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#### AGENDA

Pwyllgor PWYLLGOR CRAFFU AMGYLCHEDDOL

Dyddiad ac amser DYDD MAWRTH, 6 RHAGFYR 2016, 4.30 PM y cyfarfod

Lleoliad YSTAFELL BWYLLGORA 4 - NEUADD Y SIR

Aelodaeth Cynghorydd Mitchell (Cadeirydd) Y Cynghorwyr Aubrey, Clark, Chris Davis, Hill-John a/ac Darren Williams

> Tua Amser.

#### 1 Ymddiheuriadau am absenoldeb

#### 2 Datgan Buddiannau

I'w gwneud ar ddechrau'r eitem agenda dan sylw, yn unol â Chod Ymddygiad yr Aelodau.

#### 3 Strategaeth Beicio Ddrafft Caerdydd a Map Rhwydwaith Integredig (Tudalennau 1 - 86)

4.40 pm

- (a) Bydd y Cynghorydd Ramesh Patel, Aelod Cabinet dros Drafnidiaeth, Cynllunio a Chynaliadwyedd yn gwneud datganiad ar yr eitem o'r enw Strategaeth Beicio Ddrafft Caerdydd a Map Rhwydwaith Integredig' (os yw'n dymuno gwneud felly).
- (b) Bydd swyddog o Gyfarwyddiaeth Gweithrediadau'r Ddinas yn rhoi cyflwyniad ar yr eitem o'r enw 'Strategaeth Beicio Ddrafft Caerdydd a Map Rhwydwaith Integredig'.
- (c) Bydd y Cynghorydd Patel a swyddogion o Gyfarwyddiaeth Gweithrediadau'r Ddinas ar gael i ateb cwestiynau'r Aelodau.
- 4 Ffordd Gyswllt Ddwyreiniol y Bae Cydastudiaeth Arfaethedig 5.25 pm (*Tudalennau* 87 94)
  - Bydd y Cynghorydd Ramesh Patel, Aelod Cabinet dros Drafnidiaeth, Cynllunio a Chynaliadwyedd, yn gwneud datganiad

ar yr eitem o'r enw 'Ffordd Gyswllt Ddwyreiniol y Bae-Cydastudiaeth Arfaethedig' (os yw'n dymuno gwneud felly).

- (b) Bydd swyddog/swyddogion o Gyfarwyddiaeth Gweithrediadau'r Ddinas yn rhoi cyflwyniad ar yr eitem o'r enw 'Ffordd Gyswllt Ddwyreiniol y Bae-Cydastudiaeth Arfaethedig'.
- (c) Bydd y Cynghorydd Patel a swyddogion o Gyfarwyddiaeth Gweithrediadau'r Ddinas ar gael i ateb cwestiynau'r Aelodau.

### **5 Gwasanaeth Cynllunio – Diweddariad i Aelodau** (*Tudalennau* 95 - 148)

- Bydd y Cynghorydd Ramesh Patel, Aelod Cabinet dros Drafnidiaeth, Cynllunio a Chynaliadwyedd, yn gwneud datganiad ar eitem o'r enw 'Gwasanaeth Cynllunio – Diweddariad i Aelodau' (os yw'n dymuno gwneud felly)
- (b) Bydd y Cynghorydd Michael Michael, Cadeirydd Pwyllgor Cynllunio yn gwneud datganiad ar yr eitem o'r enw 'Gwasanaeth Cynllunio – Diweddariad i Aelodau' (os yw'n dymuno gwneud felly).
- (c) Bydd swyddog o Gyfarwyddiaeth Gweithrediadau'r Ddinas yn rhoi cyflwyniad ar yr eitem o'r enw 'Gwasanaeth Cynllunio – Diweddariad i Aelodau'
- (d) Bydd y Cynghorydd Patel, y Cynghorydd Michael a swyddogion o Gyfarwyddiaeth Gweithrediadau'r Ddinas ar gael i ateb cwestiynau'r Aelodau.

#### **6 Gohebiaeth** (*Tudalennau* 149 - 174)

6.40 pm

Bydd yr aelodau'n cyflwyno sylwadau ar yr ohebiaeth a anfonwyd ac a dderbyniwyd yn ddiweddar gan y Cadeirydd ar ran y Pwyllgor.

#### 7 Dyddiad y cyfarfod nesaf

Cynhelir cyfarfod nesaf y Pwyllgor ar 10 Ionawr 2017.

**Davina Fiore Cyfarwyddwr Llywodraethu a Gwasanaethau Cyfreithiol** Dyddiad: Dydd Mercher, 30 Tachwedd 2016 Cyswllt: Graham Porter, 029 2087 3401, g.porter@cardiff.gov.uk

This document is available in English / Mae'r ddogfen hon ar gael yn Saesneg

Mae'r dudalen hon yn wag yn fwriadol

#### CITY & COUNTY OF CARDIFF DINAS A SIR CAERDYDD

#### ENVIRONMENTAL SCRUTINY COMMITTEE

6 DECEMBER 2016

#### DRAFT CYCLING STRATEGY & INTEGRATED NETWORK MAP

#### **Reason for the Report**

- To provide Members with the opportunity to consider the 'Draft Cardiff Cycling Strategy – 2016 to 2026' (attached to this report as Appendix 1) and Cardiff's 'Integrated Network Map' (attached to this report as Appendices 2, 3, 4 & 5). The two documents are due to be received at Cabinet on:
  - Integrated Network Map 15 December 2016;
  - Cardiff Cycling Strategy 19 January 2017.

#### Background - Cardiff's Cycling Strategy

- 2. The 'Draft Cardiff Cycling Strategy 2016 to 2026' (attached to this report as Appendix 1) sets out the Council's vision for cycling and the steps it will take over the next 10 years to realise it. The strategy shows how cycling could make an important contribution to the vision of making Cardiff the most liveable capital city in Europe.
- 3. The development of this document has involved extensive engagement with a wide range of groups, organisations and businesses. The Council will continue to engage with stakeholders to ensure that it achieves the best possible outcomes when implementing the actions set out in the strategy.
- 4. The 'Draft Cardiff Cycling Strategy 2016 to 2026' is broken up into four key sections, these are:

- Introduction This part of the strategy sets out current transport trends; predicted future trends; the reasons for the vision for cycling in a city like Cardiff, and the challenges that Cardiff faces to make the required changes.
- Infrastructure This part of the strategy outlines the quality of routes necessary to build a cycle network for all ages and abilities. It then sets out the steps that the Council will take to achieve this.
- Key Partnerships This part of the strategy takes a closer look at how cycling can support three important aspects of city life: schools, workplaces and retail. In addition to this the section also outlines what the Council is doing to promote cycling among its own workforce.
- The Action Plan This part of the strategy sets out the actions to be taken to deliver the vision contained within the strategy; this includes the timetable for delivery.

#### Background – Integrated Network Map

- 5. Having suitable infrastructure in place for cycling is vitally important for delivering the vision of Cardiff's Cycling Strategy. The 'Integrated Network Map' and 'Existing Route Map' are the documents that map out the availability and quality of cycling and walking infrastructure.
- 6. The Active Travel (Wales) Act 2013 places a requirement on local authorities in Wales to plan for provision for active travel routes and demonstrate continuous improvement in delivery for active travel. The mechanism through which local authorities are required to plan their active travel routes is the Existing Route Map and Integrated Network Map.
- 7. The Statutory Guidance for the Delivery of the Active Travel (Wales) Act 2013 defines "active travel" as "walking and cycling as an alternative means to motorised transport for the purpose of making everyday journeys". The definition of "walking" includes people who use wheelchairs and other mobility aids.

- 8. The Existing Route Map (attached as Appendix 2) sets out existing active travel routes which have been audited using the Audit Tool in the Welsh Government Active Travel Design Guide and have achieved an audit score of 70% or above. This use of the Audit Tool is a requirement of Welsh Government. The Existing Route Map for Cardiff was submitted to Welsh Government and approved in April 2016 following stakeholder engagement and a 12 week period of public consultation.
- 9. The Integrated Network Map sets out the plans of the local authority to develop or improve active travel routes over the next 15 years. It will include short to medium term schemes (within the next 5 years) which are clearly defined and have a clear intention for delivery subject to funding, and longer term schemes which are more aspirational and speculative and as such are less clearly defined. Following submission of the first Integrated Network Map to Welsh Government in 2017, the Existing Route Map and Integrated Network Map must be reviewed and resubmitted every 3 years.
- 10. Although the transport and health benefits of walking and cycling are similar, pedestrians and cyclists have different needs and different levels of existing provision within Cardiff. Therefore, the approach taken to developing the Existing Route Map and the Integrated Network Map in Cardiff has been to develop two separate sets of maps for each user group with a different methodology to route identification, following the Welsh Government Guidance. It is proposed that Integrated Network Plans are submitted for 'Priority Walking Networks' and 'Cycle Routes'; these are attached as **Appendices 3 & 4** respectively.

#### Integrated Network Map for Walking

- 11. Cardiff has an extensive basic network of walking routes which generally make adequate provision for pedestrian journeys. A complete audit of all the existing pedestrian routes in Cardiff would have required a very significant resource in terms of staff time. It was, therefore, necessary to prioritise which pedestrian routes should be audited and investigated further.
- As a first step in this process, officers identified pedestrian infrastructure improvements which have been implemented by the Council over the last 5 years. Routes incorporating these improvements which connect communities with key trip

### Page 3

destinations (within a reasonable walking distance) were then identified and audited using the Welsh Government walking Audit Tool to assess whether they provide the required level of service in accordance with the Active Travel Act which would enable them to be included on the Existing Routes Map.

- 13. In order to identify routes to be improved through the Integrated Network Map, networks of local routes to key local destinations were identified covering areas where there are known pedestrian safety issues which have already been investigated by the Council through the rolling programme of Area Studies investigations. These appear as prioritised schemes on the Transport Projects Future Programme (attached as **Appendix 5**).
- 14. Ten 'Priority Local Walking Route Networks' have been identified for delivery of improvements within the short term (next 5 years). These networks incorporate schemes prioritised within the Transport Projects Future Programme for delivery within the next five years and were audited using the Welsh Government Audit Tool to ensure that proposed improvements meet the minimum standards set out in the Welsh Government Active Travel Design Guide and to identify additional improvements that may be required to improve the attractiveness, comfort, directness, safety and coherence of the routes.
- 15. A schedule of schemes has been developed for the Priority Walking Route Networks, taking into account:
  - Pedestrian safety improvement schemes within the Transport Projects Future Programme;
  - School Safety Improvement schemes;
  - Improvements identified through the Route Audit Tool;
  - Improvements scheduled to be delivered through other Council programmes and identified through internal consultation with Council Officers.
- 16. Pedestrian safety improvement schemes and school safety improvement schemes which are not within the 10 Priority Walking Route Networks are shown on the Integrated Network Map as schemes to be delivered medium to long term (5 to 15 years).

#### Integrated Network Map for Cycling

- 17. In contrast to the network of existing walking routes, existing provision for cycling in Cardiff is fragmented and incomplete. The majority of cycle routes audited as part of the work to produce the Existing Route Map did not meet the minimum standards required by the Welsh Government Audit Tool.
- 18. Cycling routes which were audited as part of the Existing Route Map development work were identified from the following sources:
  - Existing off road routes (for example, Taff Trail);
  - Existing signed on road routes (for example, route from Sophia Gardens to Victoria Park);
  - Routes which have been developed through the Council's Enfys programme to deliver routes set out in the Strategic Cycle Network Plan, which connect communities with the highest propensity to cycle to key destinations;
  - Routes identified by cycling stakeholders as existing routes.
- 19. All routes which were considered for the Existing Route Map have been included in the scope for the Integrated Network Map. In order to create a comprehensive aspirational future network of routes which will connect communities to destinations across the city, further routes were identified for inclusion in the Integrated Network Map from the following sources:
  - Routes identified in the Strategic Cycle Network Plan which have yet to be developed;
  - Schemes set out in the Cardiff Local Transport Plan;
  - Routes which have been identified through the investigation of cycling issues raised by members of the public on an ongoing basis;
  - Routes identified through a spatial gap analysis to complete missing links, including access to strategic development sites and cross city routes.
- 20. A schedule of schemes has been developed to improve the routes shown on the Integrated Network Map, taking into account:

- Improvements set out in the Local Transport Plan which meet Welsh Government Active Travel Design Guide minimum standards;
- Improvements identified through the route audit process to improve the cohesion, directness, safety, comfort and attractiveness of the routes and ensure that the minimum standards set out in the Audit Tool would be met;
- Improvements within the programme of minor network improvements, identified following investigation of cycling issues raised by members of the public on an ongoing basis;
- Improvements scheduled to be delivered through other Council programmes and identified through internal consultation with Council Officers.
- 21. Two primary route corridors have been identified as part of the Integrated Network Map which connect strategic development sites and existing communities to major destinations including the City Centre and the Bay. The schedule of schemes proposed for the primary route corridors is intended to deliver a step change in provision for cycling by providing facilities for all ages and abilities cycling in line with the aspirations of the emerging Cardiff Cycling Strategy.
- 22. The cycle routes and schedule of schemes within the draft Integrated Network Map have not been prioritised. It is proposed to undertake a prioritisation exercise following public consultation on the draft Integrated Network Map and Cycling Strategy.

#### **Public Consultation**

- 23. The Integrated Network Map Engagement Plan (attached as **Appendix 6**) sets out the activities planned to engage stakeholders and the public throughout the 12 week public consultation period; this includes online engagement, stakeholder group meetings, consultation events and direct engagement with schools.
- 24. Local Member consultation was undertaken in November 2016 where briefing notes were circulated to Ward Members highlighting proposed active travel schemes within their own wards. The responses received from Members so far have been considered in detail.

25. As previously stated a report on the Integrated Network Map is due to be received by Cabinet on the 15 December 2016. Cabinet approval is required to publish the draft Integrated Network Map for public consultation. A 12 week consultation period is required by Welsh Government as set out in the Statutory Guidance for the Delivery of the Active Travel (Wales) Act 2013.

#### Way Forward

26. Councillor Ramesh Patel, Cabinet Member for Transport, Planning & Sustainability has been invited to attend for this item. He will be supported by officers from the City Operations Directorate.

#### **Legal Implications**

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

#### **Financial Implications**

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

#### RECOMMENDATIONS

The Committee is recommended to:

- i. Note the contents of the attached reports;
- Consider whether they wish to pass on any comments to the Cabinet following scrutiny of the item titled 'Draft Cardiff Cycling Strategy & Integrated Network Map'.

DAVINA FIORE Director for Governance & Legal Services 30 November 2016

APPENDIX 1

# CARDIFF CYCLING STRATEGY

# 2016-2026 DRAFT



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## **How To Use This Strategy**

This Cycling Strategy sets out City of Cardiff Council's vision for cycling and the steps we will take over the next 10 years to realise it. The Strategy shows how cycling will make an important contribution to our vision of making Cardiff the most liveable capital city in Europe.

Nobody knows the city better than the people who live, work, study, and do business here. This is why we have engaged extensively with a wide range of groups, organisations and businesses in producing the Strategy. We will continue to engage with stakeholders to ensure that we achieve the best possible outcomes when implementing the actions set out in the Strategy.

The Introduction to the Strategy sets out current transport trends and predicted future trends, the reasons why our vision for cycling makes sense in a city like Cardiff, and the challenges we face in making the changes that will be needed. The Infrastructure chapter outlines the quality of routes necessary to build a cycle network for all ages and abilities and the steps we will take to achieve this. The Focus Areas chapter takes a closer look at how cycling can support three important aspects of city life: schools, workplaces and retail, in addition to outlining some of the steps City of Cardiff Council is taking to promote cycling among its own workforce. The Action Plan sets out the actions to be taken to deliver our vision and the timetable for delivery.

### **Related Documents**

LOCAL DEVELOPMENT PLAN

**CARDIFF LOCAL TRANSPORT PLAN** 

**CARDIFF TRANSPORT STRATEGY** 

**CARDIFF PUBLIC REALM MANUAL** for references to surfaces and cycle parking

**CARDIFF RESIDENTIAL DESIGN GUIDE SPG** for wider guidance of designing residential areas

WELSH GOVERNMENT ACTIVE TRAVEL DESIGN GUIDANCE

**MANUAL FOR STREETS EDITIONS 1 AND 2** 





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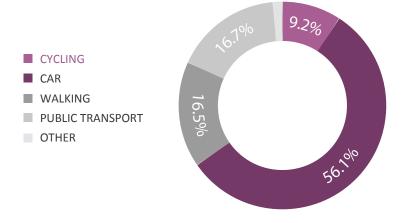
# **1. Introduction**

## **Current Trends**



#### **GENERAL TRENDS**

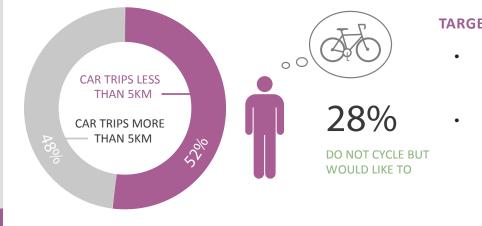
- Cardiff is growing. Over the last 10 years the population in Cardiff has increased by 11%. The number of jobs has also increased by 13%
- Footfall in the city centre has increased by 58%. At the same time journeys to the city centre by car have dropped by 30% and journeys by bike have increased by 86%



#### **CYCLING TO WORK**

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- The proportion of Cardiff residents travelling to work by bike is 9.2%, compared to 56.1% who travel by car (2011-2015 rolling average).
- The proportion of residents travelling to work by bike has more than doubled since 2005.



#### **TARGET MARKET**

- 28% of Cardiff residents say that they do not currently cycle, but would like to.
- The majority of car trips starting within Cardiff are of a short enough distance to comfortably cycle. 52% of car journeys in 2011 would have taken 20 minutes or less by bike.

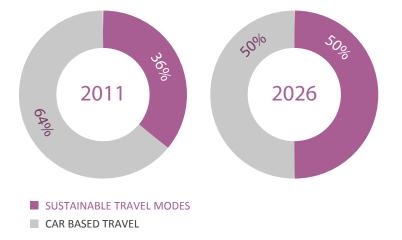
### **Future Development**

#### PREDICTED GROWTH 2006-2026



#### PREDICTED GROWTH

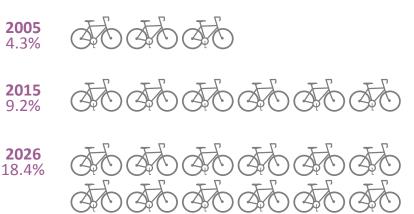
- The population of Cardiff is expected to grow by a further 79,918 between 2006 and 2026.
- During this period, the number of jobs in Cardiff is expected to increase by 40,000.
- The number of trips to, from and within Cardiff is expected to grow by 14%.



#### **TRANSPORT VISION**

- The Council's vision is for 50% of all trips to be made by sustainable modes by 2026.
- This vision is set out in the Council's Local Development Plan and is essential to accommodate the levels of growth predicted for the city within the transport network.

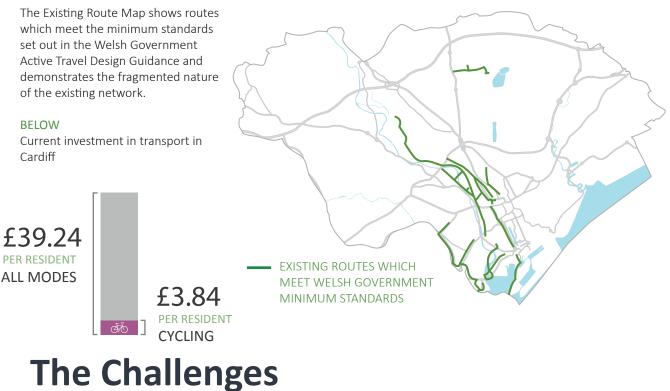
#### CYCLING MODE SHARE



#### **CYCLING VISION**

- In order to contribute to our overall mode split target, the Council's vision as set out in this Cycle Strategy is to double the number of cycle trips by 2026, continuing the growth trend from 2005.
- To achieve this, the cycle network must be able to accommodate an additional 38,000 cycle trips a day.

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#### **FRAGMENTED NETWORK**

The existing Cycle Network is fragmented and incomplete, as demonstrated by the 2015 Existing Route Map which only shows those routes which meet the minimum standards set out in Welsh Government Design Guidance. Some routes could be improved by addressing relatively short sections of missing links. However, many parts of the city, in particular the east, have very limited provision for cycling.

#### **RETROFITTING INFRASTRUCTURE IN EXISTING STREETS**

Constrained urban corridors need to serve competing demands which makes the retrofitting of cycling infrastructure challenging. Many recent housing developments in Cardiff have been constructed with limited public transport access and no purpose-built cycling connections at all.

#### **SAFETY: ACTUAL AND PERCIEVED**

Cardiff residents feel that cycling is significantly less safe than other modes of transport. Although the number of people cycling for everyday journeys is growing in Cardiff, in order to maintain this growth, it is clear that safety issues, both real and perceptual, need to be addressed.

#### **RESOURCES**

Cardiff Council's current annual capital expenditure on cycling infrastructure, including both Council capital funding and external grant funding, equates to just under £4 per resident, part of a total spend of just over £39 per head by the Council on all modes of transport. This has funded a number of recent improvements across the network, but is not sufficient to develop a comprehensive network of high quality routes. 78% of Cardiff residents would like to see more investment in cycling in Cardiff.

#### **DEVELOPMENTS IN OTHER CITIES**

21% of Cardiff residents currently cycle at least once a week, which compares well to cities like Edinburgh (21%) and Bristol (23%). However, a number of UK cities have seen a recent increase in funding for cycling infrastructure projects which has yet to be matched in Cardiff and may be reflected in future trends. The level of capital investment in cycling is also low compared to European cities with a strong reputation for cycling. Amsterdam and Copenhagen invest around £18 per head of population per year. 63% of residents in Copenhagen cycle to work, compared to 9.2% in Cardiff Page 18

# Why Cycling Is Essential

**ECONOMIC BENEFIT** For current levels of cycling in Cardiff: **£14 million** a year saving to individuals and the local economy for trips which are cycled instead of driven 1

**£16 million** a year benefit to health for all

cycle trips<sup>2</sup>

#### **BUILDING A LIVEABLE CITY**

A city that is good for cycling is an attractive city to live in and invest in. Increasing the amount of cycling is not a goal in itself. Many European cities with a strong reputation for the quality of life they offer their residents provide excellent facilities for cycling.

#### **TRAVEL TIME**

In a dense urban environment like Cardiff, cycling can offer the guickest way of travelling from point to point. A 3 mile journey can be cycled at a comfortable pace within 20 minutes, which is a competitive travel time compared to the car, particularly during peak periods of congestion.

#### **EFFICIENT USE OF URBAN SPACE**

Cycling requires less space to accommodate on the highway network compared to the private car. 12 cycles can be securely and conveniently parked in the space required to park one car.

#### **MANAGING GROWTH**

The efficiency of cycling as a mode of transport makes it a realistic means of managing the increase in journeys on Cardiff's transport network as the city grows. By providing the right infrastructure in the right places many journeys starting within Cardiff could be made by bike instead of the car. The city's highway network is already under pressure, particularly at peak times. Expanding road space to accommodate additional traffic is neither affordable nor sustainable. Therefore, as the city grows, road space must be reallocated from private cars to more efficient transport modes including footways, cycle tracks and public transport to enable more people to move around the city as quickly and efficiently as possible. This will also ensure that adequate provision remains for those trips where the private car is the only reasonable option.

#### HEALTH

The health and wellbeing benefits of regular exercise are well documented and cycling for everyday journeys is an effortless way of realising these benefits. People who cycle regularly have the fitness of someone 10 years younger. Improvements to local air quality through reducing unnecessary car trips will also have a significant impact on health.

#### **ACTIVE TRAVEL DUTY**

All local authorities in Wales have a duty to plan for and make continuous improvement in the provision of facilities for cycling under the Active Travel (Wales) Act 2013. Cycling also has a significant contribution to make to all seven of the wellbeing goals as set out in the Wellbeing of Future Generations (Wales) Act 2015.

CYCLING STRATEGY

- 1 Cardiff Bike Life 2015: Saving to individuals and the local economy for trips which are cycled instead of driven. Value of savings derived from WebTAG
- Cardiff Bike Life 2015: Health benefit for all trips made by bike calculated with HEAT Page 19

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# **Our Vision**

Our vision is for Cardiff to be a city where cycling is a normal and practical choice for short trips for people of all ages and abilities and to double the number of cycle trips in the city by 2026.

The following key actions outline how we will realise our vision:

#### INFRASTRUCTURE

- Improve the integration of cycling into transport planning and urban space
- Provide infrastructure with the right quality in the right place to provide for all ages and abilities cycling

#### **KEY PARTNERSHIPS**

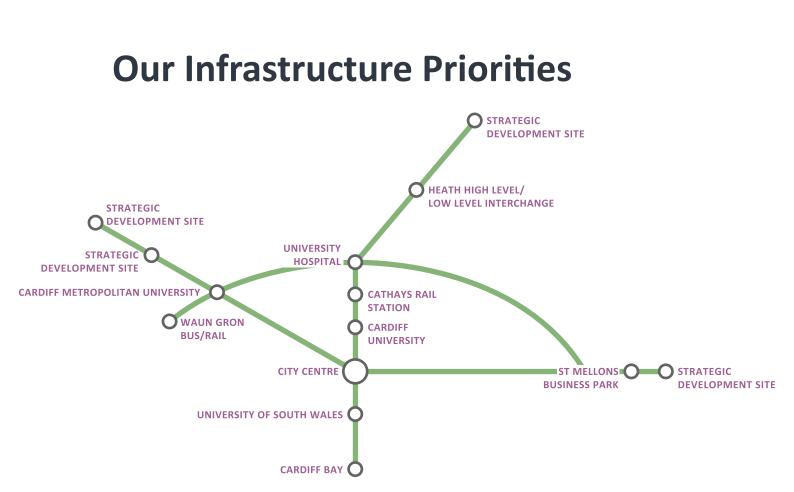
- Work with key partners, including workplaces, schools and retailers, to provide end of trip facilities and promote cycling to residents and visitors
- Improve the integration of cycling with the way that the Council carries out its core business





# 2. Infrastructure

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#### **KEY CORRIDORS**

Plans will be developed to create two primary route corridors as an exemplar for all ages and abilities cycling, to connect new development sites to major destinations across the city, including the City Centre and the Bay

#### **CITY CENTRE**

Plans will be developed to improve cycling connections through the City Centre as part of a City Centre Movement Strategy

#### **MISSING LINKS**

Missing links across the network will be identified and addressed, including schemes to address severance across the network, and local neighbourhood improvements to cycling conditions on local streets

#### MAINTENANCE

Maintenance of cycle routes will be prioritised to ensure that they continue to provide safe and comfortable conditions for cycling

#### **NEW DEVELOPMENT**

High quality cycling infrastructure will be fully integrated into new development from the outset, to provide an extensive internal network of routes and connections to the wider cycle network

#### INTEGRATION WITH HIGHWAY ACTIVITY

Whenever work is being undertaken on the highway, opportunities will be taken where relevant to make improvements to cycle facilities at the same time

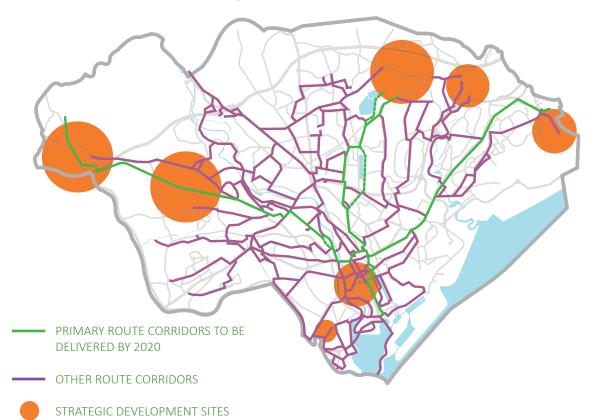
#### **INVOLVING STAKEHOLDERS**

Engagement with stakeholders, including local residents and businesses, will be an important part of designing solutions to get the best possible results

#### **PROMOTIONAL ACTIVITY**

Implementation of new cycling infrastructure will be complemented by promotional activities to maximise the impact of infrastructure investment

### **The Cardiff Cycle Network**



The Cardiff Cycle Network sets out a comprehensive network of cycle routes linking existing communities and strategic development sites with key destinations across the city. These routes include:

- Existing off road routes and signed on road routes
- Routes defined in the Strategic Cycle Network (Enfys) Plan 2011 which are in development or yet to be completed
- Additional routes required to address missing links and improve connectivity across the city

#### **CYCLE NETWORK PLAN**

A draft Cycle Network Plan has been developed identifying the routes which are to be developed over the next 10 years and beyond. This includes two primary route corridors running north-south and east-west which will connect strategic development sites with existing communities and major destinations. These primary route corridors will be our first priority for delivering continuous route corridors that provide the right conditions for all ages and abilities cycling.

We will also seek to address missing links across the wider network to improve conditions for cycling and increase the options for everyday journeys, and address severance in key locations through a prioritised plan to include:

- Safety improvements to major junctions
- Segregated facilities on main roads in key locations
- Provision of new shortcuts, including bridges, contraflows, and cycle access through road ends
- Improvements for on road cycling on quiet local streets, including 20mph limits and traffic calming Page 25



### **Cycling For All Ages and Abilities**



In order to achieve our vision of making cycling a normal and rational choice for short trips for people of all ages and abilities and doubling the number of cycle trips in the city, it is essential to provide infrastructure that gives everyone the confidence to cycle in Cardiff, including adults who do not cycle often and school children.

Improvements to the infrastructure for cycling will also improve the environment for other vulnerable road users, by reducing conflict between pedestrians and cyclists on segregated cycle routes and reducing vehicle speeds along on road cycle routes.

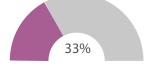
Cycling safety is a major concern to Cardiff residents. It is essential that cycle routes in Cardiff provide a safe environment, including segregation from motor traffic where it is needed.

For cycling to be an attractive travel choice, cycling infrastructure must be comfortable to use. This means that it addresses the poor perception of safety, by providing segregation where needed, good quality surfaces and sufficient space to cater for the number of people using the route.

One of the benefits of cycling in an urban environment is that it offers point to point travel. For this benefit to be realised, cycle routes must be well connected, with a dense network of routes and high quality links between cycle routes and the basic network of local streets. Cycle routes must be convenient to use, providing direct routes to destinations and wayfinding that is intuitive to follow.

As with any mode of transport, journey time is important when cycling. A bicycle journey time saving of 1 minute is worth 12.5p per person, per trip. Travel time is the most important factor for all Cardiff residents when choosing how to travel to work.

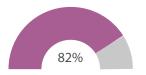
Page 26



RATE CYCLING AS GOOD OR VERY GOOD

25%

#### RATE CYCLING SAFETY FOR CHILDREN AS GOOD OR VERY GOOD



THINK CYCLING SAFETY NEEDS TO BE IMPROVED



50% OF CYCLISTS REGARD TRAVEL TIME AS THE BIGGEST INFLUENCE ON HOW THEY TRAVEL TO WORK.

### **Measures**

City of Cardiff Council will incorporate the following measures into scheme design where needed to ensure provision for all ages and abilities cycling. Further Guidance will be developed to set out how these measures should be applied in Cardiff to ensure that we provide infrastructure with the right level of quality to realise our vision for cycling, taking account of Welsh Government Design Guidance



PARKING PROTECTED CYCLE LANES, COPENHAGEN Cycle lanes protected by car parking bays is a design feature which can improve the safety of a route.

#### SAFETY

- Segregation from motor traffic on main roads
- 20mph speed limits and traffic calming on streets with lower volumes of traffic
- Early start for cyclists at signal junctions
- Parking protected cycle lanes

#### COMFORT

- Segregation from motor traffic and pedestrians on main roads
- Segregation from pedestrians on off road paths
- Adequate space to accommodate both the current and the expected number of route users
- Good quality running surface
- Appropriate lighting
- Implementation of 20mph speed limits



CYCLE TRACK ACROSS SIDE STREET, COPENHAGEN Segregation from motor traffic and pedestrians improves comfort for all users. Priority over side roads and contraflow arrangements reduce travel time

#### CONNECTIVITY

- Good network density
- High quality links between segregated routes alongside roads, off street paths and traffic calmed minor roads to create a coherent network

#### CONVENIENCE

- Direct routes to destinations
- Cycle parking in convenient locations
- Intuitive wayfinding

#### **TRAVEL TIME**

- Adequate space to accommodate the number of route users
- Signal changes to reduce waiting time at junctions
- Give priority to segregated cycle routes and footways over side roads
- Contraflows for cycling on one way streets
- Provide cycle access through road ends

Page 27 Provide bridges to reduce severance caused by Page 27 natural or man made barriers

### Segregation

In order to provide cycle infrastructure that meets the needs of all ages and abilities, it will often be necessary to provide some form of segregation from motor vehicles.

The decision on whether or not segregation is required is dependent on both speeds and flows of motor vehicles. Where speeds and flows are low cyclists will be able to comfortably share space with motor vehicles. The table below sets out the thresholds at which segregation from motor vehicles should be considered, based on best practice guidance from Denmark and the Netherlands.<sup>1</sup>

SPEED LIMIT	VEHICLE FLOWS (DAILY 2 WAY)	TREATMENT
	Less than 1000 vehicles per day	<ul> <li>Segregation will not be required.</li> <li>Additional traffic calming may be required to ensure that speed limit is observed if measured speeds indicate there is a problem.</li> </ul>
20MPH	Between 1000 and 3000 vehicles per day	<ul> <li>Segregation may be required.</li> <li>If the decision is taken not to segregate, additional traffic calming may be required to ensure that speed limit is observed if measured speeds indicate there is a problem.</li> </ul>
	Over 3000 vehicles per day	• Segregation will usually be required.
30MPH AND ABOVE	Any	<ul> <li>Segregation will be required</li> <li>If flows are light, consideration should be given to reducing the speed limit, with additional traffic calming if needed to ensure that the speed limit is observed.</li> </ul>



#### CYCLE STREET, COPENHAGEN

In streets with low vehicle speeds and flows, cyclists can share space with motor vehicles. Traffic calming may be required to ensure motor vehicles travel at appropriate speeds to maintain a comfortable environment for cycling, for example through a 'Bicycle Street' treatment

1

CYCLING STRATEGY

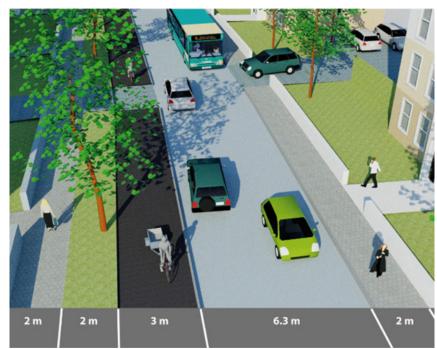
20

### **Cycling in New Developments**

In order to manage the impact of new development on the transport network in Cardiff, new developments must be designed from the outset to facilitate cycling for everyday journeys for all ages and abilities. This requires provision of an extensive internal network of routes, connections to routes beyond the development itself, and cycle facilities including parking at all destinations within the development. Internal cycling networks should of a scale and quality which is sufficient to make cycling the easiest and most practical travel option for short local trips including to nearby destinations such as shops and schools.

#### CYCLE ROUTES ALONGSIDE MAIN ROADS

The preferred treatment option for main roads through development sites is a two way cycle track alongside the road, segregated from pedestrians. The cycle track must provide sufficient width for the number of users, which will require a minimum clear width of 3 metres. Cycle tracks and footways must be given priority over side roads to reduce travel time and maintain the comfort of the route.



#### CONNECTIVITY

Cycle routes to destinations within new developments must be as direct as possible to reduce travel time and make cycling the most practical travel option for short, local trips. Direct cycle routes may not always follow the main road network and could include a combination of short cuts through quieter streets, off road sections and filtered permeability through road ends. However, in order to maintain a comprehensive network that facilitates all point to point journeys within a development, provision of direct routes away from the main road does not eliminate the need to provide segregated facilities alongside main roads. Connections between segregated cycle tracks and the basic network of local streets must be safe, direct, and intuitive, to create an attractive facility which is easy to use and reduces travel time. The same principles will apply to connections linking the new development to the wider cycle network for which contributions will be sought from developers through the planning process.

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- Develop concept designs for two primary route corridors:
  - North South: Linking strategic sites in north east Cardiff to Cardiff Bay via the City Centre
  - East West: Linking strategic sites at St Mellons to strategic sites in north west Cardiff via the City Centre
- Develop a City Centre Movement Strategy for all modes including concept designs for cycling connections through the City Centre.
- Develop a prioritized plan to address missing links across the wider cycle network and start eliminating missing links.

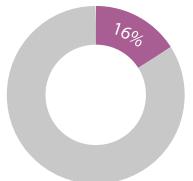
- Develop new guidelines for cycle infrastructure design in Cardiff, taking into account Welsh Government Active Travel Design Guidance.
- Develop and deliver a training programme on the implementation of good cycle infrastructure design
- Submit Final Network Plan as part of Integrated Network Map to Welsh Government for approval (September 2017.)
- Establish a ring-fenced budget for maintenance of existing cycle routes



# 3. Key Partnerships

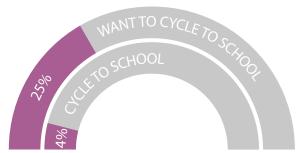






16% OF ALL TRIPS UNDERTAKEN ON A WEEKDAY ARE ESCORT TRIPS (TRIPS TAKEN TO TRANSPORT SOMEBODY ELSE) 4% of Cardiff children currently travel to school by bike, however 25% say that they would prefer to travel to school by bike. In contrast, 41% of Cardiff children travel to school by car. 16% of all trips undertaken on a weekday are escort trips (trips taken to transport somebody else) and just over half of these trips are made as car driver. Escort trips represent a significant cost to the individual, both in terms of time and transport costs. If children are able to travel to school independently, this saves their parents time and money.

Government guidelines state that children and young people should engage in moderate to vigorous physical activity for at least 60 minutes a day. Cycling to school and for other short trips can contribute to increasing the amount of physical activity that children undertake. The benefits of cycling for children and young people include improved cardiovascular and bone health, maintaining a healthy weight, improved self-confidence and development of social skills.



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## Promoting cycling in schools

#### **CYCLE TRAINING**

City of Cardiff Council offers cycle training to all primary schools in Cardiff to give children the skills they need to cycle on short journeys such as cycling to school or to the local shops. Training is also offered during the school holidays for children who are unable to attend training through their schools.

#### **ACTIVE JOURNEYS**

The Active Journeys in Wales project is delivered by Sustrans to provide information, training and support to pupils, teachers and parents to enable more children to travel to school by bike, scooter or on foot. Schools are supported intensively over a three year period to enable them to establish a good foundation to become an independent active journeys school. We currently have 10 supported Active Journeys schools in Cardiff and 35 schools who have completed the three year programme and have continued support through the Advice Service.

Cv

## **Whitchurch Primary School**

At Whitchurch Primary we have a group of children in year six who are responsible for promoting cycling. We call them the Bike Crew. Each term we have some events which put the focus on cycling, for example we have an assembly to introduce the Bike Crew, we hold competitions such as design a poster to show how to stay safe on your bike, we have a "Bling your Bike" for Christmas event and every term we host a Bike Breakfast.

In the summer term we run a bike club for year two children. We have involved parents in our events and we have used the smoothie maker/bike at our school fair.

Our most prominent event is our Big Pedal fortnight when everyone is urged to cycle to school as many times as possible.

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### **Next Steps**

- Develop a detailed programme to promote cycling to school
- Improve promotion of existing schemes to promote cycling to school, including provision of free cycle stands to schools through the Park Your Bike scheme and school holiday cycle training sessions
- Identify funding opportunities to improve provision of covered, secure cycle parking at schools
- Identify and address missing infrastructure links to existing schools, through the development and implementation of the Cycle Network Plan, including active engagement with schoolchildren in collaboration with Sustrans through Welsh Government's Active Schools project
- Identify opportunities to improve infrastructure links to new school sites in collaboration with the School Organisation project



214,600 jobs are based in Cardiff, making a vital contribution to the local economy and the quality of life offered to our residents. Cardiff residents make up 61% of commuting journeys to jobs based in Cardiff.

Around 9% of journeys to work currently made by Cardiff residents are by bike and almost half of all cycle trips made by Cardiff residents are for work purposes. However, there is significant scope to increase the number of people cycling to work in Cardiff, since 56% of Cardiff residents could reach their workplace within 20 minutes by bike.

The number of jobs in Cardiff is expected to grow with a number of new employment sites to be located in and around the City Centre, including the redevelopment at Central Square. Increasing the number of people cycling to work in Cardiff is an important measure to manage the impact of this growth on the transport network.

Cycling can offer many benefits to employers and employees in Cardiff. It is an easy way to incorporate physical activity into daily life, which benefits health and wellbeing and leads to a more productive workforce. Cycling reduces pressure on the demand for car parking spaces, and cycle parking takes up significantly less space than car parking. Cycling can also offer a cost effective option for business travel over short distances in an urban area due to the lower running costs and competitive travel times compared to the car.

To increase the uptake of cycling to work and for business travel, the Council must address the missing links within the cycle network to facilitate the journeys between where people live and work in the city. Accompanying workplace based initiatives can maximise the impact of infrastructure improvements. The Council will continue to engage with local employers to identify priority areas for improvement and share knowledge on best practice for workplace initiatives.





## Workplace Initiatives to Increase Cycling:

- Secure cycle parking
- Showers and changing facilities
- Pool bikes for business travel

- Cycle mileage for business travel
- Tax free bikes through the Cycle to Work scheme



BBC

At our current HQ in Llandaff, we have plenty of on-site parking for staff. However, our move to Central Square will mean that staff will have to consider new ways of commuting; being in the city centre means that parking spaces will be reserved for operational requirements and disabled drivers. A staff Travel Survey showed us that around 20% of respondents are currently thinking of commuting on their bikes, and we are working hard to make cycling to work as accessible and straight forward as possible. Our plans include secure indoor bike parking, staff showers and changing rooms, lockers for bike equipment, and a drying room for wet cycle gear.

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CYCLING STRATEGY

## Cardiff Metropolitan University

Cardiff Metropolitan University has the largest work based Bike User Group in Wales with in excess of 300 of their circa 1200 staff frequently cycling to work. This number is swelled by over 700 current students who have requested access to the University's secure cycle stores in the past two years.

An increasing demand for car parking and inconsiderate parking resulted in the introduction of managed car parks. This in turn provided the University with the opportunity to ring fence funding and increase its focus on sustainable travel.

The University has continually focused on cycling over the past 15 years through numerous initiatives and capital expenditure including:

- The introduction of nine all weather card access cycle stores.
- Cycle lanes, changing, showering and locker facilities at Llandaff Campus
- 28 days a year free breakfasts for staff cycling to work
- Provision of Grade 10 security D Locks at a quarter of their retail price
- Social cycling events including the introduction of 'Cycle with the Dean'.
- Continuation and extension of Cycle to Work scheme
- Distribution of 1000 of the Council's Walking & Cycling Maps annually to students and staff
- Dr Bike, Police Security Marking and Maintenance Workshops termly for students and staff
- Annual clearance of Western Avenue bridge of leaf litter providing safer cycling for students and the public.
- Annual removal of approximately 50 bicycles that have been abandoned and donation to the Cardiff Cycle Workshop for refurbishment and resale

"I have been commuting from Bristol by train and bicycle on average 3 times per week since last May. I have significantly reduced my annual mileage and car maintenance and bridge toll etc. I have managed to maintain a better level of fitness as I have continued cycling through the winter. Prior to commuting by bike I would generally only cycle at the weekend in winter. I also find it very convenient to combine exercise while commuting."

John Cappock, Chief Operating Officer, Cardiff Metropolitan University

## Next Steps

- Improve provision of information and advice to workplaces on best practice for promoting cycling to employees
- Establish a Business Cycling Group to share knowledge and communicate business needs to the Council
- Identify and address missing infrastructure links to major workplaces, through the development and implementation of the Cycle Network Plan.
- Improve promotion of existing workplace initiatives offered by the Council, including the Park Your Bike scheme offering free cycle stands to organisations and Free Adult Cycle Training for anyone living, working or studying in the city
- Pilot a bicycle station to enable small businesses to share facilities for employees travelling by bike





On a typical weekday around 286,000 trips are made to shops in Cardiff, rising to around 388,000 trips on a typical Saturday. Cardiff city centre is a major shopping destination at a national level with over 40 million visitors a year. Local shops, including those provided at district and local centres, provide important services to local communities and support the local economy particularly small businesses.

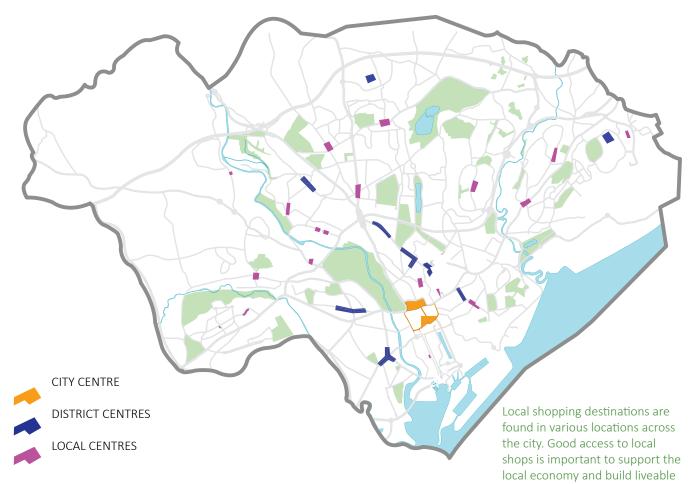
Cardiff residents currently make around 2.2 million cycle trips to the shops every year. The importance of cycling as a mode of transport for shopping trips is increasing, with an 86% increase in the number of people visiting the city centre by bike over the last 10 years.

As a mode of transport well suited to short, urban journeys, cycling can offer residents a means to access shops quickly and conveniently, with the provision of the right infrastructure in the right place, including speed reduction measures on local streets near local shops and provision of short stay cycle parking in convenient locations. These facilities will make shops in Cardiff, both within the city centre and at local shopping areas, more attractive to visit and encourage residents to spend locally.

## Measures to increase cycling to shops

- Improvements to infrastructure to provide Provision of short stay cycle parking in direct and comfortable access to shopping locations
- locations close to shops in sufficient numbers to meet demand

### **Key Locations for Retail in Cardiff**





- Make a Business Case to the Business Improvement District (BID) to provide cycle friendly measures to increase footfall within the BID through better access by bicycle
- Identify and address missing links to local shops, including district and local centres, through the development and implementation of the Cycle Network Plan.
- Increase provision of cycle parking at key locations in the city centre

Increase provision of cycle parking at local shops

neighbourhoods.

- Implement programme to remove abandoned bicycles in locations of high parking demand on a regular basis
- Better promotion of Park Your Bike scheme to provide free Sheffield stands to local shops

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## **City Of Cardiff Council**



As a major employer within the City, it important that City of Cardiff Council promotes cycling to its own staff for short journeys to and for work in order to save the Council and its employees time and money and contribute to the health and wellbeing of our workforce.

Some of the initiatives already in place to promote cycling and manage demand for car parking are set out below, however we recognise that more can be done and will be developing an internal action plan to improve the promotion of cycling to our staff.

### **CYCLE FACILITIES FOR EMPLOYEES**

- Cycle parking
- Shower and changing facilities at County Hall and Willcox House
- Lockers at main council sites
- Pool bikes for work travel with an online booking system at County Hall and Willcox House
- Free annual bike safety checks with Dr Bike

### 1 IN 5

As part of the programme to rationalise the number of buildings operated by the Council, the number of staff based at County Hall has increased, leading to an increase in demand for car parking spaces. As a result, the Council has introduced a parking management scheme at County Hall where staff with car park permits are allocated one day a week where they are not permitted to park their car on site and are encouraged to travel to work on their car free day using sustainable modes.

## Next Steps

Develop an internal action plan to improve promotion of cycling to City of Cardiff Council

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## 4. Action Plan

## **Action Plan**



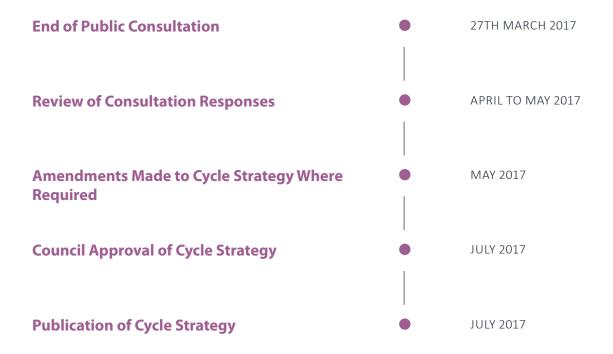
	17/18	18/19	19/20	20/21	21/26
Develop two primary route corridors to all ages and abilities cycling standards, including a North – South route linking strategic sites in north east Cardiff to Cardiff Bay via the City Centre and an East – West route linking strategic sites at St Mellons to strategic sites in north west Cardif via the City Centre					
Develop concept designs in consultation with residents, businesses, cycling groups and other stakeholders:	•				
Start phased construction		•			
Complete construction			•		
Develop a city wide network of all ages and abilities primary routes					
Develop phased implementation plan for city wide network of routes			•		
Develop concept designs for two additional primary route corridors highlighted in plan in consultation with residents, businesses, cycling groups and other stakeholders:				•	
Phase construction of additional primary route corridors highlighted in plan					•
Develop and implement a City Centre Movement Strategy for all modes through the City Centre					
Develop concept designs including cycling connections through the City Centre in consultation with residents, businesses, cycling groups and other stakeholders	•				
Start phased construction of cycling connections through the city centre as part of the delivery of provision for all modes through the City Centre Movement Strategy		•			
Complete implementation of cycling connections through the city centre			•		
Develop and implement a prioritized plan to address missing links across the wider cycle network					
Develop a prioritised plan to address missing links across the wider network, in consultation with residents, businesses, cycling groups and other stakeholders.	•				
Establish a capital budget to address top priority missing links on an annual basis	•				
Delivery of prioritised schemes to address missing links		•	•	•	•
Develop new guidelines for all ages and abilities cycle infrastructure design in Cardiff, taking into account Welsh Government Active Travel Design Guidance.	•				
Develop and deliver a staff training programme on the implementation of good cycle infrastructure design	•				
Submit Final Network Plan as part of Integrated Network Map to Welsh Government for approval	•				
Establish an annual ring-fenced budget for maintenance of existing cycle routes	•				
Launch a public on street cycle hire scheme	•				
Implement a Cycle Hub with secure cycle parking provision for 500 cycles as part of the redevelopment of Central GGr 44		•			

		17/18	18/19	19/20	20/21	21/26
L S	Identify missing infrastructure links to existing schools, including active engagement with schoolchildren in collaboration with Sustrans through Welsh Government's Active Schools project	•				
SCHOOLS	Identify opportunities to improve infrastructure links to new school sites in collaboration with the School Organisation project	•				
SC	Develop a detailed programme to promote cycling to school	•				
	Identify funding to improve provision of covered, secure cycle parking at schools	•				
E S	Improve provision of information and advice to workplaces on best practice for promoting cycling to employees	•				
WORKPLACES	Improve promotion of existing workplace initiatives offered by the Council, including the Park Your Bike scheme offering free cycle stands to organisations and Free Adult Cycle Training for anyone living, working or studying in the city	•				
Ň	Pilot a bicycle station to enable small businesses to share facilities for employees travelling by bike		•			
f	Make a Business Case to the Business Improvement District (BID) to provide cycle friendly measures to increase footfall within the BID through better access by bicycle	•				
ETAIL	Develop an annual programme to increase provision of cycle parking at key locations in the city centre	•				
RE	Develop an annual programme to increase provision of cycle parking at local shops	•				
	Implement programme to remove abandoned bicycles in locations of high parking demand on a regular basis	•				
	Better promotion of Park Your Bike scheme to provide free Sheffield stands to local shops	•				
	Establish a Cycling Steering Group with membership open to business, public sector organisations and cycling interest groups	•				
	Review progress on action plan and identify additional actions to target additional key partners by 2026				•	

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## Cardiff Cycling Strategy: The Next Steps

This document forms the Draft Cycling Strategy for public consultation. The next steps for the publication of a new Cycle Strategy for Cardiff are as follows:

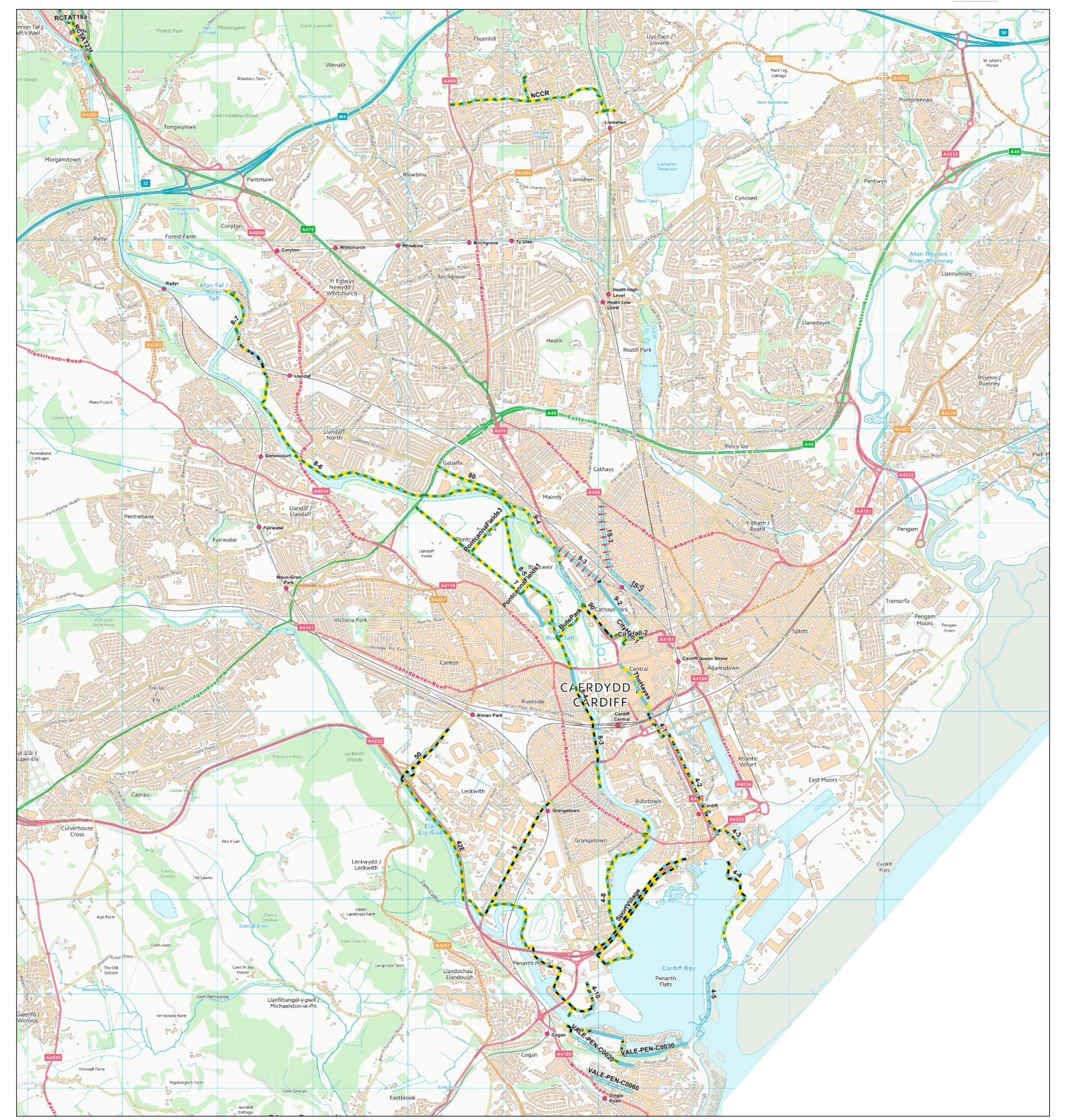


Mae'r dudalen hon yn wag yn fwriadol

## Cardiff Existing Routes Map Cycling

Produced by the Active Travel web site. Gynhyrchwyd gan y wefan Teithio Llesol.





### Legend / Eglurhad

Active Travel Routes / Llwybrau Teithio Llesol

🖊 Undefined path design / Dyluniad llwybr heb ei ddiffinio

Footpath (away from road) / Llwybr troed (i ffwrdd o'r ffordd)

🖌 Footway (alongside road) / Troedffordd (ochr yn ochr â ffordd)

🖍 Cycle track (away from road) / Trac beicio (i ffwrdd o'r ffordd)

🖍 Cycle track (alongside road) / Trac beicio (ochr yn ochr â ffordd)

A Shared use foot/cycle path (away from road) / Llwybr cerdded/beicio a rennir (i ffwrdd o'r ffordd)

📌 Shared use foot/cycle path (alongside road) / Llwybr cerdded/beicio a rennir (ochr yn ochr â ffordd) 🛛

🔗 Segregated foot/cycle path (away from road) / Llwybr cerdded/beicio wedi'i wahanu (i ffwrdd o'r ffordd) 👘

🌮 Segregated foot/cycle path (alongside road) / Llwybr cerdded/beicio wedi'i wahanu (ochr yn ochr â ffordd)

Cycle route (on road, not segregated) / Lôn feicio (ar y ffordd, heb ei gwahanu)

🥢 Cycle lane (on road, segregated) / Lôn feicio (ar y ffordd, wedi'i gwahanu)

🥜 Pedestrian zone / Ardal cerdded -

🥜 Pedestrian and cycle zone / Ardal cerdded a beicio

Road without footway / Ffordd heb droedffordd

🔨 Statement / Datganiad

Line end points / Pwyntiau diwedd llinell

Ν

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Er bod Llywodraeth Cymru wedi gwneud pob ymdrech i sicrhau bod y wybodaeth ar y wefan hon yn gywir ac yn gyfredol, mae Llywodraeth Cymru yn cymryd unrhyw gyfrifoldeb am unrhyw wybodaeth anghywir. Lluniwyd y data o hawliau tramwy cyhoeddus, RhTI yr AO, Llwybrau Trefol RhTI yr AO a data sy'n deillio o ffotograffau o'r awyr wedi'i ategu gan arolwg maes. Yn y map ar-lein yn darparu canllaw yn unig ac nid yw cofnod cyfreithiol.







### Cardiff Existing Routes Map Cycling: Statement and Explanation

#### **Colum Road**

Route offers dedicated facilities for cyclists on a traffic calmed street and provides an important link to employment and education at Cathays Park, however the 1.7m cycle lanes do not meet the desirable minimum width for this type of facility. The Colum Rd/Corbett Rd Toucan crossing has high pedestrian flows at peak times during term time.

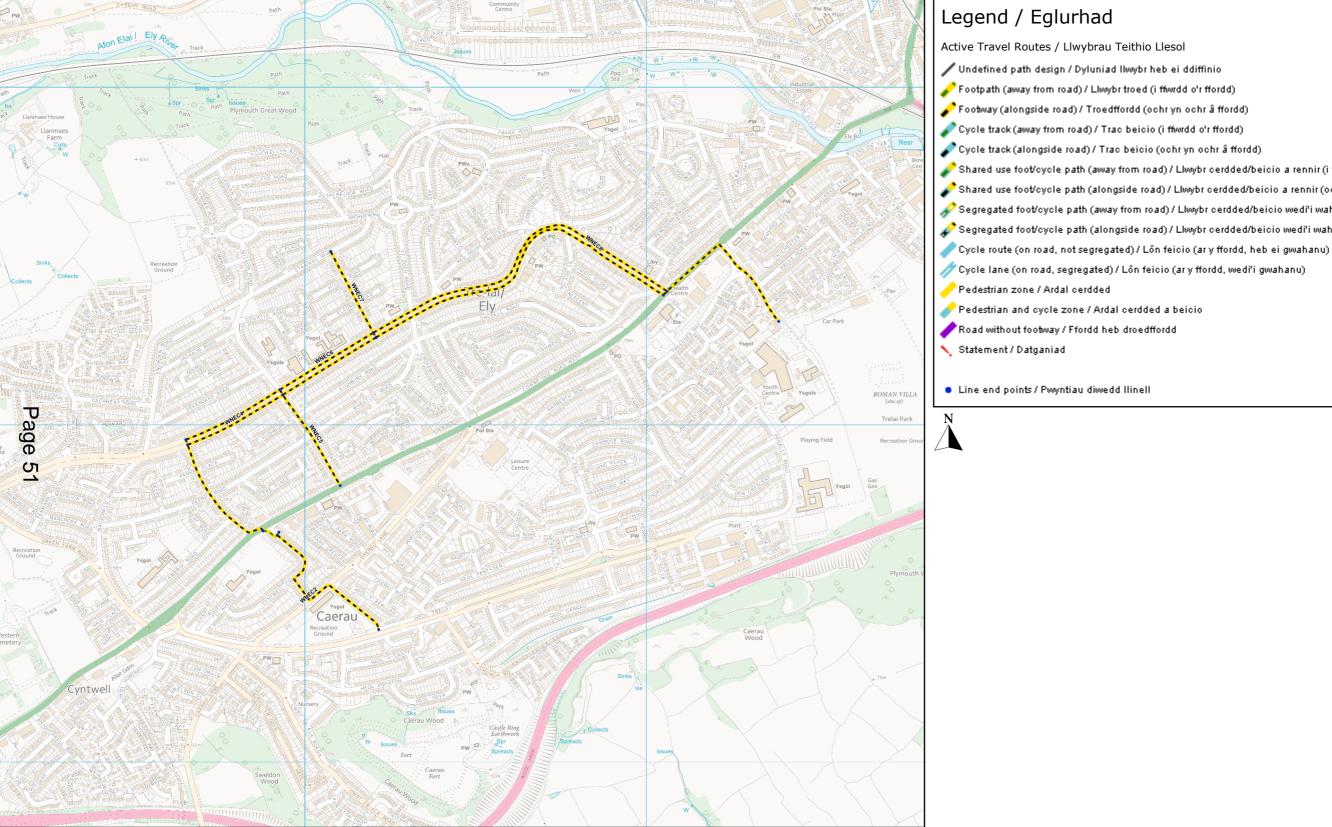
#### **Cathays Terrace**

Route offers dedicated facilities for cyclists and provides an important link to employment and education, however the 1.8m cycle lanes do not meet the desirable minimum width for this type of facility. Furthermore, there is currently no formal crossing for cyclists to link Cathays Terrace to Senghenydd Road, and cyclists are therefore currently required to dismount to continue their journey.

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

## Cardiff Existing Routes Map Walking Ely and Caerau

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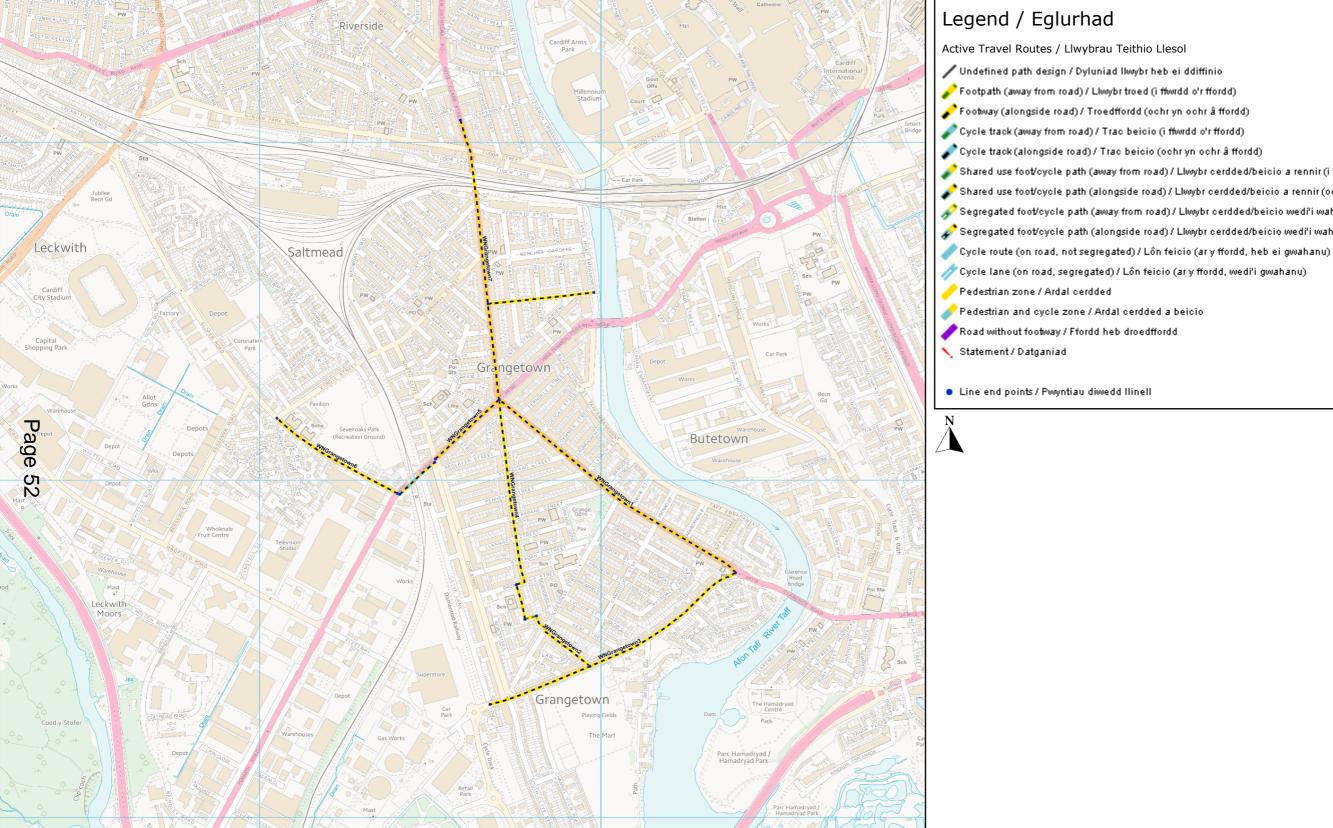


🔊 Shared use foot/cycle path (away from road) / Llwybr cerdded/beicio a rennir (i ffwrdd o'r ffordd) Shared use foot/cycle path (alongside road) / Llwybr cerdded/beicio a rennir (ochr yn ochr â ffordd) Segregated foot/cycle path (away from road) / Llwybr cerdded/beicio wedi'i wahanu (i ffwrdd o'r ffordd) 🖋 Segregated foot/cycle path (alongside road) / Llwybr cerdded/beicio wedi'i wahanu (ochr yn ochr â ffordd)



### Cardiff Existing Routes Map Walking Grangetown

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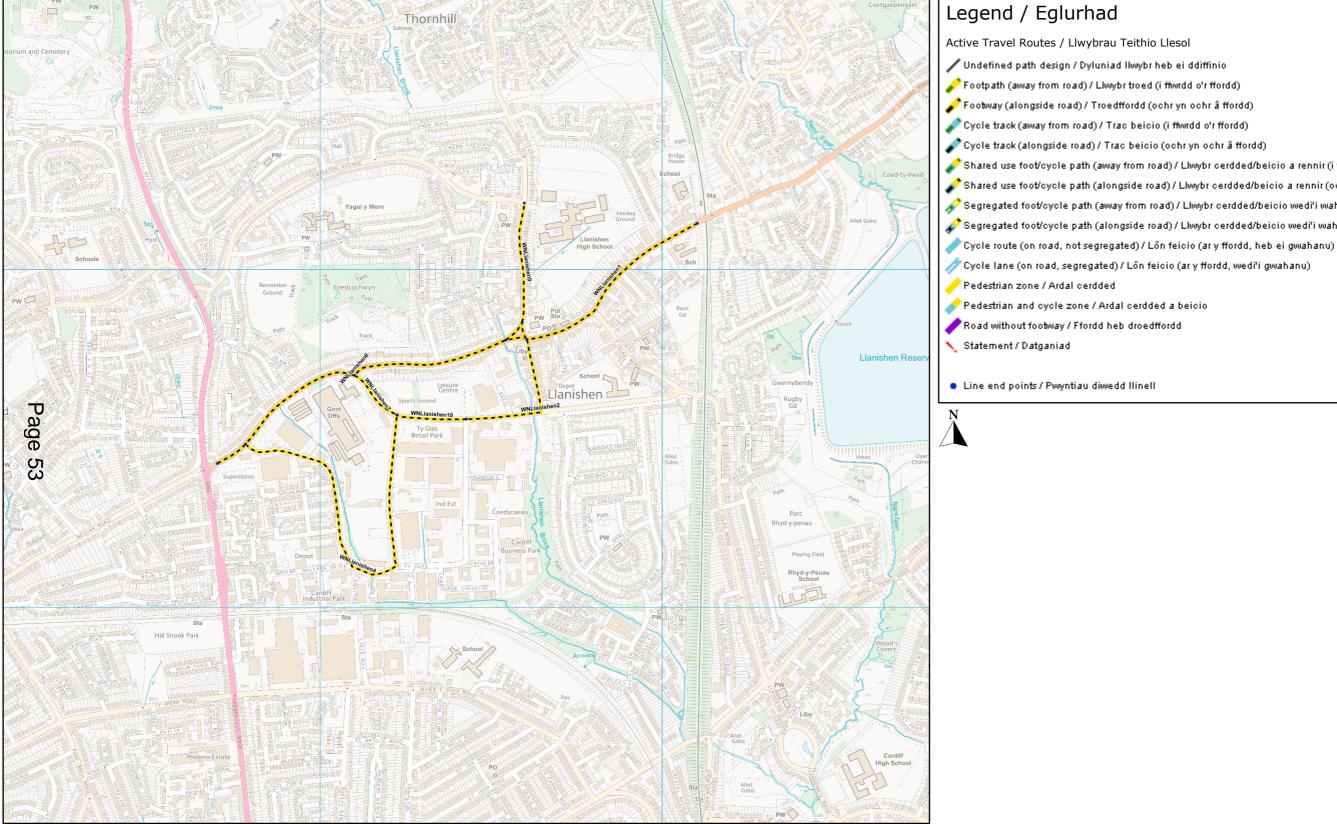


🔊 Shared use foot/cycle path (away from road) / Llwybr cerdded/beicio a rennir (i ffwrdd o'r ffordd) Shared use foot/cycle path (alongside road) / Llwybr cerdded/beicio a rennir (ochr yn ochr â ffordd) Segregated foot/cycle path (away from road) / Llwybr cerdded/beicio wedi'i wahanu (i ffwrdd o'r ffordd) 🖋 Segregated foot/cycle path (alongside road) / Llwybr cerdded/beicio wedi'i wahanu (ochr yn ochr â ffordd)



## Cardiff Existing Routes Map Walking Llanishen

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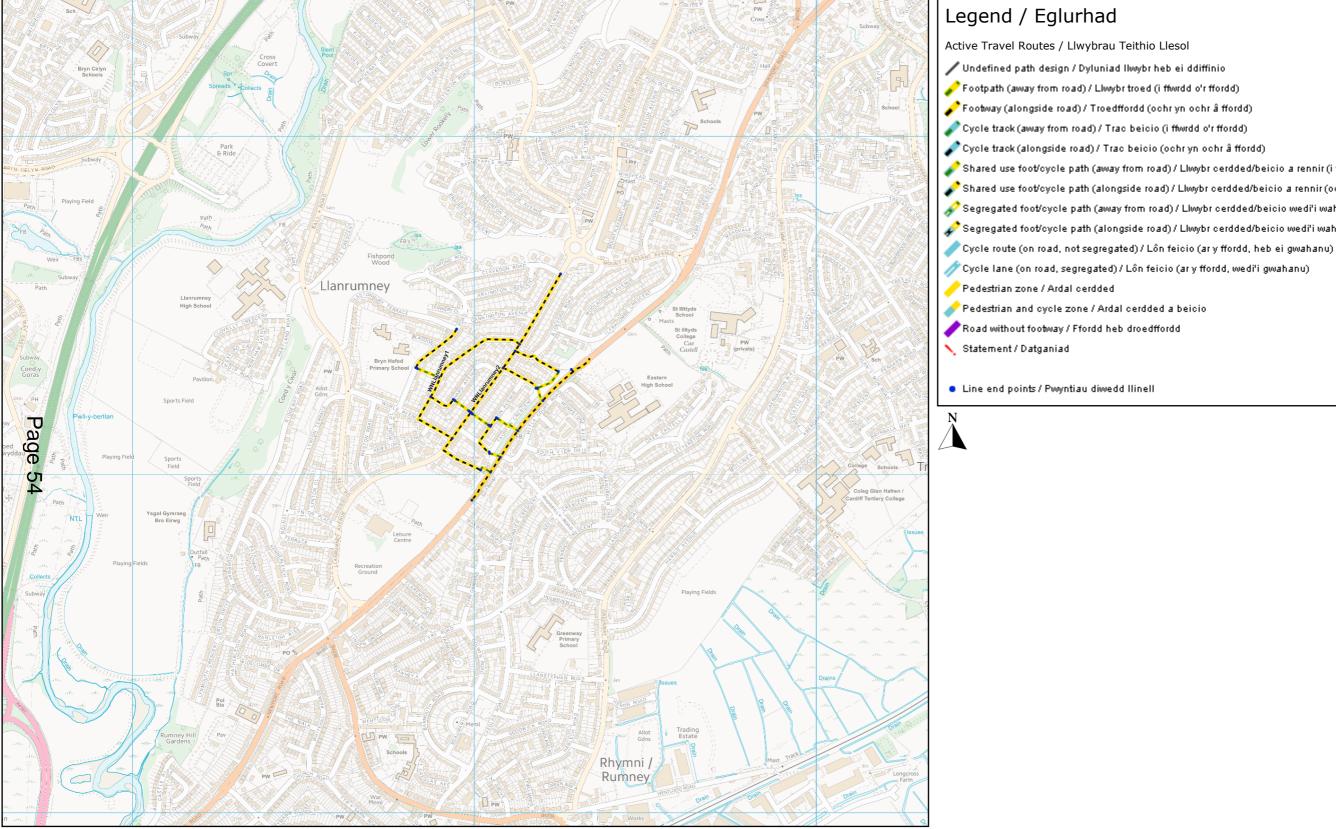


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## Cardiff Existing Routes Map Walking Llanrumney

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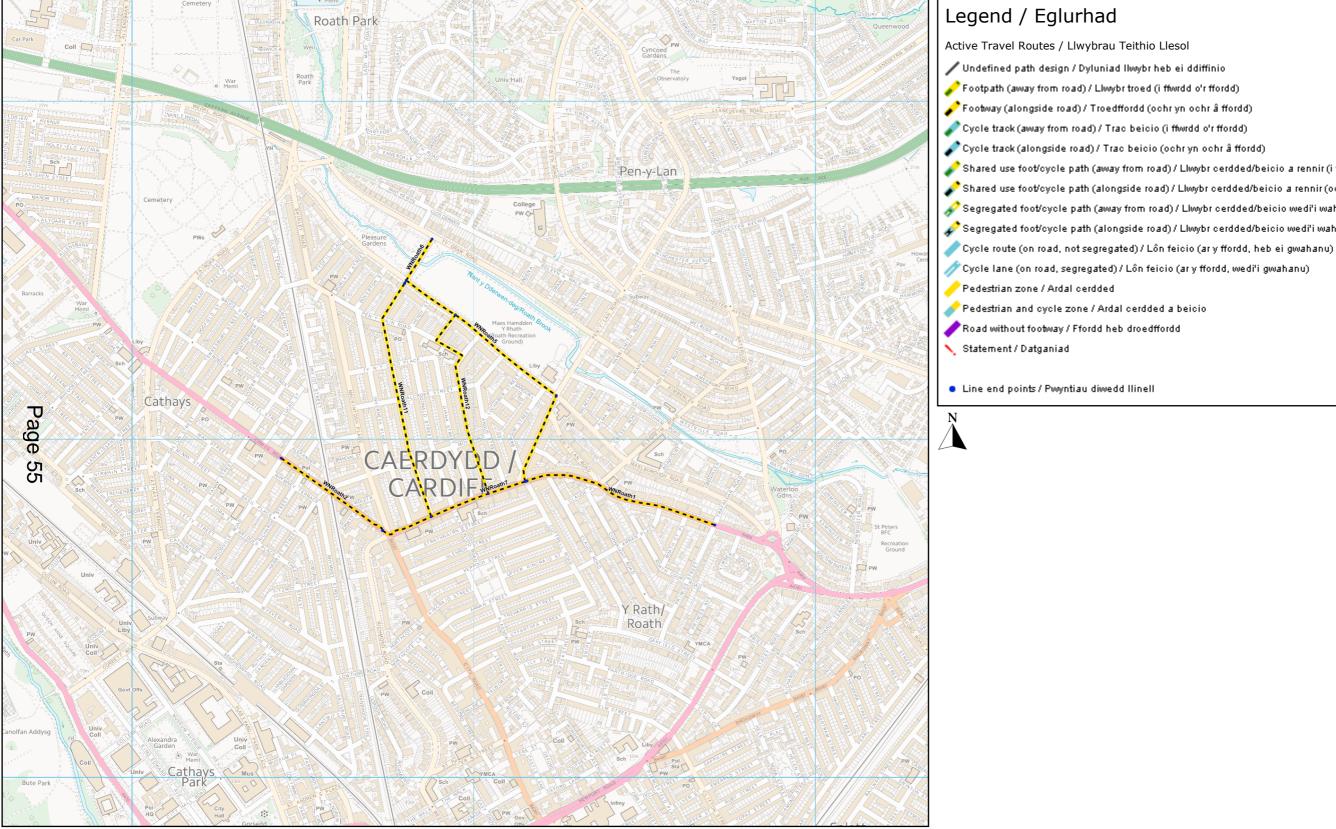


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## Cardiff Existing Routes Map Walking Roath

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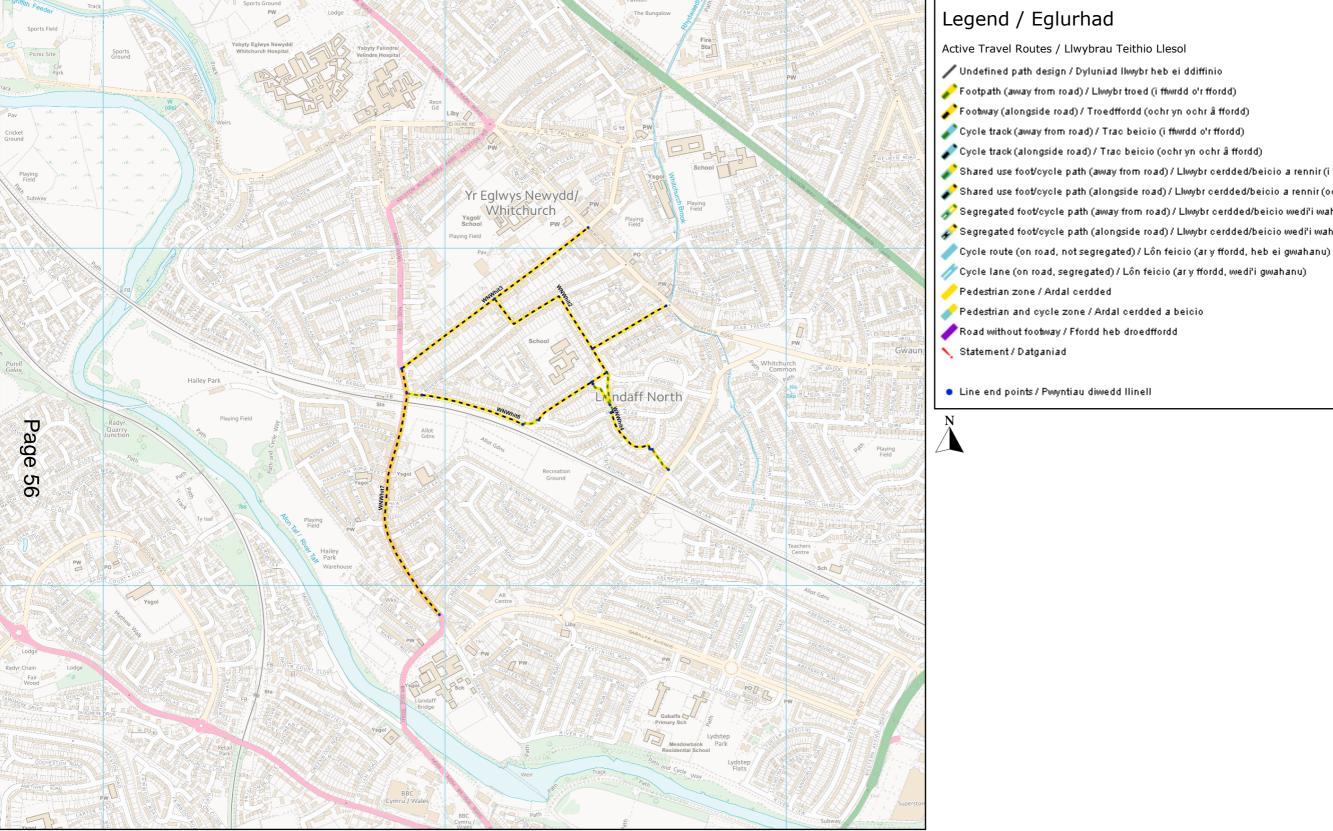


Shared use foot/cycle path (away from road) / Llwybr cerdded/beicio a rennir (i ffwrdd o'r ffordd) Shared use foot/cycle path (alongside road) / Llwybr cerdded/beicio a rennir (ochr yn ochr â ffordd) 🖋 Segregated foot/cycle path (away from road) / Llwybr cerdded/beicio wedi'i wahanu (i ffwrdd o'r ffordd) 🧬 Segregated foot/cycle path (alongside road) / Llwybr cerdded/beicio wedi'i wahanu (ochr yn ochr â ffordd)



## Cardiff Existing Routes Map Walking Whitchurch

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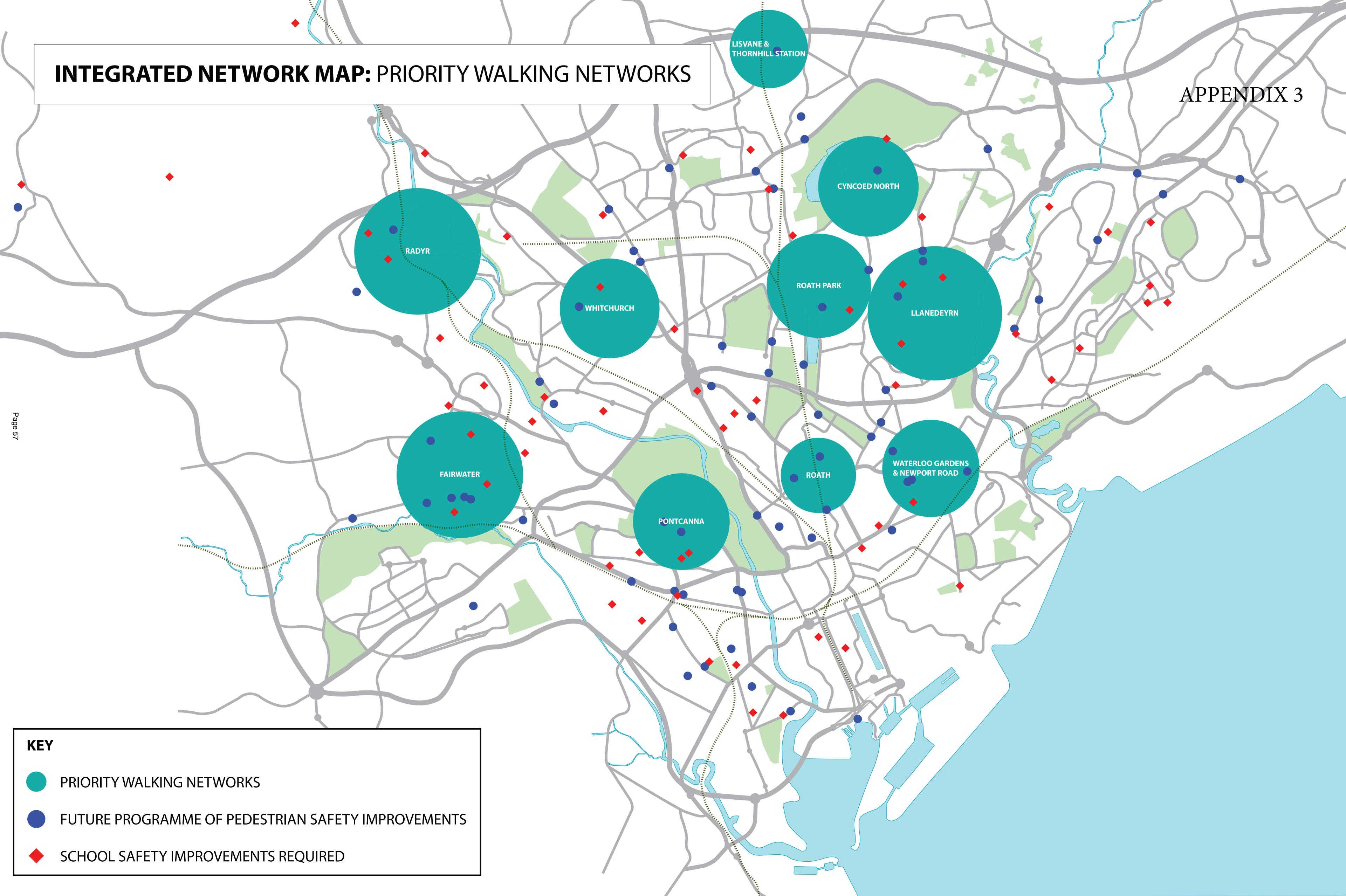
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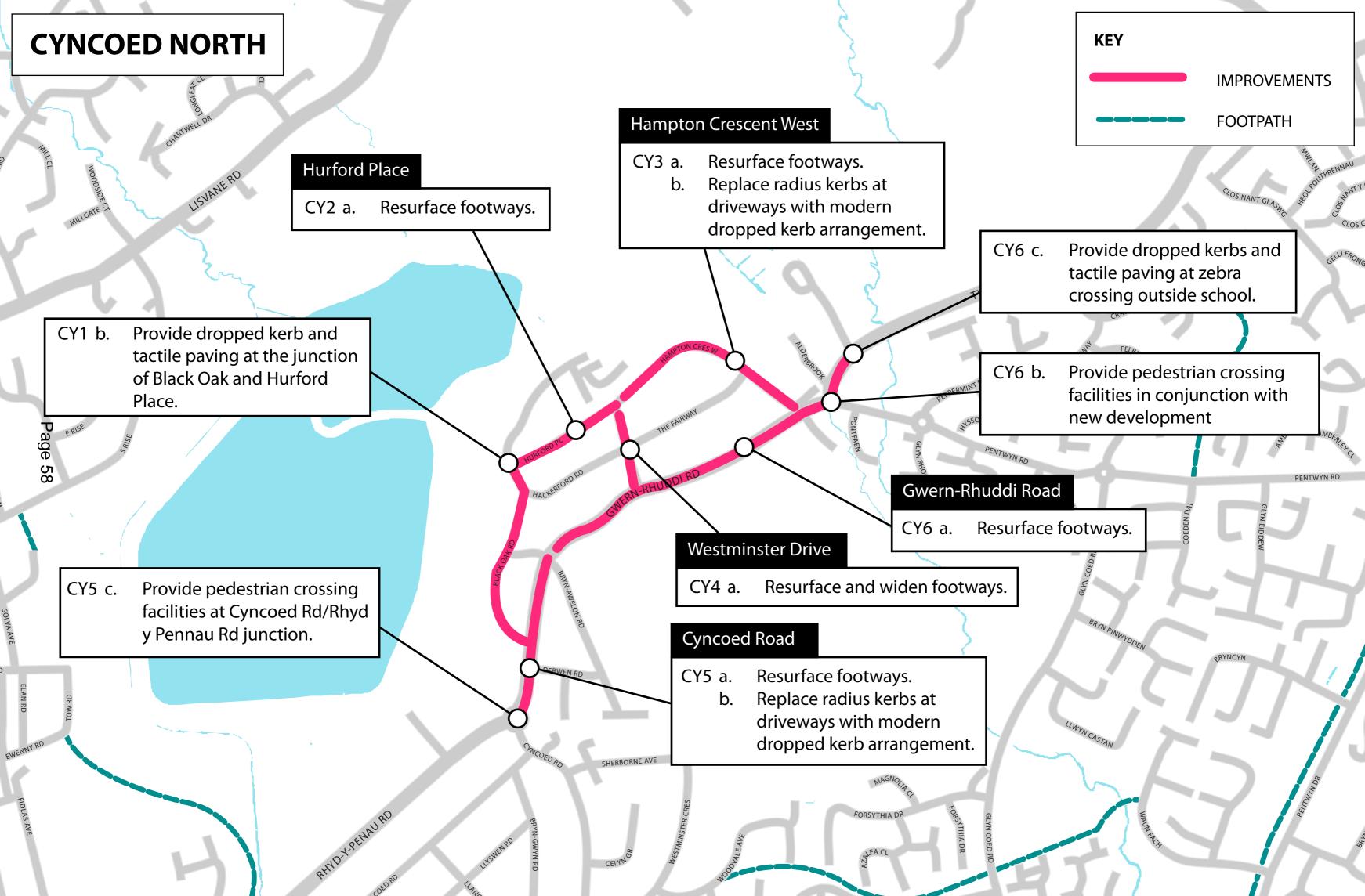


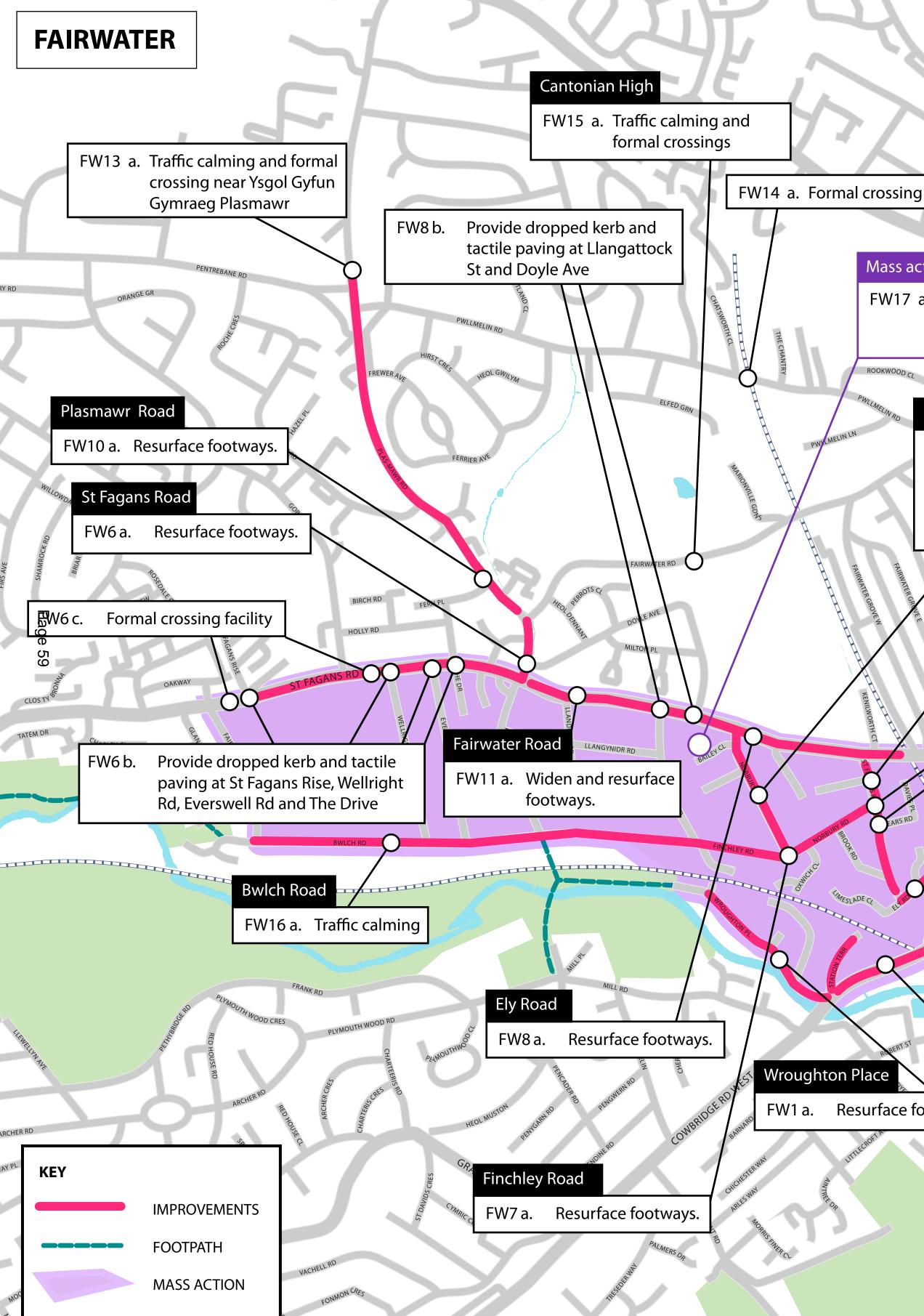


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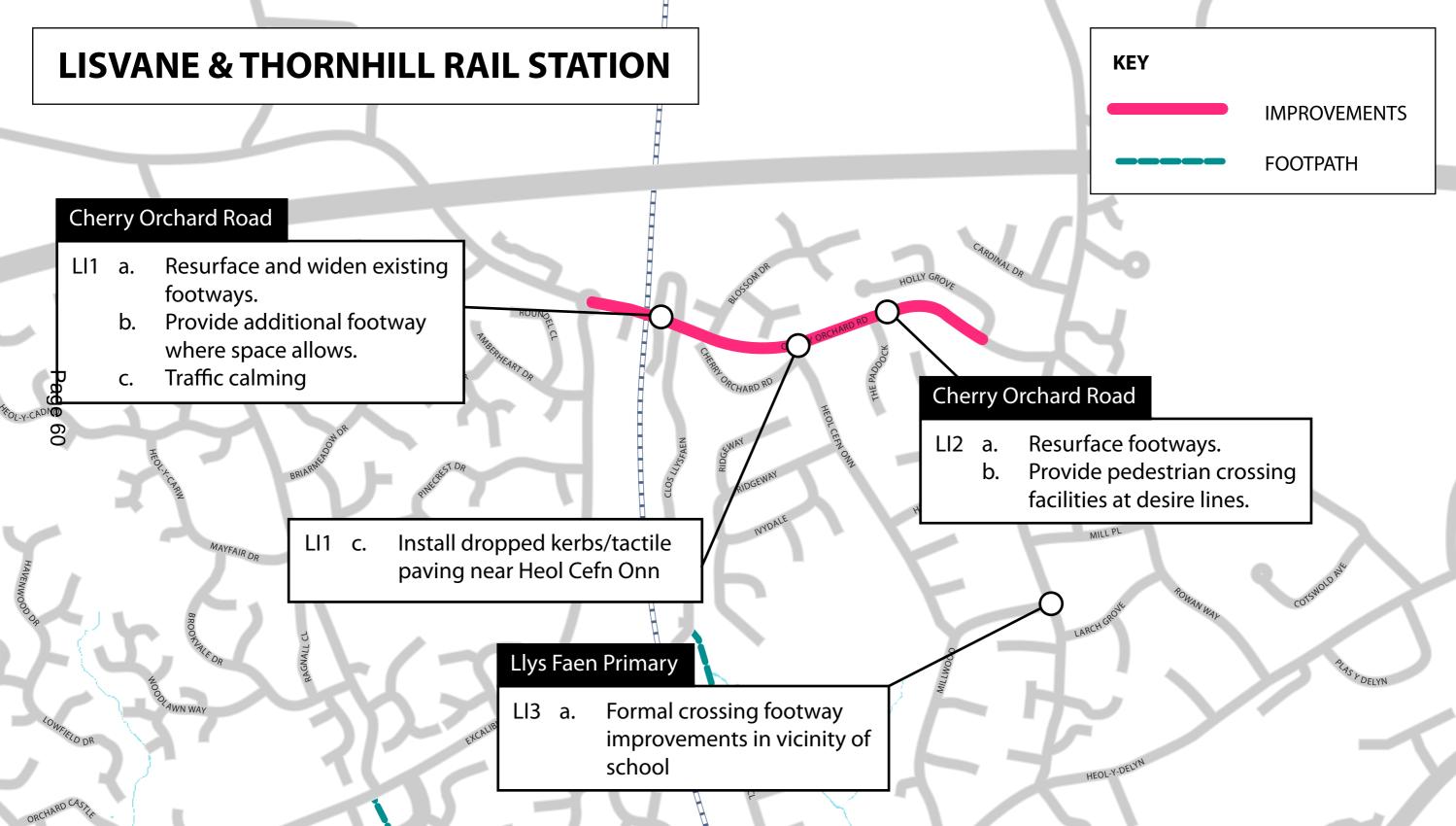


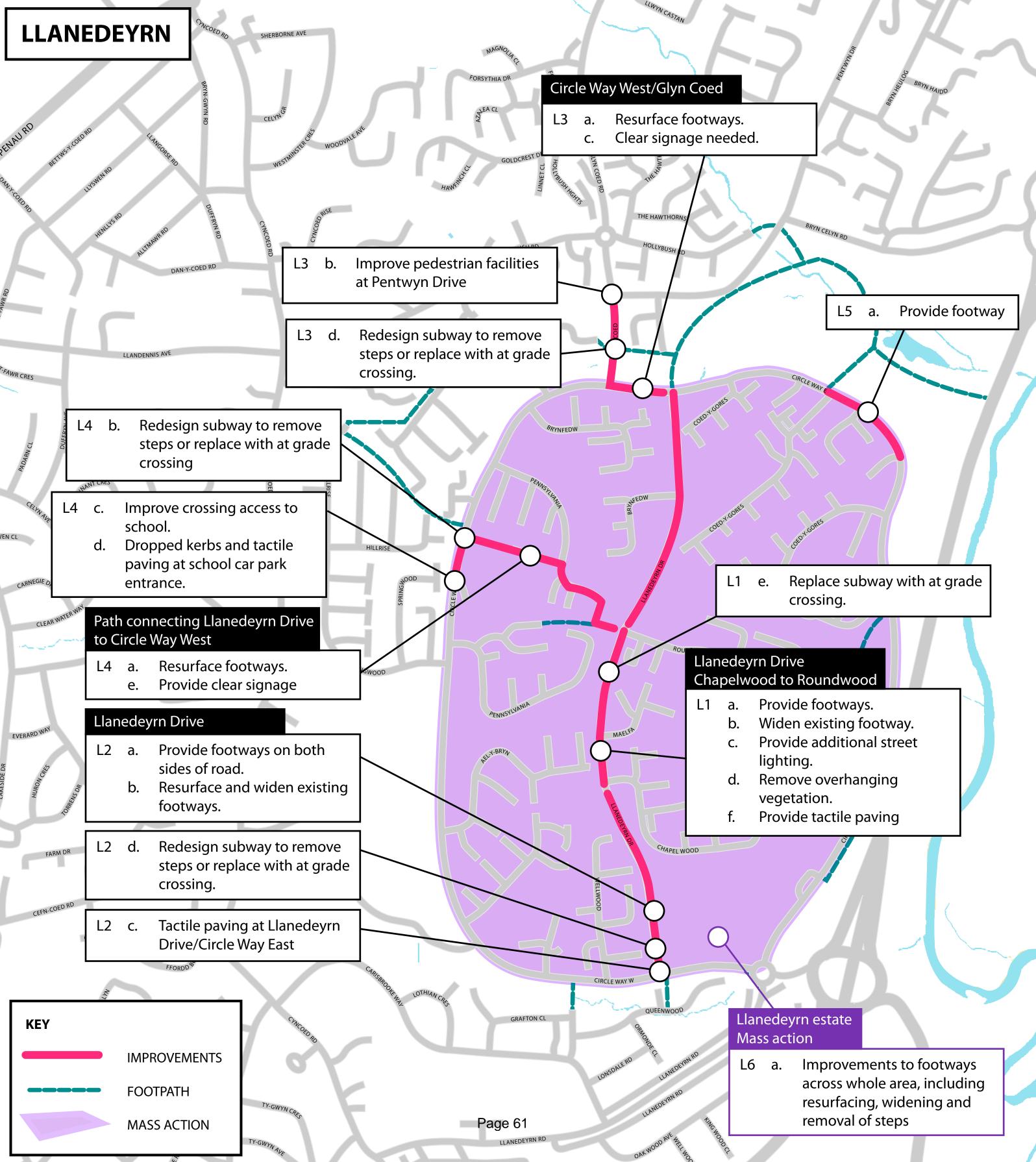


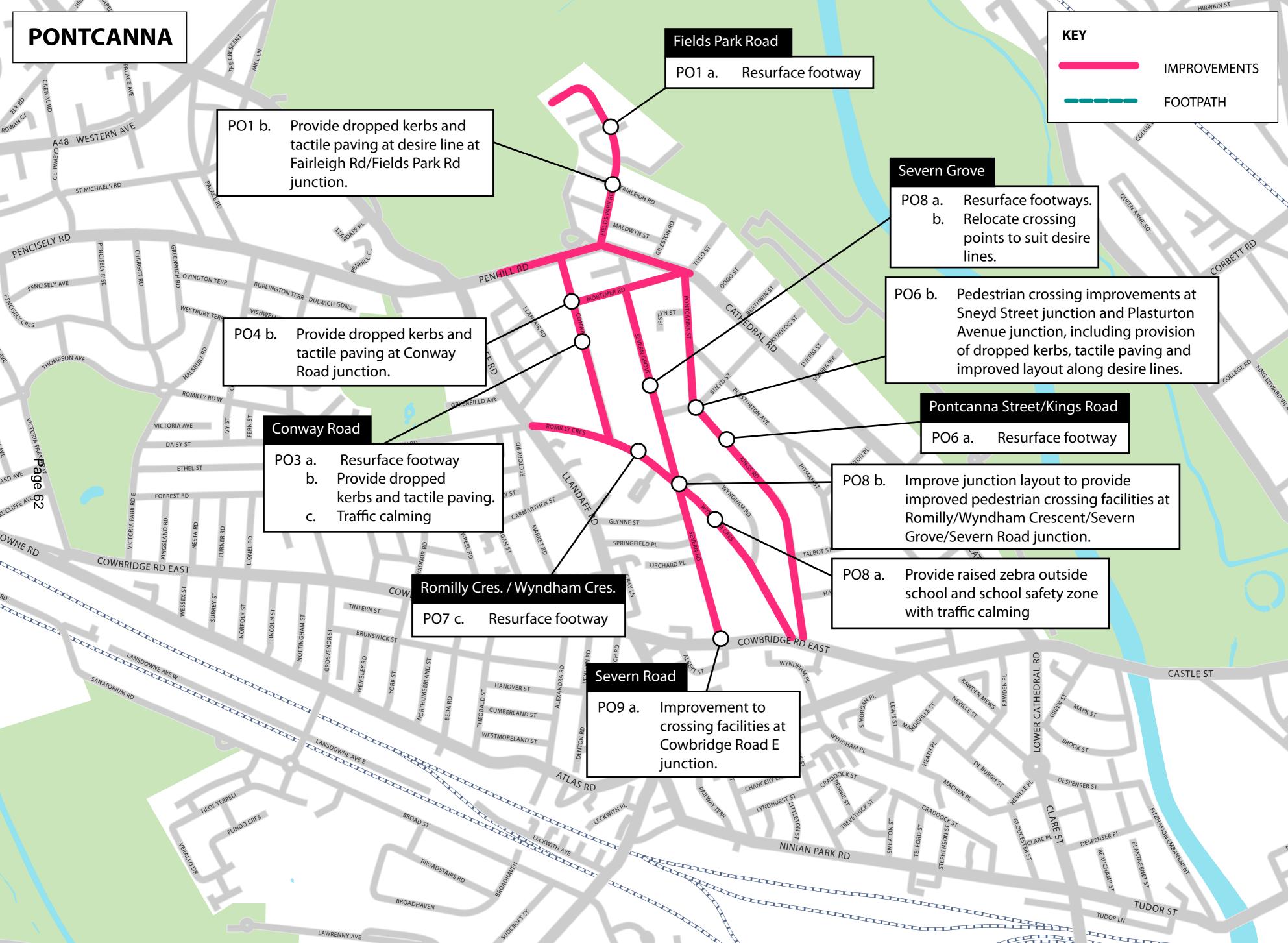




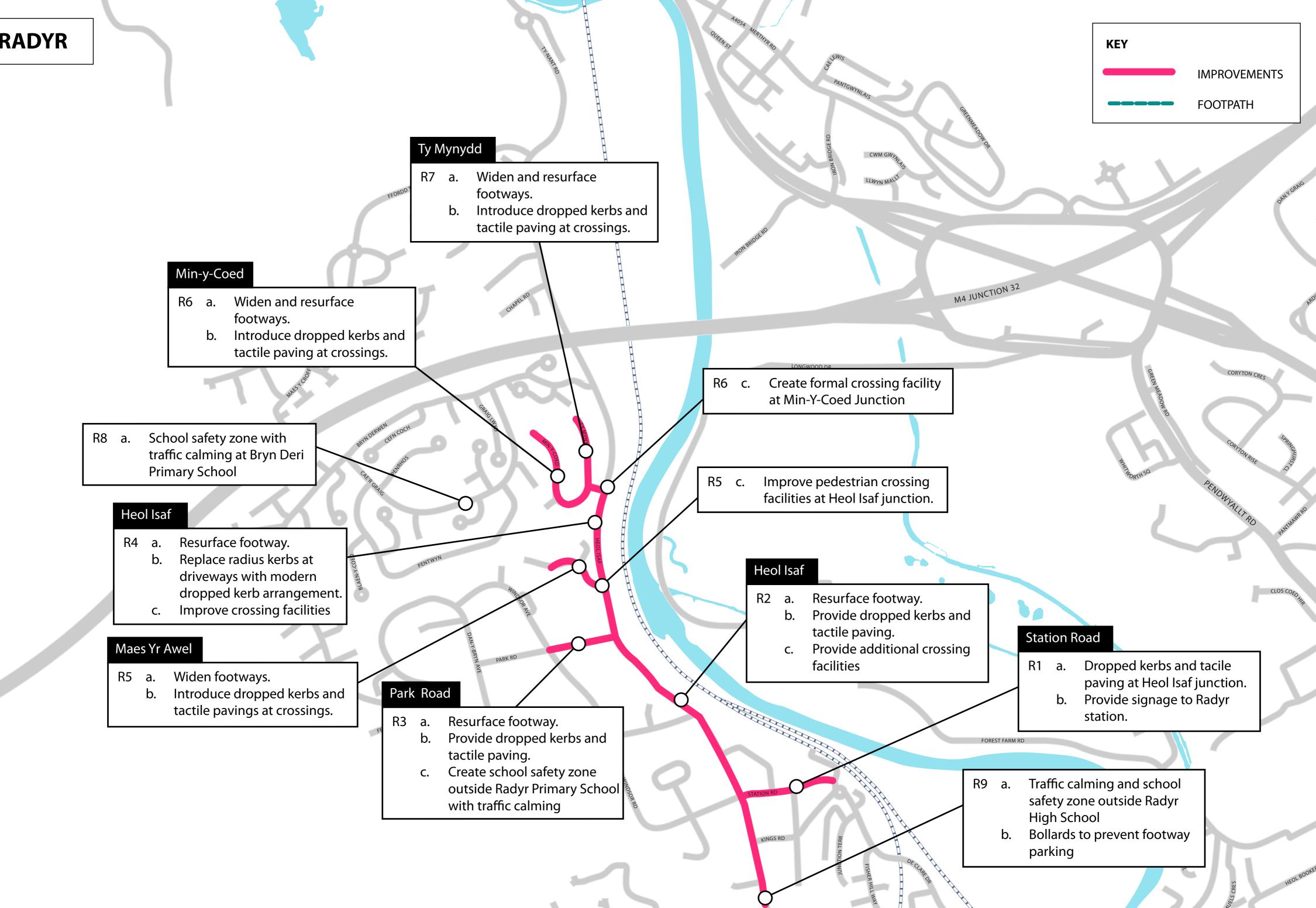
## FORD Mass action FW17 a. Replace radius kerbs at driveways with modern dropped kerb arrangement ROOKWOOD CL Fairwater Road FW12 a. Resurface footways. b. Provide dropped kerbs and tactile paving at St Fagans Rd, Brook Rd and Norbury Rd c. Traffic calming St Fagans Road A48 WESTERN AVE FW9a. Resurface footways. MICHAELS RD Provide dropped kerb and FW9b. tactile paving at Norbury Rd and Shears Rd. AUNGRON RD OVINGTON TE ENCISELY AVE WESTBURY TER Ely Road **Resurface footways** FW5 a. Provide dropped kerb and b. tactile paving at Ely ROMILLY RD V Rd/Western Ave A REAL PROPERTY AND A REAL AISY S ETHEL S Western Avenue Resurface footways. FW4a. Provide pedestrian crossing b. facilities FW1 a. Resurface footways. Cowbridge Road West Resurface footways. FW3a. in the second

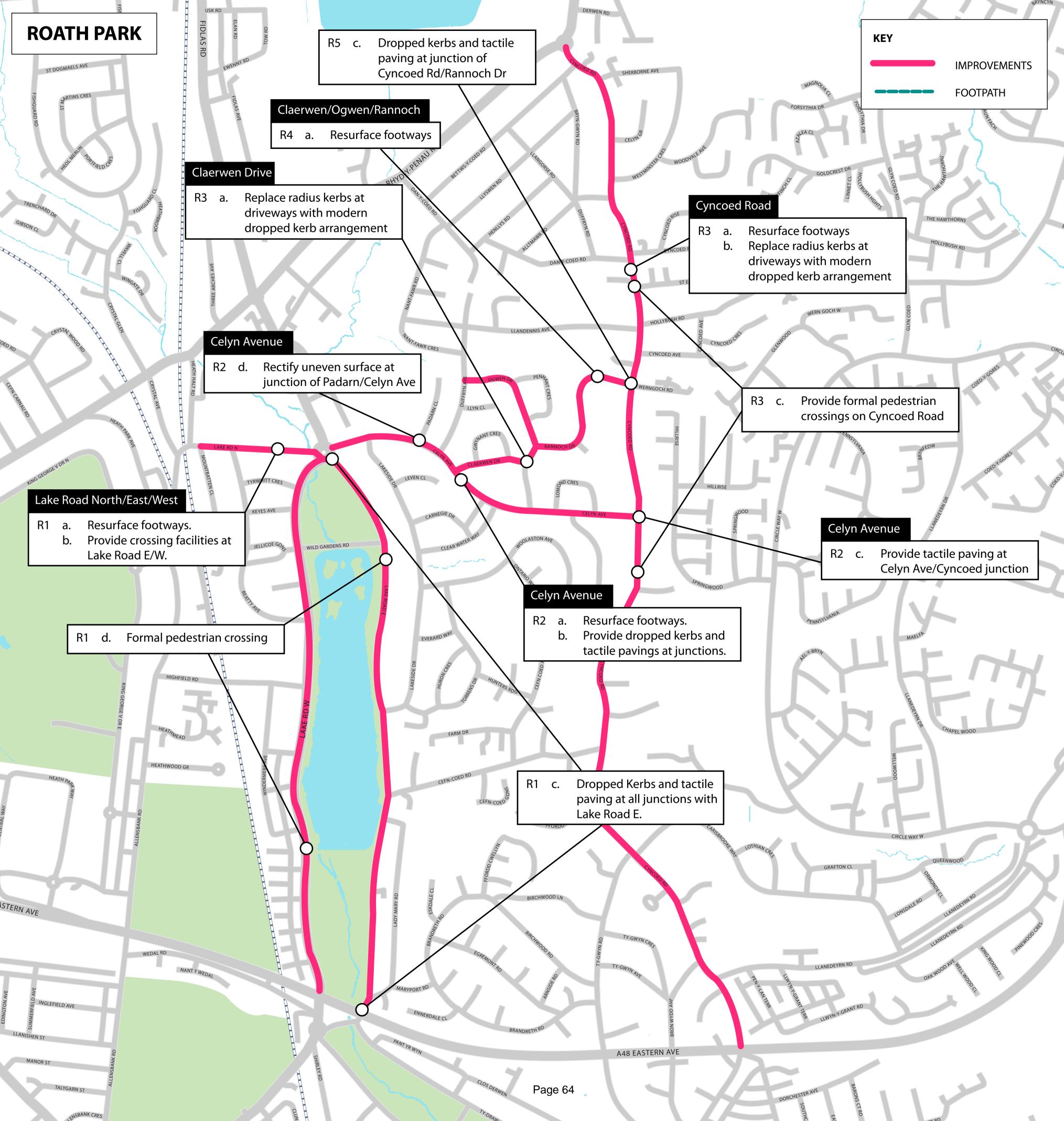


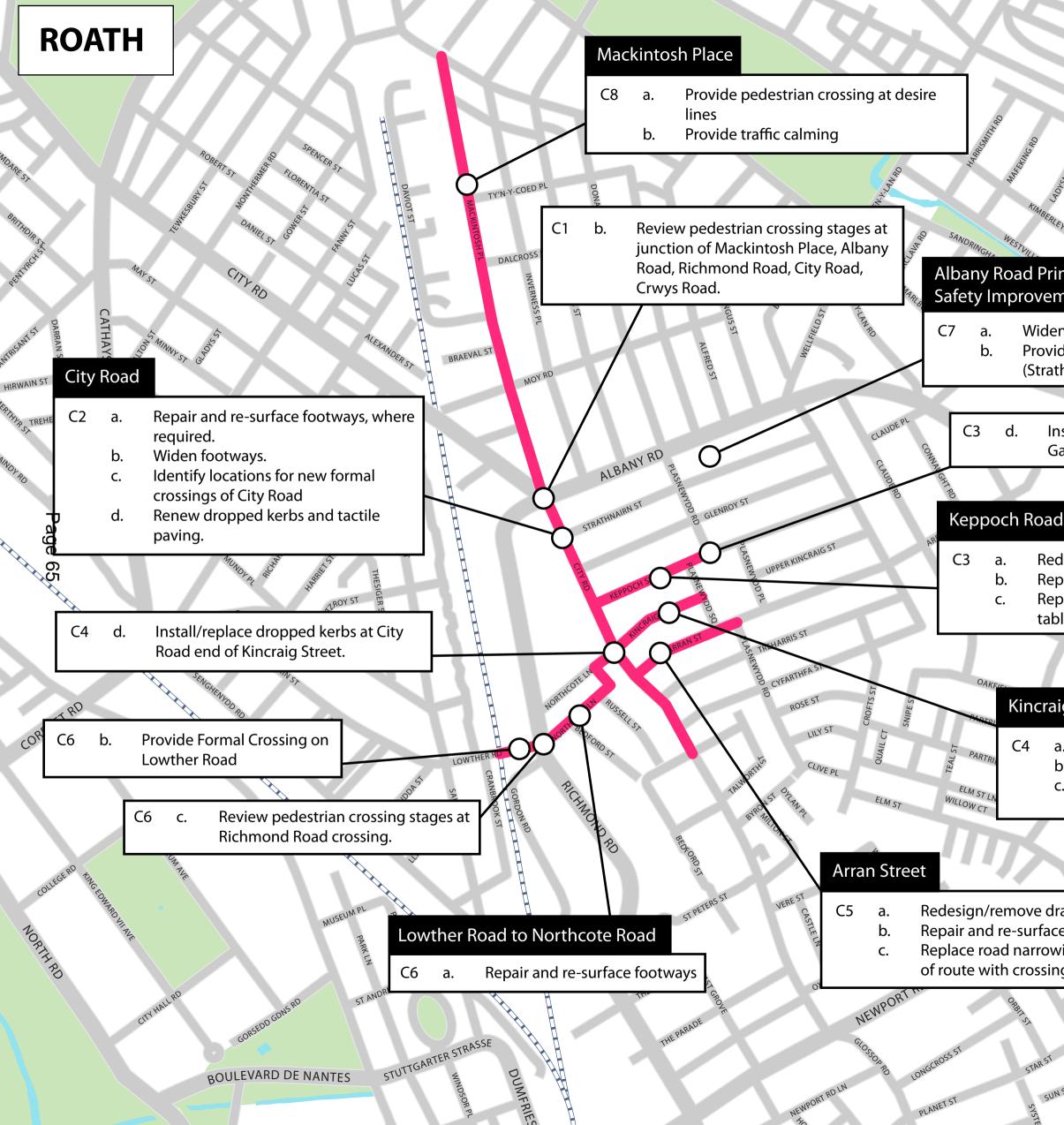




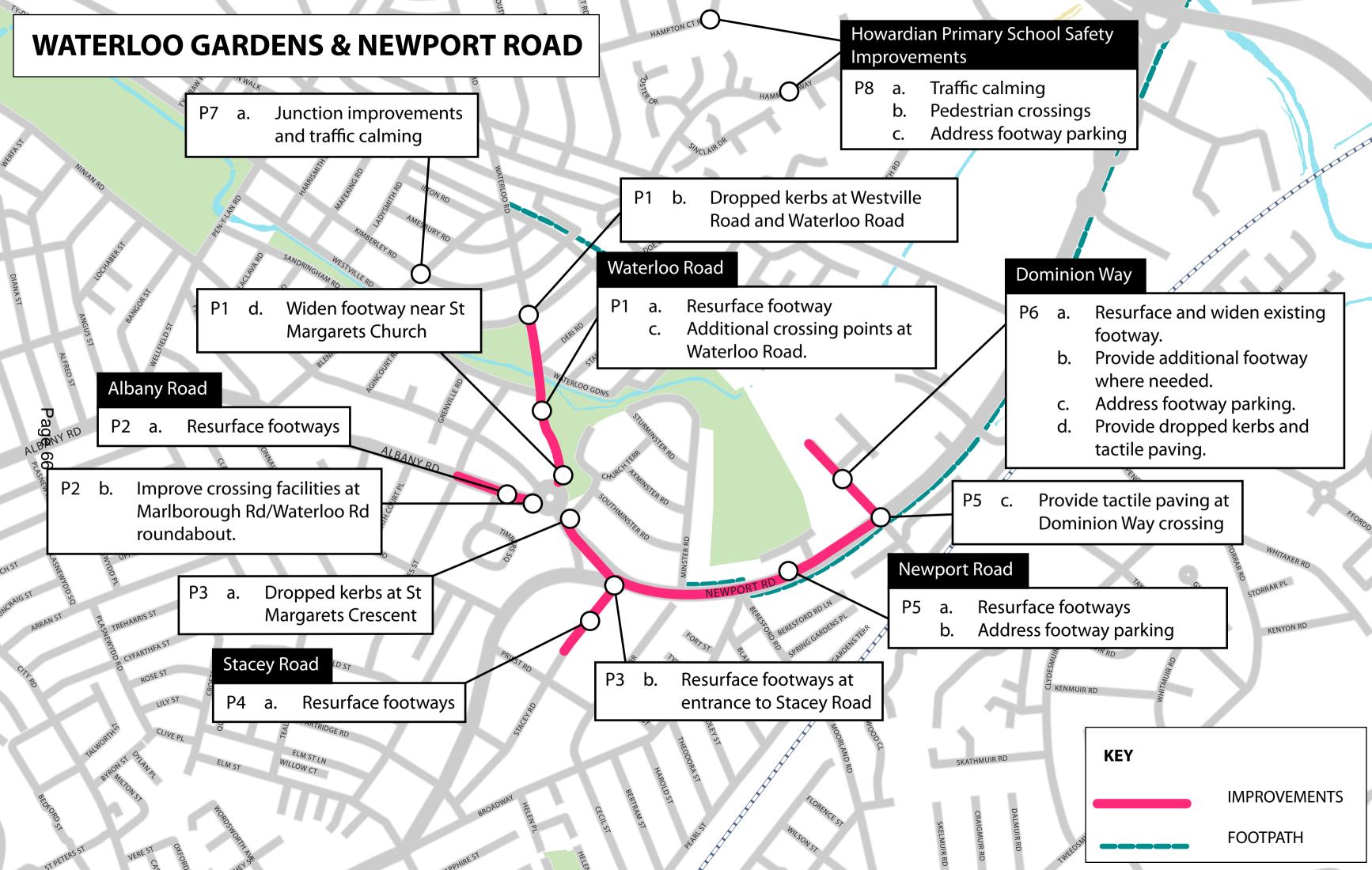


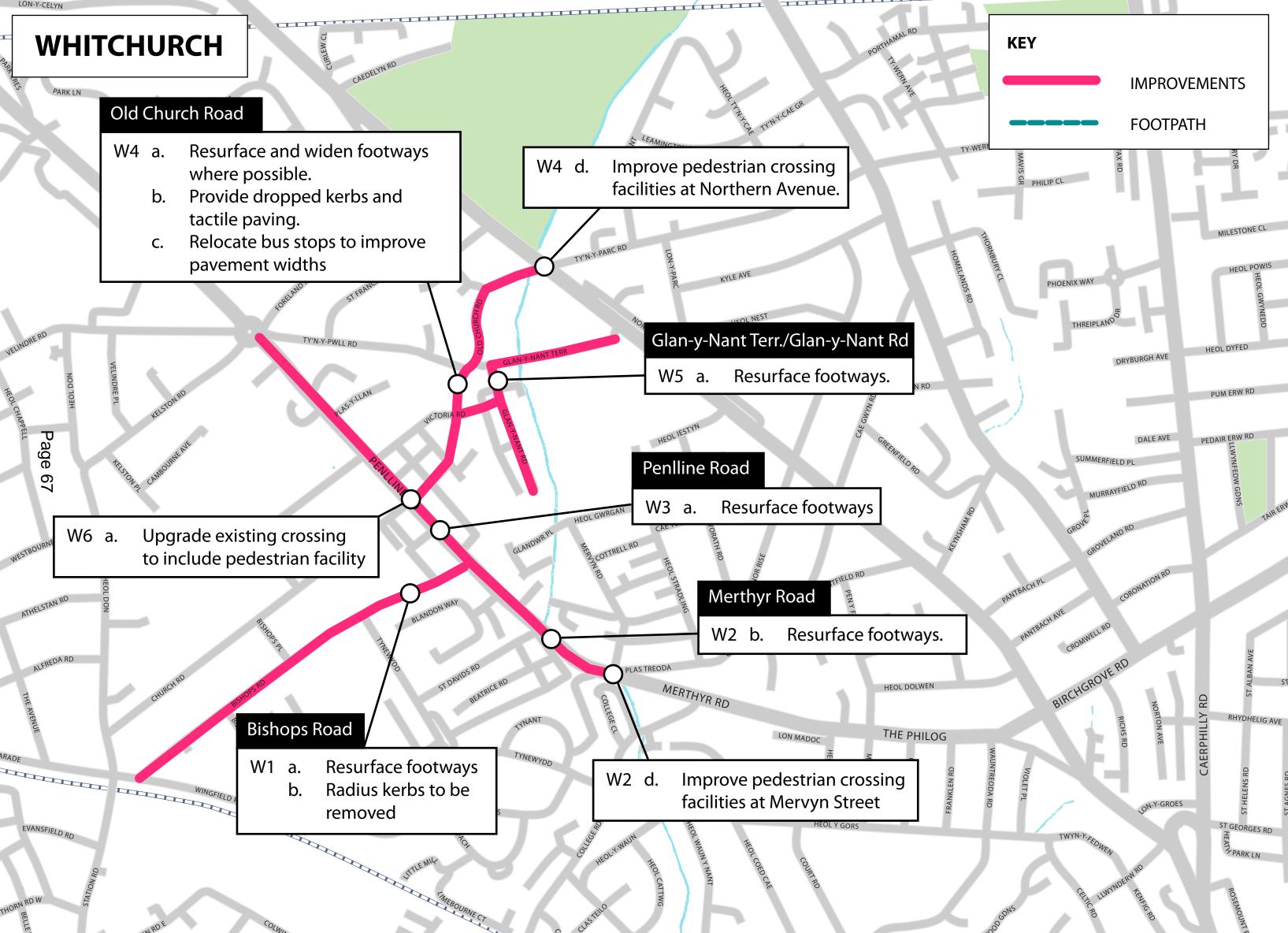






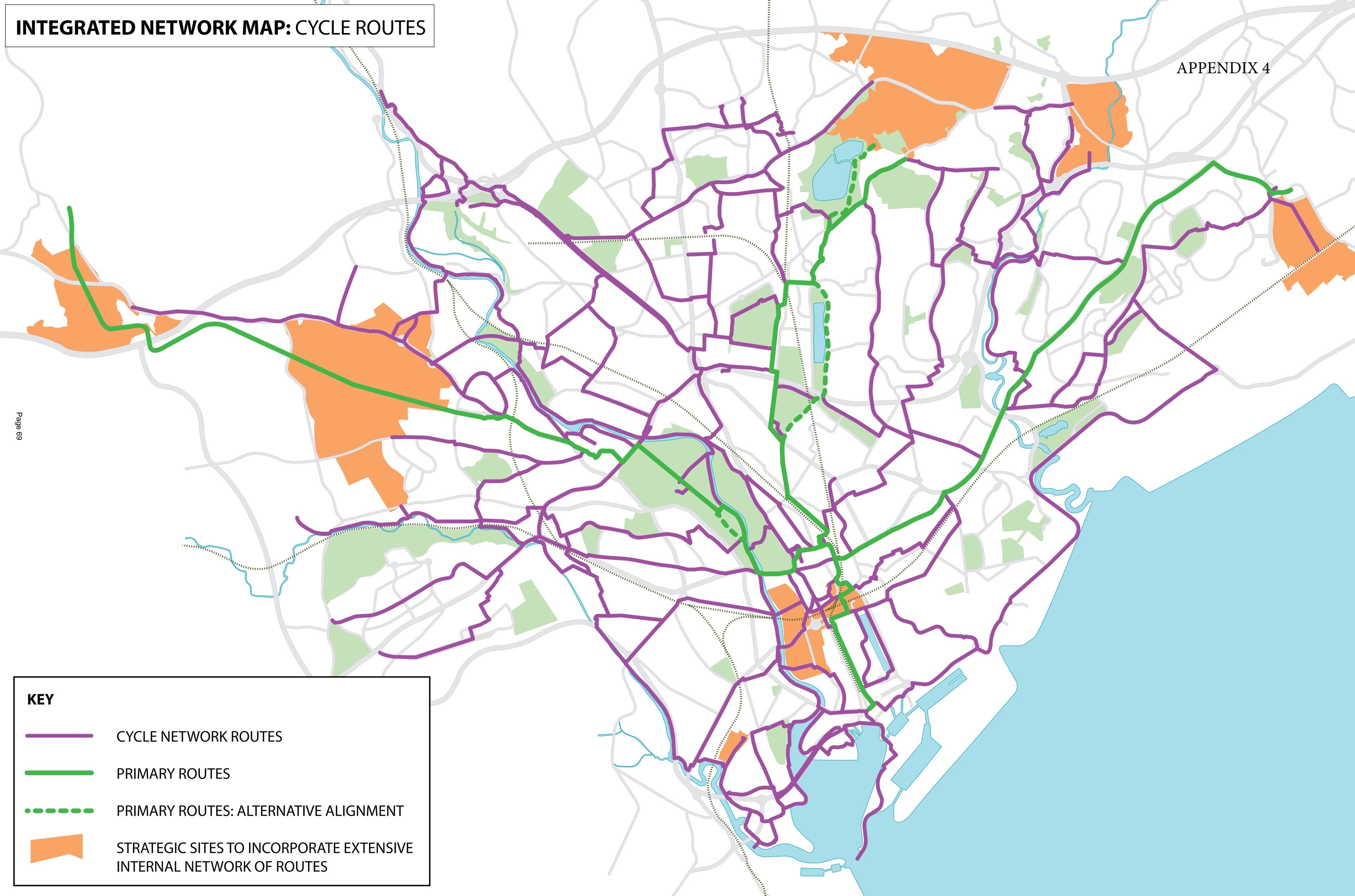
KEY
IMPROVEMENTS
FOOTPATH
CALLUNS AME
AMESBURY RD DOECL
mary School nents
n footway (Plasnewydd Road) de formal crossing point hnairn St)
NOO GDNS
stall dropped kerbs near the ate/Plasnewydd Road.
Southerning the sign / remove drainage channels
design/remove drainage channels. pair and re-surface footways. place road narrowings with crossing les.
PD
g Road
<ul> <li>Redesign/remove drainage channels.</li> <li>Repair and re-surface footways.</li> <li>Replace road narrowings with crossing tables.</li> </ul>
BROADWAY HELEN PL
ainage channels. e footways. rings at either end g tables.
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ST REAR ST PEARLST SURVEROUS



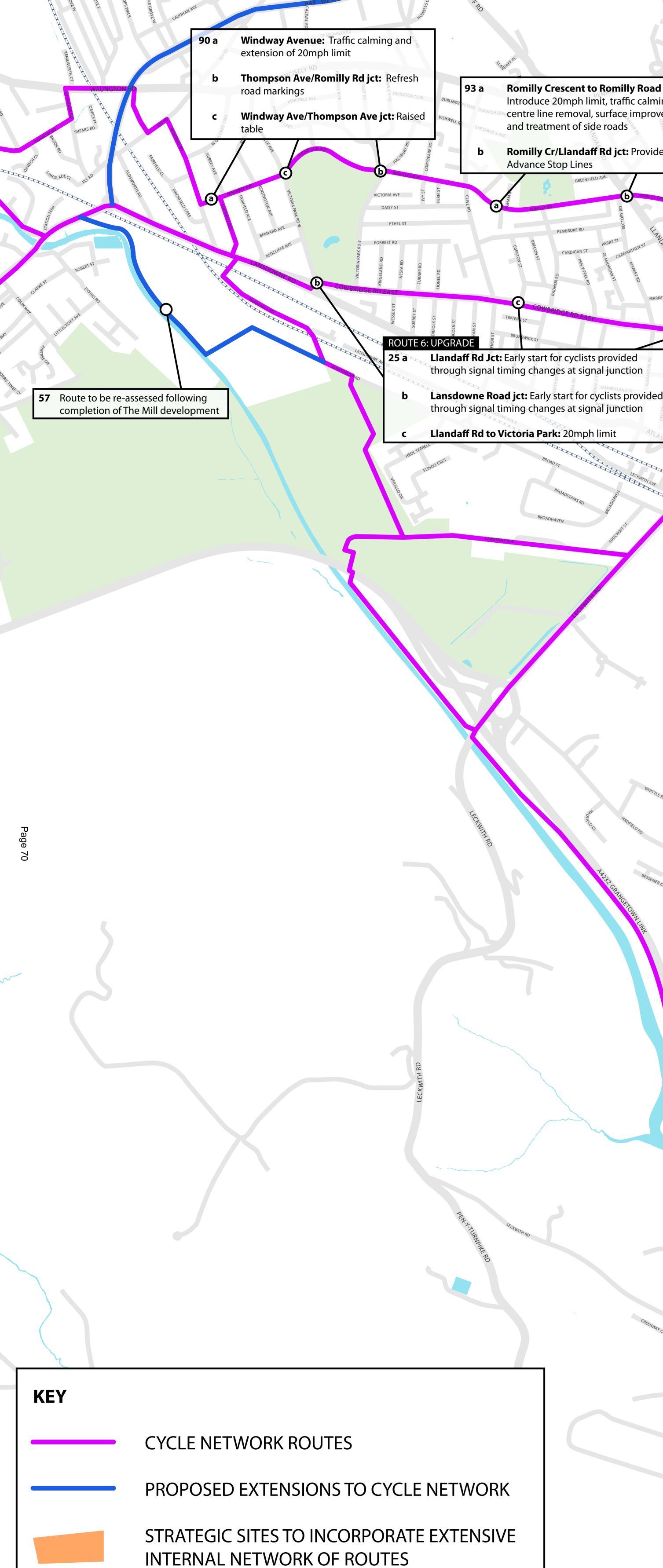


Mae'r dudalen hon yn wag yn fwriadol





KEY	
	CYCLE NETWORK ROUTES
	PRIMARY ROUTES
	PRIMARY ROUTES: ALTERNATIVE ALIGNMENT
	STRATEGIC SITES TO INCORPORATE EXTENSIVE INTERNAL NETWORK OF ROUTES



I FRRA NOVA W

**Romilly Crescent to Romilly Road W:** Introduce 20mph limit, traffic calming, centre line removal, surface improvements and treatment of side roads

Romilly Cr/Llandaff Rd jct: Provide Advance Stop Lines

GLYNNE ST

SPRINGFIELD PL

ORCHAR

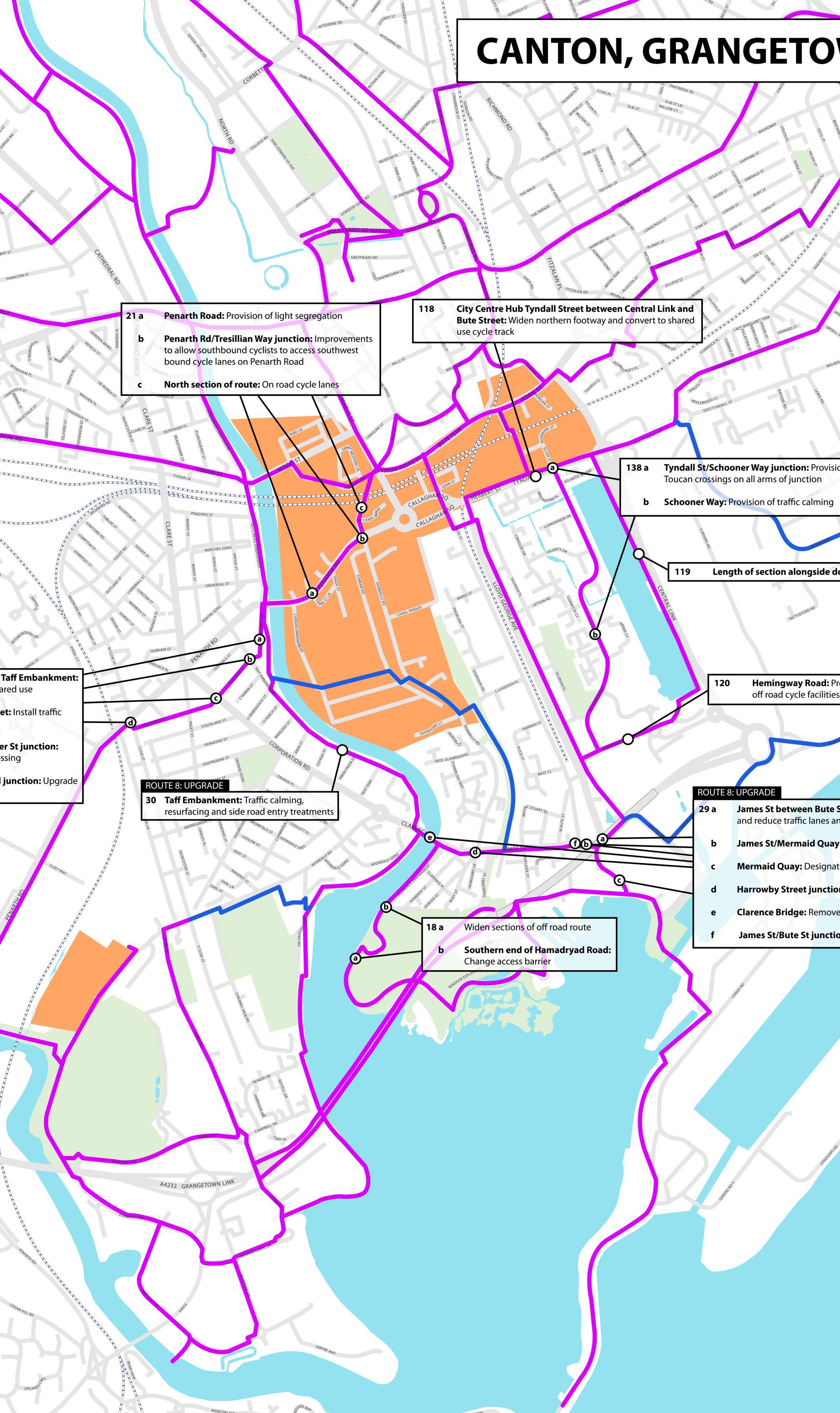
bound cycle lanes on Penarth Road

**ROUTE 5: UPGRADE** 22 a Existing footway along Taff Embankment: Widen and convert to shared use Near Blaenclydach Street: Install traffic island **Corporation Rd/Redlaver St junction:** Improve link to zebra crossing Clive Street/Penarth Rd junction: Upgrade to Toucan crossing

**ROUTE 8: UPGRADE** 30 Taff Embankment: Traffic calming,

JOHN BATCHELOR WAY

A4232 GRANGETOWN LINK



# CANTON, GRANGETOWN AND BUTETOWN

**138 a Tyndall St/Schooner Way junction:** Provision of Toucan crossings on all arms of junction

5

**119 Length of section alongside dock:** Surface improvements

120 Hemingway Road: Provision of off road cycle facilities

## **ROUTE 8: UPGRADE**

James St between Bute St and Bute Pl junction: Widen footway and convert to shared use and reduce traffic lanes and widen cycle lane

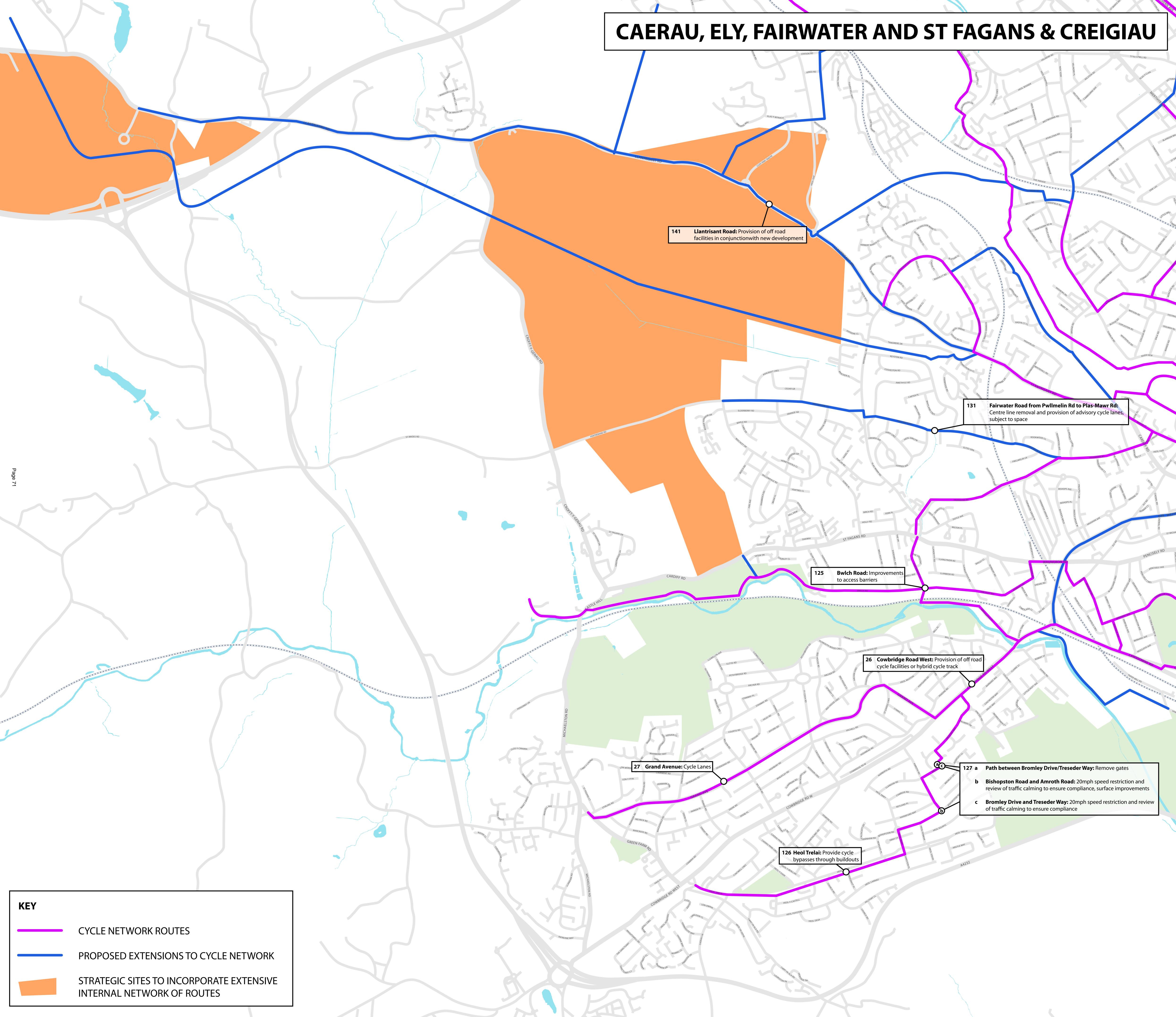
James St/Mermaid Quay: Upgrade pedestrian crossing to Toucan and remove guard rail

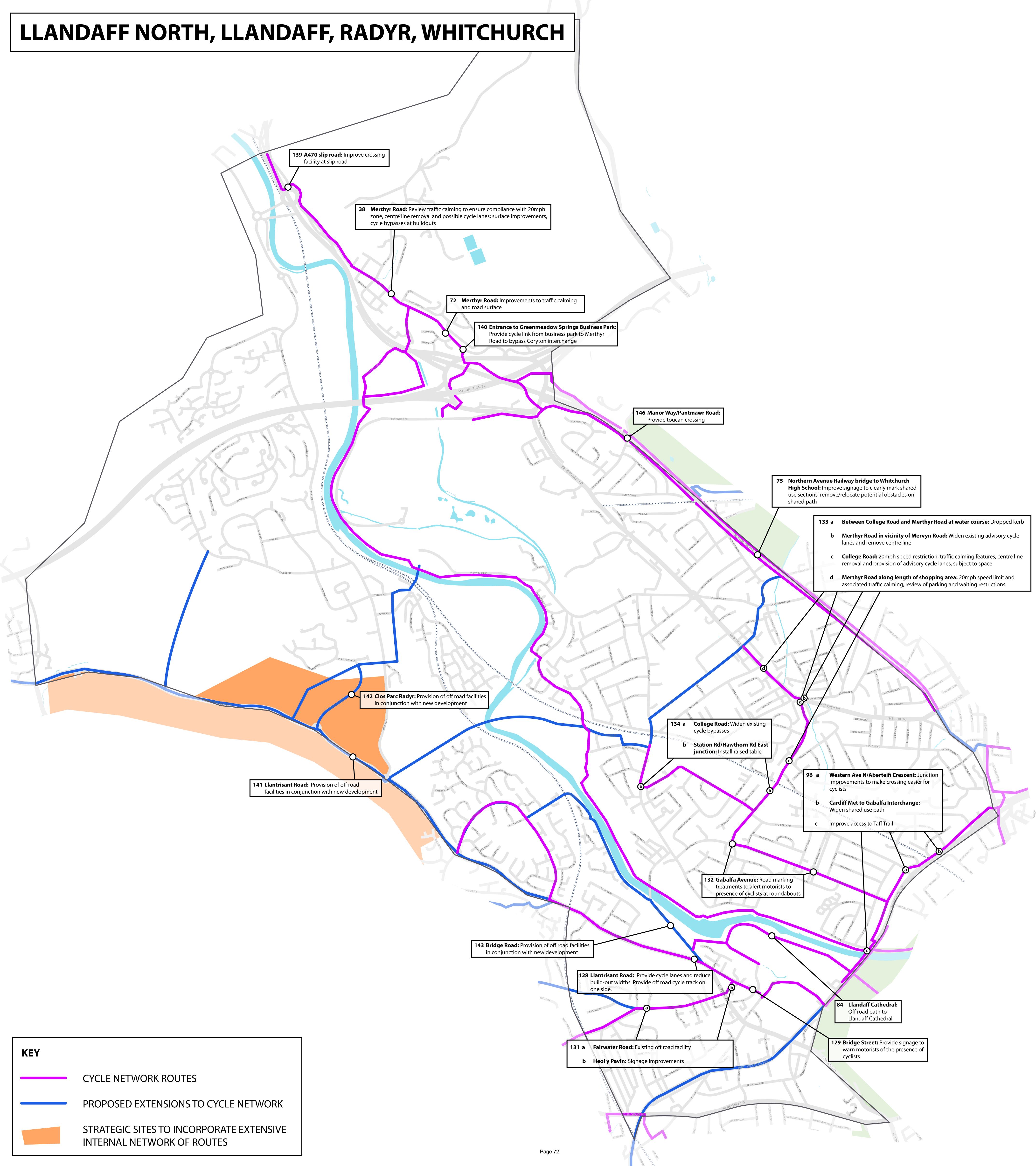
Mermaid Quay: Designate as shared use area

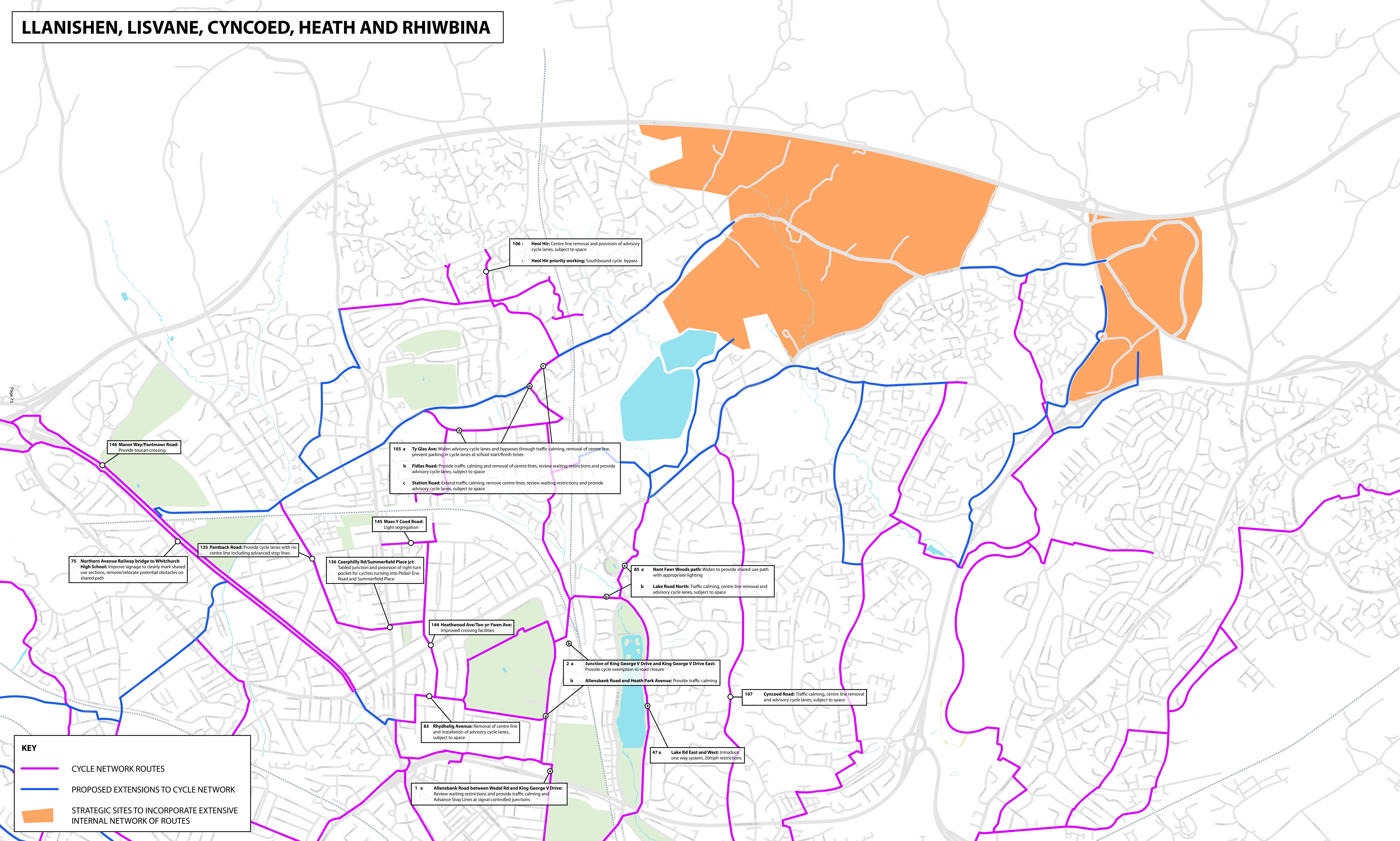
Harrowby Street junction: Continue cycle lane through junction

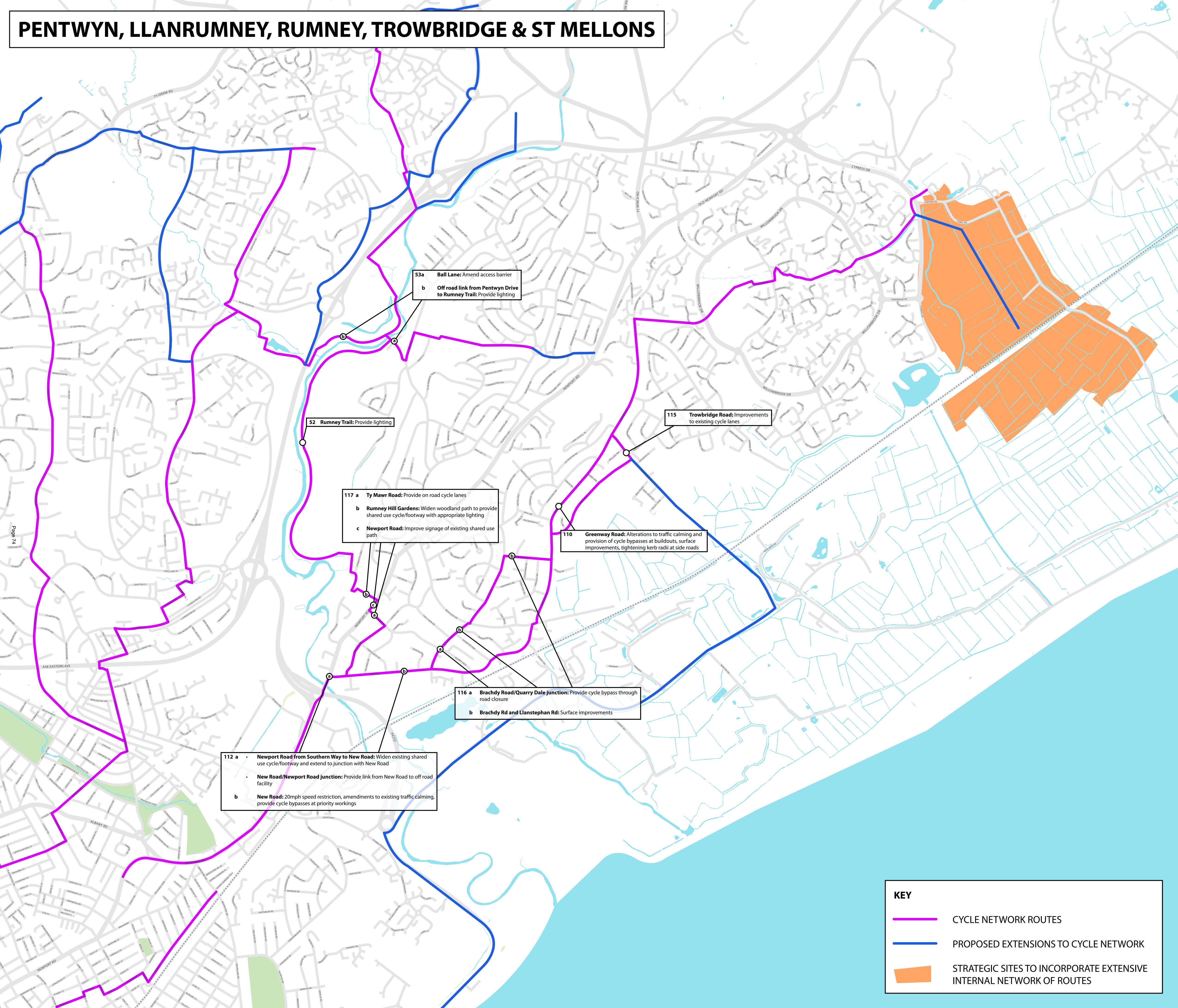
Clarence Bridge: Remove substandard cycle lanes, improve surface and install cycle symbols

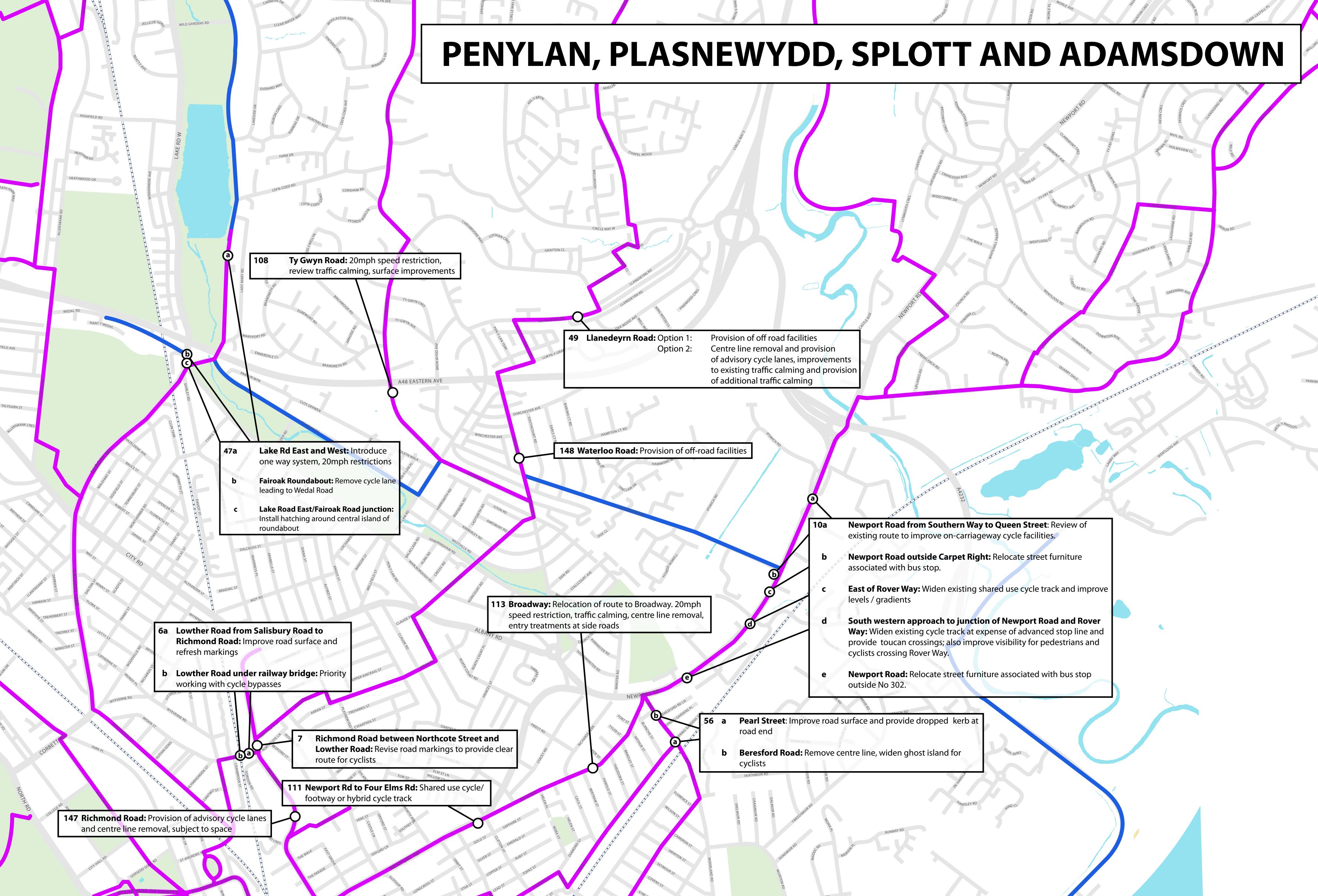
James St/Bute St junction: Early start for cyclists

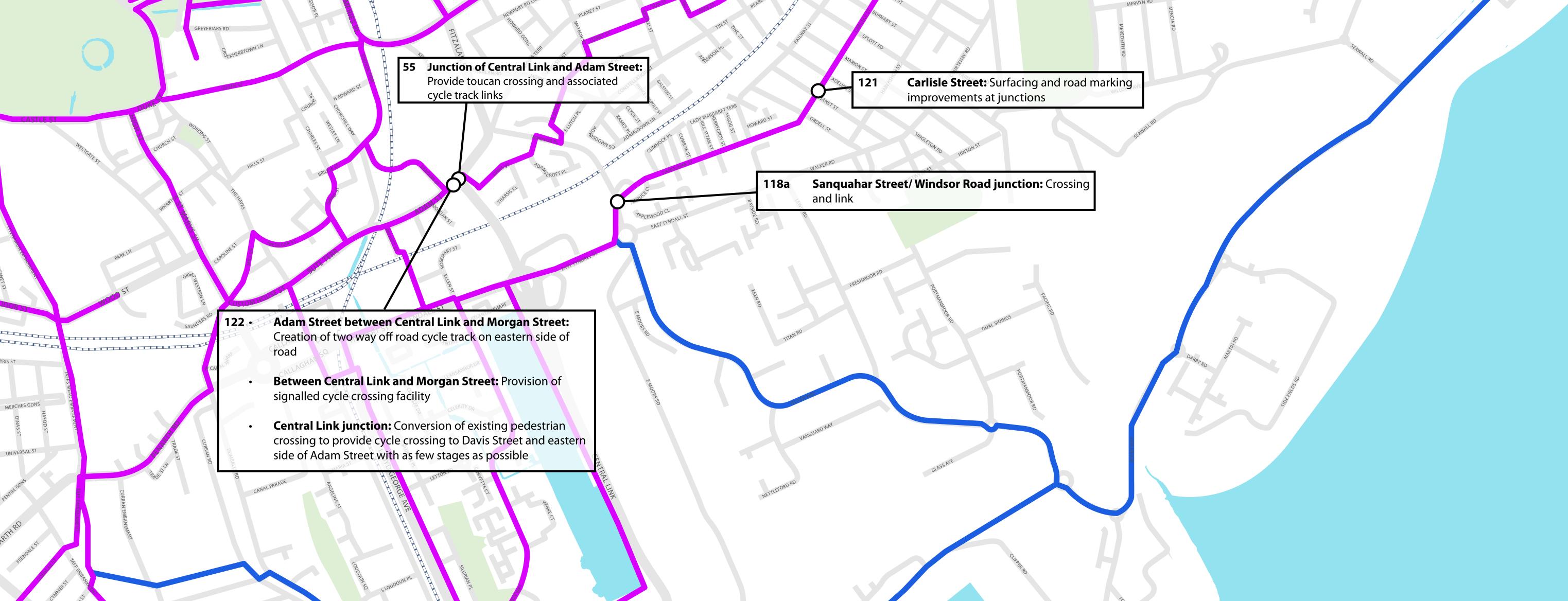








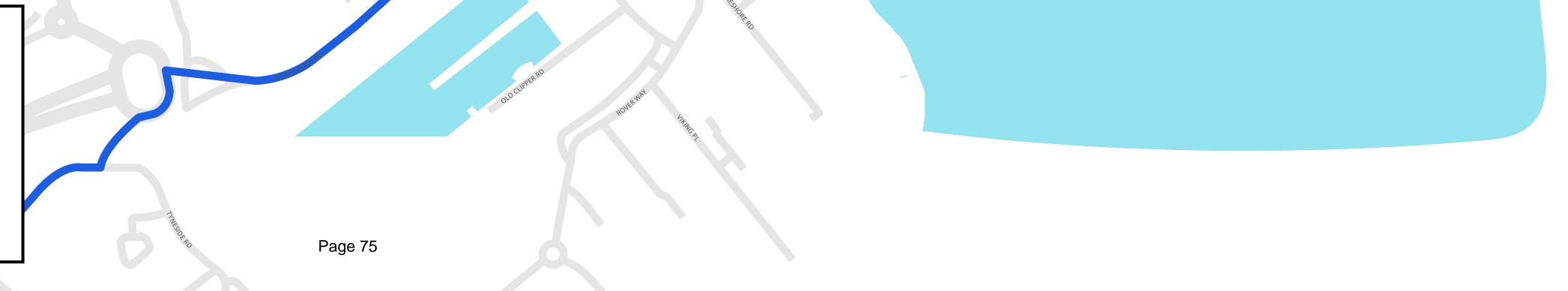


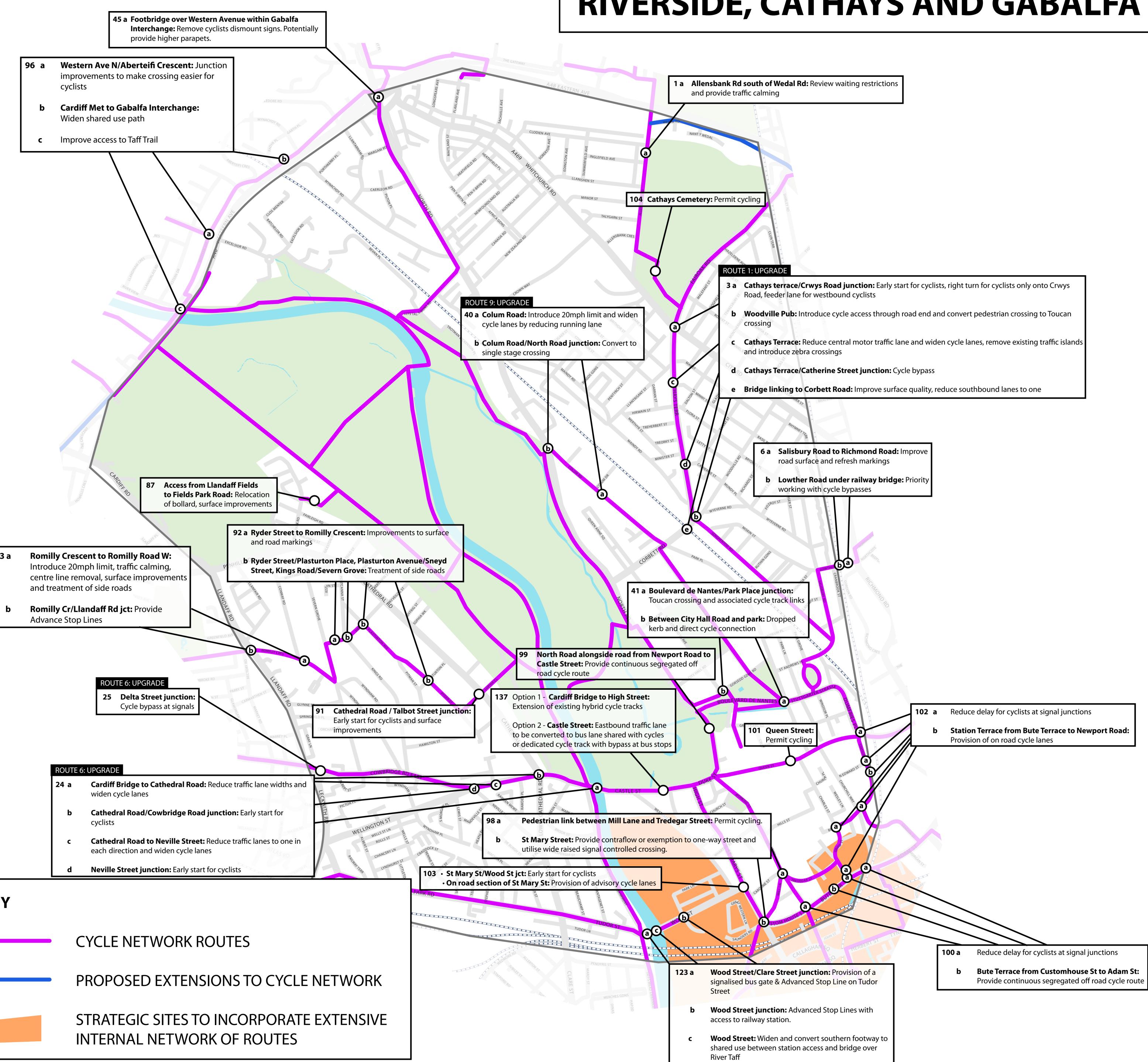


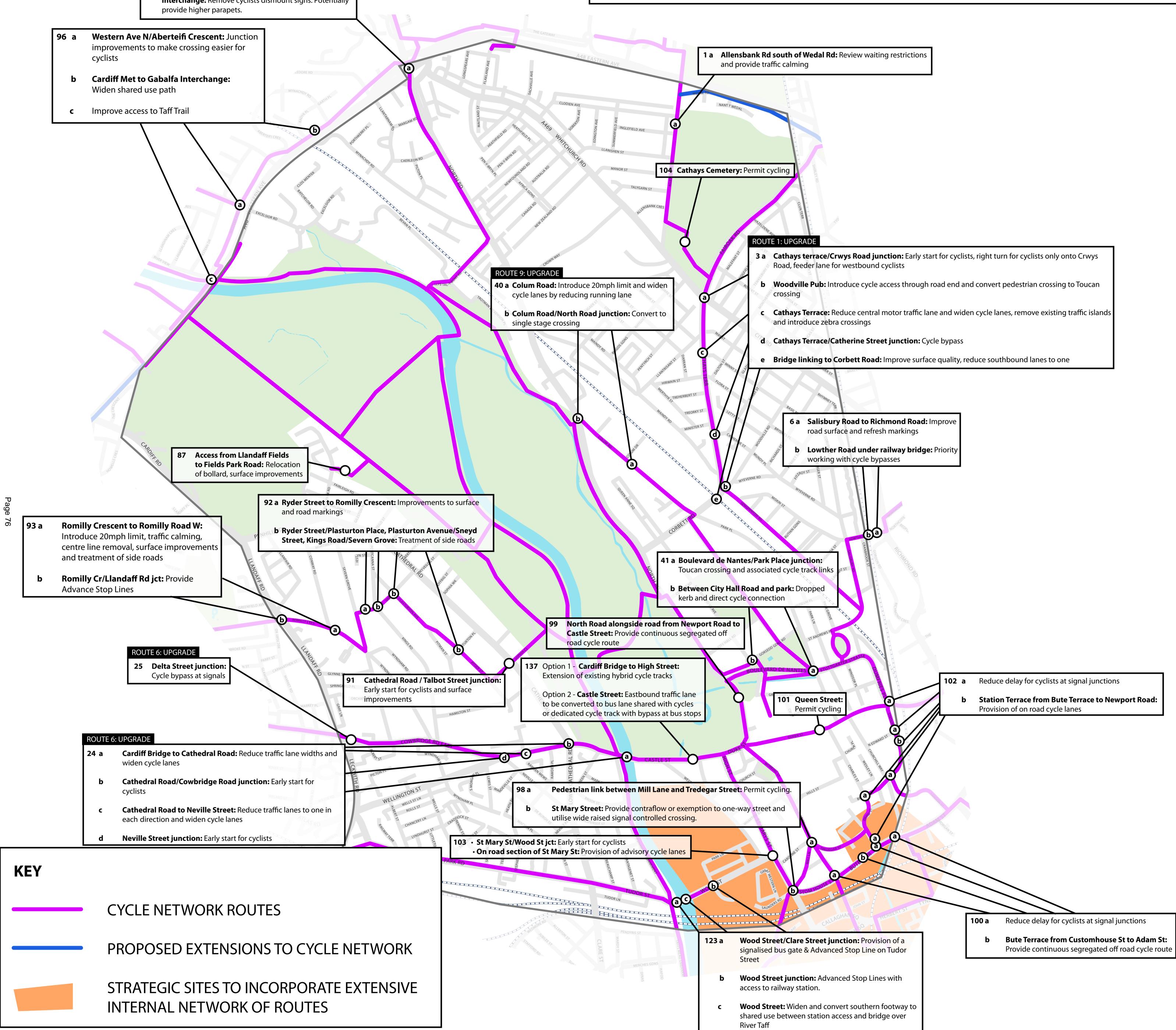


MERCHES GDNS

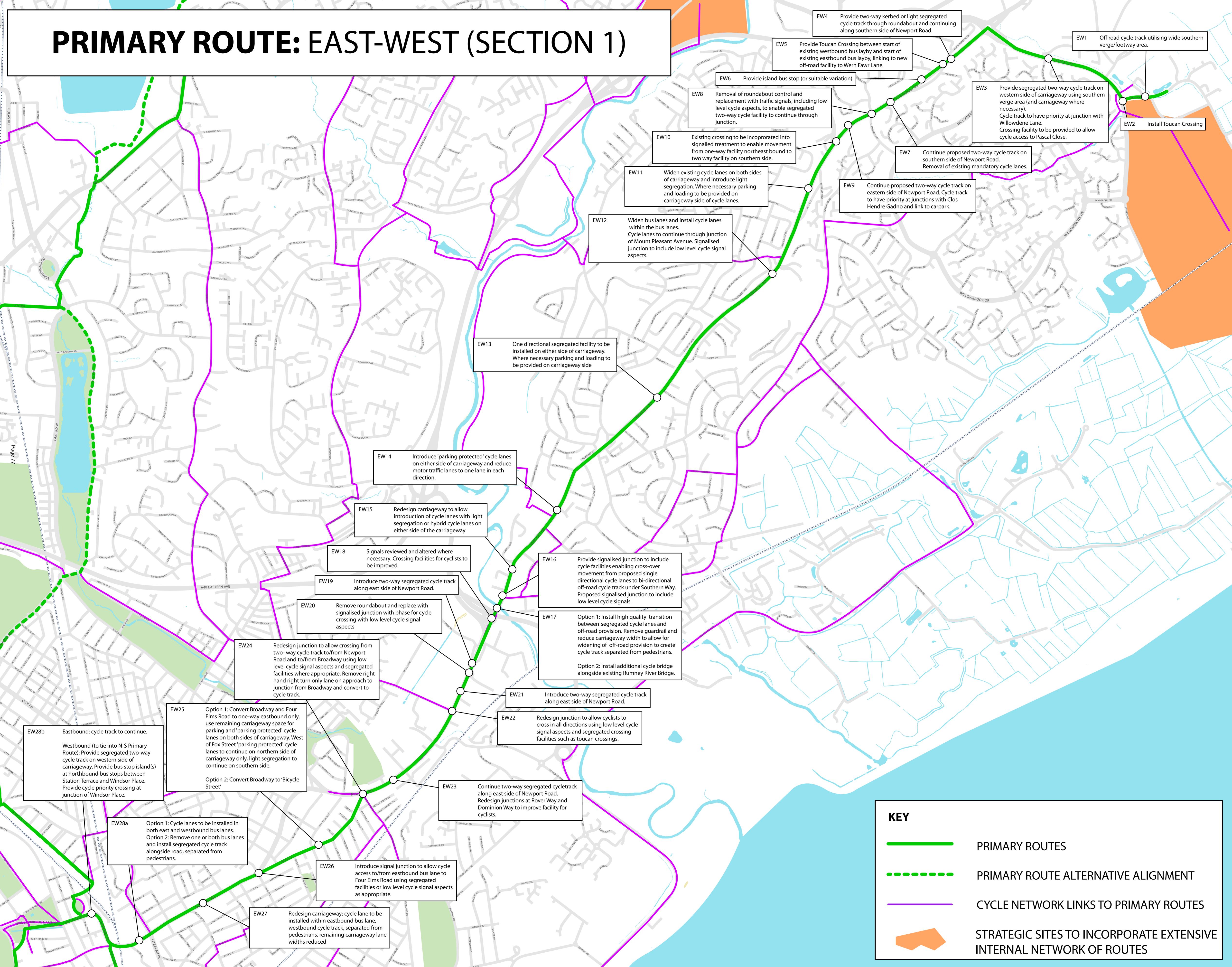
## PROPOSED EXTENSIONS TO CYCLE NETWORK

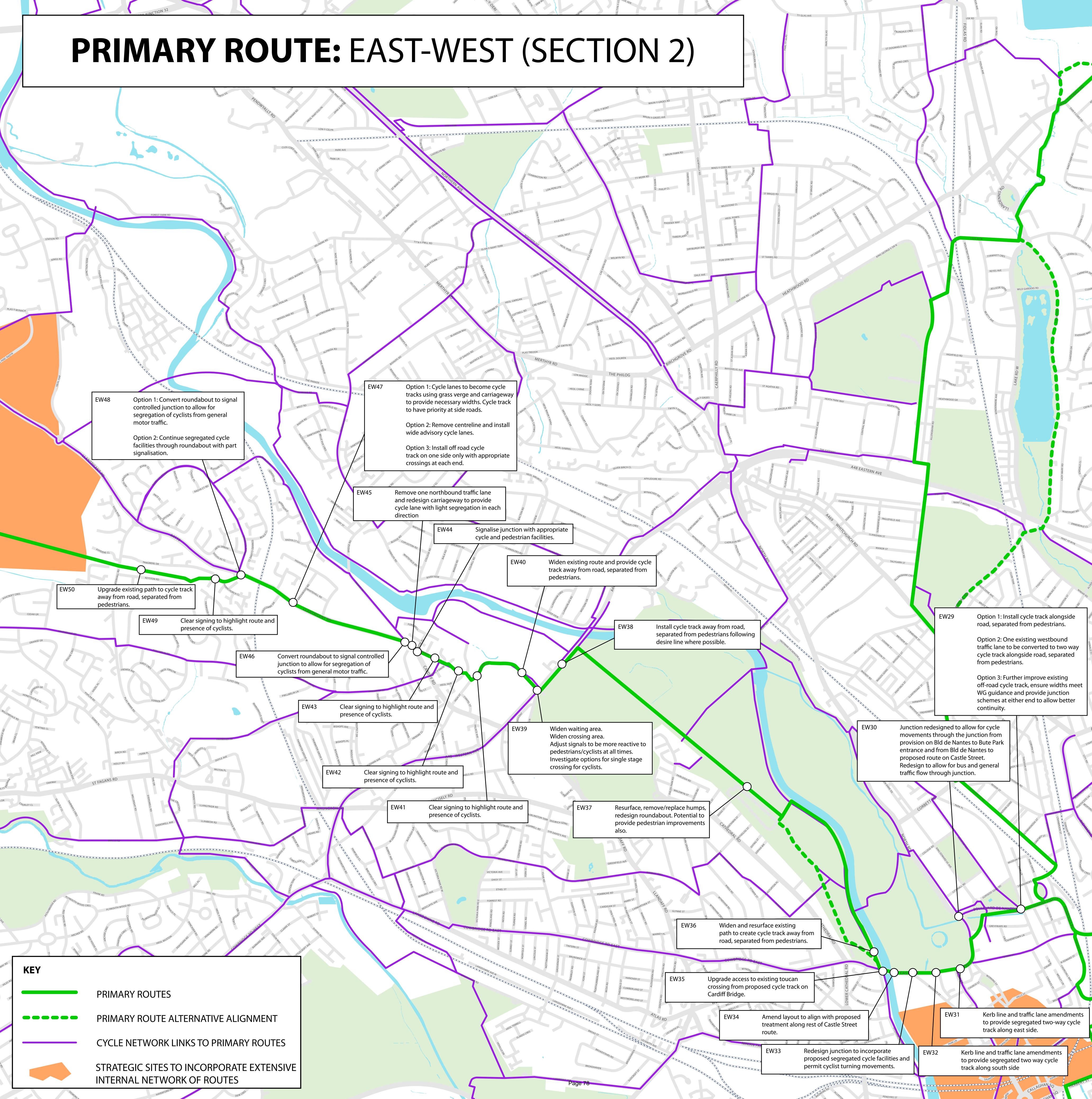


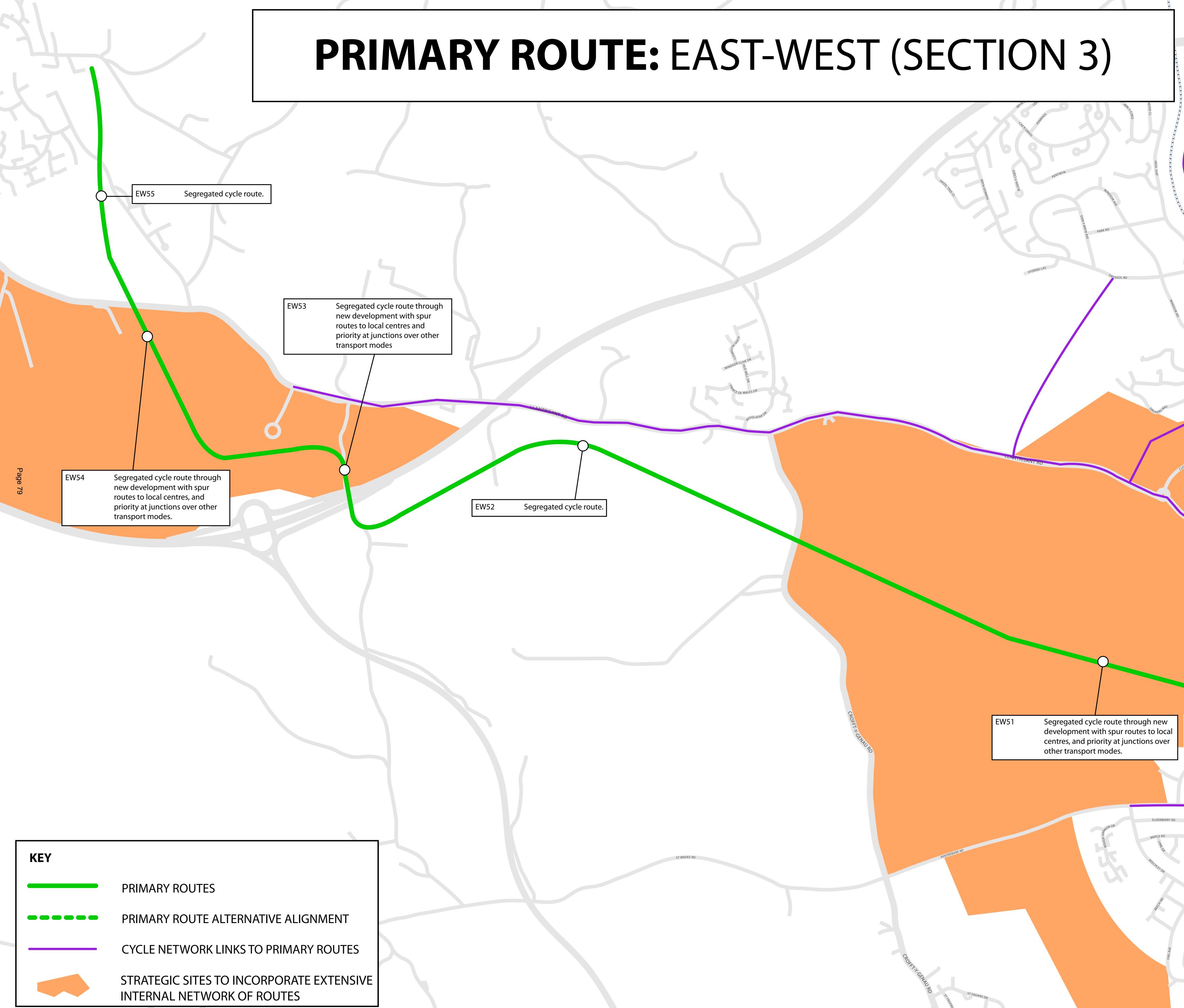


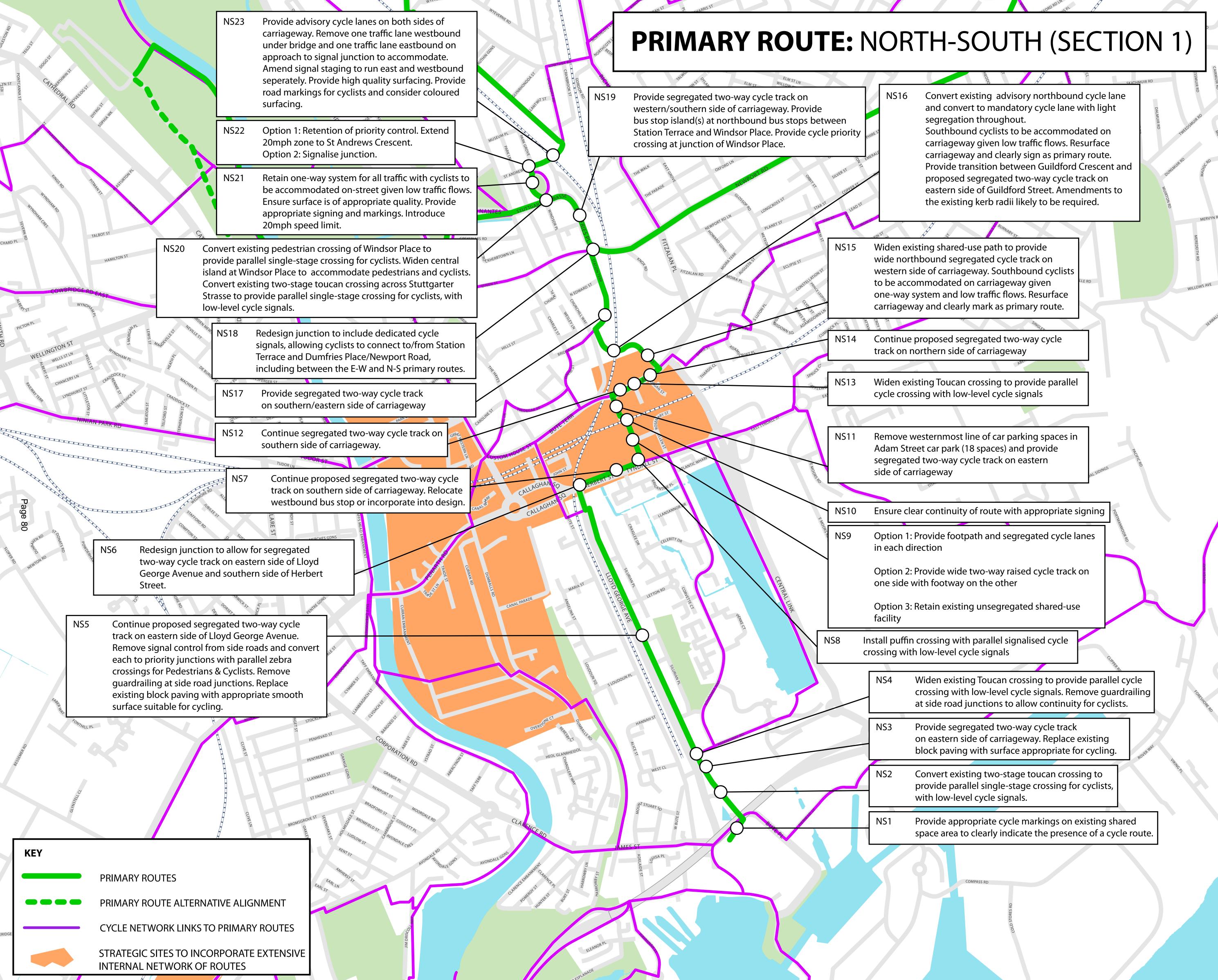


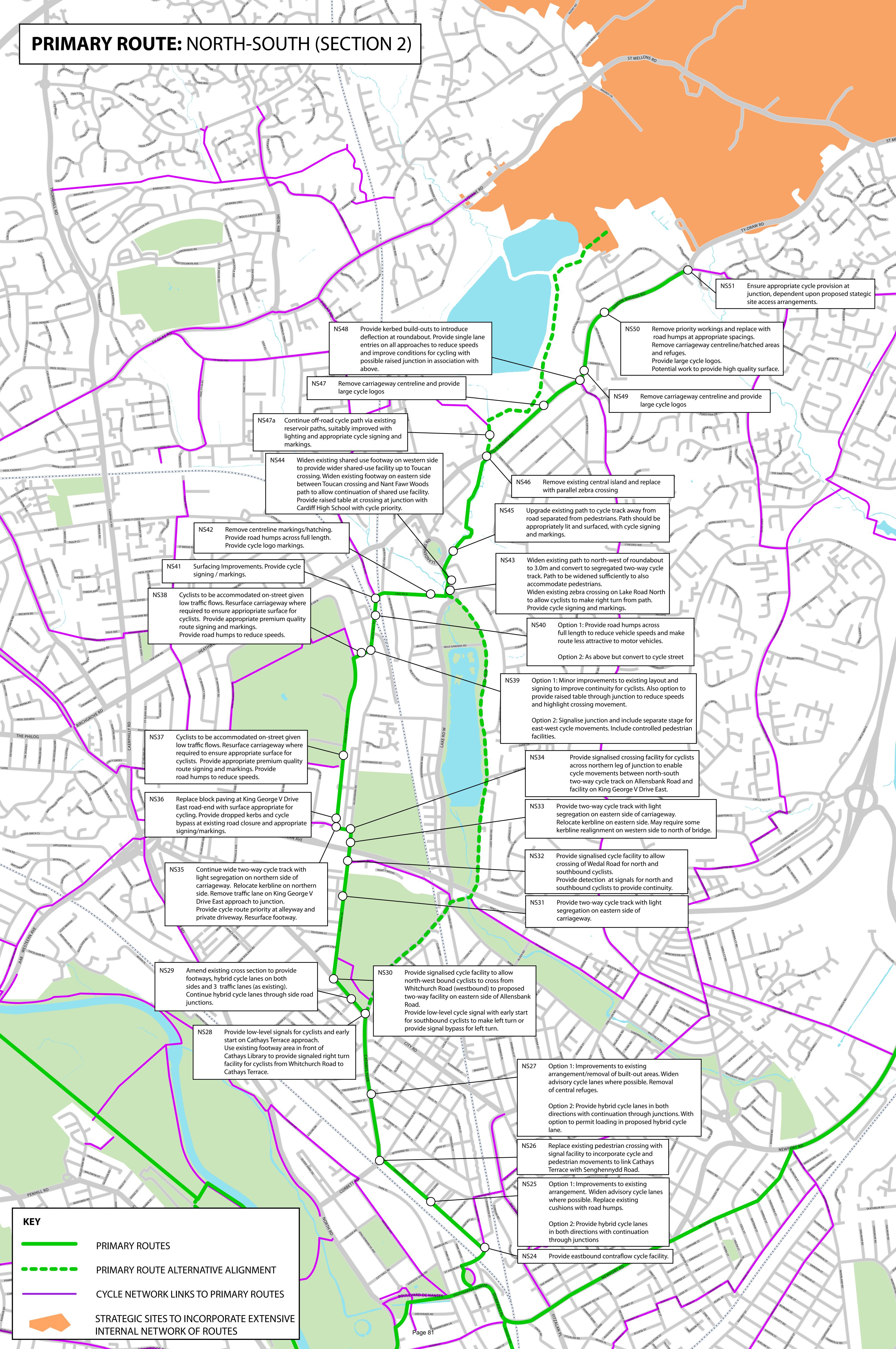
# **RIVERSIDE, CATHAYS AND GABALFA**











Mae'r dudalen hon yn wag yn fwriadol

#### APPENDIX 5

## Improvements - Crossings - Calming - Urban Safety - Low Cost Rankings For 16/17

Ranking Method	Pos	Cost/Benefit score	Letter ref. (civica)	Project No	Ward	ProjectTitle	Estimate
	1	78.93333	65876	PRJ148		Western Avenue - speed limit reduction	15
	2	18.16	60015	PRJ115	Gabalfa	Crown Way (nr Whitchurch Rd) Ped facilities	25
	3	15.9	16103	8133	Plasnewydd	Mackintosh Place - Ped Facilities	90
	4	14.28571	31626	PRJ040	Pentwyn	Circle Way West, Glyn Coed Road	35
	5	14.06667	39777 42467 38620	P126	Fairwater	St Fagans Road (Wellright Rd)	45
	6	12.93333	45583	PRJ034	Penylan	Waterloo Road Footway improvements.	30
	7	12.69333	19825	P074	Whitchurch / Tongwynlais	Old Church Rd/Church Rd/Merthyr Rd	75
	8 9	12.62 12.15556	29563 CR7400	P102 P035	Cyncoed Riverside	Lake Rd East Zebra Crossing	50 45
	9 10	11.88889	24462 53066	PRJ006	Cyncoed	Kings Rd/Pontcanna St Gwern Rhuddi Road Traffic Calming Remodelling	45 90
	11	11.17	30069	P009	Pentwyn	Pentwyn Drive/Glyn Coed Rd Junct	100
	12	10.35	29700	P087	Lisvane	Blossom Drive/Cherry Orchard Rd Junct	60
	13	10.1875	22353	PRJ107	Cyncoed	Cyncoed Road pedestrian facilities	80
	14	10.02222	18828	P078	Radyr / Morganstown	Heol Isaf nr Min y Coed	45
	15	10	17354	8131	Riverside	Conway Rd/Severn Grove	50
	16	9.8	61607	PRJ089	Plasnewydd	Ninian Road near Tydfil Place zebra crossing	45
	17	9.755555	7150	3981	Heath	Pantbach Rd – Pedestrian Facilities	45
	18	9.155556	39778	8336	Grangetown	Virgil Street tabled zebra crossing	45
	19 20	8.622857 8.552941	39883 40391 53811 48901	P114 PRJ003	Penylan Llanishen	Pen-y-Lan Road and Colchester Avenue Junction Thornhill Road Pedestrian Facilities	350 85
	20	8.0875	29130 51620	P092	Pontprennau / Old St Mellons	Ty'r Winch Rd	80
	22	7.52	57927	PRJ075	Llanrumney	Ball Road - Traffic Calming	150
	23 24	7.46 7.2	58794 58205 56504	PRJ083 PRJ079	Llanishen Canton	Lisvane Road / Woodside Court Sloper Road Traffic Calming	50 80
	24	6.941667	13602	P001	Grangetown	Paget Street	120
	26	6.8	10192 9271	P107	Plasnewydd	Richmond Road / Lowther Road Junction Improvement	225
	27	6.75	74443	PRJ147	Penylan	Llanedeyrn Rd pedestrian crossing	32
	28	6.72	63032	PRJ133	Cathays	North Road / Corbett Road	225
	29	6.55	652 65267	P106	Riverside	Despenser St - Ped Facilities	20
	30	6.426667	51608 56709	PRJ045	Canton	Lansdowne Road Traffic Calming	75
	31	6.325	44643	3673	Cathays	St Andrew's Place	80
	32	6.266667	50507 51828	PRJ007	Fairwater	St Fagans Rd (Nr.Fairwater Green)	45
	33	6.171429	58685 49299	PRJ054	Creigiau / St.Fagans	Cardiff Road, St Fagans	35
	34 35	6.05 6.05	53190	PRJ041	Trowbridge	Cypress Drive Speed Reduction Scheme	150 60
	36	5.95	18576 55129	PRJ091 PRJ094	Grangetown Grangetown	Corporation Rd near Avondale Road Cornwall Street - Traffic Calming	80
	37	5.95	61202	PRJ123	Fairwater	St Fagans Road near Shears Road	60
	38	5.883333	10440	P083	Cathays	Woodville Rd	60
	39	5.64	50361	PRJ009	Grangetown	Bessemer Road Traffic Management Measures	50
	40	5.466667	72834 43023	PRJ149	Llandaff North	Aberteifi Crescent one way system	15
	41	5.46	63946	PRJ137	Grangetown	Avondale Road Traffic Calming	100
	42	5.428	49770	PRJ047	Canton	Atlas Rd/Leckwith Rd/ Wellington St/Kitchener Rd	250
	43	5.3	70663	PRJ143	Penylan	Blenheim Road / Kimberley Road junction	50
	44	5.222222	60474	PRJ119	Caerau	Amroth Road / Llandow Road - Pedestrian Facility	45
	45	5.096	62483	PRJ114	Plasnewydd	Newport Rd / Rover Way Ped facilities (N side)	125
	46 47	5.075 4.745454	27786 CR38620	P112 P111	Fairwater Fairwater	Junction of Cartwright Lane and St Fagans Rd St Fagans Road (Fairways Crescent) tabled zebra	200 55
	48	4.711111	48173	PRJ025	Fairwater	Pentrebane Road - Controlled crossing	45
	49	4.586667	60180	PRJ104	Penylan	Albany Road/Marlborough Road/Waterloo Road	75
	50	4.44	60440	PRJ110	Cyncoed	Lake Road West near park entrance	75
	51	4.24	10989	PRJ150	Caerau	Heol Trelai traffic calming	200
	52	4	34990	P113	Plasnewydd	Ty-Draw Rd/Pen-y-Lan/Kimberley Rd	200
	53	3.825	52852 51491	PRJ035	Pontprennau / Old St Mellons	Croescadarn Road Zebra crossing	40
	54	3.5	64862	PRJ136	Heath	King George V Drive West into UHW	10
	55	2.84	58142	PRJ131	Heath	Allensbank Road - UHW Pedestrian Facilities	100
	56	2.806667	57399 56060	PRJ095	Llanishen	Station Road (Llanishen) Fidlas Road junction	150
	57 58	2.733333	36595	P122	Cathays	Cathays Park Junction Buildouts	120
	58 59	2.235 0.8388889	52219 23786 67297	PRJ081 PRJ005	Rhiwbina Penylan	Pantbach Road / Ty-Wern Road Cyncoed Road Llanederyn Road junction	200 350
	160	0.0000000	01201	3075	Lisvane	Mill Rd - Footway (Phase 1)	160

Mae'r dudalen hon yn wag yn fwriadol

#### Integrated Network Map Engagement Plan

#### **Pre-Network Plan Engagement**

- Gehl Workshops on Cycling Strategy with internal and external stakeholders (June 2016 and Sept 2016)
- Cycle Liaison Group INM Workshop 28<sup>th</sup> June 2016
- Car Free Day Information Gathering 22<sup>nd</sup> September
- Cabinet Member Briefing on Integrated Network Maps ongoing
- Internal consultation with Council Officers November 2016
- Ward Member consultation on proposed schemes in individual wards November 2016
- Member Briefings on Integrated Network Maps TBA November/December 2016
- Environmental Scrutiny Committee Presentation on Integrated Network Maps

#### Formal Public Consultation on Draft Integrated Network Maps – December 2016 – March 2017

#### **Online Engagement**

- Information published on Cardiff Council website (<u>www.cardiff.gov.uk/activetravel</u>) and Keeping Cardiff Moving with associated online questionnaire
- Social media campaign
- Emails to:
  - o Stakeholder contact lists
  - People and organisations who have requested to be consulted under the Active Travel Act (currently around 200 contacts)
  - o Cardiff Research Centre Contact Lists

#### Stakeholder Group Meetings

- Cycle Liaison Group
- Additional meetings to be held with:
  - o Cardiff Council Access Focus Group
  - o Cardiff Cycle City
  - o Sustrans Volunteers

#### **Consultation Events**

- Standalone consultation events to be undertaken, invitations to people that have requested to be consulted under the Active Travel Act and promotion through social media
- Opportunities to be identified throughout Consultation period to attend events to promote Cycle Strategy and Network Plan
- Explore possibility of running a community route audit in conjunction with Living Streets

#### Schools

- Sustrans Active Schools Engagement with Fitzalan High and Ysgol Gyfun Plasmawr
- Schools Community Street Audit in collaboration with Living Streets
- Emails to all schools

Mae'r dudalen hon yn wag yn fwriadol

### CITY & COUNTY OF CARDIFF DINAS A SIR CAERDYDD

#### ENVIRONMENTAL SCRUTINY COMMITTEE

6 DECEMBER 2016

#### **EASTERN BAY LINK – JOINT STUDY PROPOSAL**

#### **Reason for the Report**

1. To provide Members with the opportunity to consider the content of a Cabinet proposal titled 'Eastern Bay Link' prior to it being considered at the Cabinet meeting on the 15 December 2016. The main purpose of the report is to seek authority to engage with the Welsh Government to progress a joint study of options for the next phase of the Eastern Bay Link Road between the Butetown Tunnels and A48 Eastern Avenue, to be funded by the Welsh Government.

#### Background

- 2. South Glamorgan County Council identified a need for the Peripheral Distributor Road (PDR) in 1974. The PDR has subsequently been built in stages and the latest sections that were completed include the Pentwyn Link which (with the new motorway interchange) was opened in June 1994, and the Butetown Link Viaduct and Tunnels which were opened in March 1995. The Eastern Bay Link has been included in the adopted Local Plan (January 1996); adopted Structure Plan (April 1997); Local Transport Plan (August 2000) and deposit Unitary Development Plan (October 2003).
- 3. South Glamorgan County Council granted planning permission for the Eastern Bay Link in July 1994. The scheme was described as a 7.3 mile dual carriageway with a minimum design speed of 70kph between the end of the Butetown Link and the nose of the southern slip roads of the Lamby Way/Rover Way junction and 60kph from this point to Southern Way to match the alignment of the existing East Moors viaduct.

- 4. The County Council granted planning permission for the revision of the 1994 planning consent in August 1997. The development was permitted on condition that it was begun before the expiration of five years from the date of planning permission. Application to renew the consent was submitted in July 2002 and was subsequently withdrawn in November 2003 because an appropriate environmental assessment had not been prepared due to insufficient funds available from the Welsh Government to provide the supporting information. The planning consent has now lapsed.
- 5. Cardiff County Council prepared a report titled 'Eastern Bay Link Scheme Reappraisal' in December 1998, and submitted it to the former Welsh Office for consideration in 1999. The aim of the study was to re-examine the scheme to determine whether savings in cost could be achieved to ease funding difficulties without compromising the objectives of the Eastern Bay Link.
- 6. Options were investigated in 2000 for scaling down the section of Eastern Bay Link from Butetown Link to Ocean Way Interchange at the request of the Welsh Government. The results were published in a report titled 'Feasibility Report for Scaled Down Options Butetown Link to Ocean Way Interchange, Volumes 1 to 3, Project No 147, Rev 1.4, October 2000 including a NATA Assessment (Volume 3)' which was prepared by Babtie Group. Various work on the scaled-down options continued in 2001 before the Welsh Government withdrew Transport Grant funding in 2002.
- 7. Options were also investigated in 2008 and 2009 as part of the Cardiff Transportation Partnership. In July 2013, the written Statement by the Minister for Business, Enterprise and Technology stated that the Eastern Bay Link is an important element in improving access to the Central Cardiff Enterprise Zone and enhancing connectivity within the city region.

#### **The Current Scheme**

 Phase 1 of the Eastern Bay Link is currently being constructed between Butetown Tunnels and Ocean Way Roundabout at a cost of £57m; it will be 1km in length. The construction started in 2016 and will be completed in 2017. The scheme will reduce the need for traffic to use Central Link, Adam Street and Windsor Road as they will have a direct link between Rover Way and Cardiff Bay.

- 9. The road being constructed on behalf of the Welsh Government is not a trunk road and its construction has no financial impact on the Council. There is a legal agreement with Cardiff Council being the owner of the infrastructure once it is completed. The section 38 / section 278 Agreement is intended to cover all associated costs to the Council.
- 10. The Eastern Bay Link potentially offers the opportunity to provide complementary strategic highway capacity which may assist with enhancing any benefits of reallocating adopted highway space to Metro related and Active Travel improvements in the local network.

#### **Key Issues**

- 11. There are a number of important issues that remain to be considered in terms of the Eastern Bay Link project, these are:
  - Local Development Plan (LDP) Support The Local Transport Plan (LTP) includes the Eastern Bay Link as a scheme to be funded by the Welsh Government (and potentially with developer contributions) between 2020 and 2030. The LDP does identify it as a project that the Council will strongly support. Paragraph 5.239 of the LDP states:

"The Eastern Bay Link Road is a longstanding aspiration of the Council and is featured in the South East Wales Transport Alliance (Sewta) Regional Transport Plan (RTP). The road would complete a peripheral distributor road running between M4 Junction 33 in North West Cardiff and Llanedeyrn Interchange in the East of the city. It would provide additional capacity for road-based access to the Cardiff Central Enterprise Zone from the East and supporting development in that area."

The scheme provides the opportunity to improve network resilience for the strategic highway network whilst facilitating local measures to improve the

attractiveness of walking, cycling and travelling by public transport particularly in the City Centre and Cardiff Bay and surrounding corridors.

In addition, there is significant potential linkage between the transport impacts that would result for this project and the larger regional projects of the City Region Metro and the M4 Relief road.

• **Project Completion** - The Eastern Bay Link remains uncompleted. Following the current phase of development a further 5km of development will be required to ensure connection to the eastern linkage to the A48.

A number of route alignment options will need to be evaluated, these include:

- Grade separated options that would provide a continuous route (uninterrupted by junctions);
- At grade options that would minimise the structures required including junctions to provide local access;
- Inland and foreshore alignment options.

A number of competing route alignment options exist to complete this project. Given the environmental sensitivity of some of the area under consideration future options will need to consider alternative alignments, costs, benefits and impact of the highway capacity improvements on sustainable modes. It is estimated that Phase 2 of the Eastern Bay Link would take approximately three to five years from funding becoming available to completion of construction.

Flood Risk - The Council has successfully submitted a flood and coastal defence project proposal for inclusion in the Welsh Government's Coastal Risk Management Programme. Grant approval for a Project Appraisal Report has now been secured and JBA consultancy have been appointed to undertake the appraisal including an assessment of the existing defences, recession rates and potential inundation extents to identify the most appropriate management option. The Project Appraisal Report will identify a preferred option, or series of options, across the coastal area at Rover Way, for the management of coastal erosion and coastal flooding. The full scope of the PAR includes the entire flood cell of the Rhymney estuary; stretching from the Dwr Cymru Welsh Water treatment works in



the west to the extent of Lamby Way Tip in the east, including the area of extent of tidal influence up the estuary of the River Rhymney.

The appraisal is required to be completed by March 2017 and the Welsh Government programme indicates construction of the successful projects between 2018 and 2021; however, given the risk associated with the potential failure of the defences in the area of Rover Way, it is likely that any Welsh Government approved project would take place early in the Welsh Government construction programme (2018). The private Dwr Cymru Welsh Water defences are currently the subject of a separate assessment commissioned by Dwr Cymru / Welsh Water; however, the Council's Project Appraisal Report is looking to identify the potential for partnership working in the hope to align the two projects and realise multiple benefits.

The study of options for the Eastern Bay Link will need to consider the issues and options of the flood and coastal defence appraisal work.

M4 Relief Road - The Welsh Government is progressing proposals for a new section of the M4 motorway between Magor and Castleton. Preparations are being made for consideration of the proposals at a Public Inquiry to be held in 2017. This project will have clear strategic opportunities in terms of economic benefits for the national, regional and local economy. The letter from the Welsh Government dated 4th November 2016 made the following statements:

"The M4 Project is considered to be a vital part of our vision to create a united, connected and sustainable integrated transport system for Wales, linking with measures to improve transport links, of all modes within Cardiff. Design of the project is of course taking into account Metro proposals for the city region, as well as the expectation for Severn crossing tolls to reduce and ultimately be removed."

"Enhancement of the capacity of the M4 east of Cardiff will of course complement the previously widened M4 north of Cardiff between J29 and 32, the current work to the Eastern Bay Link and any further development of that route. The reclassification of the existing M4 around Newport and A48 (M) will improve connectivity between Cardiff and Newport for classes of vehicle not permitted on the motorway."

However, the impacts of the new M4 on the highway network in Cardiff are yet to be fully understood. Nonetheless, the delivery of the Eastern Bay Link final phase will be essential to ensure that the impacts of the M4 project are effectively mitigated. Welsh Government has invited Council Officers to meet with the M4 Project Team to discuss the scope and potential impacts of the M4 project. This will also provide an opportunity to identify and agree the further technical work required to identify options for progressing the completion of the Eastern Bay Link and the funding that would be required from Welsh Government for this work.

In view of all these factors further work will need to take place, as well as engagement with Welsh Government to ensure that any proposals that come forward meet the wide range of requirements and maximise opportunities for Cardiff.

- Tidal Lagoon Cardiff The tidal lagoon is being proposed by Tidal Lagoon Power Plc, a company specifically established to develop, own and operate tidal lagoon power plants. To date, the company has secured consent for a tidal lagoon in Swansea Bay which establishes a scalable blueprint for other projects in the UK. The Cardiff proposal would see the construction of a seawall, some 22km in length, enclosing an area of approximately 70 square kilometres. It would extend from east of the entrance to Cardiff Bay to west of the mouth of the River Usk in Newport. A project of this type is classed as a 'Nationally Significant Infrastructure Project' and would be managed by the Planning Inspectorate. Although the Council is not the decision-making body, it will play an important role in the process as formal inputs will be required at all stages.
- **Development Opportunities** The scheme provides opportunity to help facilitate development and job growth in South-East Cardiff through improved access to land in Splott north and south of Rover Way and in Rumney and Trowbridge north and south of Lamby Way.

- Opportunities for Leisure & Tourism The Eastern Bay Link has the potential to enhance the city's tourism and leisure offer providing improved access to new regeneration opportunities and improvements in accessibility to wetlands and the coast.
- 12. The recommendation of the Cabinet report titled 'Eastern Bay Link' will be to delegate authority to the Director of City Operations to engage with the Welsh Government to progress a joint study of options for the next phases of the Eastern Bay Link Road between the Butetown Tunnel and the A48 at Eastern Avenue which would, subject to agreement be funded by the Welsh Government.

#### **Way Forward**

 Councillor Ramesh Patel, Cabinet Member for Transport, Planning & Sustainability has been invited to attend for this item. He will be supported by officers from the City Operations Directorate.

#### Legal Implications

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

#### **Financial Implications**

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

#### RECOMMENDATIONS

The Committee is recommended to:

- i. Note the contents of the attached reports;
- ii. Consider whether they wish to pass on any comments to the Cabinet following scrutiny of the item titled 'Eastern Bay Link Joint Study Proposal'.

DAVINA FIORE Director for Governance & Legal Services 30 November 2016

### CITY & COUNTY OF CARDIFF DINAS A SIR CAERDYDD

#### ENVIRONMENTAL SCRUTINY COMMITTEE

6 DECEMBER 2016

#### PLANNING SERVICE - MEMBER UPDATE

#### **Reason for the Report**

 To provide Members with the opportunity to consider the work being delivered by Cardiff's Planning Service and review what is being done to improve service delivery. In particular the meeting will consider the 'Cardiff Local Planning Authority – Planning Annual Performance Report 2016' which is attached to this report as Appendix 1.

#### Background

- The Environmental Scrutiny Committee last scrutinised a dedicated item to review Cardiff's Planning Service on the 13 October 2015 when it received a paper titled 'Planning Service – Member Update'; a copy of the cover report for this item is attached as Appendix 2. In particular the item considered the impact of:
  - The recently introduced Planning Wales Act 2015;
  - The Town and Country Planning (Fees for Applications, Deemed Applications and Site Visits) (Wales) Regulations 2015.
- 3. The Head of Planning delivered a presentation to the Environmental Scrutiny Committee on the 13 October 2015 which explained the changes to the Planning system, outlined the wide range of work undertaken by the service and gave an overview of current performance including the future approach to improvement measures. The presentation also advised that Welsh local authorities would in future have to produce a 'Planning Annual Performance Report' (APR). Cardiff's Planning Service has created such a report which is titled 'Cardiff Local Planning Authority – Planning Annual Performance Report 2016' which is attached as Appendix 1. The



report is split into sections on 'Context', 'Planning Service', 'Your Local Story', 'What Service Users Think' and 'Our Performance 2015 -16'. The report is also supported by 'Annex A – Performance Framework' and a series of six sections which contain performance indicators for Plan Making, Efficiency, Quality, Engagement, Enforcement and Sustainable Development Indicators. The following paragraphs (4 to 10) provide a summary of Cardiff's APR reporting on the year 2015/16 which provides a useful context for the Scrutiny Session.

#### Local Context

4. The APR initially provides an overview about Cardiff; comments on the Cardiff's planning background (noting that the city adopted the Local Development Plan in January 2016); identifies Cardiff's corporate policy context (for example, how planning related to documents like 'What Matters' and the Council's Corporate Plan 2015 – 2017); discusses existing and previous major influences on land use; describes the landscape and historic setting; briefly explains the settlement pattern and concludes by commenting on population change and influence on the Local Development Plan.

#### **Planning Service**

- 5. This section of the APR explains about the organisational structure of the Council and how the Planning Service ties into this arrangement. It then identifies the four parts of the Planning Service which are:
  - Planning Policy;
  - Development Management Strategic & Placemaking;
  - Development Management Non Strategic & Enforcement;
  - Building Control.
- 6. The section continues by commenting on the wider organisational activities that have an impact upon the Planning Service; considering the operating budget and then finally addressing staffing issues.

- 7. Key points in this section of the report that are worth noting include:
  - 20 posts have been removed from the Planning Service Establishment in the past five years – this includes reducing the number of operational managers from five to two;
  - Planning fee income has varied significantly in recent years, for example, between 2008/09 to 2012/13 fee income remained between £1.2 million to £1.4 million. This has improved in recent years and in 2014/15 fee income reached £1.86 million. The fee income target for 2015/16 was increased to £1.93 million and this was achieved. The 2016/17 for fee income has once again been increased;
  - As previously stated the 15% increase in planning fees in the autumn of 2015 was welcomed, however, the fee refund clauses contained in the new Planning Fee Regulations introduced significant risk;
  - The Planning Service currently has 50 FTE posts (excluding building control). This includes one Head of Planning; two Operational Managers; seven Planning Policy Planners; 14 Development Management Case Officers; 1.5 Enforcement Officers; six Placemaking Team Planners; two 'Specialists' (one Ecologist & one tree Officer); two Planning Assistants; 10.5 Technical / Administrative Support / Website Management Officers; one GIS Officer; one E-Government / Performance Reporting Officer;
  - Workload demands are very high on staff within Cardiff's Planning Service, for example, in 2015/16 Cardiff processed 3,053 applications compared to the Welsh average of 949;
  - Sickness rates are at extremely low levels and are far lower than the Directorate and Council wide average.

#### Workload, pressures and service improvement

8. A section titled, 'Your Local Story' provides a broad overview of the above topics relating to the Planning Service. Observations in this section of the report that are worth noting include:

- Planning Policy That the Local Development Plan for Cardiff was adopted in January 2016 and will continue to form an important element of policy work, for example, the Planning Service will need to review the 102 indicators which will inform future plan reviews and help to develop a series of Supplementary Planning Guidance documents that will underpin this document;
- Planning Policy The Planning Service will need to engage with, support and help develop the Strategic Development Plan (SDP). As the economic driver of the Cardiff Capital Region, Cardiff will seek to play an active role alongside other local authorities to progress this work;
- Planning Policy The Planning Service will need to write the Local Development Plan Annual Monitoring Report (AMR) each autumn for consideration by Welsh Government;
- Planning Policy The Planning Service will work with the Housing Service to identify new Gypsy & Traveller demand and site(s) to meet the demand in accordance with AMR and Housing requirements;
- Planning Policy The Planning Service will prepare the annual Joint Housing Land Availability Study;
- Development Management & Enforcement The number of planning applications determined by Cardiff in 2015/16 was 3,053. This was an increase of 20% more than the previous year;
- Development Management & Enforcement Case officers can process up to 300 applications a year, however, those dealing with major applications process considerably fewer;
- Development Management & Enforcement Enforcement investigations generate a caseload of some 500 to 800 cases per year. The Enforcement Team has been significantly reduced in recent years with three officers currently sharing their time between enforcement investigations and as development management case officers;
- **Placemaking** The Placemaking Team delivers a wide range of statutory and non-statutory planning functions and includes expertise in such areas as urban

design, masterplanning, conservation of the built and natural environment and project management;

 Placemaking – The Placemaking Team will be leading on the preparation and adoption of the Cardiff Community Infrastructure Levy (CIL). This work has created significant additional workload for the Team and is progressing towards submission in 2017.

#### What Service Users Think

- 9. As part of the APR process, the Welsh Government Data Unit have undertaken customer satisfaction surveys for all Local Planning Authorities in Wales and provided a summary of responses which are included within the APR. The survey was sent to 1,045 people and had an 11% response rate. 46% of responses were from local agents, 39% were from members of the public. 10% of respondents had recently had a planning application refused. The survey identified that the following percentage of respondents agreed that:
  - The Local Planning Authority enforces its planning rules fairly and consistently: 50% agree that Cardiff achieved this against a Wales average of 47%.
  - The Local Planning Authority gave good advice to help them make a successful application: 62% agree that Cardiff achieved this against a Wales average of 58%.
  - The Local Planning Authority gives help throughout, including with conditions: 48% agree that Cardiff achieved this against a Wales average of 49%.
  - The Local Planning Authority responded promptly when they had questions: 57% agree that Cardiff achieved this against a Wales average of 58%.
  - They were listened to about their application: 56% agree that Cardiff achieved this against a Wales average of 57%.
  - They were kept informed about their application: 47% agree that Cardiff achieved this against a Wales average of 49%.
  - They were satisfied overall with how the LPA handled their application: 62% agree that Cardiff achieved this against a Wales average of 61%.

#### Our Performance 2015/16

- The 'Our Performance 2015/16' section of the APR forming Appendix 1 considered performance data relating to Plan Making, Efficiency, Quality, Engagement and Enforcement. Key points identified in this section of the report were:
  - Plan Making Cardiff Council adopted its Local Development Plan in January 2016 – this was a significant milestone as the previous Local Plan was prepared in 1996 and was considered to be out of date;
  - Efficiency In 2015/16 Cardiff's Planning Service determined 3,053 planning applications which took an average of 79 days to process this compares to the Welsh average of 77 days; in 2015/16 Cardiff had an average planning officer caseload of 186 applications this was the second highest rate of all United Kingdom core cities (Liverpool had the highest score at 197 cases per planning officer); in 2015/16 75% of all Cardiff planning applications were processed within the required timescales the Welsh average was 77%; in 2015/16 Cardiff determined 52 major planning applications these took an average of 266 days to determine (the Welsh average was 213 days); in 2015/16 Cardiff's Planning Service processed 27% of its applications within the required timescales this compared to 35% across the rest of Wales; in 2015/16 the percentage of minor applications determined within the required timescales increased from 67% to 84%; in 2015/16 the percentage of householder applications determined within the required timescales increased from 71% to 86%;
  - Quality In 2015/16 Cardiff's Planning Committee determined 91 planning applications this equated to 3% of all planning applications determined (the Welsh average is 4% lower at 7%); 1% of the decisions taken by Cardiff's Planning Committee went against officer advice (the Welsh average was 9%); in 2015/16 the Council received 47 appeals against planning decisions this equates to 1.5% of all applications (the Welsh average is 2%); from the 35 appeals that were decided during the year 63% (22 cases) were dismissed;
  - Engagement 62% of survey respondents stated that Cardiff's Planning Service received good advice to help them make a successful application – this is 4% higher than the Welsh average of 58%;

 Enforcement – In 2015/16 the Council investigated 532 enforcement cases which equated to 0.66 per 1,000 of the population; in Cardiff 97% of the enforcement cases were investigated within 84 days; 88% of enforcement action in Cardiff was taken within 180 days from the start of the case.

#### Planning Service Performance – 2016/17

- 11. The performance of the Planning Service is also assessed beyond the APR processthrough the Council's own Scrutiny and reporting mechanisms. As a part of its role in monitoring Council performance and supporting improvement the Environmental Scrutiny Committee has scrutinised areas within its terms of reference on a quarterly basis; this includes reviewing the performance of the Planning Service which is a part of the City Operations Directorate. In particular it has regularly commented upon two key performance indicators which are reported to the Welsh Government on a regular basis, these are:
  - **PLA/004 (a)** Percentage of major planning applications determined during the year within 13 weeks;
  - **PLA/004 (c)** Percentage of householder planning applications determined during the year within 8 weeks.
- 12. It should be noted that in the last 12 months significant progress has been made against both of these indicators. PLA/004 (a) achieved an outturn figure of 12% against a target of 25% for 2015/16. The Planning Service returned an outcome of 37.5% during Quarter 1 2016/17 and then achieved a result of 53.8% for Quarter 2 2016/17. At the same time PLA/004 (c) achieved an outturn figure of 71.4% against a target of 80% for 2015/16. The Planning Service returned an outcome of 80.8% during Quarter 1 2016/17 and then achieved a result of 80.3% for Quarter 2 2016/17.

#### **Way Forward**

13. Councillor Ramesh Patel, Cabinet Member for Transport, Planning & Sustainability and Councillor Michael Michael, Chair of Planning Committee have been invited to attend for this item. They will be supported by officers from the City Operations Directorate. A presentation will be given to Members which will complement information included within the APR and cover the following topics: Service overview, main achievements, performance overview, improvements actions, overall overview & looking ahead, together with an opportunity for further questions/discussion.

#### **Legal Implications**

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

#### **Financial Implications**

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#### RECOMMENDATIONS

The Committee is recommended to:

- i. Note the contents of the attached reports;
- ii. Consider whether they wish to pass on any comments to the Cabinet following scrutiny of the item titled 'Planning Service Member Update'.

DAVINA FIORE Director for Governance & Legal Services 30 November 2016 Mae'r dudalen hon yn wag yn fwriadol

**APPENDIX 1** 

# **Cardiff Local Planning Authority**

**PLANNING ANNUAL PERFORMANCE REPORT 2016** 





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# Cardiff LPA

# PLANNING ANNUAL PERFORMANCE REPORT (APR) – 2016-17

#### PREFACE

The Planning Service plays a key role in delivering Council priorities and helping Cardiff become Europe's most liveable Capital City. Considerable progress has been made in recent years with the recent adoption of the LDP in January 2016 putting in place a strategic framework to help deliver and effectively manage the highest projected level of growth in UK cities.

I am particularly pleased that development activity in the city continues apace and is delivering the aims and objectives of the LDP. This ranges from nationally significant Grade A office developments (including the new BBC Headquarters) in the heart of the City Centre to the progression of strategic sites around the city following the masterplanning and infrastructure planning approach articulated in the LDP.

Overall, Development Management caseload has increased by nearly 20% from the previous year, a trend not replicated across Wales. Although this is excellent news in terms of seeing new development coming forward, there are clearly challenges with regard to the balance between resources and workload for the Planning Service.

In this respect, I fully welcome the APR process as it captures the ongoing work being carried out on improving performance within this context and will form a baseline for year-on-year analysis including the opportunity for a Wales-wide dimension given the standard reporting format. I very much support the Minister's vision of a positive planning system in Wales and see the APR process as one of the many elements which will help to fulfil these aims. Indeed, work on the inaugural APR last year has helped to inform the preparation of Planning Service Business Plan in April 2016 which seeks to set out how the Service will be managed and improved over future years.

Councillor Ramesh Patel, Cabinet Member for Strategic Planning, Transport & Highways

#### CONTEXT

#### 1.1 Overview

Cardiff is capital city of Wales and economic driver of the Cardiff Capital Region. It is the fastest growing core city in percentage terms in the UK with a current population of 354,300. Around 80,000 people commute into the city each day reflecting a population of 1.5 million in the Cardiff Capital Region as a whole.

The Planning Service therefore has a vital role to play in setting the policy framework to manage this growth, working with other Local Authorities on cross-boundary dimensions, providing an efficient Development Management service to quickly bring forward appropriate development and also playing a leading role in the placemaking agenda by securing the highest possible quality in new development.

# 1.2 Planning background

Cardiff's LDP was adopted in January 2016 and will now play a critical role in managing future growth. The Plan sets out how the evidenced needs for new homes and jobs can be delivered in a sustainable manner which respects environmental qualities of the city. Equally importantly, it sets out a comprehensive framework to manage the growth by ensuring the phased delivery of supporting social, community and transportation infrastructure with masterplanning details for each Strategic Site embedded into the Plan. The Plan contains a particularly comprehensive Monitoring Framework which will be used as the basis for annual reporting. Work is now underway on updating and preparing some 30 Supplementary Planning Guidance documents on a wide variety of topics which will be consistent with the policy framework set out in the LDP.

In terms of the scale of growth within the Plan, provisions are made to deliver some 45,415 new homes in the Plan period (2006-2026) with over half being provided on brownfield sites. Eight Strategic Sites have been identified to help accommodate the growth ranging from the exciting Cardiff Central Enterprise Zone in the heart of the city to five Greenfield housing-led sites totalling some 13,000 new homes with masterplanning frameworks setting out details of other supporting infrastructure and uses.

The LDP has replaced a patchwork of earlier Plans which had become outdated with the Structure and Local Plans being nearly 20 years old. The Unitary Development Plan was never taken to examination/adoption and the first attempted LDP prepared under the previous administration was withdrawn following the significant concerns raised by the Inspectors including the lack of evidence supporting the proposed 'brownfield only' strategy central to the Plan.

# 1.3 Corporate policy context

The work of the Planning Service directly helps deliver key Council priorities as set out in the Council's Community ('What Matters') Strategy 2010-20 which has a vision of Cardiff being a world class European capital City with an exceptional quality of life and at the heart of a thriving city-region. Furthermore, the Council's Corporate Plan, 2015-17 is based on the vision of becoming Europe's most liveable capital city and states, "Cardiff's growing population is a sign of our success- that so many people want to live in our city is perhaps the greatest compliment it can receive. But, population growth can put pressure on public services and infrastructures, and so we must plan our city, and out public services, for the future to ensure that we protect the very thing which makes our city great- the quality of life of our residents".

The, 'Cardiff Liveable City report' (October 2015) re-enforces this vision:

"The most successful cities are those that offer a high quality of life as well as a high quality of job opportunity. Cities like Cardiff. That's why we've put liveability at the centre of our long term strategy for Cardiff and the Cardiff Capital Region. This requires much more than a thriving economy and excellent job opportunities- it requires great public spaces and access to our natural environment, culture, high quality schools, affordable housing, and learning opportunities, as well as a commitment to protect the most vulnerable. It's about taking a broader approach, appreciating everything that makes a city a great place to live".

The functions undertaken by the Planning Service are therefore right at the heart of delivering these corporate priorities which recognise the need for significant further growth, but delivering this growth in a sustainable way which enhance the liveability and quality of life credentials of the city- Encapsulating the 'classic' role of the planning system in effectively balancing competing interests and delivering growth in a managed way. The LDP clearly responds to this context and, along with supporting guidance, will provide the necessary framework to achieve these aims.

# 1.4 Existing and previous major influences on land use

Cardiff boomed during the Victorian era off the back of the extensive coal mining and related industries in the South Wales Valleys. This resulted in the construction of docks facilities in the south of the city which brought with it associated thriving industries and import/export businesses. The city centre, some 1 mile to the north, developed in tandem, reflecting new wealth and confidence. The Edwardian era saw further examples of civic pride with the development of the Cathays Park Civic Centre, creation of extensive parklands and high quality 'villas' in the new suburbs complimenting large areas within 2 miles of the city centre of terraced workers housing.

The city has continued to spread outwards with new suburbs being developed, a combination of Council estates in the post-war era and new privately developed urban extensions. However, following the decline of the mining industry in the South Wales Valleys and the associated impacts on the docklands and related industries, significant regeneration has taken place in and around Cardiff Bay. The Cardiff Bay Development Corporation was established in 1987 and spearheaded a massive programme of regeneration including the construction of the Cardiff Bay Barrage. This created a new freshwater lake, now the centrepiece of a wide variety of redevelopment schemes which have taken place in the area. Today, Cardiff Bay is a successful tourist destination of world significance and houses the Welsh Government, Wales Millennium Centre and has brought forward high volumes of offices and apartments.

The significant regeneration of Cardiff Bay has been complimented by the further enhancement of the City Centre which has seen a number of major projects including the Wales Millennium Stadium and St David's 2 Shopping Centre, helping elevate Cardiff to be ranked 6<sup>th</sup> top retail centre in the UK and become an 'events capital' of world repute as evidenced during the recent Rugby World Cup. The City Centre and Bay therefore remain the principal office locations and current proposals for a new Transport Interchange in a redeveloped Central Square including new BBC Headquarters and other Grade A office space represent the next chapter in the success story of the City Centre.

# 1.5 Landscape and historic setting

The urban area of Cardiff sits within a well-defined landscape setting with the Severn Estuary to the south, framed by prominent hills and ridges to the west and north. The countryside contains areas of particularly high landscape and biodiversity value with the Caerphilly Mountain ridge providing a strong and distinctive 'green backdrop' to the city. In contrast, the eastern edge of the city forms part of a much wider landscape unit of low-lying 'levels', an area of flat reclaimed land located behind the Sea Wall. Four significant corridors of open space based on the rivers Ely, Taff, Rhymney and Nant Fawr provide 'fingers' of largely publically accessible land which run through the urban area and link to the countryside beyond.

The city contains 27 Conservation Areas and almost 1,000 Listed Buildings. Many areas of interest are based around old village centres now within the urban area and also the particularly rich Victorian and Edwardian legacy.

# 1.6 Settlement pattern

The geographical extent of Cardiff is relatively limited with the urban area dominating. However, there are large tracts of countryside in some areas between the settlement and administrative boundaries, most notably to the north-west and north. The villages of St Fagans, Creigiau and Pentyrch are free-standing villages within such areas of countryside to the north west of the urban area.

# 1.7 Population change and influence on the LDP

The Plan makes provision to deliver the official projections and also reflects a full assessment of all relevant factors including taking account of independent expert advice which was commissioned before and after the Preferred Strategy. As a result of this work, the LDP makes provision for 45,415 new dwellings to meet evidenced needs. Importantly, this level of growth fully accords with the Plan strategy and meets an appropriate balance between all relevant factors.

# PLANNING SERVICE

# 2.1 Organisation Structures

The Planning Service is located within the City Operations Directorate, one of the following 6 Directorates reporting to the Chief Executive:

- City Operations
- Communities, Housing & Customer Services
- Economic Development
- Education & Lifelong Learning
- Social Services
- Resources/ Governance & Legal

City Operations captures a wide range of outward-facing functions including Transportation, Highways, Infrastructure, Waste, Recycling, Energy, Parks, Sport, Leisure, and Bereavement & Registration Services.

The Planning Service contains 4 Teams managed by the Head of Planning as summarised below:

- Planning Policy
- Development Management- Strategic & Placemaking
- Development Management- Non Strategic & Enforcement
- Building Control

All teams are located in County Hall, but currently not on the same floors. Plans have recently been implemented to ensure that the 3 Planning Teams are now located in close proximity allowing enhanced efficiencies to be achieved and lead to improved linkages between teams.

# 2.2 Wider organisational activities impacting upon the Planning Service

The Council has had to make £150 million of savings since 2010. The trend is set to continue with the Council having to make a further £117 million savings by 2018/19 (including making up a £47.4 million deficit in 2016/17, of which £8.45 million is to be found from the City Operations directorate). The Planning Service has seen its staff resource significantly decline as a consequence of this challenging environment over recent years. Not only has the number of Officers reduced dramatically, but the number of senior posts and experienced Officers has also diminished. The impacts are heightened by the fact that this is a familiar pattern within other Service Areas which help the Planning Service deliver its functions.

To give an indication of the scale of impacts, through a combination of Voluntary Severance, deleted vacant posts and managed processes, some 20 posts have been removed from the establishment in the past 5 years. Furthermore, considerable experience has departed the authority in a short space of time as evidenced in a reduction of Operational Managers leading Planning Teams in recent years from 5 to 2.

The impacts of the current financial pressures are also continuing to be felt by other Sections within the City Operations Directorate and other Service Areas which work with the Planning Service in delivering shared objectives. This compounds the ability to effectively manage the current climate of diminishing resources and has direct consequences in areas such as internal consultee response times on planning applications, securing resources to take forward cross-Service Area initiatives and gain the active involvement of other relevant Officers in policy making such as the preparation of SPG, LDP monitoring/review and contributing to the emerging Strategic Development Plan (SDP) agenda.

# 2.3 Operating budget

The Planning establishment has diminished in recent years, thereby reducing the staffing budget overheads. Further savings have also been secured through reducing in-service budgets, managing vacancy provisions, ceasing payment of professional fees to staff, and minimising external spend. Planning fee income has also been used in the past to contribute to meeting Directive savings targets as part of the overall savings the Council is required to make.

However, the primary source of income generated through planning fees has varied significantly over recent years, largely reflective of wider economic conditions. For example, during the economic downturn and slow recovery between 2008/09- 2012/13, fee income per annum remained between £1.2- £1.4 million. The last few years have seen a marked improvement in economic conditions, reflected in a related rise in planning application fee income of nearly £1.5 million in 2013/14 and £1.86 million in 2014/15.

The 15% increase in planning fees in the autumn of 2015 has been welcomed, but the fee refund clauses contained in the new Planning Fee Regulations introduce significant risk. Furthermore, the proposed new standard rates for pre applications are set at a rate below existing charges for pre-applications in Cardiff, but the enhanced discretionary pre-application service is also being utilised by customers.

With specific regard to fee refund clauses, Cardiff is considered particularly vulnerable due to processing a high number of complex major applications, often requiring the signing of Section 106 Agreements, which can inevitably take a long time before consent can be issued. Many of the reasons for the time taken are reflective of complexities, the need for amended plans to make proposals acceptable and delays in securing sign off.

Monthly budget monitoring meetings now take place between the Head of Planning, Central Finance and Directorate Accountant with the aim of monitoring monthly outrun figures against anticipated budget spend. The big variable remains planning fee income so efforts are being made to gather greater intelligence on potential applications in the pipeline to directly assist budgetary discussions. In this respect, as Cardiff has a high number of major applications, the fee income generated varies widely, as opposed to householders where income is easier to predict. A very small number of applications can generate significant income in this respect.

Fee income targets for 2015/16 were slightly raised to £1.93 million from the 2014/15 target and were almost exactly achieved. The target for the current year (2016/17) has been further raised. Whilst development management activity is currently strong in Cardiff and

considerable efforts are being made to manage fee income as best as possible, there remains inherent risk in meeting budget income targets which might not accurately reflect future changes in market conditions and other external factors which will are key determinants in shaping income. However, the new Business Planning process, along with regular dialogue with Central Finance, will aim to put in place the most financially sustainable strategy possible within a challenging environment. Furthermore, the adoption of the LDP has helped provide the certainty required to trigger the implementation schemes which will help deliver the Plan.

# 2.4 Staff issues

There are currently just below 50 FTE posts within the Planning Service (excluding Building Control).

These posts can be broken down as follows (rounding up/down regarding FTE percentages):

- 3 Senior Managers- Of which, 1 Head of Planning and 2 Operational Managers
- 7 Planning Policy Planners
- 14 Development Management Case Officers
- 1.5 Enforcement Officers
- 6 Placemaking Team Planners (Design, Projects and Conservation)
- 2 'Specialists'- 1 Ecologist, 1 Tree Officer
- 2 Planning Assistants (DM Registration/Validation roles)
- 10.5 Technical/Administrative support/Website management
- 1 GIS Officer
- 1 E-Government/Performance Reporting Officer

As outlined in Section 2.2, the Planning Service has been subject to significant staff losses in a short space of time. This has created sub optimal capacity within the Service and continues to exert considerable pressure on Officers in all Teams. In such a context, it is difficult to develop a robust succession planning strategy, particularly with the challenges of successfully filling posts which become vacant, requests for Voluntary Severance and responding to budget saving requests.

Such challenges are not unique across Wales but impacts in Cardiff are exacerbated by the considerable workload demands as reflected in processing the highest number of applications in Wales in 2015/16 by a wide margin (3,053 compared to a Wales-wide average of 949). This means that the staff resource lacks any slack. Therefore, 'pinch points' or delays can often quickly back-up due to Officers being on leave or addressing urgent priorities and are challenging to resolve in the short term.

Notwithstanding this context, Officers remain highly motivated and dedicated to providing the best service possible to customers. Sickness rates are at extremely low levels and far lower than the Directorate and Council-wide average. Individual performance is formally monitored through a Council-wide, 'Personal Development and Performance Programme' through which Performance expectations are set, formally reviewed after 6 months and updated annually.

Expectations and workload demands extend beyond processing planning applications and the preparation of planning policy. In this respect, the Planning Service regularly works with other Service Areas in providing expert assistance on land disposals, masterplanning, Section 106 priorities, renewable energy initiatives, helping secure multi-use of new community facilities, together with regeneration and heritage projects.

Looking ahead, there will be clearly be impacts resulting from an increasing Development Management caseload in general, and an increasing number of major applications in particular, which often trigger complex Section 106 negotiations and can have considerable resource implications on managing amendments, pre-commencement conditions and approvals of reserved matters. The implementation of the new Strategic Development Plan (SDP) process will also generate an added dimension to work in conjunction with other Local Authorities and partners in the Cardiff Capital Region. Furthermore, there may be additional resource demands resulting from the potential progression of a tidal lagoon project of national significance with a proposed barrage extending some 22km into the Severn Estuary from Cardiff to Newport. The preparation of the Planning Service Business Plan in April 2016 and outlined in Section 3.5 outlines how it is intended to plan ahead with regard to attempting to match resources to workload demands.

# YOUR LOCAL STORY

# 3.1 Workload: Planning Policy

The adoption of the LDP in January 2016 marks a significant landmark in planning policy with the previous Local Plan approved nearly 20 years ago. LDP-related work will still form an important element of policy work, particularly with regard to the 102 indicators which will inform future Plan review, preparation of new SPG and identifying Gypsy & Traveller site(s) but other key topics also include the emerging SDP and NDF agendas along with Housing Land Availability Studies. Main areas of work can be summarised as follows:

- Co-ordinating the delivery of a programme of SPG post LDP adoption- To date, 28 SPGs have been identified with 3 phases of approval currently planned for within 6, 12 and 18 months of adoption. Further work is underway in identifying additional priorities
- Engaging in the new SDP process- As economic driver of the Cardiff Capital Region, Cardiff will seek to play an active role alongside other Local Authorities in progressing this work, ultimately under the direction of a SDP Panel
- Preparing the LDP Annual Monitoring Report (AMR) each Autumn for consideration by Welsh Government and carrying out future LDP Plan review as required- The AMR is considered the most comprehensive in Wales to date with over 100 indicators requiring a considerable resource and systems in place to effectively capture the required information
- Working with the Housing Service to identify new Gypsy & Traveller demand and site(s) to meet the demand in accordance with AMR and Housing Act requirements
- Preparing the annual Joint Housing Land Availability Study
- Land use monitoring
- Providing policy advice on planning applications
- Providing the Council's Mineral Planning function
- Working on cross-Service Area projects regarding 'land searches', land disposals and regeneration initiatives
- Helping respond to likely heavy workload demands resulting from the potential Tidal Lagoon Power project between Cardiff and Newport

Overall, this is a challenging workload for a small Team. However, the Team have recently moved offices to become co-located with the rest of the Planning Service. This has opened up opportunities for more effective linkages with other Teams within the Planning Service. The Business Planning process will consider how different Teams within the Section can work more flexibly and as part of this consider spreading the Development Management workload wider and look at improvements in the way internal observations are made on applications. As part of this process, Officers within the Policy Team are starting to take on an element of Development Management caseload in order to 'spread the load' more effectively across the Service. Officers in Development Management have helped by providing guidance and a 'buddy service' as the new approach beds in.

# 3.2 Workload: Development Management & Enforcement

Cardiff determines the highest number of planning applications in Wales. During 2015/16, we determined 3,053 planning applications compared to a Wales average of 949. This represents an increase of nearly 20% more than the previous year- A not insignificant rise which has not been matched in terms of additional staff resource. This trend is not one which has taken place on a Wales-wide basis. However, it is noted that fee income has not risen at the same rate reflecting the points raised about fee income uncertainties in Section 2.3.

This workload is managed by Case Officers spread across 2 Teams with Majors managed within the Strategic Development Management & Placemaking Team and others within the Non-Strategic Development Management Team. The number of applications determined by individual Case Officers varies considerably reflecting the vast differences between the complexities of considering major applications such as urban extensions at one end of the scale to householder proposals at the other end of the scale. As referenced in Section 3.1, above, some householder caseload has started to be managed by Officers in the Policy Team to help more effectively manage workload demands.

The Case Officers therefore determine up to approximately 300 applications per annum with those progressing majors determining considerably less. Wider support from within the Service to assist Case Officers in their deliberations is also essential to the processing of applications such as in the provision of expert advice on matters such as design and policy. Importantly, the Administration Officers also play a key role as the sheer volume of applications being processed demand effective systems to keep applications smoothly flowing through the system and regularly updating the tracking of applications on the website.

Looking ahead, with the adoption of the LDP setting out a strategy to deliver a high level of growth, improved market confidence, and wide range of greenfield and brownfield projects potentially in the pipeline, it is anticipated that the number of applications submitted will continue to rise. Similarly, there is anticipated to be a rise in major applications, the scale and complexity of which inevitably lengthens the time taken to determine, especially having regard to the Section 106 dimension. Furthermore, major applications (especially those triggering the EIA Regulations) can often generate significant costs for the Service relating to advertising notices.

A significant and increasing workload not captured in statistics is generated by post-decision dialogue with aggrieved parties who have issues with either the decision and/or process in reaching the decision. These can quickly turn into time consuming and complex cases triggering Local Member involvement, formal complaint procedures and demand the attention of Officers at all levels.

Enforcement investigations generate a caseload of some 500-800 cases per year. The Enforcement Team has been significantly reduced in recent years with 3 Officers currently sharing their time between enforcement investigations and as development management case officers. Much of the work is reactionary to complaints and observations received, but

there is also proactive work/investigations undertaken when other work pressures allow. In addition, project work will occasionally be undertaken which would seek to resolve a particular issue. For example, recently, action has been progressed in respect of the display of To-Let signage which was considered to be having a significantly adverse effect on the visual amenity of the area of the city within close proximity to the University. The resultant situation has seen traditional signage removed and replaced with more sympathetic smaller signage, to the satisfaction of Local Members and permanent residents.

# 3.3 Workload: Placemaking

The Placemaking Team delivers a wide range of statutory and non-statutory planning functions and includes expertise in such areas as urban design, masterplanning, conservation of the built and natural environment and project management.

The Team are heavily engaged in supporting the delivery of the Cardiff Local Development Plan through the preparation and implementation of planning policy as well as the preparation of background work in terms of masterplanning principles and infrastructure planning to ensure that the planned level of growth delivers liveable, integrated neighbourhoods to benefit both existing and new communities.

In addition, the Team are supporting the Development Management function by providing expert design, conservation and ecological advice for current planning applications including major brownfield development and significant urban extensions. This work involves close collaboration with Development Management and a wide range of internal and external stakeholders.

The Team are also leading on the preparation and adoption of the Cardiff Community Infrastructure Levy (CIL). This work has created significant additional workload for the Team and is progressing towards submission in 2017. Alongside the preparation of the CIL, Cardiff is reviewing the approach to S106 planning obligations including a comprehensive review of process and policy guidance to support both the Development Management function and the Local Development Plan. The team is also engaged in viability assessments from major developments to ensure that necessary infrastructure can be delivered to sustain Cardiff's planned level of growth.

Current work is ongoing to update and review a number of Supplementary Planning Guidance within the Team following the adoption of the Cardiff Local Development Plan in January 2016.

The Team has seen a reduction in staff within the natural environment Team from 6 to 2. The workload of these officers is considerable, and includes providing expert advice to Development Management and other Council Directorates as well as performing their statutory duties under national and European legislation.

Major initiatives are also being delivered by the Placemaking Team including the Cardiff Heritage Enhancement Programme, Buildings at Risk surveys, Cardiff Letting Boards Initiative and the preparation of masterplans for Cardiff City Centre and Bay.

# 3.4 Local pressures

Across the Planning Service as a whole, the key challenge is how to effectively manage increasing workload demands and expectations within a context of diminishing resource capacity over recent years. Linked to this is the sheer volume of applications processed together with the high number of complex major development proposals. Given the severe financial pressures, the ability to increase the establishment is severely limited so the new approach to performance improvement as set out in the Planning Service Business Plan will focus on maximising the existing resource along with exploring the ability to flexibly draw down additional resource when required.

The Business Plan contains a wide range of improvement measures which are set out in the following section and summarise the approach being taken to address these pressures. However, it is recognised that the Planning Service operates within a rapidly changing environment. For example, 'unforeseen' Member priorities requiring significant resource may emerge, and the staff resource available at any one time may fluctuate.

Therefore, it is recognised that the most effective response must allow some flexibility and ability to respond to opportunities or challenges. The new approach therefore puts in place a framework which gives strategic direction but it will also evolve so annual reviews of the Business Plan are built in to the process.

The range of improvement measures being developed as outlined in Section 3.5 demonstrate the strong desire to improve performance within this environment but the scale of the challenges cannot be underestimated as is the ability to bring about instant results. Therefore, a strong theme is putting in place more effective performance management measures so that over time, the right level of accurate and up-to-date information is readily available to inform future decisions with regard to resourcing and workload priorities.

# **3.5 Service Improvement**

A combination of factors including the pressures outlined above has resulted in a fresh approach to service improvement being developed within the Planning Service.

The recent changes to the Planning System in Wales have quite correctly put increased emphasis on enhanced delivery and performance. This ties in with improved performance monitoring and management measures with the inaugural APR process now enabling a more informed Wales-wide discussion on how improvements can be sustained over time. As resources and capacity continue to be under extreme pressure and demands/expectations continue to rise, there is more of a need to effectively manage and maximise resources with continuous improvement the key to achieving this objective. The appointment of a new Head of Planning in June 2015 has brought about a new approach to respond to this challenging environment and builds upon work undertaken previously.

At the heart of this approach is recognition that the need for improvement measures is more acute than ever. There is also recognition that improvement measures can come in all

shapes and sizes and rolled out over different timescales. The key to setting out this new approach is set out in the inaugural Business Plan for the Planning Service (April 2016). It sets out a Strategy for 2016-17 including arrangements for monitoring, review and updates thereafter. This will resolve the previous situation of no Planning Service Business Plans having been prepared in recent years and provide a firmer basis to bring forward improvements and more effectively manage scarce resources over future years.

Most importantly, the Business Plan puts in place a framework which will be used as the basis to annually assess performance and consider the most appropriate further improvement measures and other actions which are considered necessary to ensure the Planning Service can successfully deliver its functions in future years.

The Business Plan contains a vision, sets out core functions, outlines resources & customers, highlights main achievements & performance overview including SWOT analysis and then contains Planning and Improvement Priorities for 2016/17. Annual reviews will set out future progress and performance with results against indicators covered in subsequent sections of this report also helping inform the annual business planning process.

It is encouraging that early improvement measures triggered by the Business Plan process have already started to see improvements in performance. However, a degree of caution also needs to be sounded as the finite capacity of resource to move forward all identified improvement actions (vis-à-vis the heavy workload demands) will inevitably mean that progressing all identified actions within a short period will simply not be possible. The annual review process will assist measuring progress and identifying further actions which are considered to be of the highest priority.

# **3.6 Performance Framework**

The analysis of performance against the indicators set out in the Performance Framework has helped to inform the range of measures set out in the above Section. Furthermore, a brief commentary for each indicator is provided within the Performance Framework Section including contextual information as part of the response.

Overall, results are considered encouraging with significant improvements relating to planmaking, efficiency and enforcement indicators when compared to the previous year. In part, this reflects on-going improvement actions linked to the new Planning Service Business Planning process with early improvement measures having focused upon key performance areas and showing positive early results. However, given the extremely heavy workload, it is challenging to commit resources to the more complex improvement initiatives and there remains a real risk of day-to-day workload demands leaving insufficient capacity to both maintain and further improve performance.

# WHAT SERVICE USERS THINK

In 2015-16 we conducted a customer satisfaction survey aimed at assessing the views of people that had received a planning application decision during the year.

The survey was sent to 1,045 people, 11% of whom submitted a whole or partial response. The majority of responses (46%) were from local agents. 39% were from members of the public. 10% of respondents had their most recent planning application refused.

We asked respondents whether they agreed or disagreed with a series of statements about the planning service. They were given the following answer options:

- Strongly agree;
- Tend to agree;
- Neither agree not disagree;
- Tend to disagree; and
- Strongly disagree.

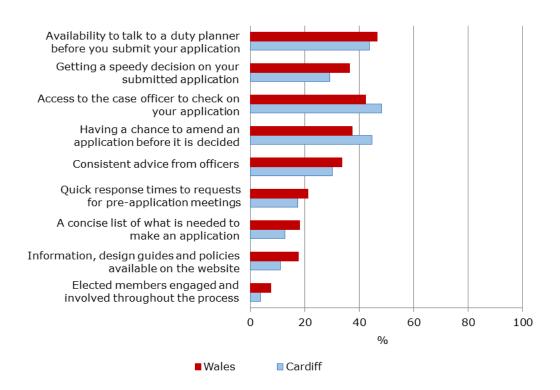
Table 1 shows the percentage of respondents that selected either 'tend to agree' or 'strongly agree' for each statement for both our planning authority and Wales.

# Table 1: Percentage of respondents who agreed with each statement, 2015-16

	%		
Percentage of respondents who agreed that:	Cardiff LPA	Wales	
The LPA enforces its planning rules fairly and consistently	50	47	
The LPA gave good advice to help them make a successful application	62	58	
The LPA gives help throughout, including with conditions	48	49	
The LPA responded promptly when they had questions	57	58	
They were listened to about their application	56	57	
They were kept informed about their application	47	49	
They were satisfied overall with how the LPA handled their application	62	61	

We also asked respondents to select three planning service characteristics from a list that they thought would most help them achieve successful developments. Figure 1 shows how often each characteristic was selected as a percentage of the total number of selections. For us, 'having access to the case officer to check on applications' was the most popular choice.

# Figure 1: Characteristics of a good planning service, Cardiff LPA, 2015-16



Comments received include:

"Having had experience of the Planning Process elsewhere, impressively efficient responses and timely conclusion!!"

"More information should be given to applicants on how it is progressing, I was trying to get information on my application up until two days before the expiry date. I just got told the department was busy."

"We were happy with the service we have receieved from the Cardiff Council." [sic]

# **OUR PERFORMANCE 2015-16**

This section details our performance in 2015-16. It considers both the Planning Performance Framework indicators and other available data to help paint a comprehensive picture of performance. Where appropriate we make comparisons between our performance and the all Wales picture.

Performance is analysed across the five key aspects of planning service delivery as set out in the Planning Performance Framework:

- Plan making;
- Efficiency;
- Quality;
- Engagement; and
- Enforcement.

# Plan making

As at 31 March 2016, we were one of 22 LPAs that had a current development plan in place. The adoption of the LDP in January in January 2016 represents a significant milestone as the previous Local Plan was prepared in 1996 and out of date with regard to managing significant need to provide new homes, jobs and supporting infrastructure.

During the APR period we had 5.2 years of housing land supply identified, making us one of 8 Welsh LPAs with the required 5 years supply.

# Efficiency

In 2015-16 we determined 3053 planning applications, each taking, on average, 79 days (11 weeks) to determine. This compares to an average of 77 days (11 weeks) across Wales. Figure 2 shows the average time taken by each LPA to determine an application during the year. This is, by a considerable margin, the highest number of applications determined in Wales and as described in Section 3.2, places unique demands on the Planning Service.

The resultant performance is considered to represent an excellent achievement, particularly as the average caseload of Development Management Case Officers is considerable when compared with other Planning Services. For example, the average caseload has been assessed across Core Cities in 2015/16 with Cardiff having an average caseload per Officer of 186 applications. This compares to 70 in Newcastle, 105 in Bristol, 109 in Leeds, 110 in Sheffield and is the second most efficient rate in all Core Cities, second only to Liverpool with an average caseload of 197.

Whilst this points to a highly efficient service, it also confirms the points made in Sections 2 and 3 on the genuine challenges facing the service in terms of managing an extremely heavy workload within the confines of the limited ability to simply draw upon additional resources as a response to the situation.

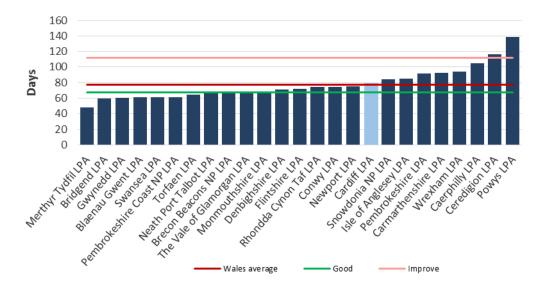
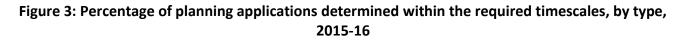
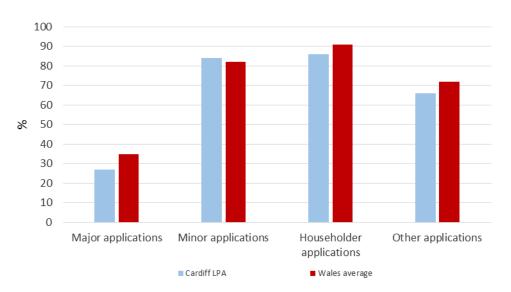


Figure 2: Average time taken (days) to determine applications, 2015-16

75% of all planning applications were determined within the required timescales. This compared to 77% across Wales and was below the 80% target. Only 8 out of 25 LPAs met the 80% target.

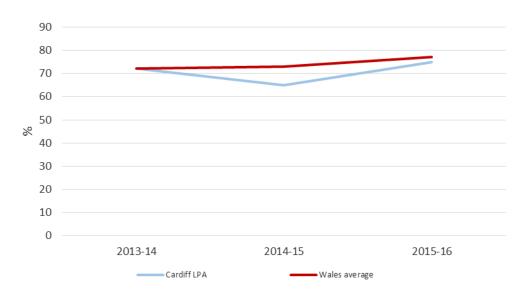
Figure 3 shows the percentage of planning applications determined within the required timescales across the four main types of application for our LPA and Wales. It shows that we determined 86% of householder applications within the required timescales.





Between 2014-15 and 2015-16, as Figure 4 shows, the percentage of planning applications we determined within the required timescales increased from 65%. Wales also saw an increase this year.

# Figure 4: Percentage of planning applications determined within the required timescales



Over the same period:

- The number of applications we received increased;
- The number of applications we determined increased; and
- The number of applications we approved increased.

# **Major applications**

We determined 52 major planning applications in 2015-16, 4% (2 applications) of which were subject to an EIA. Each application (including those subject to an EIA) took, on average, 266 days (38 weeks) to determine. As Figure 5 shows, this was longer than the Wales average of 213 days (30 weeks) but reflects the complexities involved with the nature of the proposals including securing contributions through the Section 106 Agreement process.

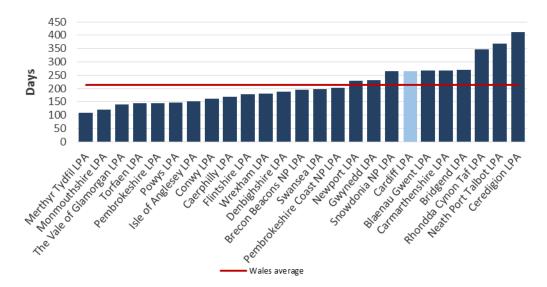
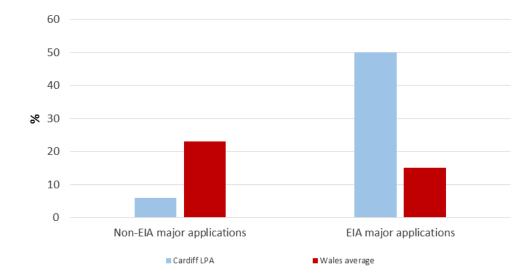


Figure 5: Average time (days) taken to determine a major application, 2015-16

27% of these major applications were determined within the required timescales, compared to 35% across Wales.

Figure 6 shows the percentage of major applications determined within the required timescales by the type of major application. 6% of our 'standard' major applications i.e. those not requiring an EIA, were determined within the required timescales during the year.



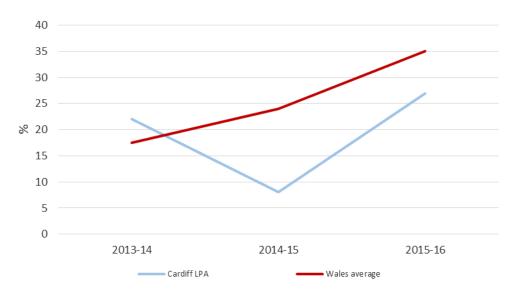
# Figure 6: Percentage of Major applications determined within the required timescales during the year, by type, 2015-16

In addition we determined 10 major applications that were subject to a PPA in the required timescales during the year.

Since 2014-15 the percentage of major applications determined within the required timescales had increased from 8% which is considered to reflect recent performance improvements now beginning to be rolled out in the Service. Similarly, the number of major applications determined increased while the number of applications subject to an EIA determined during the year decreased.

Figure 7 shows the trend in the percentage of major planning applications determined within the required timescales in recent years and how this compares to Wales.





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Over the same period:

- The percentage of minor applications determined within the required timescales increased from 67% to 84%;
- The percentage of householder applications determined within the required timescales increased from 71% to 86%; and
- The percentage of other applications determined within required timescales increased from 65% to 66%.

Therefore, it is encouraging that 2015/16 has seen an improvement in determination rates for all types of applications. It is hoped that the new performance measures now recently put in place will continue to see improvements for 2016/17.

# Quality

In 2015-16, our Planning Committee made 91 planning application decisions during the year, which equated to 3% of all planning applications determined. Across Wales 7% of all planning application decisions were made by planning committee.

1% of these member-made decisions went against officer advice. This compared to 9% of membermade decisions across Wales. This equated to 0% of all planning application decisions going against officer advice; 0.6% across Wales.

In 2015-16 we received 47 appeals against our planning decisions, which equated to 1.5 appeals for every 100 applications received. Across Wales 2 appeals were received for every 100 applications. Figure 8 shows how the volume of appeals received has changed since 2014-15 and how this compares to Wales.

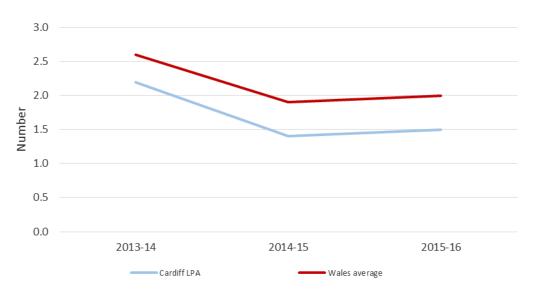
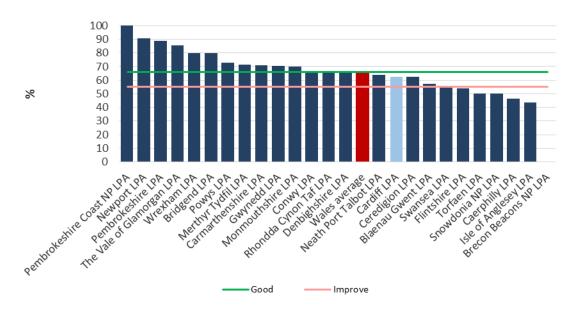


Figure 8: Number of appeals received per 100 planning applications

Over the same period the percentage of planning applications approved decreased from 94% to 90%.

Of the 35 appeals that were decided during the year, 63% were dismissed. As Figure 9 shows, this was lower than the percentage of appeals dismissed across Wales as a whole and was below the 66% target.

However, this is partly reflective of an issue of particular relevance to Cardiff- The matter of the consideration of high numbers of applications for houses in multiple occupation (HMOs). Following concerns with regard to amenity issues and cumulative impact, a number of applications have been refused and lost on appeal. New SPG is proposed to be put in place in 2016 which will hopefully provide a more robust local policy context on this matter, particularly concerning the matter of cumulative impact.



# Figure 9: Percentage of appeals dismissed, 2015-16

During 2015-16 we had no applications for costs at a section 78 appeal upheld.

# Engagement

We are:

- one of 24 LPAs that allowed members of the public to address the Planning Committee; and
- one of 20 LPAs that had an online register of planning applications.

As Table 2 shows, 62% of respondents to our 2015-16 customer satisfaction survey agreed that the LPA gave good advice to help them make a successful application.

# Table 2: Feedback from our 2015-16 customer satisfaction survey

	%	
Percentage of respondents who agreed that:	Cardiff LPA	Wales
The LPA gave good advice to help them make a successful application	62	58
They were listened to about their application	56	57

# Enforcement

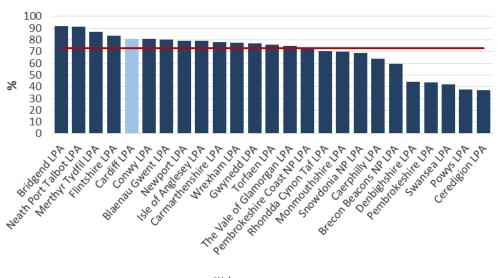
Enforcement Performance Indicators have been collected/collated incorrectly within the Planning Service since April 2015 when the PI definitions were amended resulting in the 'nil return' originally recorded.

However, the enforcement performance indicators have now been recalculated using manual SQL queries as the back office system had not been updated or developed by the supplier to take into consideration amendments to the PI indicators.

Using the recalculated data, in 2015-16 we investigated 532 enforcement cases, which equated to 0.66 per 1,000 population.

Over the same period, we investigated 97% of these enforcement cases within 84 days.

88% of this enforcement action was taken within 180 days from the start of the case. Figure 11 was based on incorrect data of 81%- If the correct data was inputted, this would show we are the third highest percentage in Wales.



# Figure 10: Percentage of enforcement cases resolved in 180 days, 2015-16

Wales average

#### **ANNEX A - PERFORMANCE FRAMEWORK**

#### OVERVIEW

MEASURE Plan making	GOOD	FAIR	IMPROVE	WALES AVERAGE	Cardiff LPA LAST YEAR	Cardiff LPA THIS YEAR
Is there a current Development Plan in place that is within the plan period?	Yes		No	Yes	No	Yes
LDP preparation deviation from the dates specified in the original Delivery Agreement, in months	<12	13-17	18+	47	70	N/A
Annual Monitoring Reports produced following LDP adoption	Yes		No	Yes	N/A	N/A
The local planning authority's current housing land supply in <del>-ye</del> ars	>5		<5	3.9	3.6	5.2
٤fficiency						
Percentage of "major" applications determined within time	Not set	Not set	Not set	35	8	27
Werage time taken to determine "major" applications in days	Not set	Not set	Not set	213	172	266
Percentage of all applications determined within time periods required	>80	60.1-79.9	<60	77	65	75
Average time taken to determine all applications in days	<67	67-111	112+	77	39	79
Quality						
Percentage of Member made decisions against officer advice	<5	4.9-8.9	9+	9	10	1
Percentage of appeals dismissed	>66	55.1-65.9	<55	66	67	63
Applications for costs at Section 78 appeal upheld in the reporting period	0	1	2	0	0	0
Engagement						
Does the local planning authority allow members of the public to address the Planning Committee?	Yes		No	Yes	Yes	Yes
Does the local planning authority have an officer on duty to	Yes		No	Yes	Yes	Yes

MEASURE	GOOD	FAIR	IMPROVE	WALES AVERAGE	Cardiff LPA LAST YEAR	Cardiff LPA THIS YEAR
provide advice to members of the public?						
Does the local planning authority's web site have an online register of planning applications, which members of the public can access, track their progress (and view their content)?	Yes	Partial	No	Yes	Yes	Yes
Enforcement						
Percentage of enforcement cases investigated (determined whether a breach of planning control has occurred and, if so, resolved whether or not enforcement action is expedient) within 84 days	Not set	Not set	Not set	79	50	97
Average time taken to investigate enforcement cases	Not set	Not set	Not set	88	No Data	16
Percentage of enforcement cases where enforcement action is taken or a retrospective application granted within 180 days from the start of the case (in those cases where it was expedient to Anforce)?	Not set	Not set	Not set	73	82	88
Average time taken to take enforcement action	Not set	Not set	Not set	210	148	114

# SECTION 1 - PLAN MAKING

Indicator	01. Is there a current Development Plan in place that is within the plan period?		
"Good"	"Fair"	"Improvement needed"	
A development plan (LDP or UDP) is in place and within the plan period	N/A	No development plan is in place (including where the plan has expired)	

Authority's performance	Yes
LDP adopted in January 2016 wit	h first Annual Monitoring report due in Autumn 2017.

Indicator	02. LDP preparation deviation from the dates specified in the original Delivery Agreement, in months			
"Good"	"Fair"	"Improvement needed"		
The LDP is being progressed within 12 months of the dates specified in the original Delivery Agreement	The LDP is being progressed within between 12 and 18 months of the dates specified in the original Delivery Agreement	The LDP is being progressed more than 18 months later than the dates specified in the original Delivery Agreement		

Authority's performance	N/A
N/A- LDP now adopted.	

03. Annual Monitoring Reports produced following LDP adoption		
ent needed"		
and has not		
į		

Authority's performance	N/A
AMR not due until Autumn 2017	as LDP adopted in January 2016.

Indicator	04. The local planning authority's current housing land supply in years		
"Good"		"Improvement needed"	
The authority has a housing land supply of more than 5 years		The authority has a housing land supply of less than 5 years	

### Authority's performance 5.2

Whilst a supply is currently in place, there are concerns that the rigid methodology set out in TAN1 may have a significant bearing on future land supply assessments. Without the consideration of wider information/evidence, future studies are unlikely to provide a completely comprehensive picture of land supply together with an understanding of the factors and realities relating to delivery rates.

### **SECTION 2 - EFFICIENCY**

Indicator	05. Percentage of "major" applications determined within time periods required		
"Good"	"Fair"	"Improvement needed"	
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked	

Authority's performance	27
	~ /

This represents a significant positive increase from the 8% figure for 2014/15 reflecting current work on improving performance.

In terms of a Wales-wide context, Cardiff processes a large number of complex major applications. The nature of many of these applications are extremely complex, often triggering the requirements of the EIA Regulations and requiring the signing of lengthy Section 106 Agreements which, in some cases, require extensive negotiations between the Council, landowners and developers.

However, Cardiff is fully committed to making improvements to the Planning Service with the range of measures set out in Section 3.5 setting out a comprehensive approach to tackling the significant challenges faced and captured in the inaugural Planning Service Business Plan for 2016/17.

Indicator	06. Average time taken to determine "major" applications in days	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	266
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This indicator inevitably reflects the large number of complex major applications which are determined in Cardiff.

When submitted, major applications often require extensive Senior Officer involvement in order to bring the applications to a position where they can be recommended positively. This 'enabling approach' is commenced at pre-application stage but inevitably major proposals can result in lengthy discussions and the resultant need for amended plans, additional information/studies which also trigger further consultation periods.

Negotiating Section 106 agreements which have delivered hundreds of thousands of pounds worth of contributions to the city also take time to conclude and can trigger the additional need for viability assessments.

Overall, it is considered that Service has fully embraced the enabling approach as set out in the recent Planning (Wales) Act and seeks to secure the timely determination of applications which are fully consistent with the policy framework. In this respect, taken alone, this indicator is not necessarily reflective of measuring the efficiency of performance as it purely concerns time taken as opposed to value added, securing positive outcomes and the overall quality and robustness of the decision reached.

Indicator	07. Percentage of all applications determined within time periods required	
"Good"	"Fair"	"Improvement needed"
More than 80% of applications	Between 60% and 80% of	Less than 60% of applications
are determined within the	applications are determined	are determined within the
statutory time period	within the statutory time	statutory time period
	period	

# Authority's performance 75

This represents a positive increase from the 65% figure for 2014/15 reflecting current work on improving performance.

Furthermore, in terms of context, the Council adopts an approach of attempting to secure acceptable quality in applications rather than refusing applications which may be just one amendment away from acceptability. This is considered to remain a valid approach according with the positive planning agenda but will inevitably impact on decisions within target times. Clearly, with the refund clauses in the new Planning Fee Regulations, additional pressure will be placed on promptly determining applications but the Council wishes to retain a proactive approach to achieving acceptable schemes and will need to carefully manage applications in this respect.

However, Cardiff is fully committed to making improvements to the Planning Service with the range of measures set out in Section 3.5 setting out a comprehensive approach to tackling the significant challenges faced and captured in the inaugural Planning Service Business Plan for 2016/17.

Indicator	08. Average time taken to determine all applications in days	
"Good"	"Fair"	"Improvement needed"
Less than 67 days	Between 67 and 111 days	112 days or more

Authority's performance	79
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This is slightly improved from the 2014/15 figure of 80.6 days and very close to the Wales-wide average.

Moreover, by a considerable margin, Cardiff determines the highest number of applications in Wales and, as described in Section 3.2, this places unique demands on the Planning Service.

The resultant performance is considered to represent an excellent achievement, particularly as the average caseload of Development Management Case Officers is considerable when compared with other Planning Services. For example, the average caseload has been assessed across Core Cities in 2015/16 with Cardiff having an average caseload per Officer of 186 applications. This compares to 70 in Newcastle, 105 in Bristol, 109 in Leeds, 110 in Sheffield and is the second most efficient rate in all Core Cities, second only to Liverpool with an average caseload of 197.

Whilst this points to a highly efficient service, it also confirms the points made in Sections 2 and 3

on the genuine challenges facing the service in terms of managing an extremely heavy workload within the confines of the limited ability to simply draw upon additional resources as a response to the situation.

# **SECTION 3 - QUALITY**

Indicator	09. Percentage of Member made decisions against officer advice	
"Good"	"Fair"	"Improvement needed"
Less than 5% of decisions	Between 5% and 9% of decisions	9% or more of decisions

#### Authority's performance

This is considered an excellent outcome and well below the Wales average. Members of Planning Committee have received appropriate training and the business of Planning Committee consistently follows protocols which are in place. Case Officers present reports to Committee Members with the assistance of plans and photographs which are shown on screens. Members of Committee can request site visits prior to considering proposals which can help develop an understanding of a site/proposal but this can also delay when the application is determined as the proposal would be considered at the next meeting (normally 4 weeks later).

1

63

Indicator	10. Percentage of appeals dismissed	
"Good"	"Fair"	"Improvement needed"
More than 66% (two thirds) of	Between 55% and 66% of	Less than 55% of planning
planning decisions are	planning decisions are	decisions are successfully
successfully defended at appeal	successfully defended at appeal	defended at appeal

#### Authority's performance

Overall in Cardiff, 1.5 appeals were made for every 1,000 applications received, slightly higher than the 2014/15 figure of 1.4. This compares to 2 appeals for every 1,000 applications received across Wales.

Of the 35 appeals, 63% were dismissed which is just below the 66% target of two thirds of decisions being successfully defended on appeal.

However, this is partly reflective of an issue of particular relevance to Cardiff- The matter of the consideration of high numbers of applications for houses in multiple occupation (HMOs). Following concerns with regard to amenity issues and cumulative impact, a number of applications have been refused and lost on appeal. New SPG is proposed to be put in place in 2016 which will hopefully provide a more robust local policy context on this matter, particularly concerning the issue of cumulative impact.

Further work will be undertaken as part of the Business Plan process to identify if there are any further emerging themes and related actions required in response.

Indicator	11. Applications for costs at Section 78 appeal upheld in the reporting period	
"Good"	"Fair"	"Improvement needed"
The authority has not had costs awarded against it at appeal	The authority has had costs awarded against it in one appeal case	The authority has had costs awarded against it in two or more appeal cases
Authority's performance	0	

No costs were awarded against the Council on appeal.

# **SECTION 4 – ENGAGEMENT**

Indicator	12. Does the local planning authority allow members of the public to address the Planning Committee?	
"Good"		"Improvement needed"
Members of the public are able to address the Planning Committee		Members of the public are not able to address the Planning Committee

Authority's performance	Yes	
A Planning Committee Protocol sets out arrangements which govern how the public are able to		
address the Planning Committee and attend site visits made by the Committee.		

Indicator	13. Does the local planning authority have an officer on duty to provide advice to members of the public?	
"Good"		"Improvement needed"
Members of the public can seek advice from a duty planning officer		There is no duty planning officer available

Authority's performance	Yes
Advice to the public is available	from County Hall Reception staff, Officers from the Committee
Section and also Planning Officers.	

Indicator	14. Does the local planning authority's web site have an online register of planning applications, which members of the public can access track their progress (and view their content)?	
"Good"	"Fair"	"Improvement needed"
All documents are available online	Only the planning application details are available online, and access to other documents must be sought directly	No planning application information is published online

Authority's performance	Yes	
The Planning pages of the Council's website contain up-to-date details of all live planning		
applications and progress can be tracked on individual applications along with the ability to see		
responses to consultation. Members of the public are informed of these facilities in consultation		

letters sent out informing the public about new applications.

# **SECTION 5 – ENFORCEMENT**

Indicator	15. Percentage of enforcement whether a breach of planning co resolved whether or not enforce within 84 days	ntrol has occurred and, if so,
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	97%

Enforcement Performance Indicators have been collected/collated incorrectly within the Planning Service since April 2015 when the PI definitions were amended resulting in the 'nil return' originally recorded.

However, the enforcement performance indicators have now been recalculated using manual SQL queries as the back office system had not been updated or developed by the supplier to take into consideration amendments to the PI indicators.

The data shows that of the 532 cases recorded 517 were resolved within 84 days, which equates to 97%. This compares to a figure of 75% for 2014/2015 using the same methodology.

Indicator	16. Average time taken to investigate enforcement cases	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	16 days
The average time taken to invest calculated using a manual SQL q	tigate enforcement cases was found to be 16 days and was uery.

There is no data available for comparison for 2014/2015.

Indicator	17. Percentage of enforcement action is taken or a retrospective days from the start of the case (i expedient to enforce)	e application granted within 180
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	88%	
The percentage of enforcement cases where enforcement action was taken or a retrospective		
application was granted within 180 days from the start of the case was found to be 88%. This		

figure was calculated using a manual SQL query.

This compares to 82% for 2014/2015, which is above the Welsh average of 76.8% in 2014/2015 for the same period using the same methodology.

Indicator	18. Average time taken to take enforcement action	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	114 days
The average time taken to take enforcement action was found to be 114 days and was calculated using a manual SQL query.	
This compares to a figure of 148 days for 2014/15 using the same methodology.	

# SECTION 6 – SUSTAINABLE DEVELOPMENT INDICATORS

The purpose of the Sustainable Development Indicators is to measure the contribution the planning system makes to sustainable development in Wales.

The Sustainable Development Indicators will be used to measure the progress against national planning sustainability objectives, set out in Planning Policy Wales, and can be used to demonstrate to our stakeholders the role and scope of the planning system in delivering wider objectives. The information will also be useful to local planning authorities to understand more about the outcomes of the planning system and help inform future decisions.

Authority's returns	We provided no data for each quarter

A team of Officers has been set up and systems are currently being put in place and trailed to effectively capture the wide range of information required to measure progress against the Sustainable Development indicators.

This has already enabled data for indicators SD6 and SD7 to be captured for quarter 1 of 2016/17 and reported to Welsh Government and work is ongoing in capturing data for quarter 2 with a view to reporting results to Welsh Government shortly.

Work continues in putting in place processes to effectively capture data for the remaining indicators but despite efforts to create new systems to capture this data, the collection of data on a quarterly basis is not readily available for all the indicators. On a wider level, it is considered that further discussion may be beneficial in establishing the merits or otherwise of capturing data on a quarterly as opposed to annual basis- annual reporting generates trends based on longer periods avoiding the inevitable fluctuations created by recording data over shorter periods and can be more closely aligned with the plethora of existing data captured on an annual basis.

Indicator	SD1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the year.	
Granted (square metres)		

Defined (annous method)
Refused (square metres)
· · · · · · · · · · · · · · · · · · ·

Indicator	SD2. Planning permission granted for renewable and low carbon energy development during the year.

# Granted permission (number of applications)

# Granted permission (MW energy generation)

Indicator	SD3. The number of dwellings granted planning permission
indicator	during the year.
	Market housing (number of units)
	Affordable housing (number of units)
Indicator	SD4. Planning permission granted and refused for development
indicator	in C1 and C2 floodplain areas during the year.
	s (and also hectares of non-residential units) that DID NOT meet all
IA	N 15 tests which were GRANTED permission
Number of residential units	(and also hectares of non-residential units) that did not meet all TAN
	hich were REFUSED permission on flood risk grounds
Number of residential units	(and also hectares of non-residential units) that MET all TAN 15 tests
	which were GRANTED permission
Indicator	SD5. The area of land (ha) granted planning permission for new
Indicator	development on previously developed land and greenfield land during the year.
	during the year.
	Previously developed land (hectares)
	Greenfield land (hectares)
	SD6. The area of public open space (ha) that would be lost and
Indicator	gained as a result of development granted planning permission
	during the quarter.
	Open space lost (hectares)
	Open space gained (hectares)
	SD7. The total financial contributions (£) agreed from new
Indicator	development granted planning permission during the quarter
	for the provision of community infrastructure.
	Gained via Section 106 agreements (£)
	שמווכע אום שבנווטוו בטט מצו צבווובוונג (ב)
Ga	ined via Community Infrastructure Levy (£)

Mae'r dudalen hon yn wag yn fwriadol

# CITY & COUNTY OF CARDIFF DINAS A SIR CAERDYDD

### ENVIRONMENTAL SCRUTINY COMMITTEE 13 OCTOBER 2015

#### PLANNING SERVICE – MEMBER UPDATE

#### **Reason for the Report**

- 1. To provide Members with the opportunity to consider the current challenges being placed on Cardiff's Planning Service and review the work being undertaken to address these challenges. In particular the scrutiny will look at the impact of:
  - The recently introduced Planning Wales Act 2015;
  - The Town and Country Planning (Fees for Applications, Deemed Applications and Site Visits) (Wales) Regulations 2015.

### Background

- 2. The Planning Wales Act 2015 became law in Wales on 6 July 2015. It aims to deliver a planning system which is fair; resilient and enables development; which helps to create sustainable places where citizens have improved access to quality homes, jobs and infrastructure; which protects our most important built and natural environments and supports the use of the Welsh language. The Welsh Government explains that the new Act 'puts in place delivery structures, processes and procedures to make Wales' planning system fit for the 21st century'.
- It is anticipated that the Planning Wales Act 2015 will create a series of changes for Wales, these include:
  - Providing a modern delivery framework for the preparation of development plans and planning decisions. This will include allowing Welsh Ministers to decide a limited number of planning applications in defined circumstances;

- Strengthening the plan-led approach to decisions on planning applications by providing a legal framework for the preparation of a National Development Framework and Strategic Development Plans;
- Improving collaboration by allowing the Welsh Ministers to direct local planning authorities to work together and for local planning authorities to be merged;
- Improving engagement with communities by introducing a statutory preapplication consultation process for significant planning applications;
- Modernising the planning enforcement system so that breaches of planning control can be dealt with quickly.
- 4. The implementation of 'The Planning (Wales) Act 2015' has resulted in changes to other pieces planning legislation. In particular changes have been applied to the planning fees which can be levied by local authorities in Wales.
- 5. From the 1<sup>st</sup> October 2015 the new legislation will in effect consolidate parts of the Town and Country Planning (Fees for Applications, Deemed Applications and Site Visits) (Wales) Regulations 2015; the Town and Country Planning (Fees for Applications and Deemed Applications) Regulations 1989 and the Town and Country Planning (Fees for Non-Material Changes) (Wales) Regulations 2014. These Regulations provide for the payment of fees to local planning authorities in respect of:
  - Applications made under the Town and Country Planning Act 1990 ("the 1990 Act") for planning permission for development or for approval of matters reserved by an outline planning permission;
  - Deemed applications for planning permission under section 177(5) of the 1990 Act;
  - Applications for a certificate of lawful use or development;
  - Applications for consent for the display of advertisements;
  - Certain applications under the Town and Country Planning (General Permitted Development Order) 1995;
  - Applications for non-material changes to planning permission; and

- Site visits to mining and landfill sites.
- 6. The main changes introduced by the legislation are:
  - That planning fees may be increased by approximately 15%;
  - That fees paid in respect of applications for planning permission or for approval of reserved matters are refunded if the local planning authority fails to determine the application within specified times (Regulation 9);
  - That fees in respect of deemed applications are paid to the local planning authority rather than half to the local planning authority and half to the Welsh Ministers (Regulation 10);
  - That fees paid in respect of a deemed application in relation to the use of the land as a caravan site are to be treated the same as other applications for the purposes of refunds (Regulation 10(12)). Under the 1989 Regulations, such a deemed application was excluded from the provisions for refunds;
  - That fees are payable in respect of applications for consent, agreement or approval required by any planning condition or limitation, and any such fee is refunded if the local planning authority fail to determine the application within specified times (Regulation 15);
  - That a fee is payable to the local planning authority on a revised application for approval of reserved matters where those reserved matters have previously been approved. Under the 1989 Regulations such an application was exempt from payment of a fee where conditions were met;
  - Where applications are made for planning permission, for approval of reserved matters or for certificates of lawful use or development which relate to land in the area of two or more local planning authorities, a fee is payable to each local planning authority (paragraph 8 of Schedule 1). Under the 1989 Regulations the fee was payable to the local planning authority in whose area the largest part of the land was situated.
- 7. At the meeting the recently appointed Head of Planning will deliver a presentation which will set out a wide range of performance improvements for the Planning

Service which are currently being developed to respond to changes in the Planning system and also address other challenges to the Council's Planning Service. In doing this he will comment on:

- The main impacts of current changes to the Planning System in Wales;
- Planning Policy overview;
- Infrastructure provision overview Community Infrastructure Levy & Section 106 Funding;
- Placemaking overview;
- Development Management overview;
- Overview of main challenges facing the Planning Service; and
- Performance improvement measures currently being developed in response to above.

### **Way Forward**

 Councillor Ramesh Patel (Cabinet Member for Transport, Planning & Sustainability) and Councillor Michael Michael (Chair of Cardiff's Planning Committee) have been invited to attend for this item. They will be supported by officers from the City Operations Directorate.

### **Legal Implications**

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

# **Financial Implications**

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

# RECOMMENDATIONS

The Committee is recommended to:

- i. Note the contents of the attached reports;
- ii. Consider whether they wish to pass on any comments to the Cabinet following scrutiny of the Planning Service Member Update.

MARIE ROSENTHAL Director of Governance & Legal Services 7 October 2015 Mae'r dudalen hon yn wag yn fwriadol

### CITY & COUNTY OF CARDIFF DINAS A SIR CAERDYDD

#### ENVIRONMENTAL SCRUTINY COMMITTEE:

6 DECEMBER 2016

# **CORRESPONDENCE UPDATE – INFORMATION REPORT**

#### Background

 Following most Committee meetings, the Chair writes a letter to the relevant Cabinet Member or officer, summing up the Committee's comments and recommendations regarding the issues considered during that meeting. This cover report provides a record of those letters and any other correspondence received since the previous Committee meeting.

#### Issues

- 2. At the Environmental Scrutiny Committee meetings on the 4 October and 15 November 2016 Members considered the following items:
  - **4 October** Recycling & Waste Restricting Programme One Year Update.
  - 4 October Pavement & Footway Maintenance in Cardiff.
  - **15 November** Managing Litter in Cardiff.
  - 15 November Neighbourhood Services Member Update.
  - **15 November** Performance Reporting Quarter 2 2016/17.
- 3. After the meetings the following letters were sent by the Chair of the on behalf of the Committee:
  - A letter to Councillor Bob Derbyshire, Cabinet Member for the Environment after the meeting on the 4 October 2016 – attached as Appendix 1;
  - A letter to Councillor Ramesh Patel, Cabinet Member for Transport, Planning & Sustainability after the meeting on the 4 October 2016 – attached as Appendix 2;

- A letter to Councillor Bob Derbyshire, Cabinet Member for the Environment after the meeting on the 15 November 2016 attached as **Appendix 3**;
- A letter to Councillor Ramesh Patel, Cabinet Member for Transport, Planning & Sustainability after the meeting on the 15 November 2016 – attached as Appendix 4.
- 4. Since the last correspondence report replies have been provided to the following letters written on behalf of the Environmental Scrutiny Committee:
  - A further response to the letter sent by the Chair of the Committee to Councillor Patel following the meeting on the 17 May 2016; a copy of this response has been attached to this report as **Appendix 5**.
  - A response to the letter sent by the Chair of the Committee to Councillor Patel following the meeting on the 6 September 2016; a copy of this response has been attached to this report as **Appendix 6**.
  - A response to the letter sent by the Chair of the Committee to Councillor Patel following the meeting on the 4 October 2016; a copy of this response has been attached to this report as **Appendix 7**.

# Legal Implications

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

# **Financial Implications**

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

### RECOMMENDATIONS

7. The Committee is recommended to note the content of the letters contained in **Appendices 1, 2, 3, 4, 5, 6** and **7**.

Davina Fiore Director of Governance & Legal Services 30 November 2016 Mae'r dudalen hon yn wag yn fwriadol

Ref: RDB/PM/BD/04.10.16

25 October 2016

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



Dear Councillor Derbyshire,

### Environmental Scrutiny Committee – 4 October 2016

On behalf of the Environmental Scrutiny Committee I would like to thank you and the officers from the Commercial & Collaboration Service for attending the Committee meeting on Tuesday 4 October 2016. As you are aware the meeting considered an item titled 'Recycling & Waste Restricting Programme – One Year Update'. The comments and observations made by Members following this item are set out in this letter.

### **Recycling & Waste Restricting Programme – One Year Update**

 A Member who recently visited a household waste recycling centre in Bridgend noted that the site used a large board to show the percentage of recycling achieved from materials presented at the site. The board illustrated that the household waste recycling centre was achieving an 85% recycling rate and acted as a reminder to staff and the public of the importance of achieving high recycling rates. He also noted that staff seemed very motivated towards achieving the recycling goal as they were quick to offer advice as to where the materials from his vehicle should be placed.

The Committee ask that you consider introducing such boards at sites in Cardiff as they could raise awareness of the need to maximise recycling rates and act as a reminder to staff and the public of the targets which need to be achieved. At the meeting there was much discussion about achieving the 58% recycling target during 2015/16 and the impact that the inclusion of recycling fly ash had on the overall total. After some discussion it was acknowledged that the overall recycling percentage was made up of a series of collection inputs (for example, food waste, fly ash, commercial waste, comingled recycling and household waste recycling centres) and that these all contributed to the overall 58% figure. Members were told that the definition of what was accepted for inclusion in the overall recycling calculation tended to change each year and that the challenges facing each category constantly varied. The conclusion was that no two years were the same making direct year to year comparison very difficult.

During the way forward Members agreed that the Committee should receive a breakdown of waste collection inputs into the waste stream for each of the waste collection input streams; this should include the overall tonnage collected, the percentage recycling from the stream actually achieved and the unique challenges facing each stream from year to year. This data would give the Committee a greater insight into areas which are performing well and help identify where improvements could be made. As a starting point the Committee would like this data for the financial year 2015/16.

A Member explained that she had recently been made aware of a new scheme for dealing with waste on property frontages and asked for more information about the scheme. She was advised that this was a Neighbourhood Services project and that they would be best placed to provide an update on this new scheme. The Committee is due to receive an item titled 'Neighbourhood Services – Member Update' at their meeting in November.

I would ask that the presentation for this item briefly addresses the new scheme for dealing with waste on property frontages and in particular references how the scheme can be accessed and the educational work taking place to support improvements in this area.

• When you responded to my letter following the meeting on the 17 May you provided a table which set out a breakdown of recycling by material type for 2015/16.

I would be grateful if you could provide the same information for 2014/15.

• The letter produced after the meeting on the 17 May 2016 had a paragraph which stated:

The subsequent Chair's letter dated 29 May 2015 said that, "The Assistant Director for the Environment explained that a fly capture report could easily be produced for Cardiff and then confirmed that they could be produced on a Ward by Ward basis". As a result this information was subsequently provided for each Ward and month for 2014/15 (excluding one month - April 2014) in Cllr Derbyshire's letter of 15 September 2015. At the meeting a Member suggested that the definitions for fly-tipping and mispresented waste might have changed and that the information available was no longer as freely available when compared to May 2015.

The fly capture information for April 2014 has yet to be provided; I would be grateful if you could arrange for this information to be made available to the Committee.

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

Regards,

Mitchell

Councillor Paul Mitchell Chairperson Environmental Scrutiny Committee

Cc:

Tara King – Assistant Director for Commercial & Collaboration Services Jane Cherrington – Operational Manager, Strategy & Enforcement Matt Wakelam – Operational Manager, Infrastructure & Operations Paul Keeping – Operational Manager, Scrutiny Services Davina Fiore – Director for Governance & Legal Services Members of the Environmental Scrutiny Committee

Ref: RDB/PM/RP/04.10.16

25 October 2016

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



Dear Councillor Patel,

### Environmental Scrutiny Committee – 4 October 2016

On behalf of the Environmental Scrutiny Committee I would like to thank you and the officers from City Operations for attending the Committee meeting on Tuesday 4 October 2016. As you are aware the meeting considered an item titled 'Pavement & Footway Maintenance in Cardiff'. The comments and observations made by Members following this item are set out in this letter.

# Pavement & Footway Maintenance in Cardiff

- During the way forward Members agreed that the best long term approach for pavement and footway maintenance in Cardiff was to take a steady state funding approach. This echoed the comments made about maintenance of the overall highway asset in May 2016. The letter sent to you after the meeting in May 2016 has been attached to this letter as Appendix 1.
- Members noted the importance of a well maintained highway asset for Cardiff and in particular emphasised the need for good quality carriageways and pavements. Whilst acknowledging the difficult financial position that the Council faces they ask that you continue to look for additional capital funds to support further improvements to the overall highway asset.

- The subject of parking across paving slabs and pennant stone was raised during the meeting. Members were concerned about the damage that such irresponsible parking causes and the financial impact that this has on the highway maintenance budget. I would be grateful if you could provide the Committee with a summary of the costs created by this problem for the financial years 2014/15 and 2015/16.
- Members are aware of the damage that trees cause to pavements and footways across Cardiff. I would be grateful if you could provide the Committee with a summary of the costs that tree damage caused to pavements and footways during the financial years 2014/15 and 2015/16.

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

Regards,

Hitchell

Councillor Paul Mitchell Chairperson Environmental Scrutiny Committee

Cc:

Andrew Gregory - Director for City Operations Matt Wakelam – Operational Manager, Infrastructure & Operations Gary Brown – Operational Manager, Assets, Engineering & Operations Andrew Greener – Team Leader, Assets, City Operations Paul Keeping – Operational Manager, Scrutiny Services Davina Fiore – Director for Governance & Legal Services Members of the Environmental Scrutiny Committee Ref: RDB/PM/BD/15.11.16

28 November 2016

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



Dear Councillor Derbyshire,

### Environmental Scrutiny Committee – 15 November 2016

On behalf of the Environmental Scrutiny Committee I would like to thank you and the officers from the City Operations Directorate and Commercial Services for attending the Committee meeting on Tuesday 15 November 2016. As you are aware the meeting considered items titled 'Managing Litter in Cardiff', 'Neighbourhood Services – Member Update' and 'Performance Reporting – Quarter 2'. The comments and observations made by Members following this item are set out in this letter.

### Managing Litter in Cardiff

- The Committee notes the scale of the task facing Cardiff's Street Cleansing Service in keeping the city clean. They would like to thank all of the staff involved in this huge task and congratulate them for the improvements delivered in the last 12 months. In particular they feel that the improvement in the scores of the two 'Local Government Data Unit Wales Report – 2015/16' indicators has been a great success:
  - Percentage of land of a high or acceptable level of cleanliness 86.8% in 2014/15 to 90.64% in 2015/16;
  - Percentage of reported fly tipping incidents cleared within 5 working days – 82.61% in 2014/15 to 97.91% in 2015/16.
- During the meeting a Member once again stressed the importance of the newly formed Neighbourhood Services working closely with the Waste

Collection Service to maximise cleansing performance. He felt that it was vitally important to ensure that this type of collaborative working approach is maintained, particularly now that Street Cleansing sits in Neighbourhood Services and Waste Collections is in Commercial Services.

- Members agree with the proactive educational messages being delivered in Cathays and in particular welcome the approach of directing these messages at university students. In addition they agree with the idea of issuing house based fixed penalty notices against shared houses as it stops the problem of specifically identifying who is responsible for any littering and instead places the onus on the landlord to manage the issue.
- The Committee notes that 35 days is a long time to have to wait to deal with litter problems on private property frontages. They support any legal approach that the Council might apply to speed up this process, for example, by using Section 4 of the 'Prevention of Damage by Pests Act 1949 (Harbourage)' which can result in removal action being taken within seven days if the evidence supports the presence of vermin.
- Members note and support the concept of the ward based blitzes which have recently taken place as a part of the 'Love Where You Live' campaign. I would be grateful if you could provide the Committee with an update on this campaign in early 2017 when sufficient evidence should have been collected to indicate the progress made as a result of this campaign.
- As stated above the Committee acknowledges the significant improvement achieved in increasing the percentage of reported fly tipping incidents cleared within 5 working days from 82% in 2014/15 to 97.91% in 2015/16. This moved Cardiff from the 21<sup>st</sup> to the 4<sup>th</sup> best performing local authority in Wales. While this is seen as a huge improvement the Committee would like to understand what the three authorities ranked higher than Cardiff are doing to produce an even better result. Understanding this could help Cardiff achieve even better progress.
- During the meeting I asked if enforcement officers had the power to issue fines for littering and then accept an on the spot cash payment. It was

explained that enforcement officers are not able to collect cash payments for fines. I would be grateful if the Council could do something to reiterate this fact and to ensure that the public understands that the Council does not accept such on the spot cash payments for littering fines.

- At the meeting you explained that enforcement officers can only use body cameras as a safety feature and that they cannot be used to record the actual littering offence. I note that you were slightly frustrated at this position, particularly as some private sector litter enforcement companies in England are able to use body cameras as a personal safety and evidence gathering tool at the same time. The Committee supports your view and asks that you continue to push for cameras to be used as an evidence gathering tool.
- It was noted that Neighbourhood Services is in the process of implementing a new AMX infrastructure asset management tool and that a 'reporter app' is being developed to make it easier for the public to report things like potholes and fly tipping incidents. The Committee looks forward to receiving a progress update on both of these new initiatives when it again scrutinises Neighbourhood Services in March 2017.

### Neighbourhood Services – Member Update

- As per our comment within the Managing Litter in Cardiff section of this letter we will continue to advocate the use of body cameras for both evidence gathering and supporting personal safety.
- The Committee welcomes the implementation of the balanced scorecard approach for future performance management within Neighbourhood Services. They look forward to reviewing the new balanced scorecard and the initial results for Neighbourhood Services in March 2017.
- It should be noted that the requests within this letter about Neighbourhood Services will also be included in the letter to the Cabinet Member for Transport, Planning & Sustainability as parts of the service fall within the

Transport, Planning & Sustainability portfolio. I am happy to receive a joint reply on the requests made regarding Neighbourhood Services.

### Performance Reporting – Quarter 2

- During the meeting I asked a question about the level of staff expenditure across City Operations and Commercial Services; in particular I asked why agency spend was so high compared to the actual agency budget for both services. I would be grateful if you could provide a detailed response to this question in your reply to this letter. The same point has been raised with the Cabinet Member for Transport, Planning & Sustainability.
- When talking about reuse facilities you explained that such a scheme would work against the Council in terms of achieving its recycling target. You continued by saying that when an item is reused instead of being recycled it does not contribute to Cardiff's recycling total. You felt that this was slightly unfair as reuse should probably be at the top of the recycling hierarchy. The Committee agrees with your position on this and asks that you lobby the Welsh Government to provide 'recycling credits' for any reused items.
- Members welcomed the news that the new Kelda anaerobic digestion plant will be officially opened in 2017. I would appreciate it if you could arrange for the Committee to have a tour of this new facility along with an overdue visit to the Viridor energy from waste facility in Splott.
- A Member explained that recent changes to the commercial food waste collection scheme had caused some difficulties for companies who placed green plant waste into the food waste stream. He had been informed that the changes had been put through to ensure lower contamination levels (i.e. less garden waste and more food waste) this meant that some commercial customers now had to find an alternative commercial provider to deal with their green plant waste. I would be grateful if you could ensure that Cardiff's Commercial Waste Service makes sure that the new

commercial food waste standards are clearly communicated to all food waste customers.

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

Regards,

Hitchell

Councillor Paul Mitchell Chairperson Environmental Scrutiny Committee

Cc:

Andrew Gregory – Director for City Operations Tara King – Assistant Director for Commercial & Collaboration Services Jane Cherrington – Operational Manager, Strategy & Enforcement Pat McGrath – Operational Manager, Projects Matt Wakelam – Operational Manager, Infrastructure & Operations Paul Keeping – Operational Manager, Scrutiny Services Davina Fiore – Director for Governance & Legal Services Members of the Environmental Scrutiny Committee Mae'r dudalen hon yn wag yn fwriadol

Ref: RDB/PM/RP/15.11.16

28 November 2016

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



Dear Councillor Patel,

#### Environmental Scrutiny Committee – 15 November 2016

On behalf of the Environmental Scrutiny Committee I would like to thank you and the officers from the City Operations Directorate for attending the Committee meeting on Tuesday 15 November 2016. As you are aware the meeting considered items titled 'Neighbourhood Services – Member Update' and 'Performance Reporting – Quarter 2'. The comments and observations made by Members following this item are set out in this letter.

### Neighbourhood Services – Member Update

- During the item on Managing Litter in Cardiff the Committee discussed the need for enforcement officers within Neighbourhood Services to be able to use body cameras for both evidence gathering and supporting personal safety the cameras are currently only used for supporting personal safety. The Committee supports the Cabinet Member for the Environment's view that the Council should do what it can to enable the body cameras to be used to gather evidence and not just to be used as a personal safety device. As enforcement officers fall within the remit of the Environment portfolio this point only needs to be noted.
- The Committee welcomes the implementation of the balanced scorecard approach for future performance management within Neighbourhood Services. They look forward to reviewing the new balanced scorecard and the initial results for Neighbourhood Services in March 2017.

# Performance Reporting – Quarter 2

- During the meeting I asked a question about the level of staff expenditure across City Operations; in particular I asked why agency spend was so high compared to the actual agency budget for both services. I would be grateful if you could provide a detailed response to this question in your reply to this letter. The same point has been raised with the Cabinet Member for the Environment.
- As you will be aware the topic of the South Wales Metro was discussed at the meeting. Once again I would like to reiterate the Committee's view that light rail is the best way forward for this scheme as it is the more cost effective and flexible transport system available. In addition to this I would personally like to emphasise the importance of completing the circle line between Coryton and Radyr. This I feel is an essential element for Cardiff's part of the South Wales Metro which would significantly improve the transport linkage between the east and west of the city.

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

Regards,

Fchell

Councillor Paul Mitchell Chairperson Environmental Scrutiny Committee

Cc:

Andrew Gregory – Director for City Operations Matt Wakelam – Operational Manager, Infrastructure & Operations Paul Keeping – Operational Manager, Scrutiny Services Davina Fiore – Director for Governance & Legal Services Members of the Environmental Scrutiny Committee

#### SWYDDFA CYMORTH Y CABINET CABINET SUPPORT OFFICE



#### APPENDIX 5

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

Neuadd y Sir Caerdydd, CF10 4UW Ffôn: (029) 2087 2088

Fy Nghyf / My Ref: CM35079

Dyddiad / Date: 19th October 2016

Councillor Paul Mitchell Cardiff Council County Hall Alantic Wharf Butetown Cardiff CF10 4UW

#### Annwyl/Dear Councillor Mitchell

#### Environmental Scrutiny Committee - 17th May 2016

I refer to your letter of the 24th June and our response of the 26th August. It has been brought to our attention that the points regarding planning applications and enforcement was not answered and omitted from the final correspondence that was sent out due to an oversight for which we sincerely apologise. We would respond as follows.

The comments regarding Q4 for 2015/16 performance are noted in terms of the percentage of major applications determined was shown as "red" and householder applications being "amber". Officers at all levels within the Planning Service are aware of these statistics and have introduced improved monitoring and mitigation measures within both the Planning Service Business Plan and within PPDR Objectives for all relevant officers. It should be noted that the out-turn for Q1 in 2016/17 has shown a marked increase in performance where determination of majors is now 37.5% ("Green" (Target 25%)) and for Householder applications 80.8% ("Green" (Target 80%)). This statistic is expected to be maintained/improved throughout 2016/17 as new working practices and improvement actions are being rolled out across the Service.

ATEBWCH I / PLEASE REPLY TO :

Swyddfa Cymorth Y Cabinet / Cabinet Support Office, Ystafell / Room 518, Neuadd y Sir / County Hall Glanfa'r Iwerydd / Atlantic Wharf, Caerdydd/Cardiff, CF10 4UW Ffon / Tel: (029) 2087 2598

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn sicrhau ein bod yn cyfathrebu â chi yn eich dewis iaith boed yn Gymraeg, yn Saesneg neu'n ddwyieithog dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in English and Welsh and we will ensure that we communicate with you in the language of your choice, whether that's English, Welsh or bilingual as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.





Planning Enforcement is a discretionary function that is undertaken by the Planning Service. Investigations into breaches and alleged breaches of planning control are undertaken on a proactive and reactive basis. It should be noted that it is not a criminal offence to undertake works without the required planning permission and that in accordance with Government advice Enforcement action is only undertaken as a last resort. It is often the case that development can be made acceptable by amendments and by the grant of a retrospective planning consent. Where such action is considered inappropriate Enforcement action will be pursued but it is not always the case that such action will require the total demolition of a structure or the termination of a use. It is often the case that negotiations will result which may see alterations being undertaken. It should be noted that where the recipient of an Enforcement Notice does not comply with its requirements the procedure that is followed will result in action through the Magistrates Court. The Court can impose a fine and subsequent fines for continued non-compliance, but this is at the discretion of the Court. Officers do not undertake direct action to secure the demolition of unauthorised structures. It should also be noted that the recipient of an Enforcement Notice can appeal to the Planning Inspectorate in an attempt to have the requirements of the Notice amended or quashed.

Planning applications are a public record and all documents are available to view on line. The service has public access PC's available in County Hall for members of the public who do not have access to a computer and members of staff are at hand to help. Where requests are made from members of the public who are unable to visit County Hall or who do not have access to the internet, the Service ensures that they are provided with the information they need to make representations. All forms of communication are accepted from members of the public (email, letter or on line comments) and these are then uploaded to the various applications and passed onto the Case Officer.

I trust the above is of assistance.

Yn gywir Yours sincerely

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

#### SWYDDFA CYMORTH Y CABINET **CABINET SUPPORT OFFICE**



#### **APPENDIX 6**

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

Neuadd y Sir Caerdydd, **CF10 4UW** Ffôn: (029) 2087 2088

Fy Nghyf / My Ref: CM35822

Dyddiad / Date:

8th November 2016

Councillor Paul Mitchell **Cardiff Council County Hall** Alantic Wharf Butetown Cardiff **CF10 4UW** 

#### Annwyl/Dear Councillor Mitchell

#### **Environment Scrutiny Committee - 6th September 2016**

Thank you for your correspondence concerning the above.

Officers are presenting a Neighbourhood Services Member Update on 1st November 2016 and they will present the Balanced Scorecard approach that is being taken forward with regards to this new service and its associated delivery. The key KPIs will not fundamentally change, although they may be rationalised and with new measures introduced to support the Balanced Scorecard approach being taken forward.

It is agreed that where reporting does not allow indicators to be published, due to validation, that further written information is provided with regards these measures.

With regards the planning applications KPI, there is work currently taking place to review and benchmark. However as you are aware, reporting significantly varies across authorities and the volume and variety of applications in Cardiff mean that there is limited benchmarking that can take place with other Welsh Local Authorities. I can assure Members that performance improvement initiatives within the Planning Service are continuing to be delivered and recognised as a high priority. This is particularly important as the volume and complexity of workload continues to increase with the number of planning

#### ATEBWCH I / PLEASE REPLY TO :

Swyddfa Cymorth Y Cabinet / Cabinet Support Office, Ystafell / Room 518, Neuadd y Sir / County Hall Glanfa'r Iwerydd / Atlantic Wharf , Caerdydd/Cardiff, CF10 4UW Ffon / Tel: (029) 2087 2598

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn sicrhau ein bod yn cyfathrebu â chi yn eich dewis iaith boed yn Gymraeg, yn Saesneg neu'n ddwyieithog dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in English and Welsh and we will ensure that we communicate with you in the language of your choice, whether that's English, Welsh or bilingual as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay. Page 169





applications determined in 2015/16 being nearly 20% higher than the previous year. The opportunity will be taken when the Committee meets on 6th December to further outline current performance-related initiatives and benchmarking data when the Planning Service Member update is on the Agenda.

Officers would like to thank the Environmental Scrutiny Committee for providing them with the opportunity to present at their meeting on the Tuesday 6 September 2016.

I trust the above is of assistance.

Yn gywir Yours sincerely

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

#### SWYDDFA CYMORTH Y CABINET CABINET SUPPORT OFFICE

Fy Nghyf / My Ref:CM36054Dyddiad / Date:15th November 2016



APPENDIX 7

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

**Neuadd y Sir** Caerdydd, CF10 4UW Ffôn: (029) 2087 2088

Councillor Paul Mitchell Cardiff Council County Hall Alantic Wharf Cardiff CF10 4UW

Annwyl/Dear Paul

#### **Environmental Scrutiny Committee - 4 October 2016**

Thank you for your correspondence dated 25 October 2016 and inviting officers and myself to present at Environmental Scrutiny Committee.

It was good to be able to present the positive results that have been achieved through the restricting programme and our commitments to drive up recycling.

To address each point raised by the committee in turn:-

We agree that better signage on recycling performance is required at the Household Waste Recycling Centres (HWRC). Once the new Lamby Way site is completed this is something we will introduce at the sites. It is rewarding to see that the Committee also endorse this approach.

A copy of the waste collection flows is set out on page three of this letter. The waste flows and how this contributes to the calculation of our overall recycling performance is very complex. The provided information indicates how each waste stream contributes to the overall recycling performance.

Please see over the page the waste collection inputs by area for 2015/16.

ATEBWCH I / PLEASE REPLY TO :

Swyddfa Cymorth Y Cabinet / Cabinet Support Office, Ystafell / Room 518, Neuadd y Sir / County Hall Glanfa'r Iwerydd / Atlantic Wharf, Caerdydd/Cardiff, CF10 4UW Ffon / Tel: (029) 2087 2631

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn sicrhau ein bod yn cyfathrebu â chi yn eich dewis iaith boed yn Gymraeg, yn Saesneg neu'n ddwyieithog dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in English and Welsh and we will ensure that we communicate with you in the language of your choice, whether that's English, Welsh or bilingual as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.





#### 2015/16 Data

#### \*\*These figures are based on collected tonnage only

#### Total MSW

#### 183258

Operational Area	% of total MSW	Total (tonnes)
Kerbside & bring sites	57	105328
HWRCs	19	35138
Commercial	12	21429
Street Cleansing- sweeping, fly tipping, litter	4	7639
Parks/Highways	1	2214

#### Kerbside and Bringsite total

	Tonnes	%	
Residual		46603	44
Recycling/reuse		30635	29
Organics		28090	27
Overall recycling/reuse/composting rate			56

#### HWRC's total

	Tonnes	%	
Residual		12594	36
Recycling/reuse		20255	58
Organics		2289	7
Overall rec	ycling/reuse/com	posting rate	64

#### **Commercial total**

	Tonnes	%	
Residual		15820	74
Recycling/reuse		4051	19
Organics		1558	7
Overall rec	ycling/reuse/com	posting rate	26

#### Street cleansing total

	Tonnes	%		
Residual		2515	30.	33
Recycling/reuse		0		0
Organics		5124		67
Overall rec	ycling/reuse/comp	oosting rate		67

#### Parks/Highways total

	Tonnes	%	
Residual		0	0
Recycling/reuse		614	28
Organics		1600	72
Overall recy	cling/reuse/comp	osting rate	100

Overall recycling/reuse/compo ate

# Page 172

The recycling performance can be influenced by the weather, for example a mild and wet spring can increase the production of green waste, whilst a prolonged cold or icy period can reduce green waste.

Recycling markets are significantly influenced by the global market and economic forces. In addition what can be counted as recycling can change as Welsh Policy is refined. Some examples are as follows:

- the glass market can be very unstable, in early 2016 producers stopped taking in new recyclate as they had no outlet for their product, this meant that Cardiff had to stockpile glass until the market recovered. Material is only counted as recycled once it has been processed, so this could prove a risk if the market destabilises again.
- hygiene waste used to be classed as 95% recycling (you send 100 tonnes of material for reprocessing, you can claim 95 tonnes as recycled and the remaining 5 tonnes as waste). Now, due to revised definitions from Welsh Government and Natural Resources Wales the recovery rate is only 35%.
- the wood market is similar to the glass and hygiene markets. Not only does the market for wood frequently dry up, the percentage of wood that can be claimed as recycled has reduced, which makes it harder to recycle and provides a lower yield to count towards our recycling.

As requested please find below the waste flows recycling information for 2014/15.

		Q1	Q2	Q3	Q4	<b>Total For</b>
		2014/15	2014/15	2014/15	2014/15	2014/15
Dry Reuse		93.13	419.22	86.36	97.27	695.97
Dry Recycling		14004.79	12,958.03	11,167.50	21,588.33	59,718.6 5
Composting		10,254.27	8,756.56	6,578.84	5,122.67	30,712.3 4
	Total municipal waste	46,963.74	44,743.68	40,309.75	38,697.41	170,714. 58
	WMT 10(iv) - Dry reuse rate	0.20%	0.94%	0.21%	0.25%	0.41%
	WMT 10(v) - Dry recycling rate	29.82%	28.96%	27.70%	55.79%	34.98%
	WMT 10(vi) - Composting rate	21.83%	19.57%	16.32%	13.24%	17.99%
WMT 09b re	use, recycling and composting rate	51.85%	49.47%	44.24%	69.28%	53.38%
				61		

	tonnes	%
	2014-15	2014-15
Food	12,930.16	7.57%
Glass	10,316.76	6.04%
Green waste	17,777.36	10.41%
Incinerator Bottom Ash	0.00	0.00%
Leaf Fall	4.82	0.00%
Metals	3,338.78	1.96%
Other recycling & Reuse	8,290.22	4.86%
Paper & Card	19,680.88	11.53%
Plastics	2,802.88	1.64%
Rubble	15,055.77	8.82%
Electrical Items	929.34	0.54%
Wheelie Bins	0.00	0.00%
	91,126.96	53.38%
RESIDUAL	79,587.62	46.62%

Waste presentation and storage in frontages is now the responsibility of Neighbourhood Services and I am sure they will be happy to outline the range of enforcement processes they use to address these issues in their pending presentation.

I can confirm that the Neighbourhood Services Member Update, scheduled for 15 November 2016, will include a presentation on the new scheme for dealing with waste on property frontages. It will also reference how the scheme can be accessed along with the education work taking place to support improvements.

You further requested fly capture information for April 2014 which was omitted from our previous response. I can advise that there were 361 total incidents in April 2014.

I trust the above is of assistance. If you have any further queries, please do not hesitate to contact either myself or my officers direct.

Yn gywir Yours sincerely

BA R

Y Cynghorydd / Councillor Bob Derbyshire Aelod Cabinet Dros Yr Amgylchedd Cabinet Member for Environment