Core</b> Amount of development (by TAN15 paragraph 5.1 development category) permitted in C1 floodplain area not meeting all TAN 15 tests</p>	<p>No permissions granted for highly vulnerable development within C1 floodplain area that does not meet TAN 15 tests</p>	<p>1 application permitted for development in any 1 year that does not meet TAN 15 tests</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>		<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>
<p>No applications were permitted in C1 Floodplain areas that did not meet all TAN 15 tests</p>		<p>2 applications was permitted in C1 Floodplain areas that did not meet all TAN 15 tests</p>
<p><b>Analysis</b></p>		
<p>During the 2<sup>nd</sup> monitoring period 48 applications for highly vulnerable development were permitted in Zone C1 and 2 of these were permitted that did not meet all TAN15 tests.</p> <p>Both these applications related to the conversion and extension of existing properties in the Canton area of the city to flats and Natural Resources Wales had objected stating the depth of flooding at ground floor level would be greater than 600 metres and therefore did not meet the tolerable limits set out in TAN15 (Section A1.14). In determining these applications the Council considered that it would be unreasonable to refuse planning permission on this issue as the properties were already in residential use and surrounded by other residential properties with the same finished floor level. In addition it was noted that each flat unit has access to a first floor refuge and in both cases the applicant was made aware of the risk of flooding at the premises.</p> <p>Given this it is considered these two applications raise particular issues that need separate consideration and are not related to the performance of Policy EN14 which is functioning effectively as evidenced by the fact that flood risk has been considered</p>		

as a key consideration in all the applications submitted for highly vulnerable development in Zone C1.

**Recommendations**

No action is required at present. Continue to monitor.

**Topic Area: Flood Risk**

**Relevant LDP Policies:** KP3(A), KP3(B), KP5, KP15, KP16, KP18, EN14

**Indicator reference:** OB3 EN2

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>Core</b> Amount of development (by TAN15 paragraph 5.1 development category) permitted in C2 floodplain areas	No permissions granted for highly vulnerable development within C2 floodplain area	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No applications permitted in C2 floodplain Areas.		No applications permitted in C2 floodplain Areas.
<b>Analysis</b>		
During the 2 <sup>nd</sup> monitoring period no applications for highly vulnerable development were permitted in Zone C2 without flood mitigation measures which were confirmed as appropriate through advice provided by NRW. Given this it is considered that Policy EN14 is functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor		



## **Topic Area: Water Quality**

**Relevant LDP Policies:** KP15, KP16, KP18, EN4, EN10, EN11 & EN14

**Indicator reference:** OB3 EN3

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Percentage of water bodies of good status	No planning consents granted planning permission contrary to the advice of Natural Resources Wales and/or Dŵr Cymru (Welsh Water)	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No applications have been approved contrary to the advice of Natural Resources Wales and/or Dŵr Cymru (Welsh Water)		No applications have been approved contrary to the advice of Natural Resources Wales and/or Dŵr Cymru (Welsh Water)
<b>Analysis</b>		
No applications have been approved contrary to the advice of Dwr Cymru / Welsh Water or Natural Resources Wales concerning status of water bodies.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Water Quality**

**Relevant LDP Policies:** KP15, KP16, KP18, EN4, EN10, EN11 & EN14

**Indicator reference:** OB3 EN4

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Number of permissions granted where there is a known risk of deterioration in status	No planning consents granted planning permission contrary to the advice of Natural Resources Wales and/or Dŵr Cymru (Welsh Water)	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No applications have been approved contrary to the advice of Natural Resources Wales and/or Dŵr Cymru (Welsh Water)		No applications have been approved contrary to the advice of Natural Resources Wales and/or Dŵr Cymru (Welsh Water)
<b>Analysis</b>		
No applications have been approved contrary to the advice of Dwr Cymru / Welsh Water or Natural Resources Wales concerning status of water bodies.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Water Quality**

**Relevant LDP Policies:** KP15, KP16, KP18, EN4, EN10, EN11 & EN14

**Indicator reference:** OB3 EN5

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Number of permissions incorporating measures designed to improve water quality where appropriate	No planning consents granted planning permission contrary to the advice of Natural Resources Wales and/or Dŵr Cymru (Welsh Water)	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No applications have been approved contrary to the advice of Natural Resources Wales and/or Dŵr Cymru (Welsh Water)		No applications have been approved contrary to the advice of Natural Resources Wales and/or Dŵr Cymru (Welsh Water)
<b>Analysis</b>		
No applications have been approved contrary to the advice of Dwr Cymru / Welsh Water or Natural Resources Wales concerning measures to improve water quality.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Water Quality and Quantity**

**Relevant LDP Policies:** KP18, EN11 & EN14

**Indicator reference:** OB3 EN6

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Number of planning permissions granted contrary to the advice of the water supplier concerning adequate levels of water quality and quantity and waste water provision	No planning consents issued where there is an objection concerning provision of water quality and quantity and waste water from water supplier	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No planning consents issued where there is an outstanding objection from the water supplier	No planning consents issued where there is an outstanding objection from the water supplier	
<b>Analysis</b>		
No applications have been approved where there is an outstanding objection from Dwr Cymru / Welsh Water concerning provision of water quality and quantity and waste water from water supplier.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Green Wedge**

**Relevant LDP Policies:** KP3(A): Green Wedge, EN1: Countryside Protection

**Indicator reference:** OB3 EN7

**Contextual Changes:** There have been no significant contextual changes relating to the policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> The number of inappropriate developments permitted within the Green Wedge that do not satisfy LDP policies.	No inappropriate developments granted planning permission contrary to policies KP3 (A) and EN1.	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No applications permitted in the Green Wedge that do not satisfy policy.	No applications permitted in the Green Wedge that do not satisfy policy.	
<b>Analysis</b>		
During the 2 <sup>nd</sup> monitoring period no applications for inappropriate development were permitted. Of the ten relevant applications approved during the monitoring period of these applications six applications were considered to be policy compliant and not impact on the openness and four the principal of development had been established through a previous consent or LDP allocation. Given this it is considered that Policy KP3(A) is functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to the issue.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Special Landscape Areas**

**Relevant LDP Policies:** EN3: Landscape

**Indicator reference:** OB3 EN8

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>Core</b> The number of planning permissions granted contrary to Policy EN3 which would cause unacceptable harm to Special Landscape Areas	No development granted planning permission contrary to Policy EN3 which would cause unacceptable harm to Special Landscape Areas	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No applications permitted within a Special Landscape Area that does not satisfy policy.		No applications permitted within a Special Landscape Area that does not satisfy policy
<b>Analysis</b>		
During the 2 <sup>nd</sup> monitoring period fifteen relevant applications were approved on land within a Special Landscape Area. Of these applications all were considered to be policy compliant/compliant subject to conditions/recommendations. In addition in three cases the principle of development on the site had already been established through an earlier application/non-strategic allocation. Given this it is considered that the policy framework relating to this issue is functioning effectively and the Council will continue to monitor this indicator to determine the effectiveness of this policy framework.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor		

## **Topic Area: Ancient Semi-Natural Woodland**

**Relevant LDP Policies:** EN8: Trees, Woodlands and Hedgerows

**Indicator reference:** OB3 EN9

**Contextual Changes:** There have been no significant contextual changes relating to the policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Ancient Semi-Natural Woodland	No inappropriate developments granted planning permission contrary to Policy EN8.	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No applications permitted within areas of Ancient Semi Natural Woodland that do not satisfy policy.		No applications permitted within areas of Ancient Semi Natural Woodland that do not satisfy policy.
<b>Analysis</b>		
During the monitoring period six relevant applications were permitted on areas of ancient semi natural woodland and were considered to be policy compliant/ compliant subject to conditions recommendations placed on the approval.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

**Topic Area: SSSI's and SINCI's**

**Relevant LDP Policies:** EN1-8

**Indicator reference:** OB3 EN10

**Contextual Changes:** There have been no significant contextual changes relating to the policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> The number of planning permissions granted on SSSI or SINCI designated areas.</p>	<p>No planning permissions granted permission that would result in an unacceptable impact which could not be mitigated against on an SSSI or SINCI that does not satisfy LDP policies</p>	<p>1 application permitted for development in any 1 year</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>		<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>
<p>No applications were permitted on SSSIs and SINCI that do not satisfy policy</p>		<p>No applications were permitted on SSSIs and SINCI that do not satisfy policy</p>
<p><b>Analysis</b></p>		
<p>During the 2<sup>nd</sup> monitoring period eighteen relevant applications were permitted on SSSI or SINCI designated areas. It is considered that these permissions were policy compliant/compliant subject to conditions /recommendations placed on the application.</p>		
<p><b>Recommendations</b></p>		
<p>No action is required at present. Continue to monitor.</p>		



## **Topic Area: Environment**

**Relevant LDP Policies:** EN1 – EN8

**Indicator reference:** OB3 EN11

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>Core</b> Number of planning applications granted which have an adverse effect on the integrity of a Natura 2000 site	Ensure protection of European designated sites as required by paragraph 5.3.9 in Planning Policy Wales, Annex 3 in TAN 5 and policies.	No applications were permitted on Natura 2000 sites that do not comply with policy.
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No applications were permitted on Natura 2000 sites that do not comply with policy.	No applications were permitted on Natura 2000 sites.	
<b>Analysis</b>		
During the 2 <sup>nd</sup> monitoring period there were no relevant applications on Natura 2000 sites.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor		

## **Topic Area: Natural Environment**

**Relevant LDP Policies:** EN1– EN8

**Indicator reference:** OB3 EN12

**Contextual Changes:** There have been no contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Number of planning applications granted which would result in detriment to the favourable conservation status of EU protected species in their natural range or significant harm to species protected by other statute	No application granted permission that would result in detriment to the maintenance of the favourable conservation status of EU protected species in their natural range or significant harm to species protected by other statute	1 application permitted contrary to the advice of NRW or the authority's ecologist
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No developments have been permitted contrary to the advice of NRW or the authority's ecologist.	No developments have been permitted contrary to the advice of NRW or the authority's ecologist.	
<b>Analysis</b>		
During the monitoring period of the relevant applications approved it is considered that no applications were approved contrary to the advice of NRW or the authority's Ecologist. Approved applications were policy compliant/policy compliant subject to conditions/recommendations placed on the permission.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Open Space Provision**

**Relevant LDP Policies:** KP16, KP18, C5

**Indicator reference:** OB3 EN13

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Achievement of functional open space requirement across Cardiff as set out in Policy C5	2.43 Ha functional open space per 1,000 population	Less than 2.43 Ha functional open space per 1,000 population
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
Latest figures show 1.18 ha of functional open space per 1,000 population in Cardiff.  For all types of open space the equivalent figure is 7.44 ha of open space per 1,000 population.		Latest figures show 1.16 ha of functional open space per 1,000 population in Cardiff.  For all types of open space the equivalent figure is 8.07 of open space per 1,000 population.
<b>Analysis</b>		
<p>The latest survey of open space shows that the baseline figure for the second Annual Monitoring Report is 1.16 ha of functional open space per 1,000 population in Cardiff compared to an equivalent figure of 1.18 ha in the first Annual Monitoring Report. This figure increases if you include educational playing fields to 1.89 functional open space per 1,000 population in Cardiff and if you include all types of open space (functional amenity open space) the equivalent figure is 8.07 ha of open space per 1,000 population, well in excess of the indicator target and a rise of 9% when compared to 2016/17.</p> <p>Although there has been a very marginal decrease in the figure since the first Annual Monitoring Report significant additional functional open space will be provided in conjunction with the large strategic housing sites which are at the very early stages of development or are yet to commence. Once significant progress has been made on these sites it is anticipated that the amount of functional open space per 1,000 population will increase over and above the baseline figure identified above.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Air Quality**

**Relevant LDP Policies:** EN13

**Indicator reference:** OB3 EN14

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Number of Air Quality Management Areas	No more than 4 current AQMA in action	One or more additional AQMA
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
There are currently 4 AQMA's within Cardiff meaning there has been no change in the number of AQMA's during the monitoring period	There are currently 4 AQMA's within Cardiff meaning there has been no change in the number of AQMA's during the monitoring period	
<b>Analysis</b>		
<p>There are currently four established AQMAs within Cardiff:</p> <ol style="list-style-type: none"> <li>1. Cardiff City Centre- declared 1st April 2013</li> <li>2. Llandaff- declared 1st April 2013</li> <li>3. Stephenson Court- declared 1<sup>st</sup> December 2010</li> <li>4. Ely Bridge- declared 1st Feb 2007</li> </ol> <p>Each of these AQMAs was declared as a result of road-traffic derived Nitrogen Dioxide. There is one action plan in place for Ely Bridge AQMA and interim Action Plans have prepared for Cardiff City Centre, Llandaff and Stephenson Court AQMAs.</p> <p>These recommend that further monitoring is undertaken and set out measures to improve air quality in these areas. Such measures include Environmental Health Officers working closely with Planning Officers to advise on any development with the potential for detrimental impacts on air quality, requesting Air Quality Assessments and applying conditions where necessary and working to reduce traffic and emissions through implementation of the Transport and Clean Air Green Paper.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Open Space SPG**

**Relevant LDP Policies:** C4, C5

**Indicator reference:** OB3 EN15

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Open Space SPG		Failure to adopt SPG within 6 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The Green Infrastructure SPG, incorporating guidance on open space was issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017		The Green Infrastructure SPG, incorporating guidance on open space was approved in November 2017
<b>Analysis</b>		
The Open Space SPG has been incorporated in the Green Infrastructure SPG which was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## **Topic Area: Public Rights of Way and Development SPG**

Relevant LDP Policies: T1

Indicator reference: OB3 EN16

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Public Rights of Way and Development SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Green Infrastructure SPG, incorporating guidance on public rights of way was issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017	The Green Infrastructure SPG, incorporating guidance on public rights of way was approved in November 2017	
<b>Analysis</b>		
The Public Rights of Way and Development SPG has been incorporated in the Green Infrastructure SPG which was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## **Topic Area: Trees and Development SPG**

**Relevant LDP Policies:** EN8

**Indicator reference:** OB3 EN17

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Trees and Development SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Green Infrastructure SPG, incorporating guidance on trees and development was issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017	The Green Infrastructure SPG, incorporating guidance on trees and development was approved in November 2017	
<b>Analysis</b>		
The Trees and Development SPG has been incorporated in the Green Infrastructure SPG which was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## **Topic Area: Biodiversity SPG**

**Relevant LDP Policies:** EN5, EN6, EN7

**Indicator reference:** OB3 EN18

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Biodiversity SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Green Infrastructure SPG, incorporating guidance on biodiversity was issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017	The Green Infrastructure SPG, incorporating guidance on biodiversity was approved in November 2017	
<b>Analysis</b>		
The Biodiversity SPG has been incorporated in the Green Infrastructure SPG which was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		



## **Topic Area: Flooding SPG**

**Relevant LDP Policies:** EN14

**Indicator reference:** OB3 EN19

**Contextual Changes:** The requirements of the SPG have changed significantly from those originally foreseen, giving rise to the need for extensive additional technical work resulting from the forthcoming implementation of schedule 3 of the Flood Water and Management Act 2010 which will make sustainable drainage mandatory for certain types of development.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Flooding SPG		Failure to adopt SPG within 12 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Flooding SPG is due to be issued for public consultation in March 2018.	The draft Flooding SPG is being prepared prior to being reviewed and finalised internally and issued for public consultation	
<b>Analysis</b>		
<p>The Council adopted the LDP on the 28th of January 2016. The intention was that the SPG should have been adopted by the end of January 2017.</p> <p>However, progress on the document has been delayed due to the extensive additional technical work which has been required in preparing the guidance due to the forthcoming implementation of schedule 3 of the Flood Water and Management Act 2010 (due to commence on the 7th January 2019) which will make sustainable drainage mandatory for certain types of development, in combination with limitations of workloads and staffing capacity.</p> <p>Preparatory work on the SPG is ongoing prior to it being reviewed and finalised internally and issued for public consultation. An update on this will be provided in 3<sup>rd</sup> AMR in 2019.</p>		
<b>Recommendations</b>		
Prioritise resources to the delivery of the SPG as per the above timescales, to ensure adoption in 2019.		

## **Topic Area: Natural Heritage Network SPG**

**Relevant LDP Policies:** KP16, EN3 - EN8

**Indicator reference:** OB3 EN20

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Natural Heritage Network SPG		Failure to adopt SPG within 12 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Green Infrastructure SPG, incorporating guidance on the natural heritage network was issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017	The Green Infrastructure SPG, incorporating guidance on the natural heritage network was approved in November 2017	
<b>Analysis</b>		
The Natural Heritage Network SPG has been incorporated in the Green Infrastructure SPG which was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## **Topic Area: Archaeologically Sensitive Areas SPG**

Relevant LDP Policies: EN14

Indicator reference: OB3 EN21

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Archaeologically Sensitive Areas SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The Archaeologically Sensitive Areas SPG is due to be issued for public consultation in March 2018.		Consultation on the Archaeologically Sensitive Areas SPG was undertaken in November/December 2018 and was approved in July 2018.
<b>Analysis</b>		
The SPG was approved by Council on 19 <sup>th</sup> July 2018 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## Objective 4 – To create sustainable neighbourhoods that form part of a sustainable city

### Topic Area: Renewable Energy

Relevant LDP Policies: EN12

Indicator reference: OB4 SN1

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> The number and capacity of renewable energy developments permitted	An increase in the number of renewable energy schemes permitted	No increase in the number of renewable energy schemes permitted for two or more consecutive years
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No notable renewable energy schemes were permitted during the monitoring period.	5 planning applications were granted during the year which incorporated solar energy amounting to 0.05MW in total	
<b>Analysis</b>		
<p>In many respects, it is considered that there is relatively limited scope for renewable energy in Cardiff. Unlike some other local authorities in Wales, Cardiff has no Strategic Search Areas (TAN8) thereby restricting the potential for harnessing large-scale onshore wind power. With regards to other technologies, Cardiff is a relatively small area with much of its land already developed. Outside the urban areas, topography, environmental constraints plus relatively high land values constrain opportunities for medium-large renewable energy generation. There are however exceptions, within the former docklands two notable schemes are already in operation including an Energy Recovery Facility in Splott (30MW) and more recently a biomass plant in Tremorfa (2MW). Planning permission was also granted just outside the monitoring period in June 2018 for a biomass plant at Rover Way (9.5MW). Also during the year 5 applications were granted planning permission which incorporated Solar energy amounting to 0.05MW in total.</p> <p>It should also be noted that under the provisions of The Town and Country Planning (General Permitted Development) (Amendment) (Wales) Order 2012, householders and businesses benefit from 'permitted development' rights relating to microgeneration/small-scale renewable energy technologies. Given the extent of these rights, it is inevitable that many small-scale renewable energy schemes will take place in Cardiff without the need for obtaining planning permission. Subsequently, holistic monitoring of renewable energy</p>		

developments is not possible and certain developments will not be captured by this monitoring indicator.

**Recommendations**

No action required at present. Continue to monitor.

## **Topic Area: Waste Management Capacity**

**Relevant LDP Policies:** KP12, W1

**Indicator reference:** OB4 SN2

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Maintain a sufficient amount of land and facilities to cater for Cardiff's waste capacity	Maintain a sufficient capacity to cater for Cardiff's waste (to be confirmed at a regional level in accordance with TAN21)	No trigger
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
A sufficient amount of land and facilities are available to cater for Cardiff's waste capacity	A sufficient amount of land and facilities are available to cater for Cardiff's waste capacity	
<b>Analysis</b>		
<p>TAN21 and its associated regional monitoring reports are used to monitor whether each region has enough capacity to manage its waste arisings and anticipate when additional regional capacity will be needed. Cardiff is part of the South East Wales Region. The latest regional monitoring report available is the 'Waste Planning Monitoring Report: South East Wales' published in April 2016. This concluded that there is no further need for landfill capacity within the South East Wales region and that any proposals for further residual waste treatment should be carefully assessed to ensure that the facility would not result in over-provision.</p> <p>Waste developments of significance within the monitoring period are as follows:</p> <ul style="list-style-type: none"> <li>• A replacement HWRC was opened at Lamby Way in July 2017;</li> <li>• An application to vary a condition at Viridor's Energy Recovery Facility to increase throughput to 425,000t per annum was approved in July 2017;</li> <li>• An application to modify the s106 agreement at Viridor's Energy Recovery Facility so that it could accept waste from outside South East Wales was approved in July 2017;</li> </ul> <p>Therefore, it is considered that policies KP12 and W1 are functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		
<b>Recommendations</b>		

No action required at present. Continue to monitor.

## **Topic Area: Household Waste Recycling**

**Relevant LDP Policies:** KP12, W1, W2

**Indicator reference:** OB4 SN3

**Contextual Changes:** There have been no contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Amount of household waste recycled	Minimum Overall Recycling - 58% by 2016, 64% by 2020 and 70% by 2025. Maximum Landfill = n/a by 2016, 10% by 2020 and 5% by 2025	Minimum Overall Recycling - 58% by 2016, 64% by 2020 and 70% by 2025. Maximum Landfill = n/a by 2016, 10% by 2020 and 5% by 2025
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The amount of household waste recycled in 2015/16 was 58.2% and amount sent to landfill was 7.5%		The amount of household waste recycled in 2016/17 was 58.1% and amount sent to landfill was 1.6%
<b>Analysis</b>		
<p>Latest figures produced by Welsh Government show that the household recycling rate in 2016/17 was 58.1% which met the target set out above. This rate continues a general upward trend over the last few years as rates in 2014/15 were 53.4%, 2013/14 were 49.7% and in 2016/17 were 58.2%. Only 1.6% of household waste was sent to landfill in 2016/17 which is below the 10% target for 2020 set out above. This percentage represents a significant reduction from 2012/13 when 39% was sent to landfill.</p> <p>Therefore, it is considered that policies KP12, W1 and W2 are functioning effectively in this regard. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		



## **Topic Area: Waste Management Applications**

**Relevant LDP Policies:** KP12, W1, W2

**Indicator reference:** OB4 SN4

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Applications received for waste management uses on B2 sites	Maintain a sufficient range and choice of waste management facilities	1 or more applications refused in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No applications for waste management uses on B2 land refused	No applications for waste management uses on B2 land refused	
<b>Analysis</b>		
<p>During the monitoring period, no applications for waste management uses on B2 land were refused.</p> <p>Therefore, it is considered that policies KP12 and W2 are functioning effectively in this regard. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Landbank of Crushed Rock Reserves**

**Relevant LDP Policies:** KP11

**Indicator reference:** OB4 SN5

**Contextual Changes:** There have been no contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Maintain a minimum 10 year landbank of crushed rock reserves	10 year supply	Less than 10 year supply
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
More than 10 year supply maintained throughout the plan period	More than 10 year supply maintained throughout the plan period	
<b>Analysis</b>		
<p>The most recent published data on the landbank is the SWRAWP Annual Report 2016, published in March 2018. This states that Cardiff has a landbank of 26 years based on a 3 year average of sales (2014-2016) and 34 years based on a 10 year average of sales (2007-2016). Data for the Annual Report 2017 is currently being collated. The Council cannot publish information on rates of sales in relation to reserves in an uncollated format due to the need to protect the commercial confidentiality of operators.</p> <p>Given that there would be a landbank in excess of 10 years at the end of the plan period in 2026, it is considered that mineral policies are functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Sand Wharf Protection Areas**

**Relevant LDP Policies:** KP11, M6

**Indicator reference:** OB4 SN6

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Amount of development within Sand Wharf Protection Area	No permanent development which would prejudice the ability to land marine dredged sand and gravel will be permitted within the safeguarded sand wharfs which is contrary to Policy M6	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No applications permitted within the Sand Wharf Protection Area	No applications permitted within the Sand Wharf Protection Area	
<b>Analysis</b>		
During the monitoring period no applications were permitted within the Sand Wharf Protection Area. It is, therefore, considered that policy M6 is functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## Topic Area: Mineral Safeguarding Areas

Relevant LDP Policies: KP11, M7

Indicator reference: OB4 SN7

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Amount of development permitted within a mineral safeguarding area	No permanent sterilising development as defined in MPPW/MTAN1 will be permitted within a Mineral Safeguarding Area which is contrary to Policy 7 of the Plan	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No permanently sterilising developments permitted contrary to policy M7		No permanently sterilising developments permitted contrary to policy M7
<b>Analysis</b>		
<p>During the monitoring period 4 applications located within the limestone safeguarding area were approved:</p> <ul style="list-style-type: none"> <li>• One application was to change the use of existing open land to incorporate it into the private gardens of the adjacent recently constructed houses. The houses were approved in 2015, prior to the adoption of the LDP, and the application relates to an area of open land in front of them. As the houses are now sited between the land in question and the majority of the safeguarded resource, it is not considered that the proposal would cause any additional sterilisation of the resource;</li> <li>• One application was for the alteration of an approved house type and a conservatory. The site falls within housing site H1.5 so is land allocated for housing use. The development would not cause any additional sterilisation of the resource;</li> <li>• One application was for a telecommunications base station, which would not permanently sterilise the land;</li> <li>• One application was for the provision of play equipment on an area of open space, which would not permanently sterilise the land.</li> </ul> <p>It is, therefore, considered that policy M7 is functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		

<b>Recommendations</b>
No action is required at present. Continue to monitor.

## **Topic Area: Mineral Permissions**

**Relevant LDP Policies:** M2

**Indicator reference:** OB4 SN8

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Number of planning permissions permitted for extraction of aggregate mineral not in line with Policy M2	0 Planning permissions permitted	1 application permitted for development in any 1 year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No applications permitted for extraction of aggregate mineral not in line with Policy M2	No applications permitted for extraction of aggregate mineral not in line with Policy M2	
<b>Analysis</b>		
During the monitoring period no applications for mineral extraction were permitted.		
<b>Recommendations</b>		
No action required at present. Continue to monitor.		

## **Topic Area: Mineral Buffer Zones**

**Relevant LDP Policies:** M4

**Indicator reference:** OB4 SN9

**Contextual Changes:** There have been no contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Number of planning permissions for inappropriate development e.g. dwellings/mineral working, permitted in Minerals Buffer Zones contrary to Policy M4	1 planning permission permitted	1 application permitted for development in any one year
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No applications for inappropriate development permitted within the Minerals Buffer Zones	No applications for inappropriate development permitted within the Minerals Buffer Zones	
<b>Analysis</b>		
<p>During the monitoring period only one application was approved for development within a buffer zone:</p> <ul style="list-style-type: none"> <li>An application to increase the number of children cared for at a nursery located within the buffer zone surrounding Taffs Well Quarry. As the nursery is an existing 'sensitive development' within the buffer zone, it is not considered that an increase in the number of children cared for would have an additional impact upon the buffer zone.</li> </ul> <p>Therefore, no applications for inappropriate development were permitted within the Minerals Buffer Zones. It is, therefore, considered that policy M4 is functioning effectively. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.</p>		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## **Topic Area: Prohibition Orders on dormant Mineral Sites**

Relevant LDP Policies: M3

Indicator reference: OB4 SN10

**Contextual Changes:** There have been no contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Number of prohibition orders issued on dormant sites	Ensure that those dormant sites deemed not likely to be re-worked in the future (as part of the annual review) are served with prohibition orders	LPA fails to serve prohibition orders on sites that are deemed not likely to be re-worked in the future
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
No prohibition orders served in the monitoring period. Work has progressed in securing the closure of southern and western parts of Creigiau Quarry in line with M3		No prohibition orders served in the monitoring period. Work has continued in securing the closure of southern and western parts of Creigiau Quarry in line with M3
<b>Analysis</b>		
<p>The Council has not served any prohibition orders within the monitoring period.</p> <p>Work is continuing in securing the relinquishment of southern and western parts of Creigiau Quarry as part of planning application 15/01953/MJR for an extension to the south east of the current quarry area. The s106 agreement is yet to be finalised.</p> <p>It is considered that further research and investigation into the appropriateness of serving prohibition orders be carried out. The Council will continue to monitor the progress of the application at Creigiau Quarry.</p>		
<b>Recommendations</b>		
Further research on prohibition orders is required. Continue to monitor.		



## **Topic Area: Historic Environment**

**Relevant LDP Policies:** KP 17: Built Heritage, EN9: Conservation of the Historic Environment

**Indicator reference: OB4 SN11**

**Contextual Changes:** There have been no contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Number of applications permitted contrary to Policy EN9 that would adversely affect Scheduled Ancient Monuments, registered historic parks and gardens, Listed Buildings or Conservation Areas	No developments permitted over the course of the Plan where there is an outstanding objection from statutory heritage advisors or that would adversely affect Scheduled Ancient Monuments, registered historic parks and gardens, Listed Buildings or Conservation Areas	1 application permitted for development in any 1 year where there is an outstanding objection from statutory heritage advisors
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
No developments have been permitted with an outstanding objection from statutory heritage advisors.	No developments have been permitted with an outstanding objection from statutory heritage advisors.	
<b>Analysis</b>		
During the monitoring period 103 relevant applications were received on historic environment assets. Of these applications all were considered to be policy compliant/policy compliant subject to conditions/recommendations placed on the permission. No applications were permitted with an outstanding objection from statutory heritage advisors.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

## Topic Area: Delivery of Strategic Site Infrastructure

Relevant LDP Policies: KP2(A-H), KP4 and KP6

Indicator reference: OB4 SN12

**Contextual Changes:** There have been no significant changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b></p> <p>Delivery of each key principle from the Strategic Sites Masterplanning Framework as embedded in the LDP to ensure delivery of key infrastructure including sustainable transportation interventions, social and community facilities, together with any other key Masterplanning requirements.</p>	<p>Failure of any key principles being effectively delivered in accordance with details which are approved through the Development Management process (e.g. S106 obligations &amp; planning conditions).</p>	<p>1 (or more) key principles not delivered.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>	<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>	
<p>As of June 2017, planning permission(s) have been granted at Strategic Sites C (North West Cardiff), F (North East Cardiff – West of Pontprennau) and G (East of Pontprennau Link Road). Associated S106 agreements link to infrastructure provision identified through policies KP2(A-H). To date, construction work has only commenced at Site G and the delivery of infrastructure provision identified through the associated S106 agreements will be monitored as schemes progress over the coming years.</p>	<p>As of Spring 2018, outline planning permission has been granted at Strategic Sites:</p> <p>C: North West Cardiff (x4)  D: Land North of Junction 33  F: North East Cardiff  G: East of Pontprennau Link Road (x2)</p> <p>Full and/or Reserved Matters have been granted at sites:</p> <p>A: Central Enterprise Zone  C: North West Cardiff (x3)  G: East of Pontprennau Link Road (x4)</p> <p>Construction work has commenced at sites:</p>	

	<p>C: North West Cardiff G: East of Pontprennau Link Road.</p> <p>The S106 Agreements for each of the Strategic Sites links to the infrastructure provision identified through LDP Policies KP2(A-H).</p> <p>The delivery of infrastructure provision is monitored as schemes progress and is summarised in Appendix 2 of the Cardiff Infrastructure Plan (Edition 2, Spring 2018).</p>
<b>Analysis</b>	
<p>The LDP Strategic Sites are at their early stages of development (submission of planning applications / granting of planning permissions etc), with initial phases now being constructed at sites C (North West Cardiff) and G (East of Pontprennau Link Road).</p> <p>At this stage, it is only possible to monitor Strategic Site infrastructure provision through the details set out in the S106 Agreements associated with the granting of planning permissions.</p> <p>Appendix 2 of the Cardiff Infrastructure Plan (Edition 2, Spring 2018) provides a summary of the S106 Agreements associated with each Strategic Site (or parts thereof) and identifies those S106 items (financial payments or in-kind provision) that are projected to be triggered (either in whole or in part) during 2018.</p>	
<b>Recommendations</b>	
<ul style="list-style-type: none"> <li>• Continue to monitor the delivery of Strategic Site infrastructure provision through annual updates of the Cardiff Infrastructure Plan.</li> <li>• No actions are triggered under the second year of performance monitoring.</li> </ul>	

## **Topic Area: Cardiff Infrastructure Plan**

**Relevant LDP Policies:** KP6

**Indicator reference:** OB4 SN13

**Contextual Changes:** There have been no significant changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<p><b>LOCAL</b> Preparing an annual Infrastructure Plan and Infrastructure Plan Delivery Report update.</p>	<p>Update the Infrastructure Plan and Infrastructure Plan Delivery Report annually to reflect the latest available information with regard to key infrastructure, costs/funding and estimated timescales.</p>	<p>Failure to update the Infrastructure Plan and Infrastructure Plan Delivery Report annually.</p>
<p><b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b></p>		<p><b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b></p>
<p>The current (2016) version of the Cardiff Infrastructure Plan was published in September. The 2017 version is currently being prepared in advance of completion later in 2017.</p>		<p>The 2018 update of the Cardiff Infrastructure Plan (Edition 2*) has recently been completed and is due to be published in the autumn.  [*Edition 2 identifies that this is the 2<sup>nd</sup> year of the Performance AMR].</p>
<p><b>Analysis</b></p>		
<ul style="list-style-type: none"> <li>• A review / update of the Cardiff Infrastructure Plan is undertaken on an annual basis.</li> <li>• The 2018 update of the Cardiff Infrastructure Plan (Edition 2) has recently been completed and is due to be published in the autumn.</li> <li>• Appendix 2 of the Infrastructure Plan provides a summary of the S106 agreements associated with each Strategic Site (or parts thereof) and identifies those S106 items (financial payments or in-kind provision) that are projected to be triggered (either in whole or in part) during 2018.</li> </ul>		
<p><b>Recommendations</b></p>		
<ul style="list-style-type: none"> <li>• No actions are triggered under the second year of performance monitoring.</li> </ul>		

## **Topic Area: Managing Transportation Impacts SPG**

**Relevant LDP Policies:** T5

**Indicator reference:** OB4 SN14

**Contextual Changes:** There have been no contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>Local</b> Design and Parking Guidance SPG (incorporating Access, Circulation and Parking Requirements SPG and sustainable design guidance)	To deliver the SPG	Failure to adopt SPG within 6 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
In 2016-2017, the Draft SPG was in the process of being finalised in preparation for consultation.  Progress on the document having been delayed due to extensive additional technical work required in preparing the guidance, in combination with limitations of workloads and staffing capacity.	Consultation on the SPG was undertaken between November and December 2017.  The SPG was subsequently adopted, having been approved by Council on the 19 <sup>th</sup> of July 2018.	
<b>Analysis</b>		
The Council recommended to approve the 'Managing Transport Impacts SPG' (which incorporates the Design and Parking Guidance) on July 19th 2018. This document will now be considered in the determination of all subsequent planning applications.  A commitment has been made to Council, to review the newly adopted SPG on at least a biennial basis, with the SPG serving as a 'live' working document, to be amended in response to changing approaches within Transport Policy.		
<b>Recommendations</b>		
No action is required at present. Continue to monitor.		

**Topic Area: Waste Management Facilities SPG**

**Relevant LDP Policies:** W1, W2

**Indicator reference:** OB4 SN15

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Locating Waste Management Facilities SPG		Failure to adopt SPG within 12 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The Locating Waste Management Facilities SPG was approved in January 2017		The Locating Waste Management Facilities SPG was approved in January 2017
<b>Analysis</b>		
The SPG was approved by Council on 26 <sup>th</sup> January 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		

## **Topic Area: Infill Sites Design Guidance SPG**

**Relevant LDP Policies:** KP5

**Indicator reference:** OB4 SN16

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Infill Sites Design Guidance SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Infill Sites Design Guidance SPG was issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017	The Infill Sites Design Guidance SPG was approved in November 2017	
<b>Analysis</b>		
The Infill Sites Design Guidance SPG was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required		

**Topic Area: Tall Buildings SPG**

**Relevant LDP Policies:** KP5

**Indicator reference:** OB4 SN17

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Tall Buildings SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>		<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>
The Tall Buildings SPG was approved in January 2017		The Tall Buildings SPG was approved in January 2017
<b>Analysis</b>		
The SPG was approved by Council on 26 <sup>th</sup> January 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required.		



## **Topic Area: Householder Design Guidance SPG**

**Relevant LDP Policies:** KP5

**Indicator reference:** OB4 SN18

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

<b>Indicator</b>	<b>Target</b>	<b>Trigger</b>
<b>LOCAL</b> Householder Design Guidance SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Residential Design Guidance SPG was approved in January 2017	The Residential Design Guidance SPG was approved in January 2017	
<b>Analysis</b>		
The SPG has been renamed Residential Design Guidance SPG and was approved by Council on 26 <sup>th</sup> January 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required		

## **Topic Area: Public Art SPG**

**Relevant LDP Policies:** KP5

**Indicator reference:** OB4 SN19

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Public Art SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Public Art SPG is due to be issued for public consultation in March 2018.	The draft Public Art SPG is currently in preparation prior to being reviewed and finalised internally and issued for public consultation.	
<b>Analysis</b>		
<p>The Council adopted the LDP on the 28th of January 2016. The intention was that the SPG should have been adopted by the end of July 2017.</p> <p>However, progress on the document has been delayed due to limitations of workloads and staffing capacity.</p> <p>Preparatory work on the SPG is now at an advanced stage and is being reviewed/finalised internally prior to be issued for public consultation. An update on this will be provided in 3<sup>rd</sup> AMR in 2019.</p>		
<p>Prioritise resources to the delivery of the SPG as per the above timescales, to ensure adoption in 2018.</p>		

**Topic Area: Food, Drink and Leisure Uses SPG**

Relevant LDP Policies: R8

Indicator reference: OB4 SN20

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Food Drink and Leisure Uses and Premises for Eating, Drinking and Entertainment in Cardiff City Centre SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The SPG was issued for public consultation in June 2017 and is due to be considered by Cabinet and Council for approval in October 2017.	The SPG was approved in November 2017	
<b>Analysis</b>		
The SPG was approved by Council on 30 <sup>th</sup> November 2017 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action required		

**Topic Area: Waste Collection and Storage Facilities SPG**

Relevant LDP Policies: W1, W2

Indicator reference: OB4 SN21

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Waste Collection and Storage Facilities SPG		Failure to adopt SPG within 18 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Waste Collection and Storage Facilities SPG was approved in October 2016	The Waste Collection and Storage Facilities SPG was approved in October 2016	
<b>Analysis</b>		
The SPG was approved by Council on 20 <sup>th</sup> October 2016 and has been taken into consideration in all planning applications determined since that date. Given this, there is no need to continue to monitor this indicator but the Council will continue to assess the effectiveness of the adopted SPG.		
<b>Recommendations</b>		
No action is required		

**Topic Area: Design Guidance and Standards for Flat Conversions SPG**

**Relevant LDP Policies:** H5

**Indicator reference:** OB4 SN22

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Design Guidance and Standards for Flat Conversions SPG		Failure to adopt SPG within 12 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Design Guidance and Standards for Flat Conversions SPG is due to be issued for public consultation in March 2018	A draft of the Design Guidance and Standards for Flat Conversions SPG has been prepared and is currently being reviewed / finalised internally prior to being issued for public consultation	
<b>Analysis</b>		
<p>The Council adopted the LDP on the 28th of January 2016. The intention was that the SPG should have been adopted by the end of January 2017.</p> <p>However, progress on the document has been delayed due to the extensive additional technical work and internal consultation which has been required in preparing the guidance, in combination with limitations of workloads and staffing capacity.</p> <p>Preparatory work on the SPG is now at an advanced stage and is being reviewed/finalised internally prior to be issued for public consultation. An update on this will be provided in 3<sup>rd</sup> AMR in 2019.</p>		
<b>Recommendations</b>		
Prioritise resources to the delivery of the SPG as per the above timescales, to ensure adoption in 2019.		

## **Topic Area: Renewable Energy Assessments SPG**

**Relevant LDP Policies:** EN12

**Indicator reference:** OB4 SN23

**Contextual Changes:** There have been no significant contextual changes relating to this policy area during the monitoring period.

Indicator	Target	Trigger
<b>LOCAL</b> Renewable Energy Assessments SPG		Failure to adopt SPG within 12 months of adoption of the Plan
<b>Performance 1<sup>st</sup> AMR 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017</b>	<b>Performance 2<sup>nd</sup> AMR 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018</b>	
The Renewable Energy Assessments SPG is due to be issued for public consultation in March 2018	The draft Renewable Energy Assessment SPG is being prepared prior to being reviewed and finalised internally and issued for public consultation	
<b>Analysis</b>		
<p>The Council adopted the LDP on the 28th of January 2016. The intention was that the SPG should have been adopted by the end of January 2017.</p> <p>However, progress on the document has been delayed due to the technical nature of the document and the need to assess the implications of new renewable technologies and evolving national guidance on renewables, in combination with limitations of workloads and staffing capacity.</p> <p>Preparatory work on the SPG is ongoing prior to it being reviewed and finalised internally and issued for public consultation. An update on this will be provided in 3<sup>rd</sup> AMR in 2019.</p>		
<b>Recommendations</b>		
<p>Prioritise resources to the delivery of the SPG as per the above timescales, to ensure adoption in 2019.</p>		

## 6. Sustainability Appraisal Monitoring

### Methodology

The Sustainability Appraisal monitoring expands the assessment of the performance of the LDP against the Sustainability Appraisal (SA) Monitoring Objectives. The data collated includes a mix of qualitative and quantitative data with a commentary in the latter column to describe the progress and provide a recommendation.

Indicators may have been amended where there is a data gap to allow for similar information to be collated, the text is italicised to identify indicators where a change has been made. There is also overlap with some LDP indicators, these indicators are marked in bold and coloured green for clarity. This is intended to provide an indication of how the LDP monitoring and SA monitoring are interlinked. A brief commentary is provided although reference should be made to Section 5 LDP Policy Analysis for additional information.

There are a number of SA indicators where information is not published annually, for example those based on the census. The purpose of the monitoring framework is to review changes on an annual basis, as a consequence these are not necessarily going to be useful moving forward in terms of future monitoring. They have however been retained in order to provide a baseline, further work will be undertaken in time for the next AMR to determine whether alternative sources of information are available.

The traffic light rating system used for the LDP Monitoring Indicators has not been taken forward for use with the SA Monitoring. Many of the SA objectives are aspirational. In addition, the LDP alone would not be the only factor that would need to be considered in achieving their aims. The SA Monitoring does not include targets as such, unlike the LDP monitoring, it would therefore prove difficult to interpret the commentary into a traffic light rating. This is the second SA monitoring to be undertaken since the adoption of the LDP and it provides a short term position statement. Where applicable the direction of change compared to the first SA monitoring is included adjacent the data for this monitoring period. This will be utilised to assess the LDPs progression towards meeting the identified sustainable development indicators.

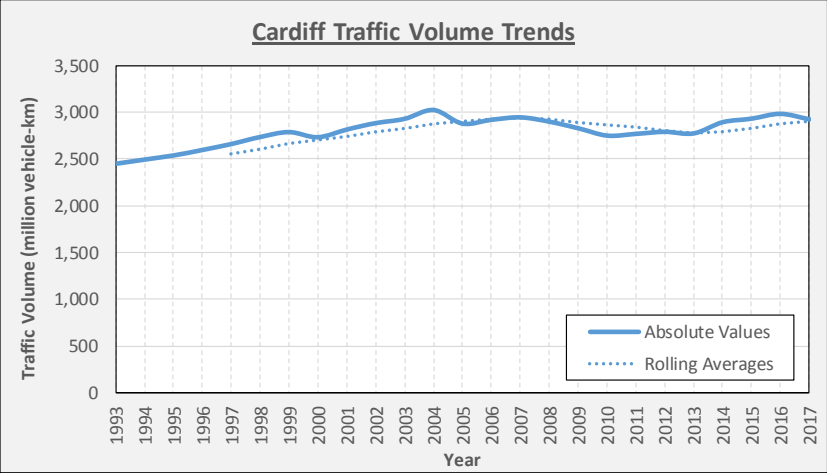
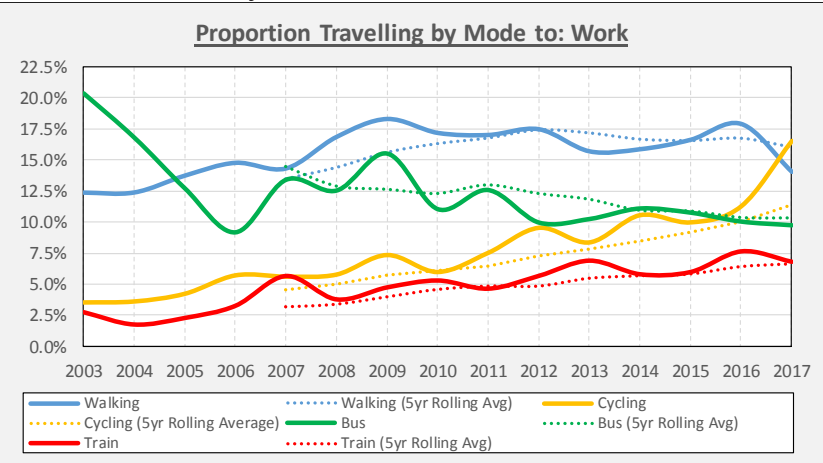
Information contained in the SA monitoring framework in the main relates to a wide range of data produced internally, by various departments of the Council and externally from other organisations. Where data has been sourced externally, a footnote is provided to ensure the data source is easily identifiable.

SA objective	Indicator	Target	Data	Commentary
1. Help deliver equality of opportunity and access for all	The percentage of population in the 100 most deprived wards in Wales	Reduction	12% is the 2015 baseline	The latest Welsh Index of Multiple Deprivation data from 2015 shows that 12% of the population of Cardiff is in the 100 most deprived wards in Wales
	The number of net additional affordable dwellings built	6,646 net affordable units over the remaining Plan period (representing an average of 22.8% of total housing provision)	773 (↑)	From 2014/15 to 2017/18 a total of 773 affordable dwellings were completed leaving a residue of 5,873 dwellings to be completed over the remaining 8 years to 2026.
	Total number of Gypsy and Traveller pitches for residential accommodation	Net increase	No increase	Work ongoing to identify new site for Gypsy and Traveller pitches.

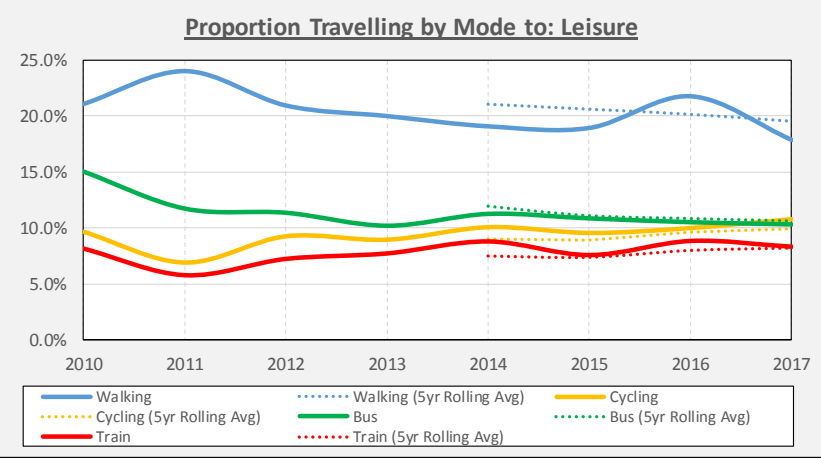


SA objective	Indicator	Target	Data	Commentary
2. Maintain and improve air quality	NO2 levels	40µgm <sup>3</sup>	Exceedance's of the 40µgm <sup>3</sup> within the declared AQMAs	The 2015 nitrogen dioxide Council monitoring data shows a number of sites representative of relevant exposure with exceedances of the 40µgm <sup>3</sup> annual mean objective. These sites are predominantly contained within the declared AQMAs. However, there are two monitoring locations (Station Terrace & Ocean Way) which are not located within AQMAs, but it should be noted that annual exceedances are not out of character for these sites and are in locations not representative of relevant exposure.
3. Protect and enhance biodiversity, flora and fauna	Number and extent of designated sites of importance (SACs, SPAs, SSSIs, Ramsars, LNRs and SINCs, ancient woodland)	No loss of area	No loss of area	It is considered that there has been no loss of area as a result of applications permitted within the monitoring period. It is considered that all relevant applications permitted during the monitoring period were policy compliant/compliant subject to conditions/recommendations placed on the permission
	Condition of SSSIs	No reduction in condition	No reduction in condition	It is considered that there has been no reduction in the condition of SSSIs as a result of applications permitted within the monitoring period. It is considered that all relevant applications permitted during the monitoring period were policy compliant/compliant subject to conditions/recommendations placed on the permission.

SA objective	Indicator	Target	Data	Commentary
	Extent of Local Biodiversity Action Plan priority habitats	No reduction in extent		Local Biodiversity Action Plans are not currently being progressed. To be updated once a replacement has been established.
4. Reduce emissions of greenhouse gases that cause climate change and adapt to its effects	Traffic volumes (vehicle-km)	n/a	2015 = 2,927 2016 = 2,978 2017 = 2,920 Change (16/17) = -1.9% (↓)	<p>According to DfT published road traffic statistics data, traffic volumes in Cardiff have increased by a significant 2.2% from 2,927 to 2,991 million vehicle-km between 2015 and 2016, respectively. This level of growth is consistent with the average for the region, for GB and for Wales as a whole, and comparable to that for many local authorities.</p> <p>Examining the longer term trends as presented below, it is clear that historically traffic volumes have been increasing, but that these dipped between around 2008 and 2012, likely due to the economic downturn, and have since returned to their previous levels –</p>

SA objective	Indicator	Target	Data	Commentary
				 <p><b>Cardiff Traffic Volume Trends</b></p> <p>Traffic Volume (million vehicle-km)</p> <p>Year</p> <p>Legend: Absolute Values, Rolling Averages</p>
	<p>% of people walking, cycling, travelling by bus and train for each journey purpose</p>	<p>n/a</p>	<p>Work –</p> <p>Walking: 2016 = 17.9% 2017 = 14.9% (↓)</p> <p>Cycling: 2016 = 11.3% 2017 = 16.5% (↑)</p> <p>Bus: 2016 = 10.0% 2017 = 9.7% (↓)</p>	<p>Historic trends for walking, cycling, bus, and train for the main journey purposes are provided below, based on results of the Ask Cardiff Survey –</p>  <p><b>Proportion Travelling by Mode to Work</b></p> <p>2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017</p> <p>Legend: Walking, Walking (5yr Rolling Avg), Cycling, Cycling (5yr Rolling Average), Bus, Bus (5yr Rolling Avg), Train, Train (5yr Rolling Avg)</p>

SA objective	Indicator	Target	Data	Commentary																																																																																																																													
			<p>Train: 2016 = 7.6% 2017 = 6.8% (↓)</p> <p>Education – Walking: 2016 = 27.6% 2017 = 23.3% (↓)</p> <p>Cycling: 2016 = 9.6% 2017 = 12.8% (↑)</p> <p>Bus: 2016 = 12.8% 2017 = 10.7% (↓)</p> <p>Train: 2016 = 5.6% 2017 = 5.2% (↓)</p> <p>Shopping (City Centre) –</p>	<div data-bbox="1234 309 2063 772"> <p><b>Proportion Travelling by Mode to: Education</b></p> <table border="1"> <caption>Estimated Data for Proportion Travelling by Mode to: Education</caption> <thead> <tr> <th>Year</th> <th>Walking</th> <th>Bus</th> <th>Cycling</th> <th>Train</th> </tr> </thead> <tbody> <tr><td>2010</td><td>25.0%</td><td>15.0%</td><td>6.0%</td><td>6.0%</td></tr> <tr><td>2011</td><td>21.0%</td><td>10.0%</td><td>6.0%</td><td>3.0%</td></tr> <tr><td>2012</td><td>30.0%</td><td>11.0%</td><td>10.0%</td><td>5.0%</td></tr> <tr><td>2013</td><td>28.0%</td><td>10.0%</td><td>8.0%</td><td>5.0%</td></tr> <tr><td>2014</td><td>25.0%</td><td>12.0%</td><td>9.0%</td><td>5.0%</td></tr> <tr><td>2015</td><td>23.0%</td><td>11.0%</td><td>9.0%</td><td>4.0%</td></tr> <tr><td>2016</td><td>27.0%</td><td>12.0%</td><td>10.0%</td><td>4.0%</td></tr> <tr><td>2017</td><td>23.0%</td><td>10.0%</td><td>12.0%</td><td>5.0%</td></tr> </tbody> </table> </div> <div data-bbox="1234 810 2063 1273"> <p><b>Proportion Travelling by Mode to: Shopping</b></p> <table border="1"> <caption>Estimated Data for Proportion Travelling by Mode to: Shopping</caption> <thead> <tr> <th>Year</th> <th>Walking</th> <th>Bus</th> <th>Cycling</th> <th>Train</th> </tr> </thead> <tbody> <tr><td>2003</td><td>10.0%</td><td>29.0%</td><td>1.0%</td><td>4.0%</td></tr> <tr><td>2004</td><td>8.0%</td><td>28.0%</td><td>1.0%</td><td>4.0%</td></tr> <tr><td>2005</td><td>12.0%</td><td>25.0%</td><td>1.0%</td><td>4.0%</td></tr> <tr><td>2006</td><td>13.0%</td><td>23.0%</td><td>1.0%</td><td>4.0%</td></tr> <tr><td>2007</td><td>13.0%</td><td>27.0%</td><td>1.0%</td><td>8.0%</td></tr> <tr><td>2008</td><td>18.0%</td><td>25.0%</td><td>1.0%</td><td>4.0%</td></tr> <tr><td>2009</td><td>21.0%</td><td>24.0%</td><td>1.0%</td><td>4.0%</td></tr> <tr><td>2010</td><td>19.0%</td><td>24.0%</td><td>1.0%</td><td>8.0%</td></tr> <tr><td>2011</td><td>18.0%</td><td>23.0%</td><td>1.0%</td><td>6.0%</td></tr> <tr><td>2012</td><td>19.0%</td><td>20.0%</td><td>1.0%</td><td>6.0%</td></tr> <tr><td>2013</td><td>19.0%</td><td>18.0%</td><td>1.0%</td><td>6.0%</td></tr> <tr><td>2014</td><td>20.0%</td><td>19.0%</td><td>1.0%</td><td>6.0%</td></tr> <tr><td>2015</td><td>20.0%</td><td>19.0%</td><td>1.0%</td><td>6.0%</td></tr> <tr><td>2016</td><td>21.0%</td><td>18.0%</td><td>1.0%</td><td>6.0%</td></tr> <tr><td>2017</td><td>19.0%</td><td>17.0%</td><td>1.0%</td><td>7.0%</td></tr> </tbody> </table> </div>	Year	Walking	Bus	Cycling	Train	2010	25.0%	15.0%	6.0%	6.0%	2011	21.0%	10.0%	6.0%	3.0%	2012	30.0%	11.0%	10.0%	5.0%	2013	28.0%	10.0%	8.0%	5.0%	2014	25.0%	12.0%	9.0%	5.0%	2015	23.0%	11.0%	9.0%	4.0%	2016	27.0%	12.0%	10.0%	4.0%	2017	23.0%	10.0%	12.0%	5.0%	Year	Walking	Bus	Cycling	Train	2003	10.0%	29.0%	1.0%	4.0%	2004	8.0%	28.0%	1.0%	4.0%	2005	12.0%	25.0%	1.0%	4.0%	2006	13.0%	23.0%	1.0%	4.0%	2007	13.0%	27.0%	1.0%	8.0%	2008	18.0%	25.0%	1.0%	4.0%	2009	21.0%	24.0%	1.0%	4.0%	2010	19.0%	24.0%	1.0%	8.0%	2011	18.0%	23.0%	1.0%	6.0%	2012	19.0%	20.0%	1.0%	6.0%	2013	19.0%	18.0%	1.0%	6.0%	2014	20.0%	19.0%	1.0%	6.0%	2015	20.0%	19.0%	1.0%	6.0%	2016	21.0%	18.0%	1.0%	6.0%	2017	19.0%	17.0%	1.0%	7.0%
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SA objective	Indicator	Target	Data	Commentary
			<p>Walking: 2016 = 18.4% 2017 = 16.1% (↓)</p> <p>Cycling: 2016 = 6.6% 2017 = 7.8% (↑)</p> <p>Bus: 2016 = 26.7% 2017 = 25.3% (↓)</p> <p>Train: 2016 = 11.3% 2017 = 11.0% (↓)</p> <p>Shopping (Other) –</p> <p>Walking: 2016 = 23.5% 2017 = 19.9% (↓)</p> <p>Cycling: 2016 =</p>	 <p><b>Proportion Travelling by Mode to: Leisure</b></p> <p>The chart displays the percentage of leisure travel by mode from 2010 to 2017. Walking (solid blue line) starts at approximately 21% in 2010, peaks at 24% in 2011, and ends at 18% in 2017. Cycling (solid yellow line) starts at 10%, dips to 7% in 2011, and rises to 10% in 2017. Bus (solid green line) starts at 15% and ends at 10%. Train (solid red line) starts at 8% and ends at 8%. Dotted lines represent 5-year rolling averages for each mode.</p> <p>As discussed for OB1 EC15-EC18, there has been a decrease in the proportion walking, travelling by bus and by train, across all of the journey purposes over the last year.</p> <p>The only exception being the strong growth exhibited in the proportion cycling for each of the journey purposes.</p> <p>Whilst historically walking has been the dominant sustainable mode for each of the journey purposes (with the exception of City Centre Shopping which is dominated by bus, at 25.3%), in 2017 surprisingly cycling has exceeded walking as the most popular sustainable mode for commuting journeys (at 16.5%).</p>

SA objective	Indicator	Target	Data	Commentary
			6.0% 2017 = 6.6% (↑) Bus: 2016 = 8.9% 2017 = 7.2% (↓) Train: 2016 = 4.4% 2017 = 2.7% (↓)  Leisure – Walking: 2016 = 21.8% 2017 = 17.8% (↓) Cycling: 2016 = 10.0% 2017 = 10.8% (↑) Bus: 2016 = 10.5% 2017 = 10.3% (↓)	

SA objective	Indicator	Target	Data	Commentary																
			Train: 2016 = 8.8% 2017 = 8.3% (↓)																	
	No. residents working in Cardiff, no. people commuting out of Cardiff, no. people commuting into Cardiff	n/a	<p>Residents Working in Cardiff: 2015 = 131,400 2016 = 139,500 2017 = 139,600 Change (16/17) = 0%</p> <p>Residents Commuting Out of Cardiff: 2015 = 34,000 2016 = 27,700 2017 = 32,600 Change (16/17) = +18% (↑)</p> <p>Commuting into Cardiff from Outside: 2015 = 84,400 2016 = 89,700</p>	<p>According to data from the Annual Population Survey as published by the Welsh Government, there are currently 228,400 people working in Cardiff, with no significant change from the previous year.</p> <p>Of this total, around 139,600 are resident in Cardiff (again similar to that for 2016), with the remaining 88,800 having travelled in from outside (all modes), compared with 89,700 the previous year.</p> <p>Meanwhile, around 32,600 residents currently commute outside of the authority, which represents a large increase of 18% from the 27,700 in 2016.</p> <p>The number and proportion of those travelling into Cardiff to work by origin, is provided in the table below –</p> <table border="1"> <thead> <tr> <th>Origin:</th> <th>2016</th> <th>2017</th> <th>Change</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>1,100 (0.5%)</td> <td>1,100 (0.5%)</td> <td>0%</td> </tr> <tr> <td>Bridgend</td> <td>7,700 (3%)</td> <td>7,100 (3%)</td> <td>-8%</td> </tr> <tr> <td>Caerphilly</td> <td>14,300 (6%)</td> <td>11,600 (5%)</td> <td>-19%</td> </tr> </tbody> </table>	Origin:	2016	2017	Change	Blaenau Gwent	1,100 (0.5%)	1,100 (0.5%)	0%	Bridgend	7,700 (3%)	7,100 (3%)	-8%	Caerphilly	14,300 (6%)	11,600 (5%)	-19%
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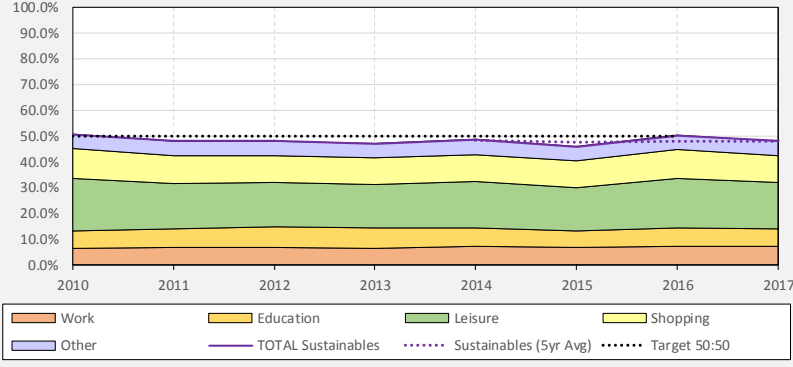
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			2017 = 88,800 Change (16/17) = -1% (↓)  Total Working in Cardiff: 2015 = 215,400 2016 = 229,200 2017 = 228,400 Change (16/17) = 0%	<table border="1"> <tr> <td>Cardiff (Internal)</td> <td>139,500 (61%)</td> <td>139,600 (61%)</td> <td>0%</td> </tr> <tr> <td>Merthyr Tydfil</td> <td>2,700 (1%)</td> <td>2,900 (1%)</td> <td>+7%</td> </tr> <tr> <td>Monmouthshire</td> <td>2,300 (1%)</td> <td>2,800 (1%)</td> <td>+22%</td> </tr> <tr> <td>Newport</td> <td>8,100 (4%)</td> <td>7,200 (3%)</td> <td>-11%</td> </tr> <tr> <td>Rhondda Cynon Taf</td> <td>22,000 (10%)</td> <td>18,900 (8%)</td> <td>-14%</td> </tr> <tr> <td>Vale of Glamorgan</td> <td>20,100 (9%)</td> <td>21,600 (10%)</td> <td>+7%</td> </tr> <tr> <td>Torfaen</td> <td>3,500 (2%)</td> <td>3,500 (2%)</td> <td>0%</td> </tr> <tr> <td><b>TOTAL From Region (excl. Cardiff)</b></td> <td><b>81,800 (36%)</b></td> <td><b>76,700 (34%)</b></td> <td><b>-6%</b></td> </tr> <tr> <td><b>TOTAL From Outside Region</b></td> <td><b>7,900 (3%)</b></td> <td><b>12,100 (5%)</b></td> <td><b>+53%</b></td> </tr> <tr> <td><b>TOTAL Commuting In</b></td> <td><b>89,700 (39%)</b></td> <td><b>88,800 (39%)</b></td> <td><b>-1%</b></td> </tr> <tr> <td><b>TOTAL Working in Cardiff</b></td> <td><b>229,200 (100%)</b></td> <td><b>228,400 (100%)</b></td> <td><b>0%</b></td> </tr> </table> <p>As can be seen from the above, in total there are currently 76,700 (34%) travelling into Cardiff from the Southeast Wales region, with this number having decreased by 6% from last year.</p> <p>The most significant flows from the region are from – The Vale of Glamorgan (21,600 or 10%), Rhondda Cynon Taf (18,900 or 8%), Caerphilly (11,600 or 5%), Newport (7,200 or 3%), and</p>	Cardiff (Internal)	139,500 (61%)	139,600 (61%)	0%	Merthyr Tydfil	2,700 (1%)	2,900 (1%)	+7%	Monmouthshire	2,300 (1%)	2,800 (1%)	+22%	Newport	8,100 (4%)	7,200 (3%)	-11%	Rhondda Cynon Taf	22,000 (10%)	18,900 (8%)	-14%	Vale of Glamorgan	20,100 (9%)	21,600 (10%)	+7%	Torfaen	3,500 (2%)	3,500 (2%)	0%	<b>TOTAL From Region (excl. Cardiff)</b>	<b>81,800 (36%)</b>	<b>76,700 (34%)</b>	<b>-6%</b>	<b>TOTAL From Outside Region</b>	<b>7,900 (3%)</b>	<b>12,100 (5%)</b>	<b>+53%</b>	<b>TOTAL Commuting In</b>	<b>89,700 (39%)</b>	<b>88,800 (39%)</b>	<b>-1%</b>	<b>TOTAL Working in Cardiff</b>	<b>229,200 (100%)</b>	<b>228,400 (100%)</b>	<b>0%</b>
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				<p>Bridgend (7,100 or 3%).</p> <p>While the volume has increased significantly from – Monmouthshire (+22%), Vale of Glamorgan (+7%), and Merthyr Tydfil (+7%); meanwhile the volume has decreased from – Caerphilly (-19%), Rhondda Cynon Taf (-14%), Newport (-11%), and Bridgend (-8%).</p> <p>Of particular note, the proportion commuting into Cardiff from outside the region has grown considerably by 53% between 2016 and 2017, with most of this increase having come from outside of Wales, as illustrated below –</p> <table border="1"> <thead> <tr> <th>Outside Origin:</th> <th colspan="2">2016</th> <th colspan="2">2017</th> <th>Change</th> </tr> </thead> <tbody> <tr> <td>Swansea</td> <td>2,300</td> <td>29%</td> <td>2,500</td> <td>21%</td> <td>+9%</td> </tr> <tr> <td>Neath Port Talbot</td> <td>1,700</td> <td>22%</td> <td>2,500</td> <td>21%</td> <td>+47%</td> </tr> <tr> <td>Wales (Other)</td> <td>1,500</td> <td>19%</td> <td>2,000</td> <td>17%</td> <td>+33%</td> </tr> <tr> <td>Outside Wales</td> <td>2,400</td> <td>30%</td> <td>5,100</td> <td>42%</td> <td>+113%</td> </tr> <tr> <td>TOTAL</td> <td>7,900</td> <td>100%</td> <td>12,100</td> <td>100%</td> <td>+53%</td> </tr> </tbody> </table> <p>The marked increase from outside of Wales (113% from 2,400 in 2016 to 5,100 in 2017), may be due to the announcement of the abolishment of the M4 Tolls expected by the end of 2018, together with faster rising house prices in the West of England, and the expectation for quicker journeys by rail as a result of mainline electrification expected in 2019.</p> <p>With the number working in Cardiff having remained fairly consistent between 2016 and 2017, likewise the number of residents working in Cardiff; it is evident that the decrease in</p>	Outside Origin:	2016		2017		Change	Swansea	2,300	29%	2,500	21%	+9%	Neath Port Talbot	1,700	22%	2,500	21%	+47%	Wales (Other)	1,500	19%	2,000	17%	+33%	Outside Wales	2,400	30%	5,100	42%	+113%	TOTAL	7,900	100%	12,100	100%	+53%
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				travel from the region has been counteracted by a similar increase from elsewhere in Wales and from England.
	Modal split	'At least 50% of all trips on Cardiff's transport network. made by sustainable modes by the end of the Plan period in 2026'	<p>Absolute Values:  2015 = 46.0%  2016 = 50.3%  2017 = 48.1% (↓)</p> <p>5yr Rolling Averages:  2015 = 47.6%  2016 = 48.0%  2017 = 48.0% ( )</p>	<p>Travel by mode is recorded each year in the Ask Cardiff Survey for the following journey purposes – Work, Education, Shopping (City Centre), Shopping (Other), and Leisure.</p> <p>However this does not take into account business-related journeys, escort journeys which are not education based, or journeys for personal business. Therefore, in order to account for these unobserved journey purposes, it is necessary to infill with data from the National Travel Survey (NTS), as published annually by the DfT in Table NTS0409.</p> <p>This same NTS dataset is also used to relatively proportion each journey purpose such as to arrive at a single figure for use of sustainable modes for all journeys.</p> <p>The resulting figures show that as of 2017, 48% of all journeys are being made by sustainable modes, a 2% decrease from the 50% in 2016.</p> <p>This demonstrates the challenge ahead in trying to achieve and maintain the 50:50 by 2026, as increasing the numbers of people travelling sustainably may not in itself be enough if car use rises disproportionately to this.</p> <p>The reality is that significant efforts shall be required in order to achieve the 50% mode-split, in the face of the increased pressure from a 12% rise in population projected between</p>

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				<p>2016 and 2026, and with a corresponding growth in the number of trips.</p> <p>A breakdown of the proportions of total trips which travel sustainably by each journey purpose, based on the methodology described previous, is provided in the table below –</p> <table border="1"> <thead> <tr> <th></th> <th>Work</th> <th>Education</th> <th>Leisure</th> <th>Shopping</th> <th>Other</th> <th>All Journeys</th> </tr> </thead> <tbody> <tr> <td>2010</td> <td>6.4%</td> <td>6.9%</td> <td>20.2%</td> <td>11.5%</td> <td>6%</td> <td>50.7%</td> </tr> <tr> <td>2011</td> <td>6.8%</td> <td>7.4%</td> <td>17.5%</td> <td>10.7%</td> <td>6%</td> <td>48.2%</td> </tr> <tr> <td>2012</td> <td>6.7%</td> <td>8.0%</td> <td>17.3%</td> <td>10.4%</td> <td>6%</td> <td>48.0%</td> </tr> <tr> <td>2013</td> <td>6.7%</td> <td>7.8%</td> <td>16.8%</td> <td>10.2%</td> <td>6%</td> <td>47.0%</td> </tr> <tr> <td>2014</td> <td>7.3%</td> <td>7.1%</td> <td>18.1%</td> <td>10.5%</td> <td>6%</td> <td>48.6%</td> </tr> <tr> <td>2015</td> <td>7.0%</td> <td>6.1%</td> <td>16.8%</td> <td>10.6%</td> <td>5%</td> <td>46.0%</td> </tr> <tr> <td>2016</td> <td>7.3%</td> <td>7.3%</td> <td>19.2%</td> <td>11.1%</td> <td>5%</td> <td>50.3%</td> </tr> <tr> <td>2017</td> <td>7.2%</td> <td>7.0%</td> <td>17.9%</td> <td>10.3%</td> <td>6%</td> <td>48.1%</td> </tr> </tbody> </table> <p>The above illustrates a general decrease in the total sustainable travel across all journey purposes, and is illustrated graphically in the stacked chart below –</p>		Work	Education	Leisure	Shopping	Other	All Journeys	2010	6.4%	6.9%	20.2%	11.5%	6%	50.7%	2011	6.8%	7.4%	17.5%	10.7%	6%	48.2%	2012	6.7%	8.0%	17.3%	10.4%	6%	48.0%	2013	6.7%	7.8%	16.8%	10.2%	6%	47.0%	2014	7.3%	7.1%	18.1%	10.5%	6%	48.6%	2015	7.0%	6.1%	16.8%	10.6%	5%	46.0%	2016	7.3%	7.3%	19.2%	11.1%	5%	50.3%	2017	7.2%	7.0%	17.9%	10.3%	6%	48.1%
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				<p data-bbox="1384 288 1906 309"><b>Proportion of Sustainable Travel by Journey Purpose</b></p>  <p data-bbox="1234 735 2139 954">The above demonstrates that the largest proportion of sustainable journeys is for Leisure (17.9%). Currently both Work and ‘Other’ trips are failing to achieve the 50% sustainable target, at 48% and 27%, respectively. This is in spite of Work-related trips making up 15% of the overall demand, and ‘Other’ trips accounting for a further 22% (37% if both are combined).</p> <p data-bbox="1234 999 2139 1066">This demonstrated the importance of these journey purposes towards achieving the 50:50 modal split for all journeys by 2026.</p> <p data-bbox="1234 1110 2139 1289">It should also be noted that the above figures relate to the average across the day. However levels of sustainable travel varies during the day, yet the greatest pressures are known to occur during commuter peak periods, when a higher proportion of movements are made by car.</p> <p data-bbox="1234 1334 2139 1366">Hence the peaks should be the main period targeted for</p>

SA objective	Indicator	Target	Data	Commentary
				interventions, in particular during the AM, where the dominant flow is inbound towards the center of Cardiff.
	Delivery of transport infrastructure as part of key strategic sites	As per the LDP and site masterplans	<p>S106 Transport Funding Contributions (subject to schedule) for the key strategic sites are given as follows –</p> <p>SSA. Cardiff Central Enterprise Zone:</p> <ul style="list-style-type: none"> <li>• 18/01705/ MJR Cardiff Integrated Transport Hub (now being delivered by TfW)</li> </ul> <p>SSC. NW Cardiff:</p> <ul style="list-style-type: none"> <li>• 14/02157/ MJR -</li> </ul>	<p>Construction works are on-going at SSF. Churchlands in NE Cardiff and SSC. Plasdŵr in NW Cardiff, with initial occupation of the site at North of Llantrisant Road off Clos Parc Radyr ('Parc Plymouth'). However, no significant infrastructure is in place as of yet in relation to these.</p> <p>Meanwhile, construction and occupation of SSG. St Edeyrns 'Village' is at a more advanced stage, with the following infrastructure currently having been delivered –</p> <ul style="list-style-type: none"> <li>• New toucan crossing facilities at north and south of A4232 Pentwyn Link/Heol Pontprennau roundabout (2017)</li> <li>• Free bus passes issued to new residents</li> <li>• Access road built to 'spine road' standard, including with provision of a bus lane out</li> <li>• 40mph speed limit imposed on the A4232 Pentwyn Link</li> </ul> <p>In total, the following sustainable infrastructure and initiatives have been agreed to be delivered as part of the S106 agreements for the key strategic sites. These will help to reduce greenhouse gas emissions through encouraging modal shift from private car to sustainable travel modes –</p> <p><b>SSA. Cardiff Central Enterprise Zone</b></p>

SA objective	Indicator	Target	Data	Commentary
			<p>Land North &amp; South of Llantrisant Road £605,000</p> <ul style="list-style-type: none"> <li>14/02733/MJR – Plasdwr £26.03 million</li> <li>16/00106/MJR - Goitre Fach Farm £1.29 million</li> <li>14/02188/MJR - South of Pentreban e £1.33 million</li> </ul> <p>SSD. North of</p>	<p>18/01705/MJR - Cardiff Integrated Transport Hub:</p> <ul style="list-style-type: none"> <li>Integrated Transport Hub, based on 14 bus stands with DIDO arrangement</li> <li>144-space Bicycle Parking Facility</li> </ul> <p><b>SSC. NW Cardiff</b></p> <p>14/02157/MJR - Land North &amp; South of Llantrisant Road:</p> <ul style="list-style-type: none"> <li>Cycle parking, including at Radyr Station</li> <li>3x new priority access junctions on Newport Road, with footways, cycleways &amp; crossing facilities</li> <li>New 3m wide eastbound bus lane on Llantrisant Road with associated bus stops</li> <li>New traffic signal control junction at Llantrisant Road/Heol Isaf, with Toucan facilities on all arms, bus lane on southern arm, and associated footways &amp; cycleways</li> <li>New raised roundabout with zebra crossing on Llantrisant Road</li> <li>2x new Toucan crossing facilities</li> <li>Subsidy to provide extension to existing bus services for 2 years between Danescourt and Clos Parc Radyr</li> <li>Provision of 1-year free bus pass &amp; £50 cycle voucher to first residential occupiers</li> </ul> <p>14/02733/MJR - Plasdwr:</p>

SA objective	Indicator	Target	Data	Commentary
			<p>J33:</p> <ul style="list-style-type: none"> <li>• 14/00852/DCO – North of J33 £2.30 million</li> </ul> <p>SSF. NE Cardiff:</p> <ul style="list-style-type: none"> <li>• 14/02891/MJR - Churchlands £1.6-1.7 million</li> </ul> <p>SSG. St Edeyrns:</p> <ul style="list-style-type: none"> <li>• 13/00578/DCO - St Edeyrns £2.79 million</li> </ul>	<ul style="list-style-type: none"> <li>• New traffic control junction at Llantrisant Road/Crofft-y-Genau, with Toucan facilities on all arms (J1)</li> <li>• New tabled zebra crossing on Rhydlafar Drive, with footway widening &amp; shared use</li> <li>• Safeguarding of corridor for the provision of northbound bus lane on Crofft-y-Genau Road</li> <li>• Spine-road treatment on Crofft-y-Genau Road</li> <li>• New traffic control access junction on Llantrisant Road, with cycle feeder lanes &amp; dropped kerbs (J2)</li> <li>• Safeguarding of land for the provision of a northbound bus lane at the southern arm to J2</li> <li>• New traffic control junction at Llantrisant Road/Clos Park Radyr, with formal crossings to link cycle tracks &amp; cycle feeder lanes (J3)</li> <li>• New northbound bus lane at the southern arm to J3</li> <li>• 3x new priority access junctions on Llantrisant Road, with crossing facilities, footways, cycleways, shared use &amp; raised tables (J4-6)</li> <li>• New traffic control junction at Pentrebane Road/Waterhall Road, with associated bidirectional 3m wide cycle lanes &amp; Toucan crossings on all arms (J11)</li> <li>• New segregated cycling facility between Amethyst Road and J11</li> <li>• 2x new priority access junctions on Pentrebane Road, with associated bidirectional 3m wide cycle lanes, crossing facilities &amp; dropped kerbs (J12-13)</li> <li>• Safeguarding of land for the provision of a southbound bus lane at the northern arm to J12</li> </ul>

SA objective	Indicator	Target	Data	Commentary
				<ul style="list-style-type: none"> <li>• Realignment of Crofft-y-Genau Road into Pentrebane Road, providing cyclist &amp; pedestrian access to St Brides Road (J14)</li> <li>• Stopping up of Pentrebane Road, with provision of shared use link</li> <li>• ANPR traffic gate to limit tidal flow access to Crofft-y-Genau Road</li> <li>• 2x new priority access junctions on Crofft-y-Genau Road , with associated ANPR traffic gate &amp; access flared for bus movements (J15-16)</li> <li>• Bridge Road 270m southbound bus lane, shared cycle footway &amp; signalised junction with Llantrisant Road</li> <li>• Cardiff Road/Fairwater Road upgrade of traffic signals</li> <li>• Cardiff Road cycling &amp; bus stop improvements between Ely Road and Fairwater Road</li> <li>• Provision of segregated off-road cycleway on disused rail line</li> <li>• 90m Southbound bus lane on Fairwater Road approach to St Fagans Road</li> <li>• Heol Isaf pedestrian &amp; cycle improvements</li> <li>• Llantrisant Road segregated cycleway on southern side between Danescourt Station and Cardiff Road</li> <li>• 300m eastbound bus lane &amp; shared cycle footway on southern side of St Fagans Road</li> <li>• St Fagans Road safety improvements</li> <li>• 100m westbound bus lane on Waun-Gron Road</li> <li>• A48 Western Avenue/Waun-Gron Road junction improvements</li> </ul>



SA objective	Indicator	Target	Data	Commentary
				<ul style="list-style-type: none"> <li>• Amethyst Road cycle street between Plasmawr Road and Keyston Road</li> <li>• Cardiff Road northbound bus lane improvements at Western Avenue junction</li> <li>• East-West cycle primary route, Llandaff</li> <li>• New traffic control junction at Llantrisant Road/Danescourt Road East</li> <li>• New traffic control junction at Llantrisant Road/Danescourt Road West</li> <li>• Llantrisant Road shared cycleway footway between Danescourt Road East/West</li> <li>• Llantrisant Road shared cycleway footway between Waterhall Road and Heol Aradur</li> <li>• Pwllmelin Road and Fairwater Road traffic calming &amp; cycling improvements</li> <li>• Radyr Court Road traffic calming of cycle route</li> <li>• Radyr Court Road pedestrian &amp; cycling safety and access improvements, with zebra crossing on Bridge Road</li> <li>• Radyr Court Road upgrade of cycle link to Llantrisant Road</li> <li>• Western Avenue to Ely Roundabout southbound traffic pre-signals</li> <li>• Western Avenue/Ely Road (East) junction Toucan crossing</li> <li>• Western Avenue to Waun-Gron Road shared cycle footway on west side</li> <li>• Cardiff Road/Palace Road junction, pedestrian &amp; traffic calming improvements</li> </ul>

SA objective	Indicator	Target	Data	Commentary
				<ul style="list-style-type: none"> <li>• Provision of £12 million bus subsidies, to provide services linking the development, Pentrebane, Radyr, Cardiff City Centre (via Llantrisant Road &amp; Pentrebane Road), Pontyclun/Talbot Green, Heath Hospital, J33 Park &amp; Ride, Cardiff West Interchange, Cardiff Bay (via Ely Mill), and Whitchurch (via Llandaff)</li> </ul> <p>16/00106/MJR - Goitre Fach Farm:</p> <ul style="list-style-type: none"> <li>• Cycle parking</li> <li>• New traffic signal access junction at Llantrisant Road with Toucan &amp; Puffin crossing facilities</li> <li>• Realignment of segregated cycleway on Llantrisant Road</li> <li>• New public transport, pedestrian &amp; cycle facilities along Llantrisant Road</li> <li>• New raised crossing facility on Llantrisant Road</li> <li>• New spine-road with 2x 2m wide footway, 3m wide segregated cycleway, and 6.3m wide carriageway</li> <li>• Bus contribution to Llantrisant Road (subject to occupation)</li> <li>• Cycling measures on A4119 between Waterhall Road roundabout and Penhill Road</li> <li>• Provision of 1-year free bus pass &amp; £50 cycle voucher to first residential occupiers</li> </ul> <p>14/02188/MJR - South of Pentrebane:</p>

SA objective	Indicator	Target	Data	Commentary
				<ul style="list-style-type: none"> <li>• New Pentrebane Road priority access junction to accommodate safe &amp; convenient 2-way bus movement, with associated footway &amp; cycle provision</li> <li>• Provision of bus stop &amp; bus turning circle, with 3m wide segregated cycleways, 2m wide footways &amp; 6.1m carriageways to promote sustainable travel</li> <li>• Secure cycle parking, including covered cycle parking at Fairwater Station &amp; at key bus stops</li> <li>• Improvements to Llantrisant Road &amp; Pentrebane Road as part of the North West Corridor programme</li> <li>• Bus contribution (in accordance with trigger points &amp; installments)</li> <li>• Provision of 1-year free bus pass &amp; £50 cycle voucher to first residential occupiers</li> </ul> <p><b>SSD. North of J33</b></p> <p>14/00852/DCO - North of J33:</p> <ul style="list-style-type: none"> <li>• 1,000 space Park &amp; Ride facility, with 3/4 accessed from J33 &amp; 1/4 accessed from A4119 (subject to imminent signing of S106)</li> <li>• New junctions on Llantrisant Road, including crossing facilities, associated cycle &amp; footway provision, and bus lanes (subject to imminent signing of S106)</li> <li>• On-site public transport infrastructure, bus &amp; cycle lanes (subject to imminent signing off S106)</li> <li>• Financial contribution to new and enhanced bus services (subject to imminent signing off S106)</li> </ul>

SA objective	Indicator	Target	Data	Commentary
				<p><b>SSF. NE Cardiff</b></p> <p>14/02891/MJR – Churchlands:</p> <ul style="list-style-type: none"> <li>• Widening of Pentwyn Road to provide an eastbound bus lane between Peppermint Drive and Pentwyn Drive</li> <li>• New signalized junction on Pentwyn Drive</li> <li>• New cycle route (1) to be provided linking site A48 Eastern Avenue via Meadow Close</li> <li>• New cycle route (2) to be provided along Cyncoed Road</li> <li>• Bus improvements on A48 Eastern Avenue (between Pentwyn &amp; Pontprennau) &amp; A4232 Pentwyn Link (northbound to J33)</li> <li>• Provision of bus services linking to Heath Hospital</li> <li>• Provision of bus service linking to City Centre via Cardiff East Park &amp; Ride</li> <li>• Phase 2 bus priority infrastructure</li> <li>• Phase 3 bus priority infrastructure</li> </ul> <p><b>SSG. St Edeyrns</b></p> <p>13/00578/DCO - St Edeyrns:</p> <ul style="list-style-type: none"> <li>• Provision of missing link to Rhymney Trail, south of A48 between Pentwyn Link Interchange and development, including upgrade of A48 subway</li> </ul>

SA objective	Indicator	Target	Data	Commentary
				<ul style="list-style-type: none"> <li>• Cycle parking spaces</li> <li>• Investigation &amp; provision of a northbound bus lane on A4232</li> <li>• Bus service extension from the development to City Centre serving Church Road and St Mellons Road</li> <li>• Investigation &amp; provision of bus service extension on A48 from A4232</li> <li>• A scheme to demonstrate effective operation of Heol Pontprennau Roundabout, including bus priority measures, Toucan crossing facilities, and associated pedestrian &amp; cyclist provision</li> <li>• Spine-road treatment on access road, including the provision of bus lane</li> <li>• Widening of existing footways linking the Toucan crossing and Heol Pontprennau signalised crossing</li> <li>• Scheme to provide shared path south of Heol Pontprennau Roundabout, providing direct traffic-free link to A48 Interchange with Church Road</li> <li>• Scheme to reduce the speed limit on Pentwyn Link towards J30 from 50mph to 40mph</li> <li>• Scheme to prevent vehicular through access via St Mellons Road and Bridge Road, with the provision of bus gates at both ends</li> <li>• Provision of a new bridge across the River Rumney for pedestrians &amp; cyclists to St Mellons</li> </ul>
	Permissions granted for highly	0	2	Two applications were granted for highly vulnerable development in C1 flood risk areas that did not meet all TAN15 tests.

SA objective	Indicator	Target	Data	Commentary
	vulnerable development in C1 and C2 flood risk areas			<p>Both these applications related to the conversion and extension of existing properties in the Canton area of the city to flats and Natural Resources Wales had objected stating the depth of flooding at ground floor level would be greater than 600 metres and therefore did not meet the tolerable limits set out in TAN15 (Section A1.14). In determining these applications the Council considered that it would be unreasonable to refuse planning permission on this issue as the properties were already in residential use and surrounded by other residential properties with the same finished floor level. In addition it was noted that each flat unit has access to a first floor refuge and in both cases the applicant was made aware of the risk of flooding at the premises.</p> <p>Given this it is considered these two applications raise particular issues that need separate consideration and are not related to the performance of the LDP which is functioning effectively as evidenced by the fact that flood risk has been considered as a key consideration in all the applications submitted for highly vulnerable development in Zone C1.</p>
5. Protect and enhance historic and cultural heritage	Number of listed buildings, conservation areas, etc.	No reduction	No reduction	There has been no reduction in the number of local, national or international designations as a result of applications approved during the monitoring period. It is considered that all relevant applications permitted during the monitoring period were policy compliant/compliant subject to conditions/recommendations placed on the permission.
6. Help deliver the growth of a	Net job creation over the	40,000 net additional jobs	18,000 since 2009 (↑)	Total jobs in Cardiff - 208,000 in 2016 (latest Nomisweb.co.uk figures, May 2017). This compares to an equivalent figure from

SA objective	Indicator	Target	Data	Commentary																																																					
sustainable and diversified economy	remaining Plan period	over plan period, 20,900 between 2006 and 2015		2009 of 190,000 jobs in Cardiff which represents an 18,000 increase in jobs over that period.																																																					
7. Improve health and well-being	Delivery of community infrastructure as part of key development sites			As of August 2018, planning permission(s) have been granted at Strategic Sites C (North West Cardiff), D (North of Junction 33), F (North East Cardiff – West of Pontprennau) and G (East of Pontprennau Link Road). Associated S106 agreements link to infrastructure provision identified through policies KP2 (A-H). To date, construction work has only commenced at Sites C, F and G and the delivery of infrastructure provision identified through the associated S106 agreements will be monitored as schemes progress over the coming years.																																																					
	% of journeys made by walking/cycling	Increase	Work: 2015 = 26.6% 2016 = 29.2% 2017 = 30.6% Change (16/17) = +1.4% (↑)  Education: 2015 = 31.5% 2016 = 37.2% 2017 = 36.1% Change (16/17) = -1.1% (↓)  Shopping (City Centre): 2015 = 22.4%	The proportion of journeys made by active travel modes (i.e. walking and cycling) for each journey purpose is presented in the table below – <table border="1" data-bbox="1272 906 2085 1385"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">Walking</th> <th colspan="2">Cycling</th> <th colspan="2">Walking &amp; Cycling</th> <th rowspan="2">Change</th> </tr> <tr> <th>2016</th> <th>2017</th> <th>2016</th> <th>2017</th> <th>2016</th> <th>2017</th> </tr> </thead> <tbody> <tr> <td>Work</td> <td>18%</td> <td>14%</td> <td>11%</td> <td>17%</td> <td>29%</td> <td>31%</td> <td>+1.4%</td> </tr> <tr> <td>Education</td> <td>28%</td> <td>23%</td> <td>10%</td> <td>13%</td> <td>37%</td> <td>36%</td> <td>-1%</td> </tr> <tr> <td>Shopping (City Centre)</td> <td>18%</td> <td>16%</td> <td>7%</td> <td>8%</td> <td>25%</td> <td>24%</td> <td>-1%</td> </tr> <tr> <td>Shopping (Other)</td> <td>24%</td> <td>20%</td> <td>6%</td> <td>7%</td> <td>30%</td> <td>27%</td> <td>-3%</td> </tr> <tr> <td>Leisure</td> <td>22%</td> <td>18%</td> <td>10%</td> <td>11%</td> <td>32%</td> <td>29%</td> <td>-3%</td> </tr> </tbody> </table>		Walking		Cycling		Walking & Cycling		Change	2016	2017	2016	2017	2016	2017	Work	18%	14%	11%	17%	29%	31%	+1.4%	Education	28%	23%	10%	13%	37%	36%	-1%	Shopping (City Centre)	18%	16%	7%	8%	25%	24%	-1%	Shopping (Other)	24%	20%	6%	7%	30%	27%	-3%	Leisure	22%	18%	10%	11%	32%	29%
	Walking		Cycling			Walking & Cycling		Change																																																	
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SA objective	Indicator	Target	Data	Commentary								
			2016 = 25.0% 2017 = 23.9% Change (16/17) = -1.1% (↓)  Shopping (Other): 2015 = 27.5% 2016 = 29.5% 2017 = 26.5% Change (16/17) = -3.0% (↓)  Leisure: 2015 = 28.5% 2016 = 31.8% 2017 = 28.6% Change (16/17) = -3.2% (↓)  All Journeys: 2015 = 35.3% 2016 = 39.5% 2017 = 39.4% Change (16/17) = -0.1% (↓)	<table border="1"> <tr> <td>ALL Journeys</td> <td>28%</td> <td>28%</td> <td>11%</td> <td>12%</td> <td>40%</td> <td>39%</td> <td>-0.1%</td> </tr> </table> <p>The above demonstrates that with the exception of journeys to Work which has seen a 1.4% rise since 2016, that there has been a general decline in the proportion of active travel for all the other journey purposes.</p> <p>Although cycling has seen considerable growth over this period, this increase has been counteracted by an even greater decrease in the proportion walking. This suggests that much of the increase in the numbers cycling may have come from short distance trips of those whom previously walked, rather than due to a significant mode-shift from car.</p> <p>The possible reasons for the above changes in walking and cycling are provided for OB1 EC14 and OB1 EC15, respectively.</p>	ALL Journeys	28%	28%	11%	12%	40%	39%	-0.1%
ALL Journeys	28%	28%	11%	12%	40%	39%	-0.1%					
	Percentage of population in	Reduction	28%	The latest Welsh Index of Multiple Deprivation data from 2015 shows that 28% of the population of Cardiff is in the 100 most								



SA objective	Indicator	Target	Data	Commentary
	the 100 most deprived wards in Wales in the 10% most deprived wards in Wales for physical environment			deprived wards in Wales for physical environment.
8. Protect and enhance the landscape	Achievement of functional open space requirements	2.43ha per 1,000 population	1.16ha per 1,000 population (↓)	Latest figures show 1.16 ha of functional open space per 1,000 population in Cardiff. For all types of open space the equivalent figure is 8.07 ha of open space per 1,000 population.
	Special Landscape Areas	Five SLAs designated by plan adoption	Five SLAs designated	Five SLAs have been designated at: <ul style="list-style-type: none"> <li>• St Fagans Lowlands and the Ely Valley</li> <li>• Garth Hill and Pentyrch Ridges</li> <li>• Fforest Fawr and Caerphilly Ridge</li> <li>• Wentloog Levels</li> <li>• Flat Holm</li> </ul>
9. Use natural resources efficiently and safeguard their quality	Percent of housing on previously developed land	60%	58.8% (↓)	For the year 2017/18 58.8% of housing was on previously developed land.
	Average density of new development		130.4 dwellings per hectare (↑)	For 2017/18 the average density of new housing development in Cardiff was 130.4 dwellings per hectare.
	Area of	>0	N/A	Presently no data is available to monitor this indicator. Will

SA objective	Indicator	Target	Data	Commentary
	contaminated land cleared up			re-assess position in next monitoring report.
10. Respond to demographic changes in a sustainable way	Total population	n/a	362,756 (↑)	The latest Mid Year estimate for Cardiff produced by Office of National Statistics shows that Cardiff has a population of 362,756 in 2017.
	No. homes in Cardiff	45,400 net additional homes by 2026	15,077 completed 2006 to 2018 (↑)	Since the base date of the Plan in 2006 15,077 dwellings have been completed leaving 26,338 to be completed.
11. Minimise waste, increase re-use & recycling	Waste reduction rate	Reduction per household	-0.3% (↑)	The amount of household waste collected and generated between 2015/16 and 2016/17 decreased by 0.3% from 177,457 to 176,952 tonnes.

## 7. Conclusions

This is the first AMR to be prepared since the adoption of the Cardiff LDP and provides a short term position statement on the initial impacts of the LDP. The key conclusion is that while it is difficult to determine definitive trends in policy performance, good progress is being made in delivering the identified targets/ monitoring outcomes and policies and there is no evidence to suggest the need for a full or partial review of the LDP at this early stage in its implementation. The findings of this report provide for future comparative analysis in successive AMRs and the monitoring of the policy framework over a longer period will enable trends to be identified and firmer conclusions drawn.

Welsh Government procedural guidance 'Local Development Plans Wales (Edition 2 2015), (para 4.3) sets out seven questions that the AMR should address. The issues included in these questions have been considered throughout the AMR as part of the analysis of the monitoring data.

- What new issues have occurred in the area or in local/national policy (key recent contextual and national policy changes, future prospects)?
- How relevant, appropriate and up-to-date is the LDP strategy and its key policies and targets?
- What sites have been developed or delayed in relation to the plan's expectations on location and timing?
- What has been the effectiveness of delivering policies and in discouraging inappropriate development?

This section concludes the findings of the monitoring process and directly responds to the LDPW questions, ensuring that the procedural guidance is fully addressed.

### **What new issues have occurred in the area or in local/national policy (key recent contextual and national policy changes, future prospects)?**

Section 3 contains contextual information outlining the changes to national planning policy guidance and technical advice which have taken place over the monitoring period. Whilst these changes will need to be incorporated into any future review of LDP policies they are not considered to be of a scale that requires reconsideration of the Plan strategy or individual policies at this time.

### **How relevant, appropriate and up-to-date is the LDP strategy and its key policies and targets?**

The evidence collected through the AMR process indicates that progress is being made with the implementation of the spatial strategy and it remains sound at this time. It is, however, difficult to determine definitive trends at this stage as this is the first monitoring period.

Section 5 provides a detailed assessment of how the Plan's strategic policies, and associated supporting policies, are performing against the identified key monitoring targets and outcomes and whether the LDP strategy and objectives are being delivered. This has enabled the Council to make an informed judgement of the Plan's

progress in delivering the targets/monitoring outcomes and policies during this monitoring period. The table below provides a visual overview of the effectiveness of the Plan's policies during the monitoring period based on the traffic light rating used in the assessment:

<b>Continue Monitoring (Green)</b>	72
Where indicators are suggesting the LDP Policies are being implemented effectively and there is no cause for review.	
<b>Training Required (Blue)</b>	0
Where indicators are suggesting that LDP policies are not being implemented as intended and further officer or Member training is required.	
<b>Supplementary Planning Guidance Required (Purple)</b>	0
Indicators may suggest the need for further guidance to be provided in addition to those already in the Plan.	
<b>Further Research (Yellow)</b>	30
Where indicators are suggesting the LDP policies are not being as effective as they should, further research and investigation is required.	
<b>Policy Review (Orange)</b>	0
Where indicators are suggesting the LDP policies are failing to implement the strategy a formal review of the Policy is required. Further investigation and research may be required before a decision to formally review is confirmed.	
<b>Plan Review (Red)</b>	0
Where indicators are suggesting the LDP strategy is failing and a formal review of the Plan is required. This option to fully review the Plan will need to be fully investigated and undertaken following serious consideration.	

## **What sites have been developed or delayed in relation to the plan's expectations on location and timing?**

The analysis demonstrates that there are no policy indicator targets / monitoring outcomes which are causing concerns over policy implementation (red traffic light rating). There are, however, a number which are not currently being achieved but with no corresponding concerns over policy implementation (yellow traffic light rating). Further investigation has determined that there are justified reasons for the performance recorded and this is not representative of any fundamental issues with the implementation of the policy framework or strategy at this time. The most significant findings in relation to these are set out in the key findings below.

### **Key Findings**

This is the second AMR to be prepared and provides a short term 2 year position statement and provides a comparison with the baseline data provided by the first AMR published last year.

Overall the findings of the second AMR for year 2 are generally positive with the majority of the indicators shown as green indicating that the majority of LDP policies are being implemented effectively.

Employment – Land take up and provision of new jobs over the monitoring period has been strong and targets set out in the AMR have been surpassed with planning permission granted for several office schemes at Capital Quarter and Central Square and an additional 6,000 jobs being provided over the monitoring period.

Transportation – Data collected in relation to travel by sustainable modes is reflecting the fluctuations as shown in past trends over the last 10 years. This demonstrates that sustainable travel trends have continued to increase over the last 10 years for both work and shopping, although for leisure and education the trends show a slight decrease.

In terms of sustainable travel modes, significant progress has been made in meeting cycling targets for all journey purposes with cycling to work in particular having experienced growth in the past year (+5.2%). Train use has very slightly declined over the past year but the 10 year trend shows a significant increase. Walking has slightly decreased over the last year with a fluctuating longer term trend. Bus use has decreased, reflecting a longer term downward trend.

At this juncture, in the second year of LDP monitoring, without the significant roll-out of new houses and provision of supporting sustainable transportation infrastructure, the early stage of Metro delivery together with the ongoing implementation of wider Council initiatives, it is too early to draw any firm conclusions with regard to policy delivery, particularly given that the 50:50 modal split target relates to 2026. Future AMR's will provide formal regular annual updates.

Housing – New homes have now started to be completed on many of the LDP Strategic Sites. Furthermore, on the remaining sites ongoing dialogue with Developers demonstrates positive progress, following the master planning and infrastructure plans

approach as set out in the LDP. Therefore, overall the plan-led approach is now starting to successfully bring forward the allocated sites to meet housing needs.

Specifically, there are new completions on 3 of the Strategic Sites. Approximately 170 completions have been achieved at St Ederyns Village, the North West Cardiff Strategic site has three separate outlets underway with more planned in the near future and works have commenced at Churchlands. In addition, work is set to commence North of Junction 33 shortly and planning applications are expected on the remaining Strategic Sites in the near future.

However, the monitoring data shows that completions from Strategic Sites allocated in the LDP have not been coming forward at the rates originally set out by Developers. Reasons for this vary from site to site, but it has become evident that there is a lag between LDP adoption and new houses being completed – in part reflective of land ownership/legal technicalities between Developers and landowners and also the complexity of securing planning consents and accompanying Section 106 Agreements which fully deliver the Council's aspirations as set out in the LDP.

Overall, it is clear that there has been a lag between adoption and delivery. However the evidence summarised above demonstrates that good progress is now being made and importantly adhering to the masterplanning and infrastructure plan approach embedded in the LDP. Future AMR's will capture future delivery but the indications are that delivery will increase significantly in coming years.

Gypsy and Traveller Sites - work on progressing the identification of sites to meet the evidenced need for permanent and transit Gypsy and Traveller sites has been delayed due to the need to undertake additional detailed site investigations. These detailed technical assessments have now been completed and the Council is currently considering the implications of the findings of these assessments and ongoing flood defence works in order to determine options for taking this work forward. This has included ongoing discussions with Welsh Government.

Biodiversity and Built Environment – policies are shown to be functioning effectively.

Waste – recycling and other targets are being met.

Minerals - the city also has a healthy landbank of mineral reserves and policies relating to the protection of mineral reserves and resources are functioning effectively.

Supplementary Planning Guidance – Significant progress has been made in producing a programme of new Supplementary Planning Guidance (SPG) to support the policies in the adopted Plan and the Cardiff Infrastructure Plan has been updated. Work on this SPG programme will continue through the next twelve months and will be evidenced in the next AMR.

**What has been the effectiveness of delivering policies and in discouraging inappropriate development?**

The policies have been very effective in discouraging inappropriate development and the Council does not consider that any aspects of the Plan need adjusting or replacing at this time.

**Conclusions:**

1. No action is required at present in terms of a full or partial plan review.
2. Submit the 2018 second AMR to the Welsh Government by 31 October 2018 in accord with statutory requirements. Publish the AMR on the Council's website.
3. Continue to monitor the Plan through the preparation of successive AMRs. Close monitoring will be necessary to determine the effectiveness of the Plan's spatial strategy and policy framework particularly in relation to housing delivery including strategic housing site allocations, the delivery of affordable housing and the progress on strategic employment sites.
4. Prepare the 2019 third AMR, report to Cabinet and submit to the Welsh Government by the required deadline, 31 October 2019.

## Appendix 1: Table setting out summary of findings

### Objective 1 –To respond to evidenced economic needs and provide the necessary infrastructure to deliver development

		Page
OB1 EC1	Employment land permitted (ha) on allocated as a percentage of all employment allocations	26
OB1 EC2	Annual employment land take up in Cardiff	29
OB1 EC3	Amount of employment land lost to non-employment uses in primary and local employment sites	31
OB1 EC4	Employment provision on allocated sites KP2 (A)	32
OB1 EC5	Employment provision on allocated sites KP2 (C)	36
OB1 EC6	Employment provision on allocated sites KP2 (D & E)	37
OB1 EC7	Employment provision on allocated sites KP2 (F)	38
OB1 EC8	Employment provision on allocated sites KP2 (H)	39
OB1 EC9	Net job creation over the remaining plan period	40
OB1 EC10	Active A1 units within District & Local Centres remaining in predominant use	41
OB1 EC11	Proportion of protected City Centre shopping frontages with over 50% Class A1 units	44
OB1 EC12	Percentage of ground floor vacant retail units in the Central Shopping Area, District & Local Centres	45
OB1 EC13	Number of retail developments permitted outside of the Central shopping area and District Centres not in accordance with Policy R6	48
OB1 EC14	Achievement of 50:50 modal split for all journeys by 2026	50
OB1 EC15	% of people walking	53
OB1 EC16	% of people cycling	56
OB1 EC17	% of people travelling by bus	60
OB1 EC18	% of people travelling by train	64
OB1 EC19	Improvement in journey times by bus	68
OB1 EC20	Improvement in bus journey time reliability	71
OB1 EC21	Delivery of a regional transport hub	73
OB1 EC22	Delivery of new sustainable transportation infrastructure	75
OB1 EC23	Central Shopping Area Protected Frontages SPG	81
OB1 EC24	Shop Fronts and Signs Guidance SPG	82
OB1 EC25	Protection of Employment Land and Premises SPG	83



## Objective 2 - To respond to evidenced social needs

Page

OB2 SO1	The housing land supply taken from the current Housing Land Availability Study (TAN1)	84
OB2 SO2	The number of net general market dwellings built	87
OB2 SO3	The number of net additional affordable dwellings built (TAN2)	89
OB2 SO4	Annual dwelling completions (all dwellings)	91
OB2 SO5	Number of windfall units completed per annum on all sites	93
OB2 SO6	Number of dwellings permitted annually outside the defined settlement boundaries that does not satisfy LDP policies	94
OB2 SO7	H7 - Seawall Road	95
OB2 SO8	H7 - Permanent	97
OB2 SO9	H7 - Transit	101
OB2 SO10	H7 - Existing Provision	105
OB2 SO11	Total annual dwelling completions of Strategic Housing Site A – Cardiff Central Enterprise Zone	106
OB2 SO12	Total annual dwelling completions of Strategic Housing Site B – Gas Works, Ferry Road	108
OB2 SO13	Total annual dwelling completions of Strategic Housing Site C – North West Cardiff	110
OB2 SO14	Total annual dwelling completions of Strategic Housing Site D – North of Junction 33	112
OB2 SO15	Total annual dwelling completions of Strategic Housing Site E – South of Creigiau	114
OB2 SO16	Total annual dwelling completions of Strategic Housing Site F – North East Cardiff (West of Pontprennau)	115
OB2 SO17	Total annual dwelling completions of Strategic Housing Site G – East of Pontprennau Link Road	117
OB2 SO18	Annual affordable dwellings completions of Strategic Housing Site A – Cardiff Central Enterprise Zone	118
OB2 SO19	Annual affordable dwelling completions of Strategic Housing Site B – Gas Works, Ferry Road	120
OB2 SO20	Annual affordable dwelling completions of Strategic Housing Site C – North West Cardiff	121
OB2 SO21	Annual affordable dwelling completions of Strategic Housing Site D - North of Junction 33	123
OB2 SO22	Annual affordable dwelling completions of Strategic Housing Site E – South of Creigiau	125
OB2 SO23	Annual affordable dwelling completions of Strategic Housing Site F - North East Cardiff (West of Pontprennau)	126
OB2 SO24	Annual affordable dwelling completions of Strategic Housing Site G – East of Pontprennau Link Road	128

OB2 SO25	Changes in market value of property in Cardiff on Greenfield and Brownfield areas	130
OB2 SO26	Need for release of additional housing land identified in the flexibility allowance	131
OB2 SO27	Affordable Housing SPG	132
OB2 SO28	Houses in Multiple Occupation SPG	133
OB2 SO29	Planning Obligations SPG	134
OB2 SO30	Community Facilities and Residential Development SPG	135
OB2 SO31	Childcare Facilities SPG	136
OB2 SO32	Health SPG	137
OB2 SO33	Gypsy and Traveller SPG	138

**Objective 3 - To deliver economic and social needs in a co-ordinated way that respects Cardiff's environment and responds to the challenges of Climate Change**

		Page
OB3 EN1	EN14 C1	139
OB3 EN2	EN14 C2	141
OB3 EN3	Percentage of water bodies of good status	142
OB3 EN4	Number of permissions granted where there is a known risk of deterioration in status.	143
OB3 EN5	Number of permissions incorporating measures designed to improve water quality where appropriate.	144
OB3 EN6	Number of planning permissions granted contrary to the advice of the Water supplier concerning adequate levels of water quality and quantity and waste water provision	145
OB3 EN7	The number of inappropriate developments permitted within the Green Wedge that do not satisfy LDP policies	146
OB3 EN8	The number of planning permissions granted contrary to Policy EN3 which would cause unacceptable harm to Special Landscape Areas	147
OB3 EN9	Ancient Semi-Natural Woodland	148
OB3 EN10	The number of planning permissions granted on SSSI or SINC designated areas.	149
OB3 EN11	Number of planning applications granted which have an adverse effect on the integrity of a Natura 2000 site	150
OB3 EN12	Number of planning applications granted which would result in detriment to the favourable conservation status of EU protected species in their natural range or significant harm to species protected by other statute	151
OB3 EN13	Achievement of functional open space requirement across Cardiff as set out in Policy C5	152

OB3 EN14	Number of Air Quality Management Areas	153
OB3 EN15	Open Space SPG	154
OB3 EN16	Public Rights of Way and Development SPG	155
OB3 EN17	Trees and Development SPG	156
OB3 EN18	Biodiversity SPG	157
OB3 EN19	Flooding SPG	158
OB3 EN20	Natural Heritage Network SPG	159
OB3 EN21	Archaeologically Sensitive Areas SPG	160

**Objective 4 - To create sustainable neighbourhoods that form part of a sustainable city**

		<b>Page</b>
OB4 SN1	The number and capacity of renewable energy developments permitted	161
OB4 SN2	Maintain a sufficient amount of land and facilities to cater for Cardiff's waste capacity	163
OB4 SN3	Amount of household waste recycled	165
OB4 SN4	Applications received for waste management uses on B2 sites	166
OB4 SN5	Maintain a minimum 10 year landbank of crushed rock reserves	167
OB4 SN6	Amount of development within Sand Wharf Protection Area	168
OB4 SN7	Amount of development permitted within a mineral safeguarding area.	169
OB4 SN8	Number of planning permissions permitted for extraction of aggregate mineral not in line with Policy M2	171
OB4 SN9	Number of planning permissions for inappropriate development e.g. dwellings/mineral working, permitted in Minerals Buffer Zones contrary to Policy M4.	172
OB4 SN10	Number of prohibition orders issued on dormant sites	173
OB4 SN11	Number of applications permitted contrary to Policy EN9 that would adversely affect Scheduled Ancient Monuments, registered historic parks and gardens, Listed Buildings or Conservation Areas	174

OB4 SN12	Delivery of each key principle from the Strategic Sites Masterplanning Framework as embedded in the LDP to ensure delivery of key infrastructure including sustainable transportation interventions, social and community facilities, together with any other key Masterplanning requirements	175
OB4 SN13	Preparing an annual Infrastructure Plan and Infrastructure Plan Delivery Report update.	177
OB4 SN14	Design and Parking Guidance SPG	178
OB4 SN15	Locating Waste Management Facilities SPG	179
OB4 SN16	Infill Sites Design Guidance SPG	180
OB4 SN17	Tall Buildings Guidance SPG	181
OB4 SN18	Householder Design Guidance SPG	182
OB4 SN19	Public Art SPG	183
OB4 SN20	Food Drink and Leisure Uses + Premises for Eating, Drinking and Entertainment in Cardiff City Centre SPG	184
OB4 SN21	Waste Collection and Storage Facilities SPG	185
OB4 SN22	Design Guidance and Standards for Flat Conversions SPG	186
OB4 SN23	Renewable Energy Assessments SPG	187