



County Hall  
Cardiff  
CF10 4UW  
Tel: (029) 2087 2000  
  
Neuadd y Sir  
Caerdydd  
CF10 4UW  
Ffôn: (029) 2087 2000

## AGENDA

<b>Committee</b>	ENVIRONMENTAL SCRUTINY COMMITTEE
<b>Date and Time of Meeting</b>	TUESDAY, 4 DECEMBER 2018, 4.30 PM
<b>Venue</b>	COMMITTEE ROOM 4 - COUNTY HALL
<b>Membership</b>	Councillor Patel (Chair) Councillors Derbyshire, Philippa Hill-John, Owen Jones, Lancaster, Jackie Parry, Owen, Wong and Wood

*Time  
approx.*

- 1 Apologies for Absence**  
To receive apologies for absence.
- 2 Declarations of Interest**  
To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.
- 3 Minutes (Pages 3 - 8)**  
To approve as a correct record the minutes of the meeting held on 6 November 2018.
- 4 Planning, Transport & Environment Directorate - Quarter 1 & 2 Performance Reports 2018/19 (Pages 9 - 76)** 4.40 pm
- 5 Environmental Scrutiny Committee - Forward Work Programme 2018/19 (Pages 77 - 92)** 5.40 pm
- 6 Correspondence - Verbal Update** 6.00 pm
- 7 Urgent Items (if any)** 6.10 pm
- 8 Way Forward** 6.30 pm
- 9 Date of next meeting - 8 January 2018**

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

By receiving this Agenda Pack electronically you have saved the Authority approx. £2.00 in printing costs

**Davina Fiore**

**Director Governance & Legal Services**

Date: Wednesday, 28 November 2018

Contact: Graham Porter, 02920 873401, g.porter@cardiff.gov.uk

## ENVIRONMENTAL SCRUTINY COMMITTEE

6 NOVEMBER 2018

Present: Councillor Patel(Chairperson)  
Councillors Philippa Hill-John, Owen Jones, Lancaster,  
Jackie Parry, Owen, Wong and Wood

## 40 : APOLOGIES FOR ABSENCE

Apologies were received from Councillors Derbyshire, Michael and Wild.

## 41 : DECLARATIONS OF INTEREST

No declarations of interest were received.

## 42 : MINUTES

The minutes of the meeting held on 2 October 2018 were approved by the Committee as a correct record and were signed by the Chairperson.

## 43 : CLAMPING AND REMOVAL OF NUISANCE VEHICLES FROM HIGHWAY AND PUBLIC LAND

The Committee received a report on the introduction of a new policy for the clamping and removal of nuisance vehicles. The policy would allow for the clamping and removal of the following:

- Vehicles owned by persistent offenders and evaders of parking and traffic tickets;
- Vehicles causing an immediate obstruction and/or parked contrary to parking regulations;
- Vehicles with no registered keeper on DVLA records;
- Vehicles that are not taxed in accordance with the Vehicle Excise and Registration Act.

Members were advised that illegally parked vehicles can cause an obstruction and create a danger for pedestrians and other road users. There are instances where enforcement action is either not possible or not a significant enough deterrent to owners of vehicles. Similarly, vehicles not registered with the DVLA are very difficult to enforce against. For example, it is difficult to enforce against foreign vehicles as no details are held against which a penalty notice can be issued. Such vehicles can create a parking nuisance and the only practical option to address the problem is removal from the highway.

Some drivers are also known to regularly and deliberately contravene parking and traffic regulations and fail to settle the debts they incur. The Welsh Government issued guidance suggesting that local authorities take the strongest possible enforcement action against these 'persistent evaders'. There are currently 9,183 PCNs that have been issued against persistent evaders equating to £381,397.67.

The DVLA partner initiative is separate from Civil Parking Enforcement. The adoption of devolved powers from the DVLA will allow the Council to take action against vehicles that are untaxed, abandoned or creating a nuisance. In 2017 the

Council received of 1000 reports of abandoned vehicles from members of the public, the police and other agencies. Only 28 vehicles of those reported were removed. By having devolved powers the Council will be able to remove untaxed vehicles. It is anticipated that having such powers will help reduce the number of abandoned vehicles, incidents of crime, vandalism and uninsured drivers.

Members were advised that in order to establish the scale of the problem of untaxed vehicles in Cardiff, the Council worked with the DVLA to undertake a one day sample audit across the city using an Automatic Number Plate Recognition system. The sample audit identified a total of 8,526 untaxed vehicles.

The Committee received a presentation from Matt Wakelam, Assistant Director. Members were invited to comment, seek clarification or raise questions on the information received. Those discussions are summarised as follows:

- It was noted that initially 20 clamps will be available. Members asked whether 20 clamps were enough to deal with problem parking in the city, particularly on major event days. Officers estimated that 20 clamps would be sufficient at the start of the scheme. However, this number would be reviewed as the scheme progressed. It was only possible to enforce on the basis of traffic restrictions. Persistent evaders will also be clamped. Anti-social or nuisance parking will be impounded and any untaxed vehicles entering the City will also be dealt with. If there are any significant safety relating to a parked vehicle, then the vehicle will be removed and impounded.
- Officers confirmed that any funds raised would be ringfenced and managed in a similar way to the parking reserve. However, unlike the parking reserve, there would be no restriction governing where those funds can be spent. The service area would be looking to deliver savings by increasing income.
- Members were advised that caravans cannot be dealt with under this legislation. The service areas has tendered for a contractor to remove caravans and other legislation allows for this. The contractor must be able to remove any vehicle.
- Members asked for clarification of how an abandoned vehicle is classified. Officers stated that if a vehicle is taxed and has an MOT then it cannot be removed from the highway.
- Officers advised that if a vehicle is clamped then the owner will have 24 hours to pay for the clamp to be removed, in line with DVLA guidelines. After 24 hours the vehicle will be removed from the highway and taken to a secure site within the city. As the requirement for safe storage forms part of the tender, the potential sites will be identified by the bidders. Any proposed site will need to have good public transportation links. It is anticipated that the vehicles impounded will have varying values. The majority of impounded vehicles will be of low value. Evidence has shown that many vehicles will have links to criminality. Approximately 40% of the vehicles impounded are subsequently

collected.

- Members asked whether additional staff will be employed. Officers advised that additional staff will not be employed and existing Civil Enforcement Staff will be asked to discharge these duties. No lone working will be permitted and staff will always work in pairs. Teams will be supported by the ANPR vehicles. Staff will be provided with body cameras.
- Members were advised that requests/complaints and intelligence from DVLA will be used to prioritise areas of the city. The authority was also investigating the possibility of working in partnership with supermarkets to enforce restrictions on parking in disabled bays.
- In terms of identifying a suitable site for the safe storage of vehicles, officers confirmed that a Council-owned plot of land might be made available to potential bidders – this had yet to be confirmed.
- Members asked whether the new enforcement powers were aimed at service improvement or were they aligned with income generation. Officers stated that the service area is tasked with looking at increasing revenue to off-set savings. The opportunity to do this presented itself following an approach to the Council by DVLA. The powers would be used to improve behaviour and ensure that bad behaviour does not increase.
- Members asked for details of the financial model used to support the business case. Officers stated that a number of models were considered – these included outsourcing the operation completely and keeping all of the service in-house. After considering internal resources the authority decided to keep operations for clamping in-house to retain control.
- Members asked how quickly vehicles would be clamped following the receipt of a complaint. Officers indicated that the enforcement officers were aiming to respond to complaints received within 24 hours, or otherwise as soon as possible. Areas where limited on street parking is available are likely to be prioritised.
- Members asked whether it was an efficient use of resources to base responses on complaints received. Officers stated that when responding to complaints the enforcement teams will be able to identify untaxed vehicle, persistent evaders or nuisance parking. The ANPR vehicle is working at all times and gathering intelligence. Enforcement officers will return at a later date.
- Officers confirmed that a vehicle must be without tax for a minimum of 2 months to be considered untaxed.
- Members asked how many vehicles will be clamped each day. Officers advised that 20 clamps are available. The business model was based

on a conservative estimate of 20 vehicles per week. Officers reiterated that the principle aim was to improve behaviour.

- Members noted that the DVLA audit exercise only focussed on the principal routes in the city and yet over 8,000 untaxed vehicles were identified. Members felt that that the actual figure could be much higher. Officers were asked whether the authority has the capacity to deal with 1000 vehicles per year. Officers stated that more resources can be allocated if necessary. When enforcement begins public awareness is raised and members of the public become aware.

RESOLVED – That the Chairperson write to the Cabinet Member on behalf of the Committee to convey their comments.

#### 44 : WASTE MANAGEMENT STRATEGY UPDATE

The Committee received a report providing a progress update on the changes being applied to Cardiff's Waste Management Strategy. Members were advised that it was hoped the updated strategy would build on the Recycling and Waste Management Strategy 2015-18 and outline the planned changes to drive forward the next phase of the Council's recycling delivery and meet the Council's statutory obligations.

The commitments made in the Council's Capital Ambition document will be of key importance in the updated strategy, which would place great value on recycling and education, cleaner streets and community partnerships to drive sustainable attitudes and behaviours. The core legislative drivers for the document were detailed in the report.

The Chairperson welcomed Matt Wakelam, Assistant Director and Jane Cherrington, Operational Manager - Strategy & Enforcement in Planning, Transport & Environment, Street Scene. The officers were invited to deliver a presentation. Members were invited to comment, seek clarification or raise questions on the information received. Those discussions are summarised as follows:

- A Member asked whether lightbulbs were recyclable. Officers stated that lightbulbs were recyclable and they can be taken to HWRCs. However, Members of the public are recommended to purchase long-life energy saving lightbulbs instead.
- Members asked what sort of waste presented the biggest problems in terms of recycling. Officers stated that laminated paper or items that contain multiple materials are difficult to process. A lightbulb is also a good example. Polystyrene is has high value per tonne, but a tonne of polystyrene is a large amount. Similarly, with plastic film. The Council is working with Welsh Government to pressure producers to ensure that component parts in their packaging can be separated. Members asked where the responsibility for separating waste lies. Officers stated that responsibility lies with the authority and with the public. The more the members of the public can be encouraged to separate their recycling, the better for the authority. Officers advised that more recently 'citizen power' is producing a shift in behaviour. For example, there has been a

recent campaign encouraging customers to post non-recyclable crisp packets back to their manufacturers. There has also been a move towards paper straws and paper cups and away from single use plastic items. Citizens now have more choice and officers envisage that cycling will improve as a result.

- Members asked whether the service area has considered best practice in other countries in terms of recycling models. Officers stated that Welsh Government studies have shown that citizens in other countries behave differently and questioned whether continental recycling schemes would be as effective as the current scheme. Officers considered that schemes such as deposit return scheme would be a backward step. Wales has the 3<sup>rd</sup> highest recycling rate in the world. However, it is currently not a legal requirement for commercial operators to separate their waste. Waste is also not a priority for businesses when compared to other factors, such as business rates.
- Members asked whether officers have considered the effect moving to a 6 or 7 day per week service would have on staff. Officers stated that the service operates a traditional 5-day per week shift pattern and a number of different options are being considered. Any move away from the current model will consider the effect on staff and will be subject to full consultation and financial modelling.
- Members asked whether the service was prepared for a potential increase in glass collection intake over the Christmas period. Officers stated that residents participating in the glass separation trial are able to request additional caddies. Information is provided online and via C2C.
- Officers stated that Natural Resources Wales has changed with definition for the categorisation of recycled wood so that MDF and chipboard can no longer be classified as recycling.
- Members noted that the Council is receiving £25 per tonne for resale of recycled glass. Members asked whether this figure will cover the cost of new vehicles. Officers stated that the business case was based on the receipt of £15 per tonne. The break-even figure is between £10 and £15 per tonne.
- Members were advised that the expansion of the wheeled bin scheme was at an early stage but is progressing. The a few hundred bins have been provided to residents. Residents in the Pontcanna conservation area will receive their bins in March 2019.

RESOLVED – That the Chairperson write to the Cabinet Member on behalf of the Committee to convey their comments.

#### 45 : MEMBER BRIEFING NOTE: ROAD NAMING POLICY

Members received a briefing note on the Council's Street Naming Policy. Members were asked to note the contents.

RESOLVED – That the contents of the briefing note be noted.

46 : CORRESPONDENCE - VERBAL UPDATE

The Principal Scrutiny Officer updated Members on recent correspondence. Three letters were sent to Cabinet Members after the 4 September 2018. No replies have been received.

47 : URGENT ITEMS (IF ANY)

No urgent items were received.

48 : DATE OF NEXT MEETING

Members were advised that the next Environment Scrutiny Committee is scheduled for 4 December 2018.

The meeting terminated at 6.40 pm

**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**ENVIRONMENTAL SCRUTINY COMMITTEE**

**4 DECEMBER 2018**

---

**PLANNING, TRANSPORT & ENVIRONMENT DIRECTORATE – QUARTER 1  
& 2 PERFORMANCE REPORTS 2018/19**

---

**Reason for the Report**

1. To present and review the performance reports relevant to the terms of reference of the Environmental Scrutiny Committee for Quarter 1 (April to June) and Quarter 2 (July to September) of 2018/19. In doing this the Committee will focus on the work delivered by the Planning, Transport & Environment Directorate which falls within the Strategic Planning & Transport and Clean Streets, Recycling & Environment Cabinet Portfolios.

**Background & Supporting Information**

2. The Environmental Scrutiny Committee has a role in reviewing the performance of Council services that fall within the Committee terms of reference. Members agreed to consider performance issues during the municipal year 2018/19. In doing this the Committee decided to look at the sections of the Quarterly Performance Reports relevant to the terms of reference of the Committee twice a year.
3. In May 2018, Council approved the Corporate Plan 2018-21. The Corporate Plan sets out the Council's Well-being objectives for 2018-19 in accordance with the Well-being of Future Generations Act (2015). The Corporate Plan also set out the Council's key priorities, the steps it will take to deliver Capital Ambition and the key Performance Indicators to assess performance against the Corporate Plan.

4. The Council's refreshed performance management framework includes quarterly production of the Delivering Capital Ambition Performance Report 2018-19 for the Cabinet.
5. To facilitate this scrutiny the Delivering Capital Ambition Quarter 1 & 2 Performance Reports are provided along with the supporting Quarterly Performance Report Appendices.
6. The Delivering Capital Ambition Quarterly Reports reflect and align the Welsh Government Well-being Objectives. The two Well-being objectives relevant to the terms of reference of the Environmental Scrutiny Committee are:
  - Well-being Objective: 2.1 – A Capital City that works for Wales;
  - Well-being Objective: 3.1 – Cardiff grows in a resilient way.
7. The sections of the Delivering Capital Ambition Quarterly Reports and supporting Performance Report Appendices relevant to the terms of reference of the Environmental Scrutiny Committee are referenced below:
  - Delivering Capital Ambition Quarter 1 Performance Report 2018/19: Section 1 – Organisational Health Overview. This document highlights performance issues relevant to the organisation as a whole (**Appendix 1**).
  - Delivering Capital Ambition Quarter 1 Performance Report 2018/19: Section 2 – Key Information & Summary of Performance Indicators. This document highlights performance issues relevant to the organisation as a whole (**Appendix 2**).
  - Delivering Capital Ambition Quarter 1 Performance Report 2018/19: Well-being Objective 2.1 – A Capital City that works for Wales. This document includes issues specific to the Environmental Scrutiny Committee terms of reference (**Appendix 3**).
  - Delivering Capital Ambition Quarter 1 Performance Report 2018/19: Well-being Objective 3.1 – Cardiff grows in a Resilient Way. This document includes issues specific to the Environmental Scrutiny Committee terms of reference (**Appendix 4**).

- Quarter 1 Performance Report Appendix: Well-being Objective 2.1 – A Capital City that works for Wales. This document includes issues specific to the Environmental Scrutiny Committee terms of reference (**Appendix 5**).
  - Quarter 1 Performance Report Appendix: Well-being Objective 3.1 Cardiff grows in a Resilient Way. This document includes issues specific to the Environmental Scrutiny Committee terms of reference (**Appendix 6**).
  - Delivering Capital Ambition Quarter 2 Performance Report 2018/19: Section 1 – Organisational Health Overview. This document highlights performance issues relevant to the organisation as a whole (**Appendix 7**).
  - Delivering Capital Ambition Quarter 2 Performance Report 2018/19: Section 2 – Key Information & Summary of Performance Indicators. This document highlights performance issues relevant to the organisation as a whole (**Appendix 8**).
  - Delivering Capital Ambition Quarter 2 Performance Report 2018/19: Well-being Objective 2.1 – A Capital City that works for Wales. This document includes issues specific to the Environmental Scrutiny Committee terms of reference (**Appendix 9**).
  - Delivering Capital Ambition Quarter 2 Performance Report 2018/19: Well-being Objective 3.1 – Cardiff grows in a Resilient Way. This document includes issues specific to the Environmental Scrutiny Committee terms of reference (**Appendix 10**).
  - Quarter 2 Performance Report Appendix: Well-being Objective 2.1 – A Capital City that works for Wales. This document includes issues specific to the Environmental Scrutiny Committee terms of reference (**Appendix 11**).
  - Quarter 2 Performance Report Appendix: Well-being Objective 3.1 Cardiff grows in a Resilient Way. This document includes issues specific to the Environmental Scrutiny Committee terms of reference (**Appendix 12**).
8. The priorities of Capital Ambition have been being built into the Corporate Plan 2018-21 and follow the existing performance management structure which spans the City's overall performance (the Public Services Board Wellbeing Plan); Council performance via the Corporate Plan; Directorate performance via Directorate Delivery Plans; through to individual performance via Personal Reviews.

## **Performance Support Group**

9. The Council's approach to performance management focuses on the use of performance information within the most strategic parts of the organisation, to ensure that these strategic audiences are considering strategic performance issues. It is also critical to ensure that underneath the strategic layer there are mechanisms in place, which allow for effective engagement and support of operational performance issues.
10. In parallel with developing a coherent cross-organisation approach to service planning (which will by default create a new body of consistent performance information) the Council has introduced the Performance Support Group. The Performance Support Group provides support to service performance and allows the Cabinet, scrutiny committees and the Senior Management Team to focus on strategic performance issues.
11. The primary roles of the Performance Support Group is to support specific areas of service improvement and investigate areas of performance that are highlighted by robust data analysis. It is hoped that this approach will provide the organisation with confidence that measures mandated by Welsh Government but not included in outcomes-focused scorecards are receiving due attention.
12. The Planning, Transport & Environment Directorate has a lead performance officer who along with the Corporate Performance Team, analyse and challenge work to help inform the Performance Support Group's agenda.

## **Improved Reporting Timelines**

13. The Council refresh of performance arrangements has examined opportunities to increase the speed with which information flows through its performance-related processes. An essential part of moving the organisation away from monitoring performance and onto managing performance is providing information within a timescale that allows the use of data to influence decision-making and prompt appropriate intervention.
14. The final reports for Cabinet and scrutiny committees contain confirmed information; however, the reports that are used by the Performance Support Group and Senior

Management Team can contain draft performance information, provided it is flagged as such.

### **Publishing Performance Information on the Internet**

15. To reinforce the Council's move to a culture of accountability, the refresh of performance arrangements presents an opportunity for Cardiff residents to access key performance information in a way that is immediately engaging. Council employees should also have access to online performance information that helps them understand the contribution they are making towards achieving organisational aims.
16. As with the newly developed performance reports, the published information will focus on the outcomes the Council is trying to achieve, i.e. the Well-being Objectives and, therefore, correlate to the performance measures used at Cabinet and scrutiny committees.

### **Refresh the Council's Performance Management Strategy**

17. In light of recommendations made by WAO's, the Framework element of the Performance Management Strategy has been updated to include guidance around timelines that support current processes. The most significant aspect of the refresh has been the embedding of it into the organisation's culture. Mostly, this has been achieved through changing practices as outlined above. However, ensuring that the Council's Performance Management Strategy is acknowledged, understood and used will require the Corporate Performance Team to engage and work proactively with service managers and performance leads.

### **Scope of the Scrutiny**

26. This item will give Members the opportunity to consider the Planning, Transport & Environment Directorate performance relevant to the terms of reference of the Environmental Scrutiny Committee.

### **Way Forward**

27. Councillor Michael Michael (Cabinet Member for Clean Streets, Recycling & Environment), Councillor Caro Wild (Cabinet Member for Strategic Planning &

Transport) and officers from the Planning, Transport & Environment Directorate have been invited to attend for this item.

### **Legal 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 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**

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

## **RECOMMENDATION**

The Committee is recommended to:

- (i) Consider the information in this report and the information presented at the meeting;
- (ii) Determine whether they would like to make any comments, observations or recommendations to the Cabinet on this matter; and,
- (iii) Decide the way forward for any future scrutiny of the issues discussed.

**DAVINA FIORE**

**Director of Governance & Legal Services**

**28 November 2018**

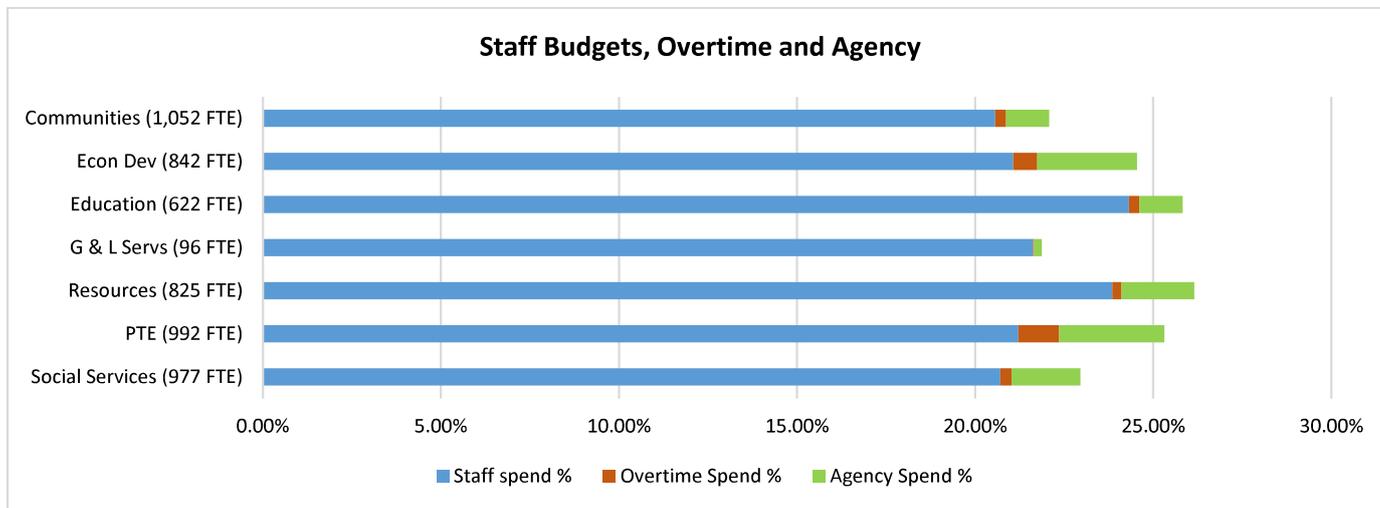
This page is intentionally left blank

**Section 1 – Organisational Health Overview**

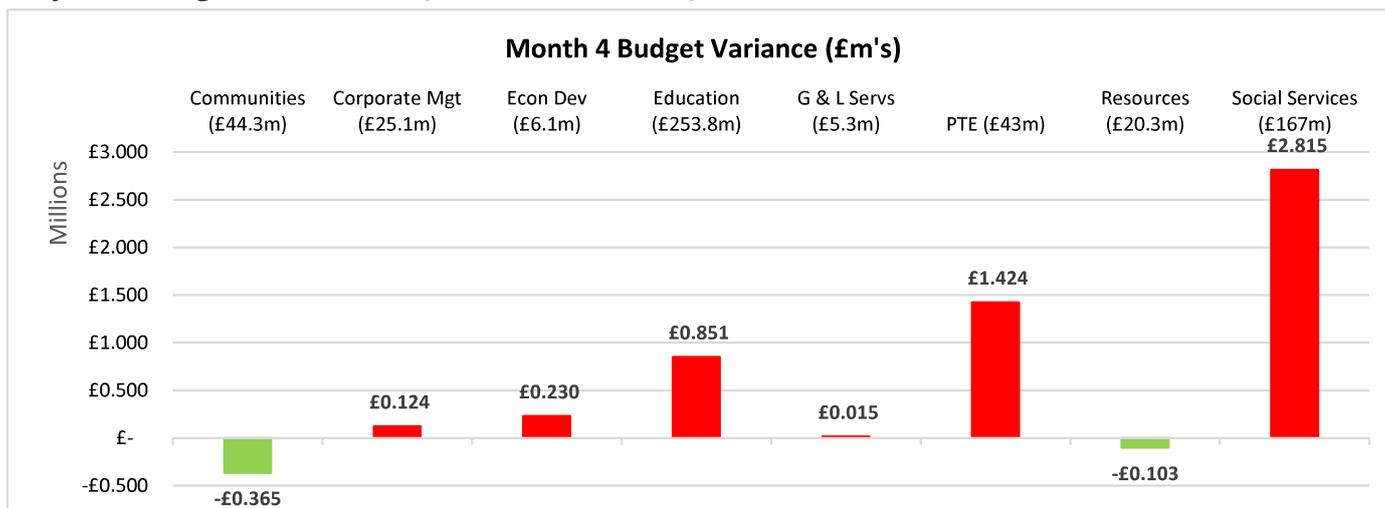


**Financial**

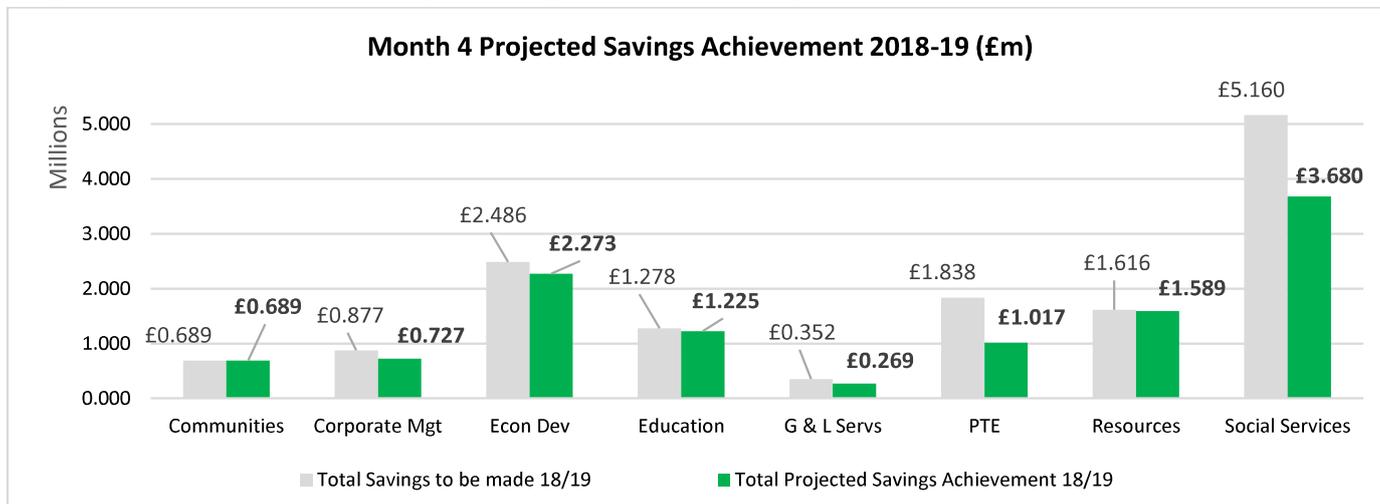
**Staff Budget/overtime and agency graph –Quarter 1 2018/19**



**Projected Budget Outturn 2018/19 – Month 4 2018/19**



**Projected achievement of 2018/19 savings – Month 4 2018/19**



## Section 1 – Organisational Health Overview



### Customer



Website  
www.cardiff.gov.uk

**Followers** 16,353  
821 increase on Q4 2017-18  
**Inbound messages** 6,179

**Followers** 88,886  
1,495 increase on Q4 2017-18  
**Inbound messages** 14,820

**Visitors** 577,132  
**Total pages**  
2,125,767 **English**  
15,969 **Welsh**



**Calls Offered** 166,975  
**Calls Handled** 152,528



**Emails Handled** 23,540  
**Webchats Handled** 2,305



**Access via Mobile**  
451,116



**Access via Tablet**  
113,024



**Access via Desk Top**  
363,690

In Quarter 1 the **Council Tax Portal** was accessed **9,514** times

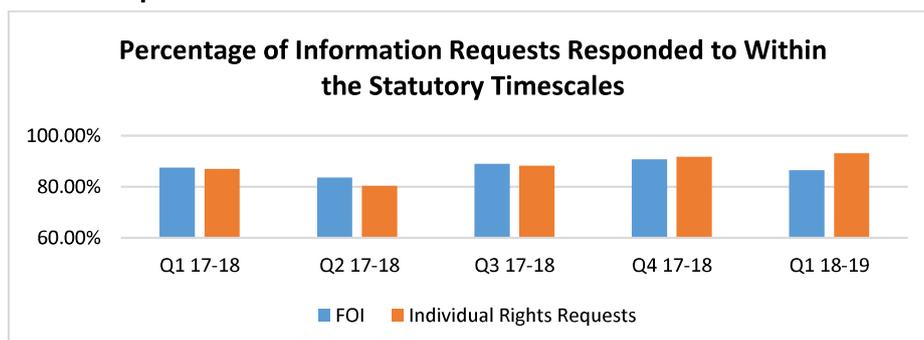
2,921 Council Tax Direct Debits were set up or amended

**2,613** citizens have signed up for **Council Tax e-billing**

**49, 293 Online Payments** were made, totalling **£5.1 million!**

**97.9%** Satisfaction rate (English and Welsh)

### Information governance requests

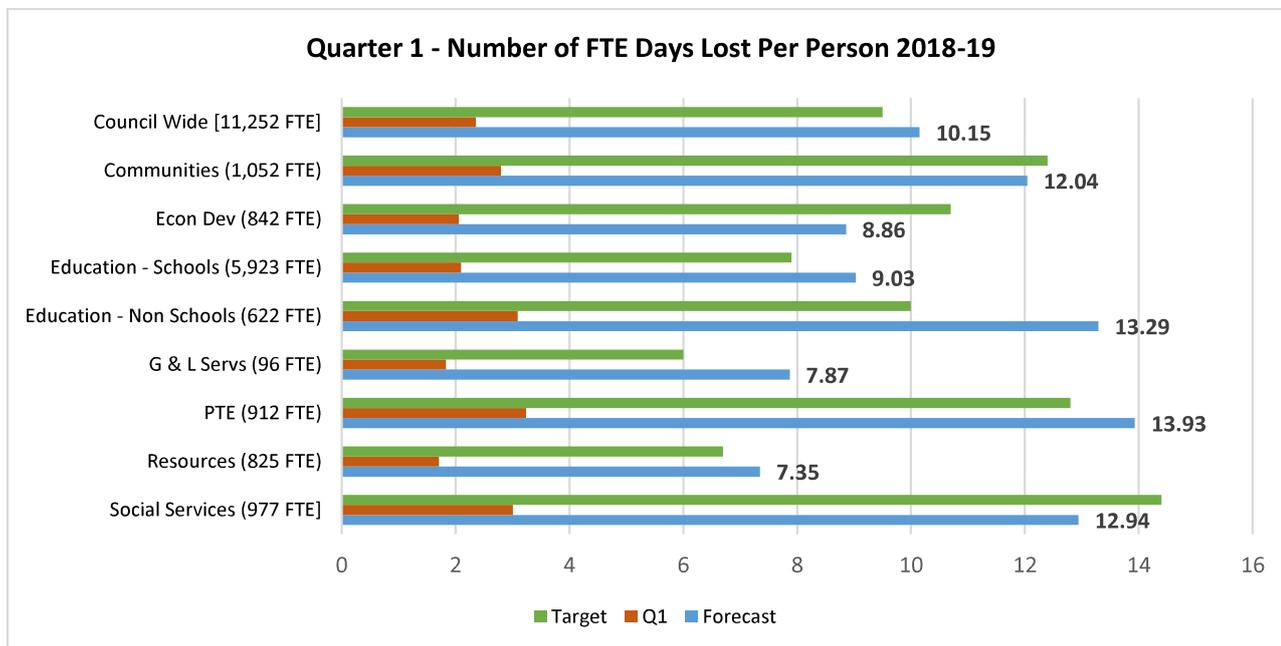


## Section 1 – Organisational Health Overview



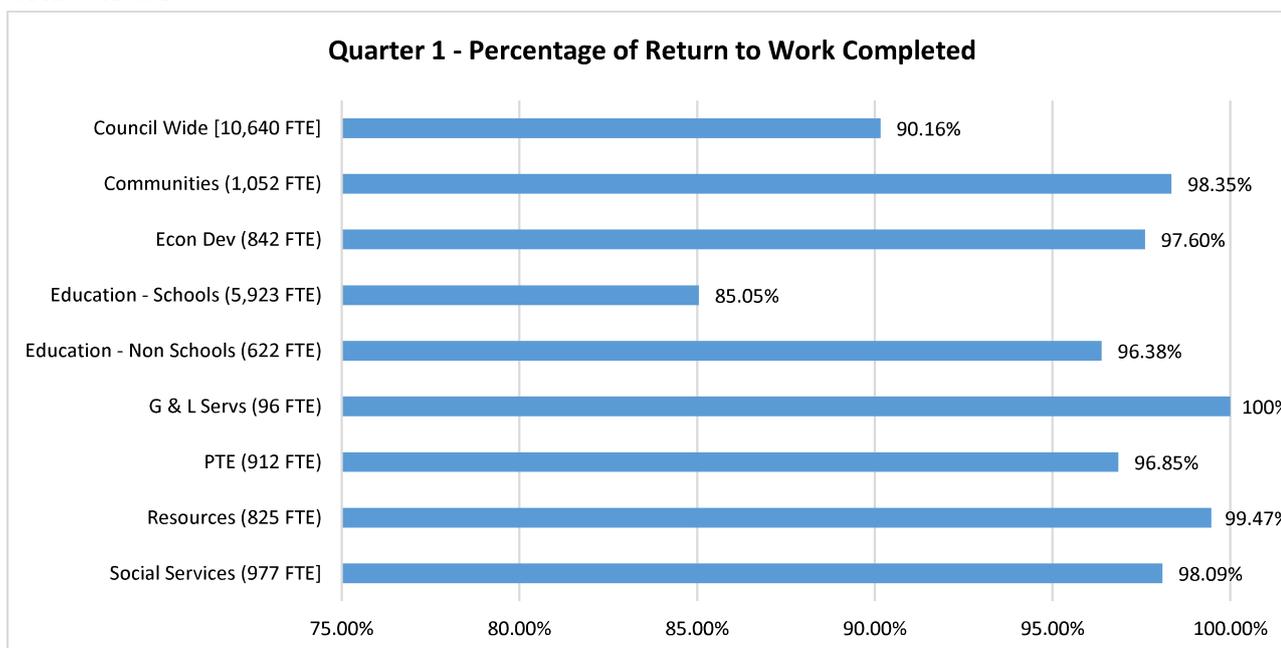
### Internal Processes

#### Sickness Absence



The quarter 1 Council wide result is 2.36 FTE days lost per person; this is an improvement on the same period 2017-18 of 0.23 days lost per FTE. The outturn forecast at quarter 1 for 2018-19 is 10.15 days lost against a target of 9.5, which would be a 1.12 days lost per FTE improvement on the 2017-18 result of 11.27.

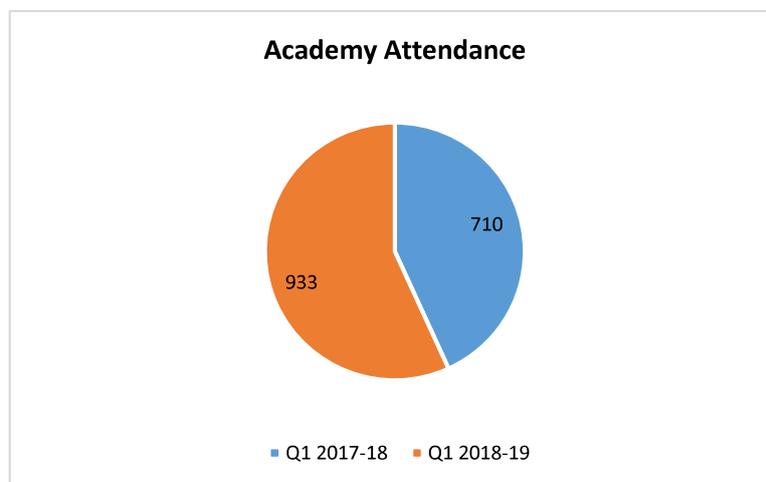
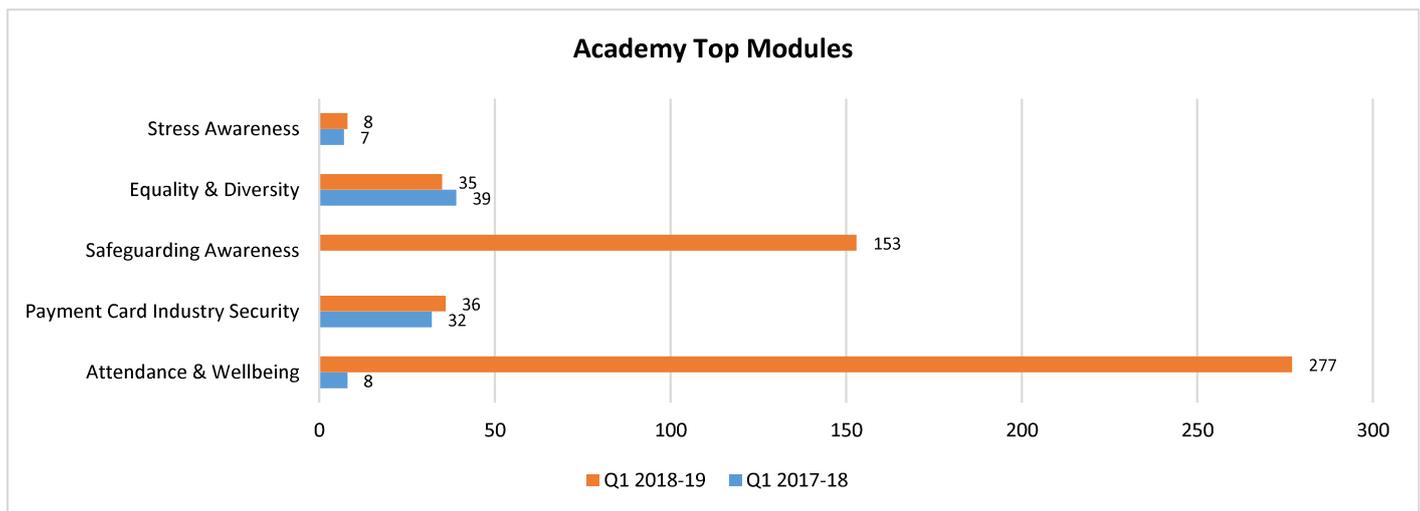
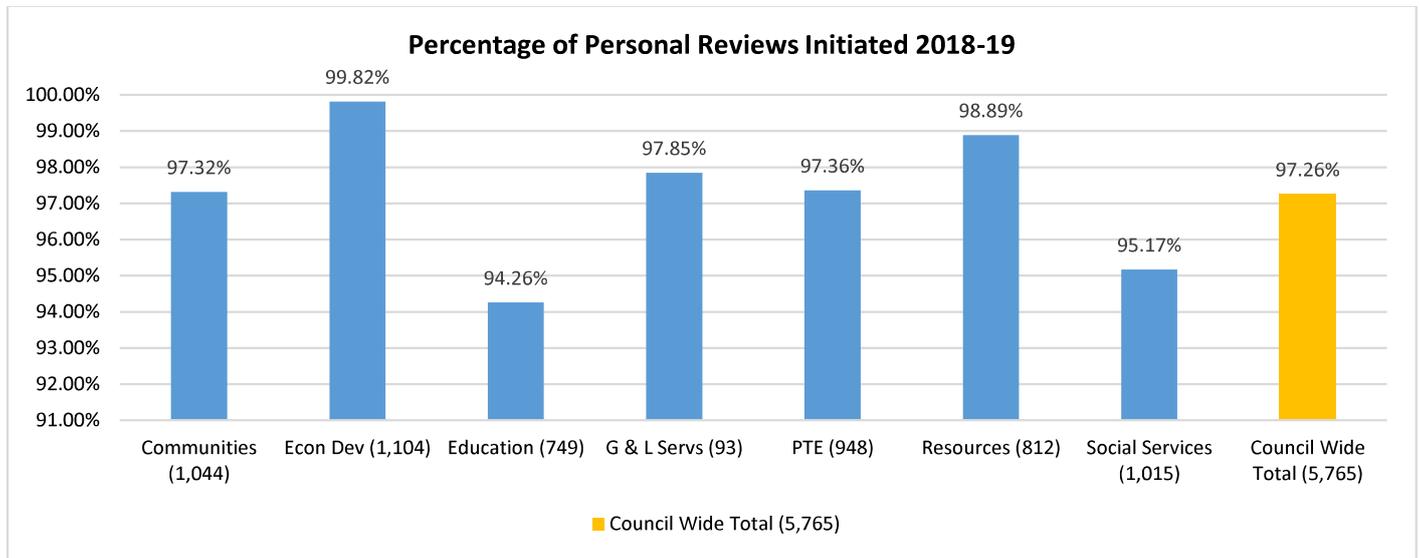
#### Return to Work



# Section 1 – Organisational Health Overview



## Learning & Development



## Section 2 – Delivering Capital Ambition Quarter 1 Report



### Key information

#### Corporate Plan Steps Assessment Criteria

Directorates are asked to self-assess the RAG rating for each of the Corporate Plan steps for which they are the lead directorate using the following criteria:

##### **Red**

A Step should be ragged as **Red** when serious issues have occurred and it is unlikely that any further progression can be made without some form of assistance from outside of the Directorate, e.g. SMT, enabling services etc. At the time of writing it is unlikely that the step will be delivered within the agreed time frame or at all.

##### **Amber**

A Step should be ragged as **Amber** when issues have occurred but they are not serious enough to require assistance. Progress can be recovered by the Directorate and there is a plan in place for this. It is likely that the step will still be delivered within the agreed time frame.

##### **Green**

A Step should be ragged as **Green** when there are no issues with progress / performance, and at the time of writing the step will be delivered within the agreed time frame.

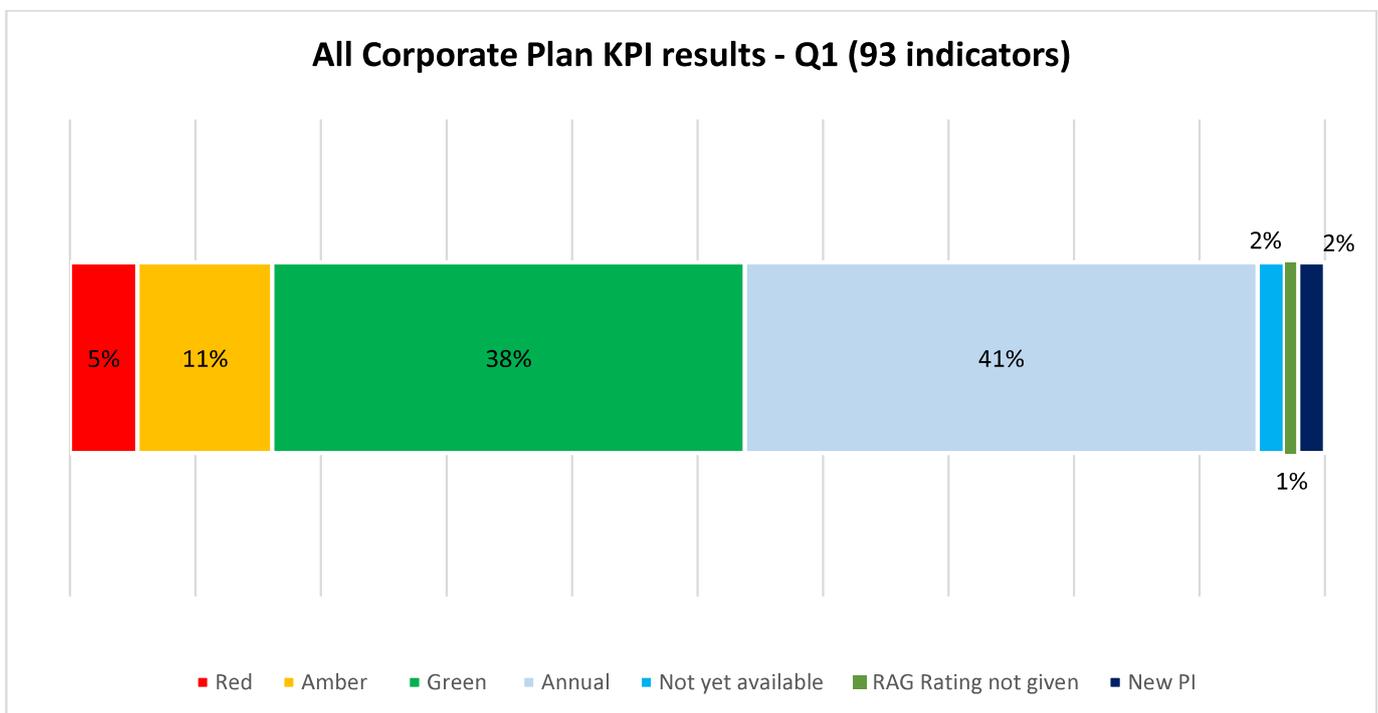
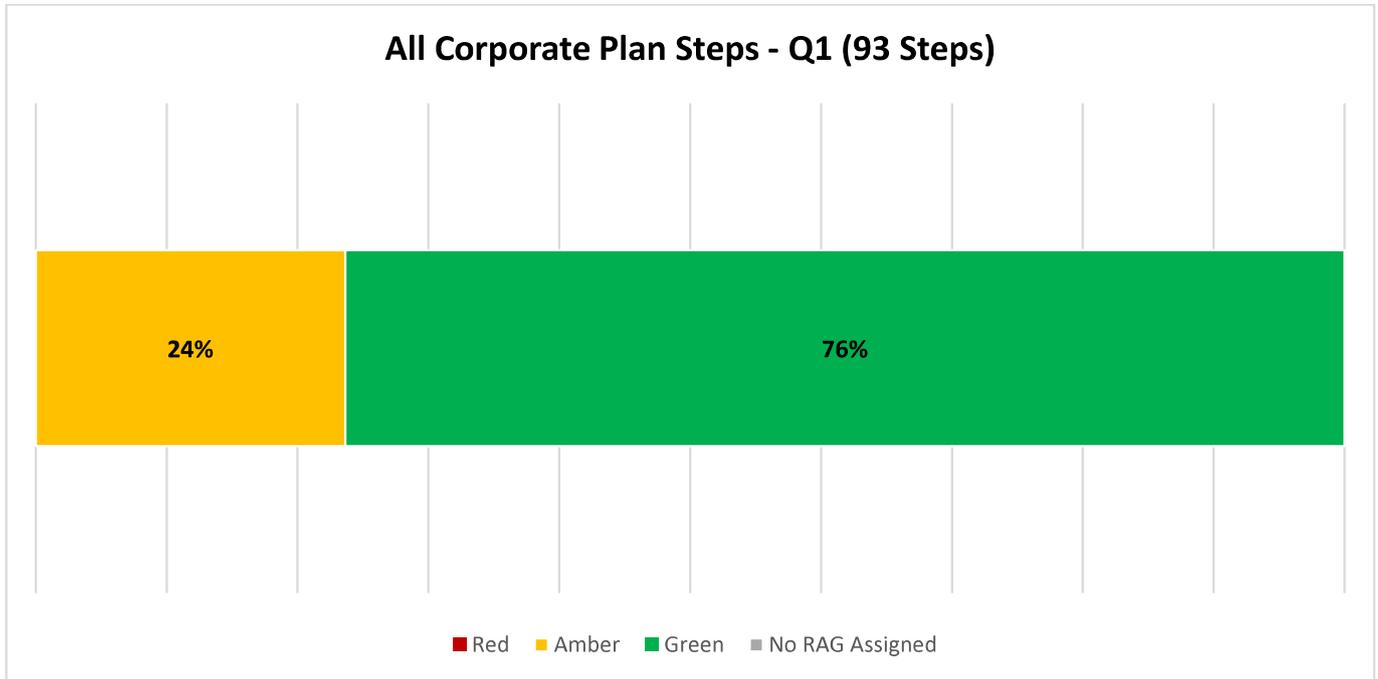
#### Corporate Plan Performance Indicators Assessment Criteria

Directorates provide Performance Indicator results against target. The Performance Indicator RAG rating is then calculated using a set formula as follows:

Key:

-  Red - indicator result is 10% or more away from target
-  Amber - indicator result is within 10% of target
-  Green - indicator result is on or above target

### Summary performance – Quarter 1



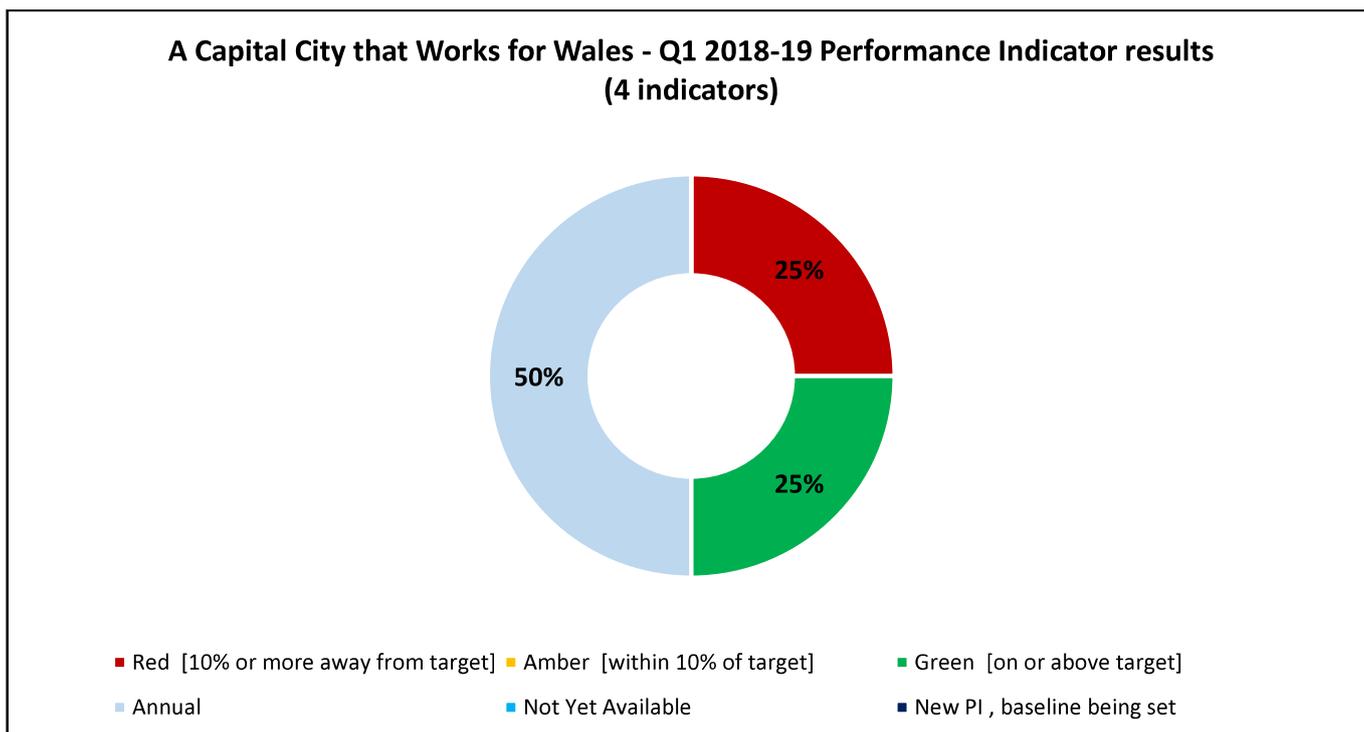
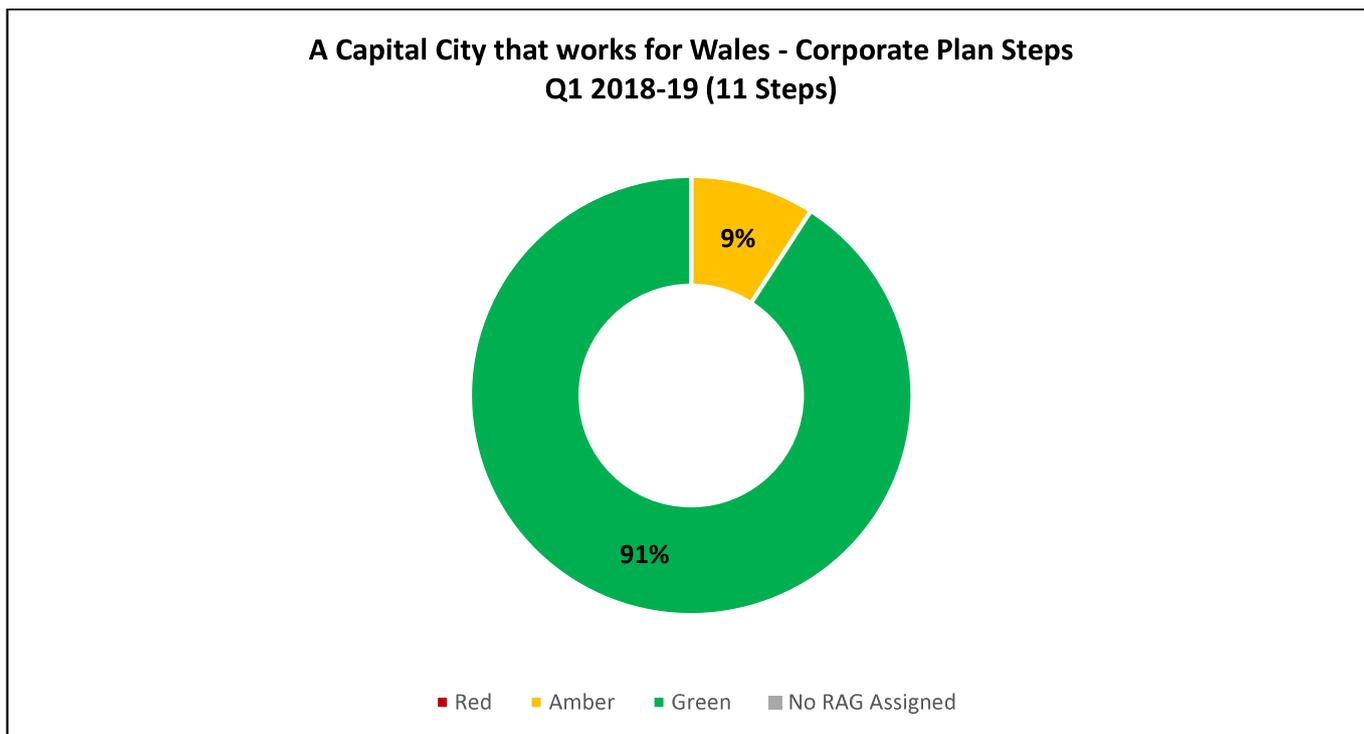
\* “New PI” – Two of the performance indicators in the Corporate Plan are new and did not have a target set for 18/19 as there was not sufficient baseline data to use to effectively inform the calculation of an appropriate target. As a result, the baseline for future target setting is being established during 2018-19 and although performance is being recorded for 2018-19 a RAG status cannot be illustrated in this report as there is not a 2018-19 target to grade performance against

## Well-being Objective: 2.1

### A Capital City that Works for Wales – Summary



- Connected Capital
- Business Capital
- Inclusive Capital
- Smarter Capital
- Sporting and Cultural Capital City



## Well-being Objective: 2.1

### A Capital City that Works for Wales



- Connected Capital
- Business Capital
- Inclusive Capital
- Smarter Capital
- Sporting and Cultural Capital City

#### Key Financial Issues

141. At this stage there are no significant revenue budget variances relating directly to services within the scope of this Wellbeing Objective.

#### Corporate Plan steps and KPI's Updates

##### **Bring forward a new Economic vision for the future development of Cardiff (Green)**

142. The Green Paper consultation has been completed and a White Paper is to be presented to Cabinet in the autumn

##### **Begin work on a new Bus station as part of an Integrated Transport Hub (Green)**

143. A deal to deliver the bus station is now in place and preliminary works have started on site.

##### **Prioritise the delivery of a new Multi-purpose Indoor Arena (Green)**

144. Negotiations on-going regarding preferred site for a new Multi-Purpose Indoor Arena. A report will be presented to Cabinet in Quarter 3.

##### **Grow the city centre as a location for Business and investment (Green)**

145. No 2 Central Square is now completed and the development of the HMRC building is proceeding at pace. The BBC building has been completed and handed over to the BBC for fit out.

#### Key Performance Indicators

New and safeguarded jobs in businesses supported by the Council, financially or otherwise	Target 500	<b>Q1 Result 783</b>
The amount of Grade A office space committed to in Cardiff (Sq. Ft)	Target 150,000	<b>Q1 Result 0</b>

146. Although the KPI result for Grade A office space commitment above is currently rated Red due to there being no new office construction beginning during Q1, there are developments upcoming at Central Quay and Capital Quarter during the year which will enable the target of 150,000 sq ft to be achieved during 2018/19.

##### **Agree the business plan for the regeneration of Central Station (Amber)**

147. The Metro Central Delivery Partnership steering group has been established and is progressing. Welsh Government is funding the next phase of business case work and further feasibility studies have been

## Well-being Objective: 2.1

### A Capital City that Works for Wales



undertaken on north-south links through the station. There is no commitment for funding yet received from UK Government to support the development of the Metro.

#### **Develop a plan for a new mixed use development at Dumballs Road (Green)**

148. A mixed-use development comprising of commercial and residential use is progressing on track. An initial proposal is expected from the developer in Quarter 2.

#### **Launch a new industrial strategy for East Cardiff (Green)**

149. Professional support appointed and consultation with local stakeholders underway.

#### **Develop a new vision and Masterplan for Cardiff Bay including International Sports Village next phase (Green)**

150. A report will be presented to Cabinet on the next phase development of the Sports Village in Quarter 3.

#### **Work with Cardiff Capital Region partners to ensure City Deal Investment supports the economic development opportunities of the city region (Green)**

151. The development of a business case for Metro Central is progressing. The City Region's Skills Programme is expected to be signed off before the end of Quarter 2.

#### **Develop a business plan to protect the city's historic Assets (Green)**

152. A report will be presented to Cabinet on the options for securing the future sustainability of the Council's portfolio of historic buildings in Quarter 3.

#### **Develop a Music Strategy to promote the City as a music destination (Green)**

153. The Council is working with global leading specialists 'Sound Diplomacy' to develop a music strategy. A comprehensive assessment of the music ecology has been undertaken with key stakeholders including musicians, promoters and venues and the findings will inform the development of a music strategy. Recommendations will be considered in Quarter 3.

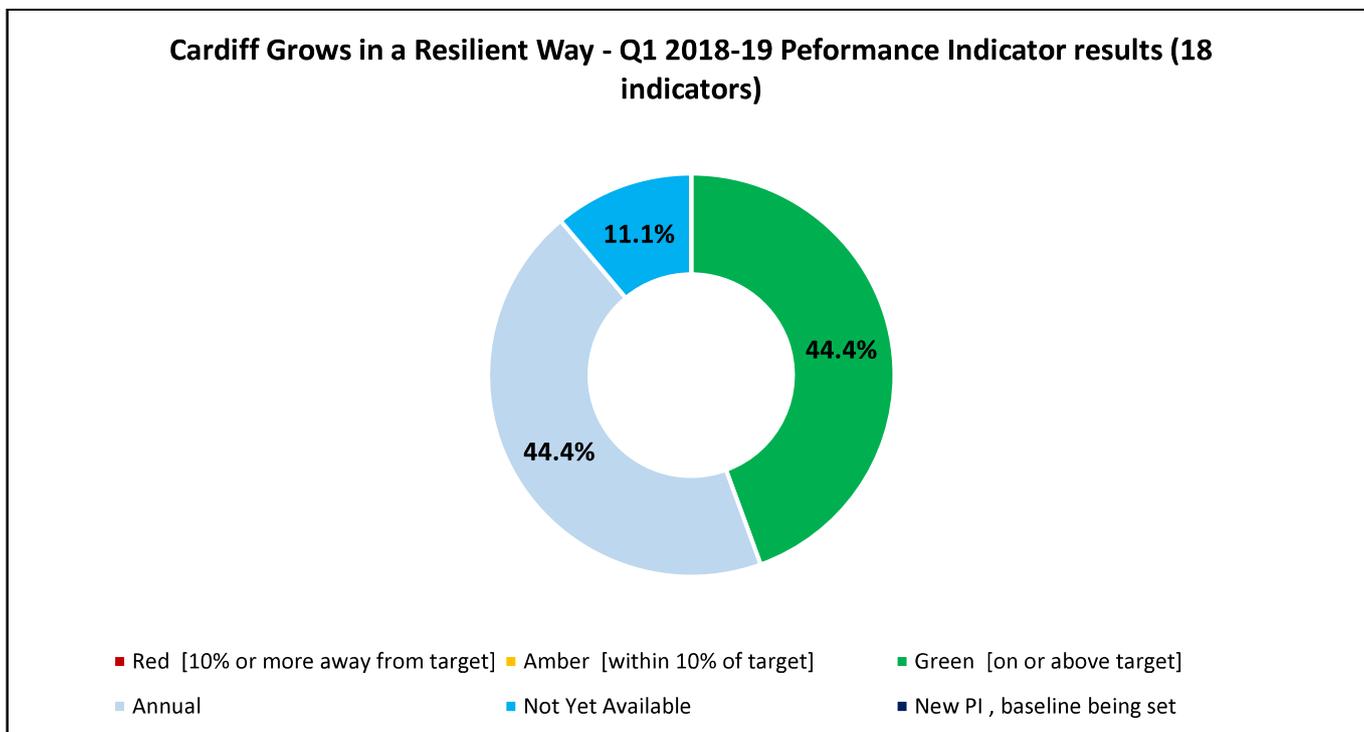
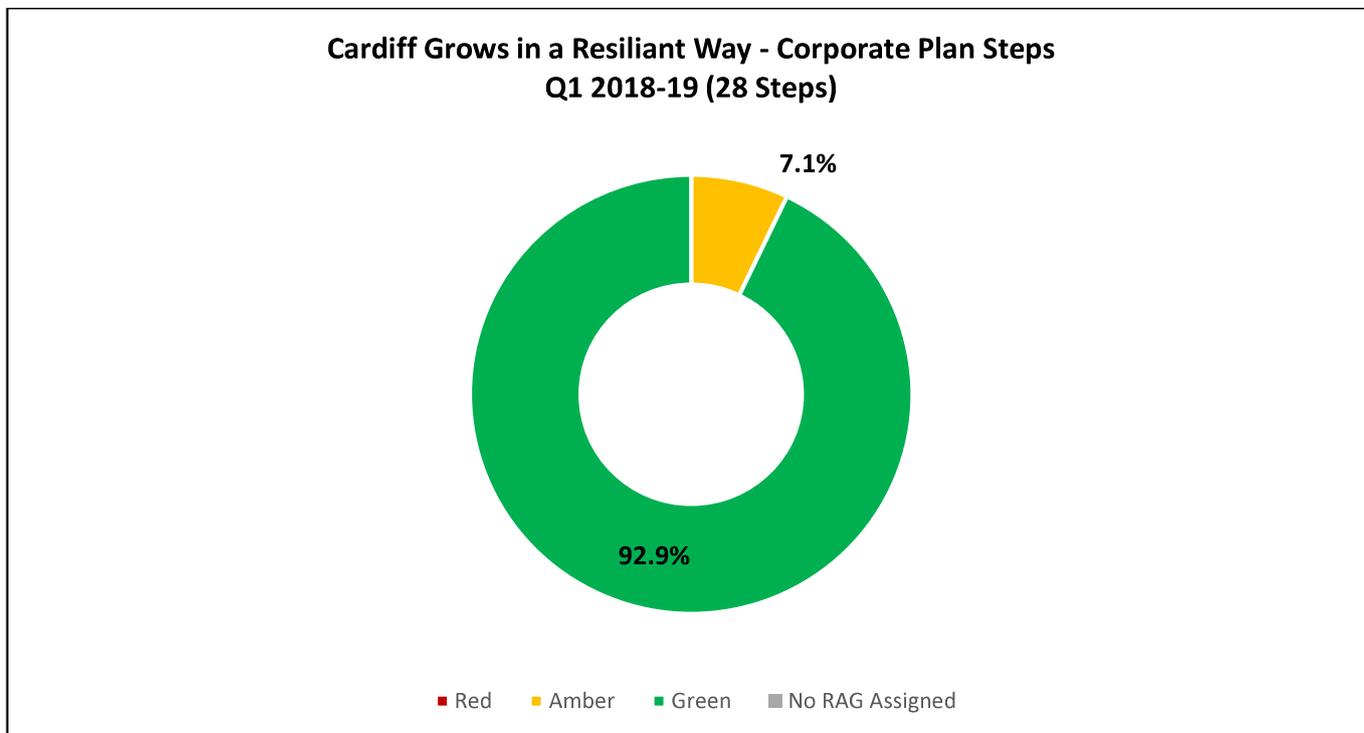
This page is intentionally left blank



Well-being Objective: 3.1

Cardiff grows in a Resilient Way – Summary

- Housing
- Transport
- Waste and Recycling
- Clean Streets



## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



- Housing
- Transport
- Waste and Recycling
- Clean Streets

#### Key Financial Issues

154. The Planning, Transport and Environment directorate is projecting an overspend of £1.424 million at Month 4. Some of the financial issues contributing to that position within the scope of this wellbeing objective include:

#### **Planning, Transport & Environment - Recycling and Waste Management Services**

155. This section is currently projecting an overspend of £1.064 million for 2018/19. The overspend is largely driven by costs relating to the ongoing HWRC and Waste Transfer station investigations, additional agency costs and income shortfalls at the Materials Recycling Facility (MRF). This position assumes approval of a drawdown of £350,000 contingency budget specifically set up in relation to income shortfalls at the MRF.

#### **Planning, Transport & Environment – Planning, Building Control & Energy Management**

156. This section is projecting an overspend of £354,000 at Month 4 as a result of savings shortfalls and shortfalls in planning fee income, partially offset by a reduced Carbon Reduction payment.

#### Corporate Plan steps and KPI's Updates

#### **Develop options for long-term regional partnership recycling infrastructure arrangements (Green)**

157. Discussions have been held with a regional partner to understand their future needs and infrastructure requirements. A scoping document has been completed and resource requirements are being mapped out.

#### **Consult on amendments to Recycling Waste Strategy and collections (Green)**

158. The draft strategy and consultation paper was approved by Cabinet in April 2018. A Project Team has been established for the Glass Pilot and Wheeled Bin expansion.

#### **Explore opportunities for New Household Waste Recycling Centre (Green)**

159. A Project Mandate has been completed, and a brief has been given to the Estates Team to support identifying sites.

#### **Undertake targeted Education campaigns in communities where recycling rates are low (Green)**

160. An Annual Communications Plan has been completed to include street scene issues, not just waste management. Compositional analysis and complaints statistics have been reviewed to identify the specific areas and waste streams to target.

#### Key Performance Indicator

The number of education and engagement actions per month	Target 750	<b>Q1 Result 3,758</b>
--	---------------	----------------------------

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



#### Continue to support Re-use in the city by expanding the usage of Re-use Centres

(Green)

161. A contract meeting has been held with our partner organisation (British Heart Foundation) to discuss contract improvements and closer working arrangements. We must consider awareness around promotion of the scheme for the general public and refresh training for site attendants to increase reuse.

#### Develop a Total Street Delivery Plan (Green)

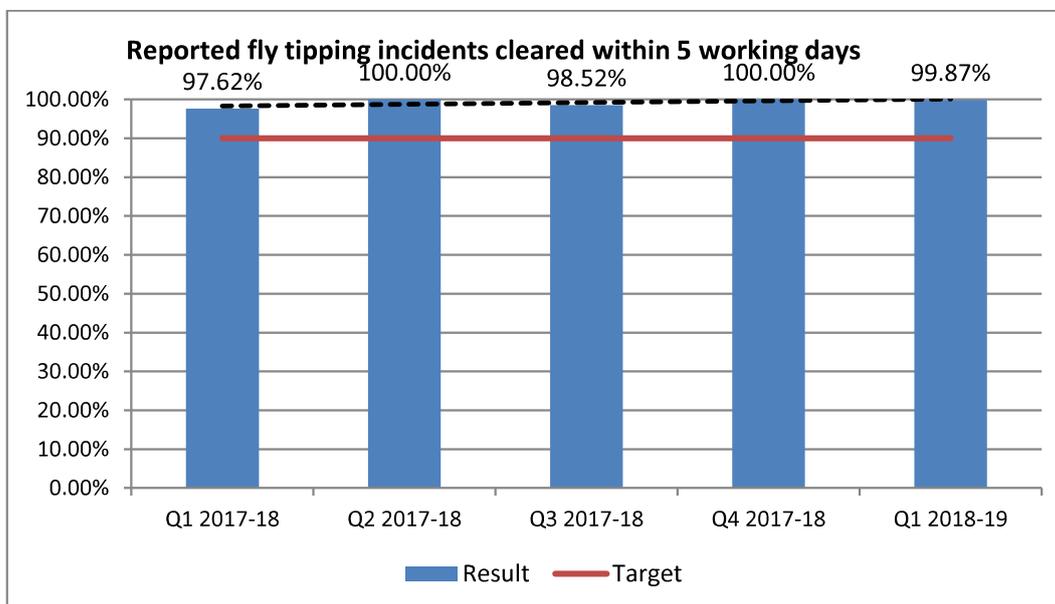
162. Draft Ward Action Plans are in place and are continuing to be developed with new areas. A draft to all Local Members following Quarter 1 performance reports will need to be released as it will be important to start engaging on concerns and sharing performance data. Agreement on release date for Ward Action Plans will follow once a final review has been undertaken with the Cabinet Member and the target will be a July release.

#### Tackle fly-tipping, littering and highway licensing (Green)

163. A Cabinet Report covering Public Space Protection Order – Policy and Dog Control, has been completed and was presented to Cabinet Meeting on 5th July 2018. Consultation documents now need to be developed on Dog Control.

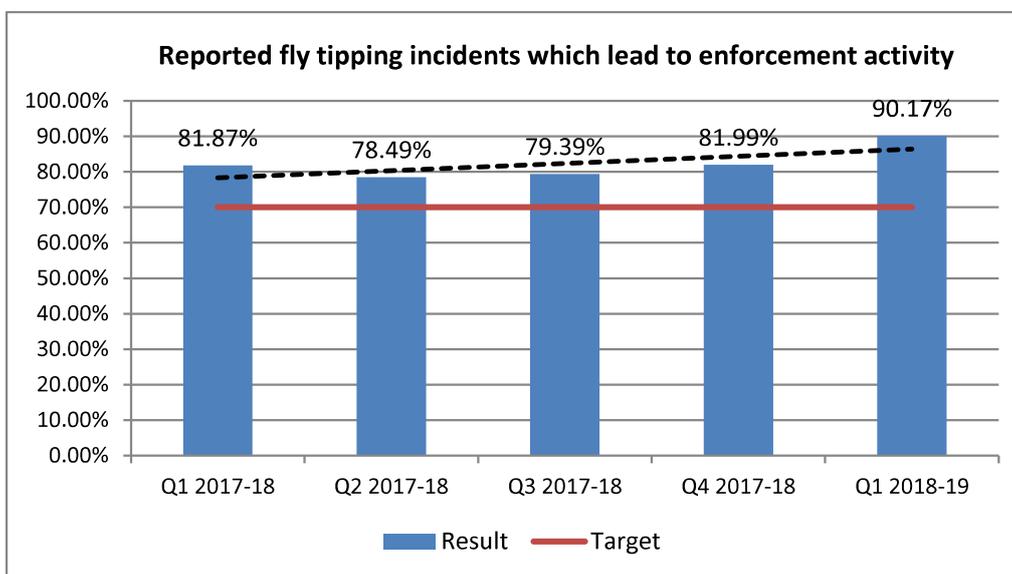
#### Key Performance Indicators

The number of investigations and enforcement actions per month	Target 750	<b>Q1 Result 1,993</b>
--	---------------	----------------------------



## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



#### Improve the productivity and Performance of Street Scene Services (Green)

164. Productivity and associated monitoring is continuing; a holistic review of productivity and monitoring requirements and arrangements needs to take place across the Street Scene Service to identify areas for review and improvement. A data review has taken place with Ward Action Plans but there is a need to review this to establish what gaps there are on productivity monitoring. The development of data sets, including cost for services, will be programmed moving forward.

#### Explore and develop a Commercial and Collaboration Strategy for Key Services (Green)

Identification of all commercial and collaboration activities are currently being collated. Work to review commercial waste still to commence but will develop as part of the Street Scene Programme and Assistant Director appointment.

#### Develop a City Food Strategy (Amber)

165. Welsh Government funding had been secured for a background study and consultants have been appointed. This will assist in the development of a strategy, based on best practice and wide stakeholder engagement. The UK Sustainable Food Cities conference was successfully held in Cardiff, with 160 delegates attending from Sustainable Food Cities and Networks from around the UK. The Leader delivered the opening speech which was well received by attendees. The UK Food Power conference was held as a follow-on event, looking at ways of alleviating food poverty and tackling inequalities.

#### Progress a 5 Megawatt Solar Farm at Lamby Way (Green)

166. The scheme was approved by Cabinet in June 2017. The Project Manager post has been advertised and new technical support secured through Carbon Trust/Welsh Government. Currently we are commissioning Planning consultants to finalise planning application.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



#### Develop a new Transport and Clean Air vision for the city (Green)

167. The Green Paper consultation (Clean Air and Active Travel) has been released and over 2000 responses were received. Engagement sessions/initiatives have been undertaken through Cynal Cymru and the Cabinet Office – the analysis of the results to date is on-going.

#### Undertake a scoping assessment for a Clean Air Zone in Cardiff (Green)

168. Consultants have been employed to undertake the air quality modelling required to assess Cardiff in the prescribed areas of exceedance (A4232 & A48) and the investigation of “measures”, should they be necessary, to achieve compliance with ambient air quality limits (Clean Air Zone). Transport modelling (TFW/Mott Macdonald) has also been undertaken and the analysis of the data is targeted for completion by end of July 2018.

#### Improve the condition of Highways (Green)

169. Budgets have been set and aligned to the correct areas for delivery of works. Large volume smaller scale improvement works have been undertaken and continue to be delivered as per the demand. The Annual Engineering Inspection (AEI) survey has been completed and a programme of works is being developed for the various treatments types.

#### Develop an Electric Vehicles Strategy (Green)

170. Work is progressing to set a programme to enable the delivery of the Electric Vehicles Strategy using the outcomes of the Electric Vehicles Feasibility Study which was delivered in May.
171. Project Management Assistance is being sourced to support the programme.
172. A draft bid to the Office for Low Emission Vehicles (OLEV) for funding via the Residential Charge Point Scheme has been developed and is being assessed for robustness by the Energy Savings Trust ahead of submitting to OLEV for consideration of award.
173. Work has begun on the delivery of the initial stages of greening the Council's operational fleet. A Rapid Charge pilot is being progressed with the market for trialling high power charging units on street.

#### Develop a spatial Masterplan to create new, high quality, shared space for pedestrians, cyclists and vehicles (Amber)

174. Work is underway in several areas including:
- Central Square: Concept Design finalised.
  - Westgate Street: Air Quality Modelling complete
  - Eastside: Further modelling and testing requirements identified.
  - Riverside Active Travel Zone (ATZ): Potential improvement options identified, planning document created and associated costs identified.
  - Adamsdown: Potential improvement options and scoping

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



175. There are some concerns around the funding sources needed to cover the construction costs and clarity required around central square responsibilities between the developer, Transport for Wales and the Council. To address this, the Issue register for Central Square Meetings is scheduled for Senior Management and Welsh Government.

#### **Support the delivery of the Active Travel Agenda (Green)**

176. Engagement with key active travel stakeholders has continued through the Cycling Advisory Group, chaired by Cabinet Member for Strategic Planning and Transport. Meetings involve key representatives of Cycling / Active Travel groups.

177. The Council's inclusive approach to scheme consultation, as demonstrated by the recent Senghennydd Road Cycle Superhighway consultation meeting with Cardiff Cycle City, has also helped to build the trust and goodwill of the cycling community.

178. The HSBC Core Cities Cycling Partnership is now well established with joint working and reporting arrangements firmly in place.

#### **Making roads safer by implementing 20mph speed limits (Green)**

179. Initial Traffic Regulation Order stages have been triggered with appropriate officers for preparation of the delivery of an East Cardiff 20mph limit in Plasnewydd, Adamsdown and parts of Splott following a change of programme initiated by the Cabinet Member. The Grangetown scheme will be prepared for delivery in anticipation of in-year funding becoming available from Welsh Government later in the financial year.

#### **Improve the walking and cycling network in Cardiff (Green)**

180. Public consultation on Senghennydd Road has been undertaken and detailed design is in progress. The application for Traffic Regulation Orders has been delayed due to minor revisions needed to the scheme layout as a result of consultation feedback, however the scheme is still on target to commence construction in January 2019.

#### **Deliver the annual parking report, progress the Parking strategy, and an assessment of pavement parking (Green)**

181. The Draft Annual Parking Report has been completed and published on the website, and explains the purpose of parking regulations, what's new (pay by phone etc.), future plans for parking, statistics and financial information.

#### **Launch the On-Street Bike Hire Scheme (Green)**

182. The On-street Bike Hire Scheme was launched on schedule at the Senedd. Since its launch, the Cardiff on street cycle hire scheme has been a very visible and positive contribution to the visibility of cycling as a mode of transport in Cardiff. Bikes are already seeing a use of four trips per bike per day, which is the highest usage statistics outside of London. The scheme has also attracted Cardiff University as local sponsor.

- Registrations to date in Cardiff: 11,652
- Rentals in Cardiff to date: 30,623
- Full membership: 873

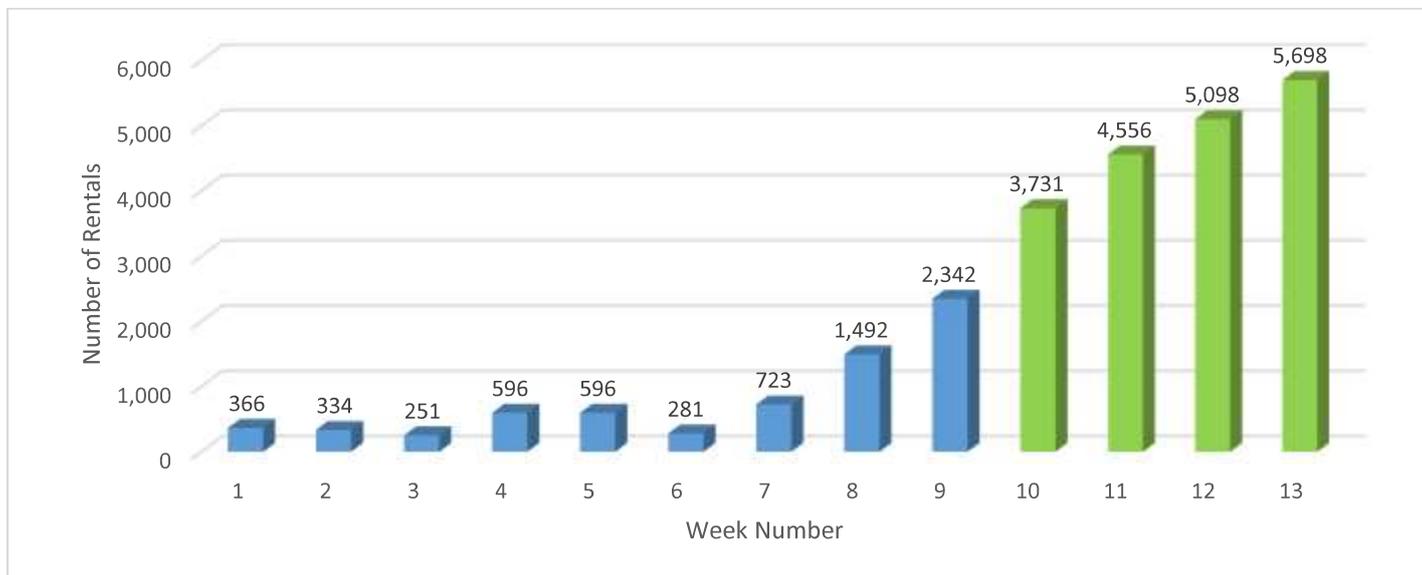
## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



The graph below shows the rental profile against the number of bikes on the system.

The change in colour from Blue to Green represents the point at which the number of bikes available increased from 5 to 250.



#### Ensure Active Travel Plans for all Schools – 2020 (Green)

183. Meetings have been held between Education officers and Planning, Transport and Environment (PTE) officers. It is acknowledged that there is a need to provide additional staff resources to facilitate work on Active Travel Plans for Schools. However, there is currently no funding for this Active Travel Plan programme in schools.

#### Support the delivery of High quality and Well connected communities (Green)

184. Continuing engagement with Developers and relevant Council Service Areas to identify and secure planned infrastructure through the Development Management process and S106 agreements (mechanism which makes a development proposal acceptable in planning terms).

185. Cabinet Report completed and on Forward Plan to improve the process of engagement with Ward Councillors to support the prioritisation and delivery of community infrastructure through the planning process. "Pilot" Ward-Based Priority List exercise with nominated/volunteer Councillors in advance of Cabinet Meeting arranged for September 2018.

#### Increase the delivery of new houses to meet housing need through the development of LDP strategic sites (Green)

186. To increase the delivery of new houses we are ensuring that the development and monitoring of both our strategic and other sites remains ongoing. Completions are being delivered on multiple outlets within Plasdwr, North West Cardiff (Strategic Site C) and St Edeyrn's, East of Pontprennau (Strategic Site G), with other sites receiving planning permission throughout Quarter 1.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



#### Key Performance Indicators - Planning

Percentage of householder planning applications determined within agreed time periods	Target 80%	<b>Q1 Result 95.18%</b>
Percentage of major planning applications determined within agreed time periods	Target 25%	<b>Q1 Result 87.5%</b>

#### **Deliver 2000 New Council Homes (Green)**

187. Ground works have commenced on the Greenfarm hostel and contracts have been agreed for the PDSA site. All Welsh Government funding is in place. The Caldicot Road scheme is slightly delayed but procurement paperwork is with the Procurement Team. A new bid has been submitted for phase 2 of the innovative housing schemes.

#### **Develop an outline business case for the District Heat Network proposal (Green)**

188. Cabinet approved the business case in April 2018. The next phase of funding has been secured through Heat Network Development Unit and Council match fund. We are currently procuring Project Management contract and scoping detailed plans for the next phases of work.

#### **Convene regular design review meetings to consider and make recommendations to development proposals and publish an annual design review monitoring document (Green)**

189. Design Review Meetings continue to be convened and are providing a useful mechanism to identify necessary changes to improve submitted proposals at an early stage. This improves the quality of proposals in an expedient manner.

#### **Develop a Climate Change Investment policy for consideration by the Pensions Committee (Green)**

190. Options for the climate change investment policy are currently being considered and drafted; these will be taken to the Pensions Committee for consideration in December.



## Well-Being Objective: A Capital City that Works for Wales

9%

91%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Bring forward a new Economic Vision for the future development of Cardiff by launching a White Paper. (ED)	2018				
Begin work on a new Bus Station as part of an Integrated Transport Hub. (ED)	2018				
Agree the business plan for the regeneration of Central Station and begin construction by 2019. (ED)	2018 2019				
Develop a Music Strategy to promote the city as a music destination. (ED)	October 2018				
Develop a new vision and masterplan for Cardiff Bay including the next phase of development of the International Sports Village. (ED)	End of 2018				
Develop a business plan to protect the city's historic assets. (ED)	End of 2018				
Develop a plan for a new mixed-use development at Dumballs Road. (ED)	2019				
Launch a new Industrial Strategy for East Cardiff, aligned to the completion of the Eastern Bay Link. (ED)	2019				
Grow the city centre as a location for businesses and investment by completing a new business district delivering an additional 300,000ft <sup>2</sup> of 'Grade A' office space at Metro Central. (ED)	2020				
Prioritise the delivery of a new Multi-Purpose Indoor Arena in the best possible location to ensure it can attract premier national and international events. (ED)					
Work with Cardiff Capital Region partners to ensure that City Deal investment supports the economic development opportunities of the city-region. (ED and PTE)					

## Well-Being Objective: A Capital City that Works for Wales

25%	25%	50%
-----	-----	-----

Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
------------------------------------	------------------------------	----------------------------	--------	-------------------	----------------------------

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
New and safeguarded jobs in businesses supported by the Council, financially or otherwise. (ED)	783				500		
The amount of 'Grade A' office space committed to in Cardiff (sq. ft.) (ED)	0				150,000		
Number of staying visitors. (ED)	N/A				2% Increase (Approx. 40,000)	Annual	Annual
Total visitor numbers. (ED)	N/A				3% Increase (Approx. 630,000)	Annual	Annual



## Well-Being Objective: Cardiff grows in a resilient Way

7.1% 92.9%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Develop an outline business case for the District Heat Network proposal, subject to National Government Capital Grant award and Capital Budget approval. (PTE)	Spring 2018				
Launch the on street bike hire scheme (PTE)	May 2018				
Deliver the Annual Parking Report (August 2018) that includes enforcement activity and progress on the parking strategy as well as an assessment of pavement parking (December 2018). (PTE)	August 2018				
Develop a City Food Strategy supporting local food growth, sustainable use and street food. (PTE)	September 2018				
Develop a 'Total Street' delivery plan to keep streets and public spaces clean and well maintained. (PTE)	September 2018				
Progress a 5 Megawatt solar farm at Lamby Way by submitting a bid for planning consent in order to generate clean renewable energy and help Cardiff Council become Carbon Neutral. (PTE)	November 2018				
Develop and launch a new Transport & Clean Air Vision for the city. (PTE)	September 2018				
Explore and develop a commercial and collaboration strategy for key services by looking at how Cardiff can work in partnership to deliver services providing positive outcomes. (PTE)	December 2018				
Develop a spatial masterplan to create new high quality, shared space for pedestrians, cyclists and vehicles throughout the city centre and key neighbourhoods. (PTE)	2018/19				
Make Cardiff roads safer by implementing 20mph speed limits through a phased programme of delivery, focusing on Gabalfa, Butetown and Grangetown. (PTE)	2018/19				
Convene regular Design Review Meetings to consider and make recommendations to development proposals submitted to the Local Planning Authority, and publish an annual Design Review Monitoring document. (PTE)	January 2019				
Develop options for long-term regional partnership recycling infrastructure arrangements (PTE)	March 2019				
Develop an electric vehicles strategy. (PTE)	December 2019				
Undertake a scoping assessment for a Clean Air Zone in Cardiff (PTE)	December 2019				

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Ensure every school in Cardiff has developed an Active Travel plan - including training and/or infrastructure improvements. (PTE)	2020				
Improve the cycling and walking network in Cardiff by delivering prioritised routes within the Active Travel Integrated Network Map, including phase 1 of the Cycle Super Highway (PTE)	2021				
Deliver at least 2,000 new Council homes, of which at least 1,000 will be delivered by May 2022. (P&C)	May 2022				
Increase the delivery of new houses to meet housing need through the development of Local Development Plan strategic sites including 6,500 new affordable homes. (PTE)	2026				
Support the delivery of the Council's Active Travel agenda by working with the Active Travel Advisory groups. (PTE)					
Improve the condition of the highways and address issues such as potholes by delivering active programmes of work from minor road repairs through to full-scale resurfacing works. (PTE)					
Continue to build on the partnership with British Heart Foundation to support re-use in the city by expanding the usage of re-use centres (PTE)					
Undertake targeted education campaigns in communities where recycling rates are low. (PTE)					
Consult on amendments to Recycling Waste Strategy and collections – including introducing wheelie bins into new areas of the city and asking households to separate glass from their recycling and implementing the new approach in order to meet the new Welsh Government blueprint for increasing recycling (PTE)					
Support the delivery of high-quality and well-connected communities - as described by the Council's Master Planning Principles – by using the Planning, Transport & Place-making services to secure Section 106 Agreements on Local Development Plan strategic sites. (PTE)					
Tackle fly-tipping, littering and highway licensing (PTE)					
Develop a Climate Change Investment Policy for consideration by the Pensions Committee by December 2018, in consultation with the Pension Fund's independent advisers and the other LGPS funds in Wales. (R)					
Improve the productivity and performance of Street Scene Services by reviewing a range of customer focussed APSE benchmark indicators to establish relative performance and identify opportunities for further improvement. (PTE)					

Steps	Target completion date	RAG Status			
Explore opportunities for a new Household Waste Recycling Centre by reviewing all site options within Local Development Plan allocated areas as well as established communities. (PTE)		Q1	Q2	Q3	Q4

## Well-Being Objective: Cardiff grows in a resilient Way

44.4%	44.4%	11.1%
-------	-------	-------

Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
------------------------------------	------------------------------	----------------------------	--------	-------------------	----------------------------

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The percentage of municipal waste collected and prepared for re-use and / or recycled (PTE)	Q1	Q2	Q3	Q4	62%	Not yet available	Not yet available
	NYA						
The maximum permissible tonnage of biodegradable municipal waste sent to landfill (PTE)	Q1	Q2	Q3	Q4	<33,557 tonnes	Not yet available	Not yet available
	NYA						
Number of investigations and enforcement actions per month (PTE)	Q1	Q2	Q3	Q4	250	New indicator	New
	1,993						
Number of education and engagement actions per month (PTE)	Q1	Q2	Q3	Q4	250	New indicator	New
	3,758						
Modal Split for All Journeys by 2026: Proportion of People Travelling to Work by Sustainable Transport Modes (PTE)	Q1	Q2	Q3	Q4	46.3%	Annual	Annual
	N/A						
Percentage reduction in carbon dioxide emissions from Council buildings (PTE)	Q1	Q2	Q3	Q4	2%	Annual	Annual
	N/A						
The level of NO2 across the city (PTE)	Q1	Q2	Q3	Q4	35µg/m3	Annual	Annual
	N/A						
Percentage of principal (A) roads that are in overall poor condition (PTE)	Q1	Q2	Q3	Q4	5%	Annual	Annual
	N/A						
Percentage of non-principal/classified (B) roads that are in overall poor condition. (PTE)	Q1	Q2	Q3	Q4	7%	Annual	Annual
	N/A						
Percentage of non-principal/classified (C) roads that are in overall poor condition (PTE)	Q1	Q2	Q3	Q4	7%	Annual	Annual
	N/A						
Total number of new Council homes completed and provided (P&C)	Q1	Q2	Q3	Q4	200		New
	23						
Percentage of householder planning applications determined within agreed time periods (PTE)	Q1	Q2	Q3	Q4	80%	Target exceeded	↑
	95.18%						
The percentage of major planning applications determined within agreed time periods (PTE)	Q1	Q2	Q3	Q4	25%	Target exceeded	↑
	87.50%						
The percentage of affordable housing at completion stage provided in a development on greenfield sites (PTE)	Q1	Q2	Q3	Q4	30%	Annual	Annual
	N/A						
The percentage of affordable housing at completion stage provided in a development on brownfield sites (PTE)	Q1	Q2	Q3	Q4	20%	Annual	Annual
	N/A						

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The percentage of highways inspected of a high or acceptable standard of cleanliness (PTE)	Q1	Q2	Q3	Q4	90%	Target exceeded	↑
	94.34%						
The percentage of reported fly tipping incidents cleared within 5 working days (PTE)	Q1	Q2	Q3	Q4	90%	Target exceeded	↑
	99.87%						
The percentage of reported fly tipping incidents which lead to enforcement activity (PTE)	Q1	Q2	Q3	Q4	70%	Target exceeded	↑
	90.17%						

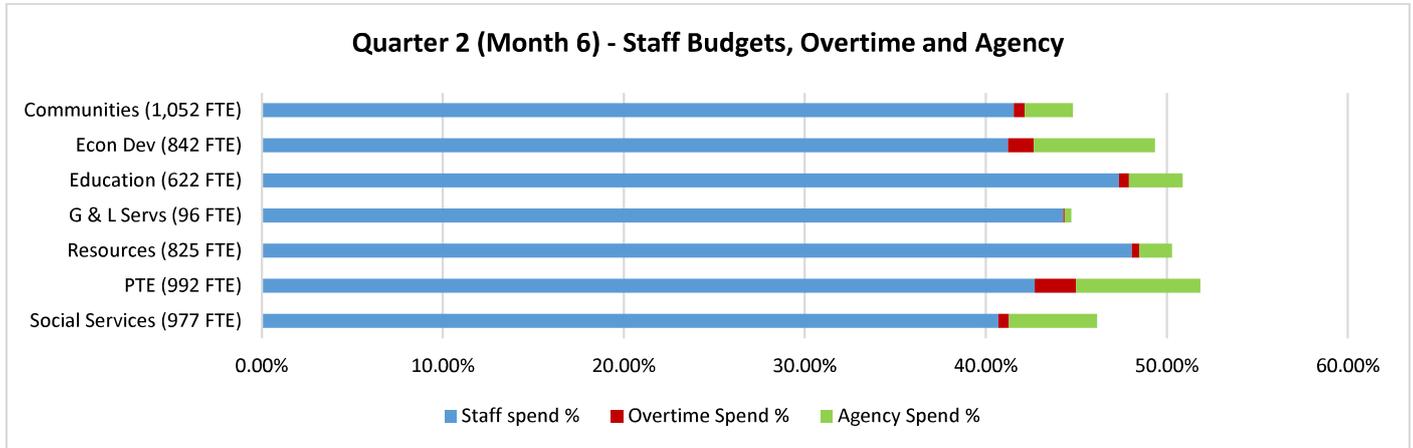
This page is intentionally left blank

**Section 1 – Organisational Health Overview**

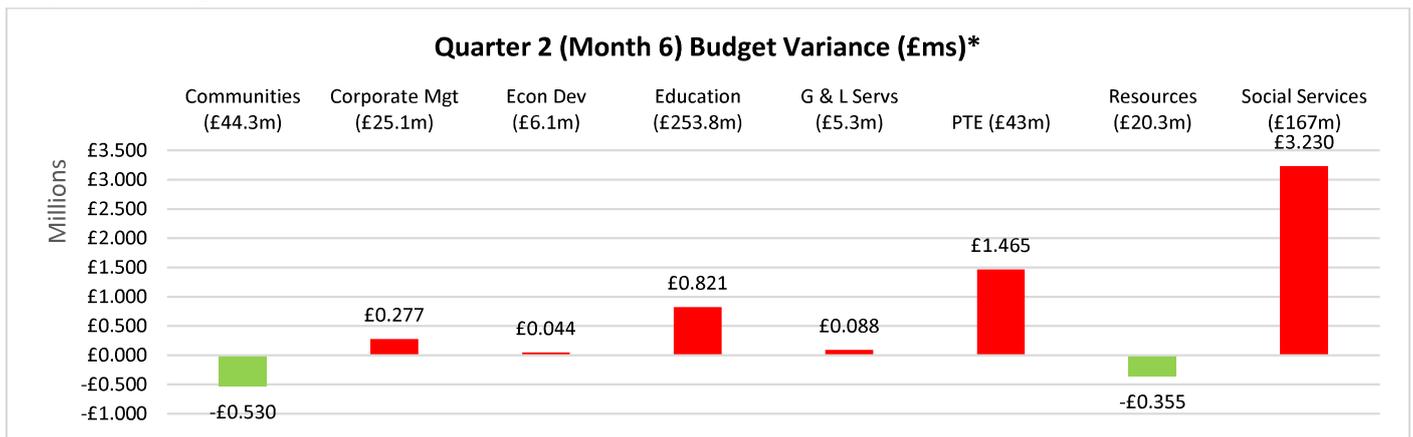


**Financial**

**Staff Budget/overtime and agency graph**

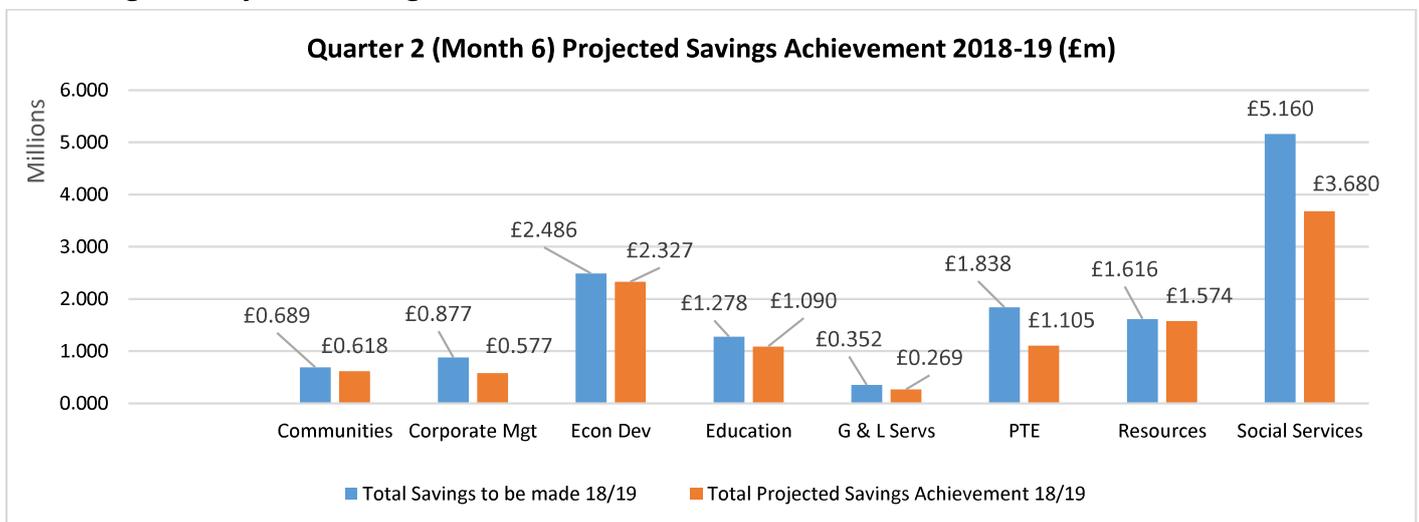


**Projected Budget Outturn**



\*This graph shows the individual directorate’s projected outturn position at Month 6. The overall month 6 position is a balanced position and this is explained in more detail in the Month 6 Budget Monitoring Cabinet Report to be received in November.

**Percentage of Projected Savings made**



## Section 1 – Organisational Health Overview



### Customer



2,789 downloads  
1,083 on Android Devices  
1,706 on Apple Devices  
5% of downloads were in Welsh



**Followers** 18,800  
3,268 increase on Q4 2017-18



**Followers** 89,400  
2,009 increase on Q4 2017-18

**Website**  
[www.cardiff.gov.uk](http://www.cardiff.gov.uk)

**Visitors** 574,880  
**Total pages**  
2,217,718 English  
15,017 Welsh

#### Public Spaces Protection Orders – Proposed Dog Controls

During Quarter 2 the web team published consultation information on the proposed dog control orders for our parks and open spaces, these generated high levels of engagement via social media

10,228 page views relating to the proposed dog controls  
5,492 via Facebook and Twitter  
53 via Friends of Dogs websites

#### Glass Recycling Pilot & Waste Collection Look Ups

5,171 Page views relating to the Glass recycling  
1,990 via Facebook  
653 via Twitter

Information was also published on the glass collection pilot scheme and added to the waste collection look up in the Cardiff App

Online Recycling and waste collections look ups  
15,175 – July  
22,030 – August  
26,555 – September  
63,760 Total

#### Parking Permit Applications

Other areas that continue to show an increase in digital interaction is Parking Permit Applications with 30,450 total page views in September alone!

67.14% applications made online

32.86% applications via post



**Calls Offered** 161,767 compared to 166,975 calls in Quarter 1  
**Calls Handled** 144,834 compared to 152,528 calls in Quarter 1



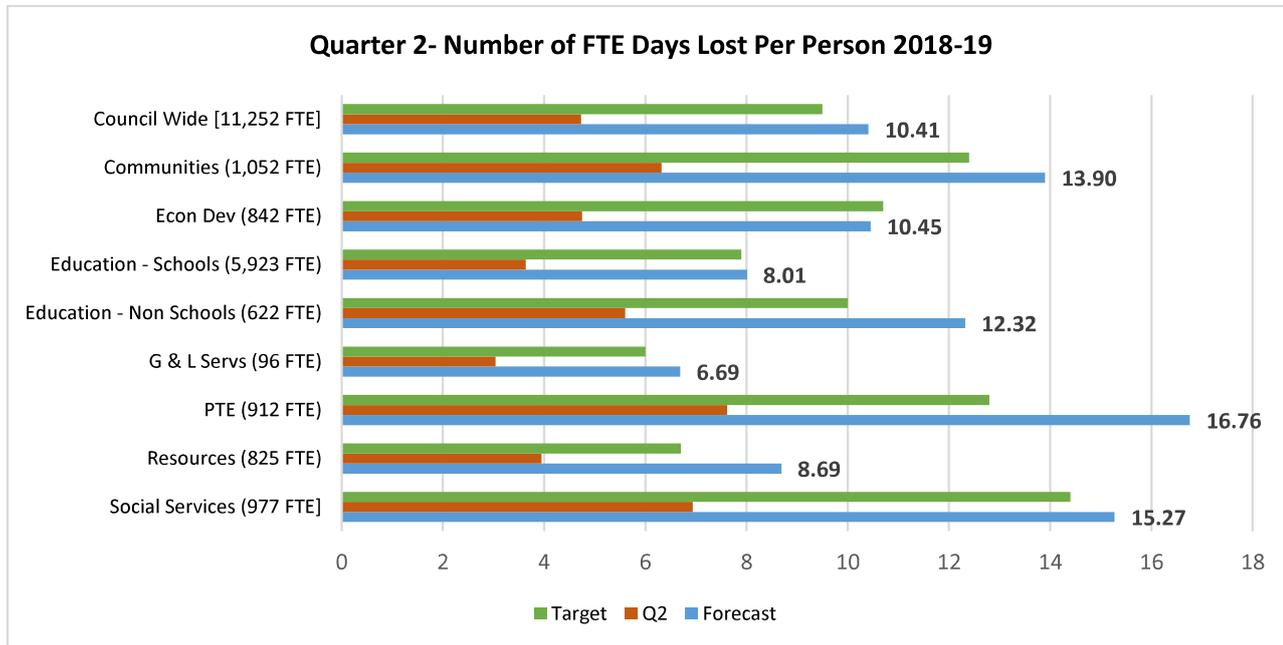
**Emails handled** 17,891 compared to 23,540 in Quarter 1  
**Webchats Handled** 2,539 compared to 2,305 in Quarter 1

## Section 1 – Organisational Health Overview



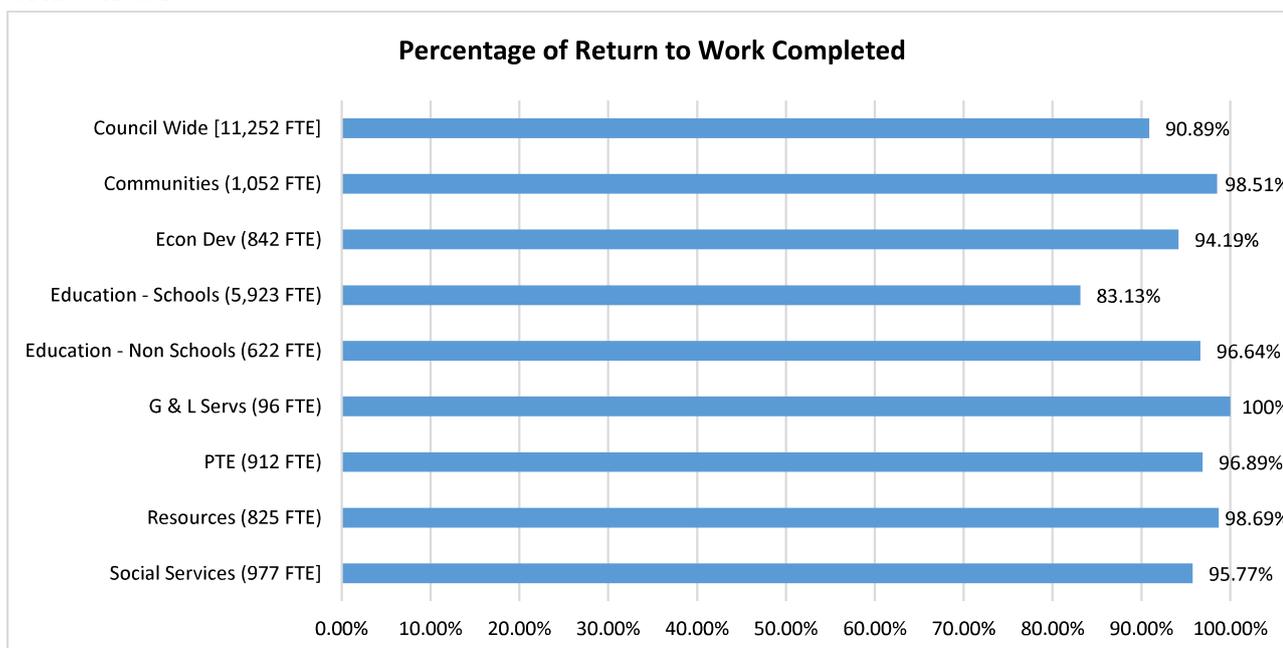
### Internal Processes

#### Sickness Absence



The Quarter 2 Council wide result is 4.37 FTE days lost per person; this is an improvement on the same period 2017-18 of 0.24 days lost per FTE. The outturn forecast at Quarter 2 for 2018-19 is 10.41 days lost against a target of 9.5, which would be a 0.86 days lost per FTE improvement on the 2017-18 result of 11.27.

#### Return to Work

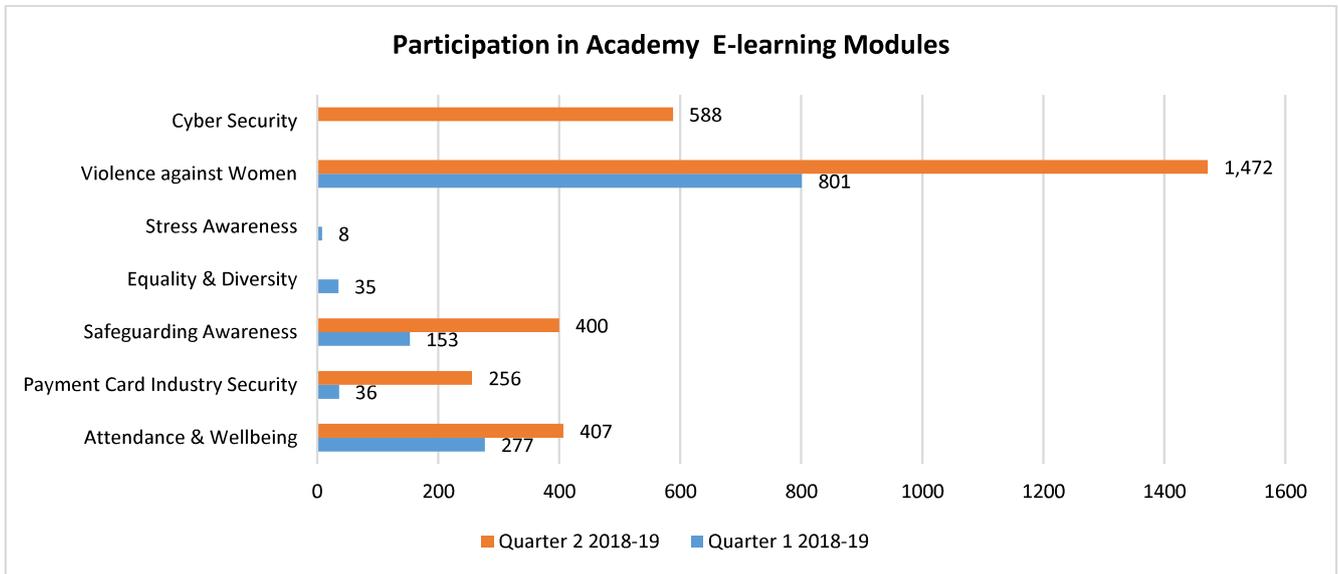


# Section 1 – Organisational Health Overview

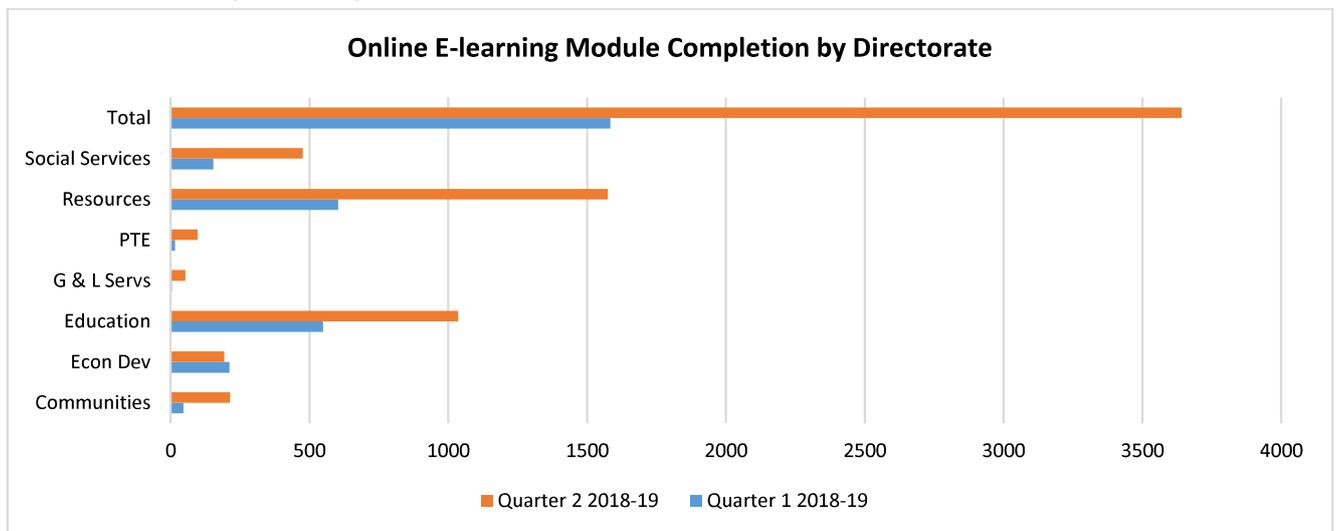


## Learning & Growth

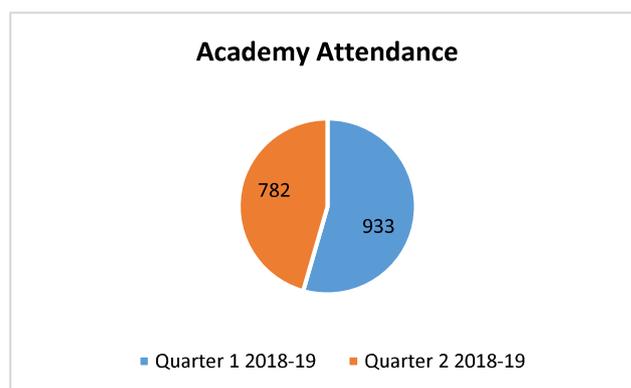
### Completion by Module



### Online module completion by Directorate



### Academy Attendance



## Section 2 – Delivering Capital Ambition Quarter 2 Report



### Key information

#### Corporate Plan Steps Assessment Criteria

Directorates are asked to self-assess the RAG rating for each of the Corporate Plan steps for which they are the lead directorate using the following criteria:

##### **Red**

A Step should be ragged as **Red** when serious issues have occurred and it is unlikely that any further progression can be made without some form of assistance from outside of the Directorate, e.g. SMT, enabling services etc. At the time of writing it is unlikely that the step will be delivered within the agreed time frame or at all.

##### **Amber**

A Step should be ragged as **Amber** when issues have occurred but they are not serious enough to require assistance. Progress can be recovered by the Directorate and there is a plan in place for this. It is likely that the step will still be delivered within the agreed time frame.

##### **Green**

A Step should be ragged as **Green** when there are no issues with progress / performance, and at the time of writing the step will be delivered within the agreed time frame.

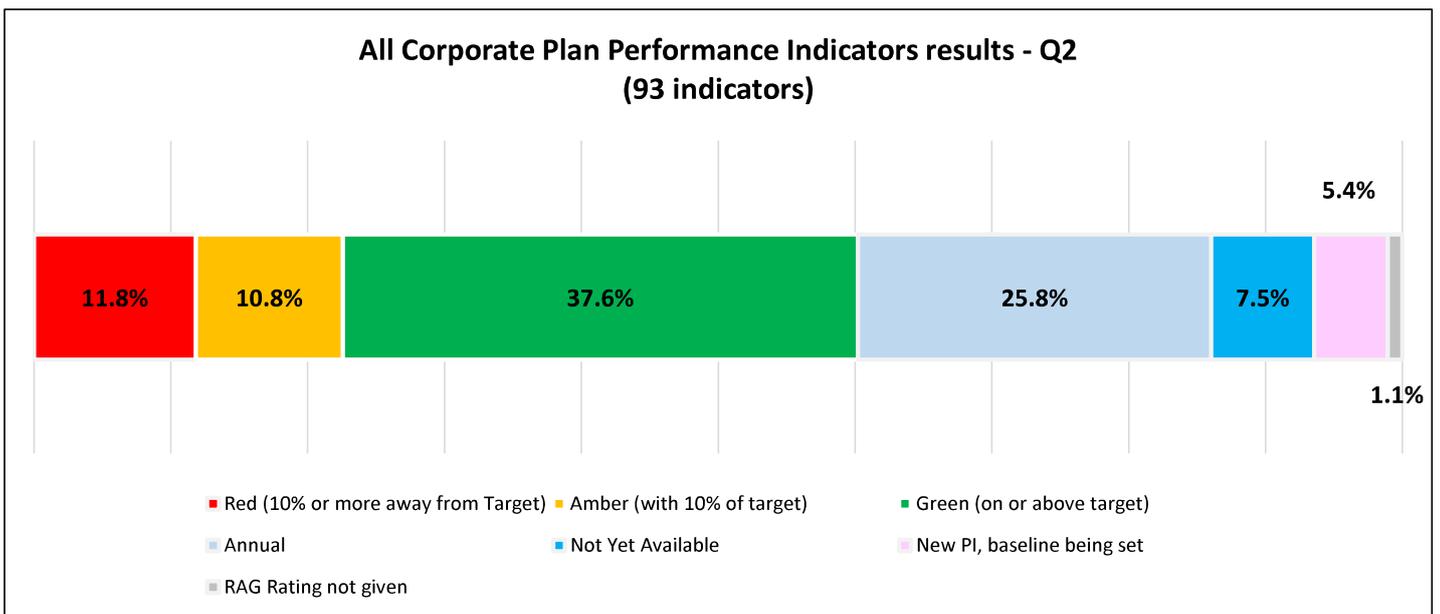
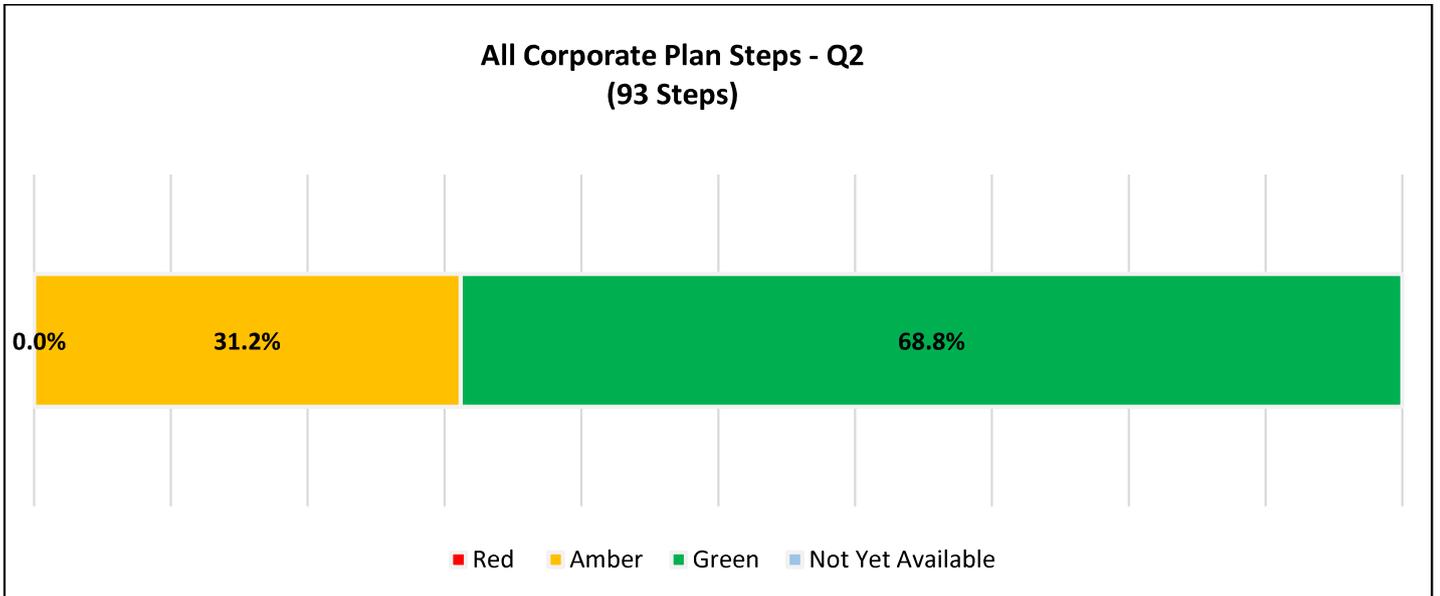
#### Corporate Plan Performance Indicators Assessment Criteria

Directorates provide Performance Indicator results against target. The Performance Indicator RAG rating is then calculated using a set formula as follows:

Key:

-  Red - indicator result is 10% or more away from target
-  Amber - indicator result is within 10% of target
-  Green - indicator result is on or above target

Summary of Performance – Quarter 2

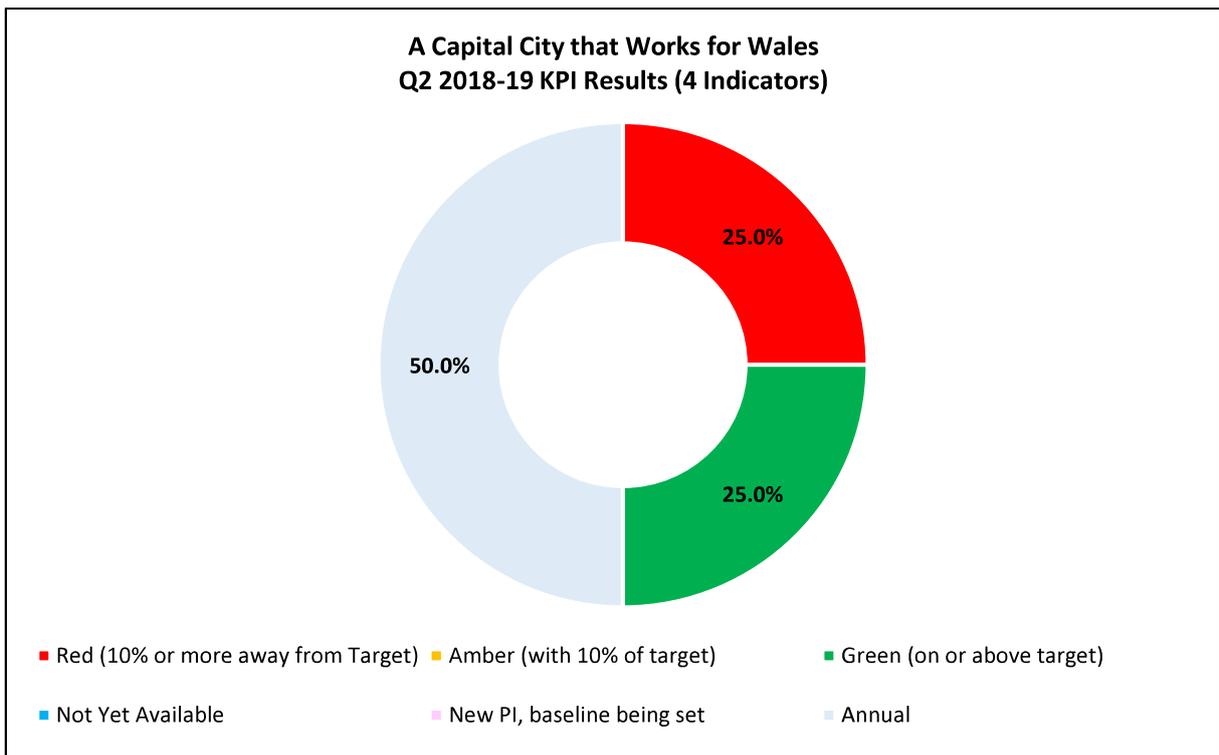
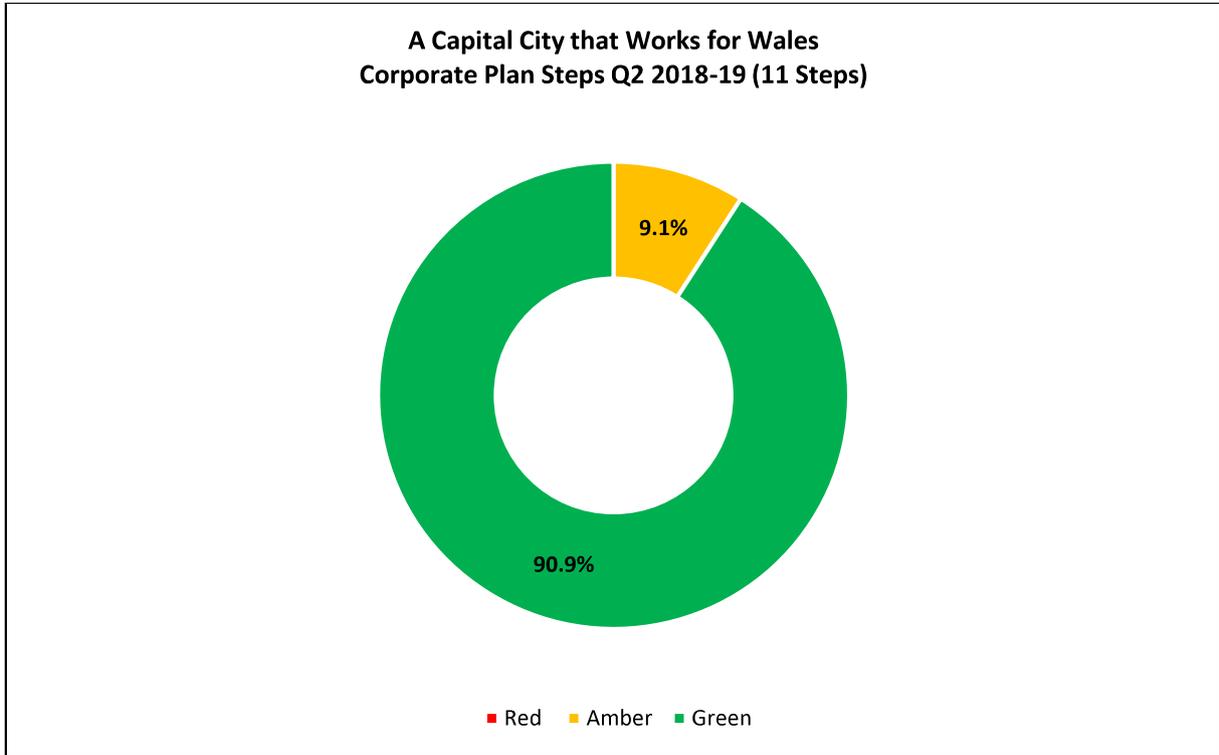


**Well-being Objective: 2.1**

**A Capital City that Works for Wales – Summary**



- Business Capital
- Inclusive Capital
- Smarter Capital
- Sporting and Cultural Capital City



## Well-being Objective: 2.1

### A Capital City that Works for Wales



#### Connected Capital

- Business Capital
- Inclusive Capital
- Smarter Capital
- Sporting and Cultural Capital City

#### Key Financial Issues

119. At this stage of the financial year there are no significant revenue budget variances relating directly to services within the scope of this Wellbeing Objective being reported.

#### Corporate Plan steps and KPIs Updates

120. **Bring forward a new Economic vision for the future development of Cardiff (Green)**

More than 100 consultees, including representatives from major employer organisations, were engaged in the development of the Economic Vision to ensure that the Economic Vision strategy is aligned with market changes. The strategy will help to lever in further investment to Cardiff in a post Brexit economy. Cabinet is due to consider the proposals in Quarter 3.

121. **Begin work on a new Bus station as part of an Integrated Transport Hub (Green)**

A new planning application has been submitted to be considered by Planning Committee in November 2018. Preliminary site works have been completed.

122. **Prioritise the delivery of a new Multi-purpose Indoor Arena (Green)**

A report will be presented to Cabinet in Quarter 3 to enable the next stage development of the proposal for a new Indoor Arena, including detailed consideration of the preferred site.

123. **Grow the city centre as a location for Business and investment (Green)**

1,142 jobs have been created / safeguarded in businesses supported by the Council in Quarters 1 and 2.

Performance Indicator	Result		Annual Target
	Q1	Q2	
New and safeguarded jobs in businesses supported by the Council, financially or otherwise	783	359	500
353 new jobs and six safeguarded			
The amount of Grade A office space committed to in Cardiff (Sq. Ft)	0	0	150,000
During Quarters 1 and 2 no new construction on grade A office space started. However, developments are anticipated at Central Quay and Capital Quarter during this year which should achieve the annual target.			

124. A strong pipeline of opportunities is coming through from investors. Redevelopment proposals are being developed in respect of Millennium Plaza. Developments are expected to commence at Central Quay and Capital Quarter during this year which will achieve the annual target for grade A office space.

125. The regeneration of Central Square is progressing well. The soft strip of St David's House has commenced prior to actual demolition. Cardiff University's School of Journalism and Hugh James have moved into No 2

## Well-being Objective: 2.1

### A Capital City that Works for Wales



which is a 148,000 sq ft grade A office space. As a result of Council support to businesses relocating to No 2, 1,200 jobs were created / safeguarded in the city.

126. **Agree the business plan for the regeneration of Central Station (Amber)**

The Metro Central Delivery Partnership Steering Group continues to meet and is progressing. The next phase of business case work has not yet commenced. Further feasibility studies on north / south links are complete and have been presented to the Steering Group. A new proposal for UK Government funding is being developed and will be presented to UK Government in Quarter 3.

127. **Develop a plan for a new mixed use development at Dumballs Road (Green)**

An initial high level masterplan has been submitted from the developer. A report will be considered at Scrutiny Committee in October with a view to the developer submitting a detailed planning application September 2019.

128. **Launch a new industrial strategy for East Cardiff (Green)**

Advisors are supporting the Council to develop vision and masterplan for East Cardiff. The strategy will link closely to the UK Industrial Strategy opportunities and will identify the key infrastructure needs and opportunities. A draft strategy will be reported to Cabinet in Quarter 4.

129. **Develop a new vision and masterplan for Cardiff Bay including International Sports Village next phase (Green)**

The Council is working with partners to develop a new vision and masterplan for the Sports Village with a view to reporting to Cabinet early in Quarter 4.

130. **Work with Cardiff Capital Region partners to ensure City Deal Investment supports the economic development opportunities of the city region (Green)**

Cardiff Capital Region Targeted Regeneration Plan was approved by Welsh Government. The Plan includes key place enhancement projects in the southern arc of the city.

131. Cardiff Capital Region funding has been secured to attend and showcase regional investment opportunities at MIPIM (2019), the world's premier real estate event. Attending MIPIM allows Cardiff to showcase the strength and ambition of the UK's fastest growing city to developers, investors and occupiers.

132. **Develop a business plan to protect the city's historic Assets (Green)**

A report will be presented to Cabinet on the options for securing the future sustainability of the Council's portfolio of historic buildings in Quarter 3.

133. Town Centre Loans Funding has been approved for regeneration of two Grade 2 buildings, Butetown Rail Station and Corey Buildings, Bute Street. This funding loan from Welsh Government supports town centre regeneration to reduce the number of empty, underused sites and premises in town centres.

134. **Develop a Music Strategy to promote the City as a music destination by October 2018 (Green)**

The Council is working with the local community to develop a new Music Strategy.

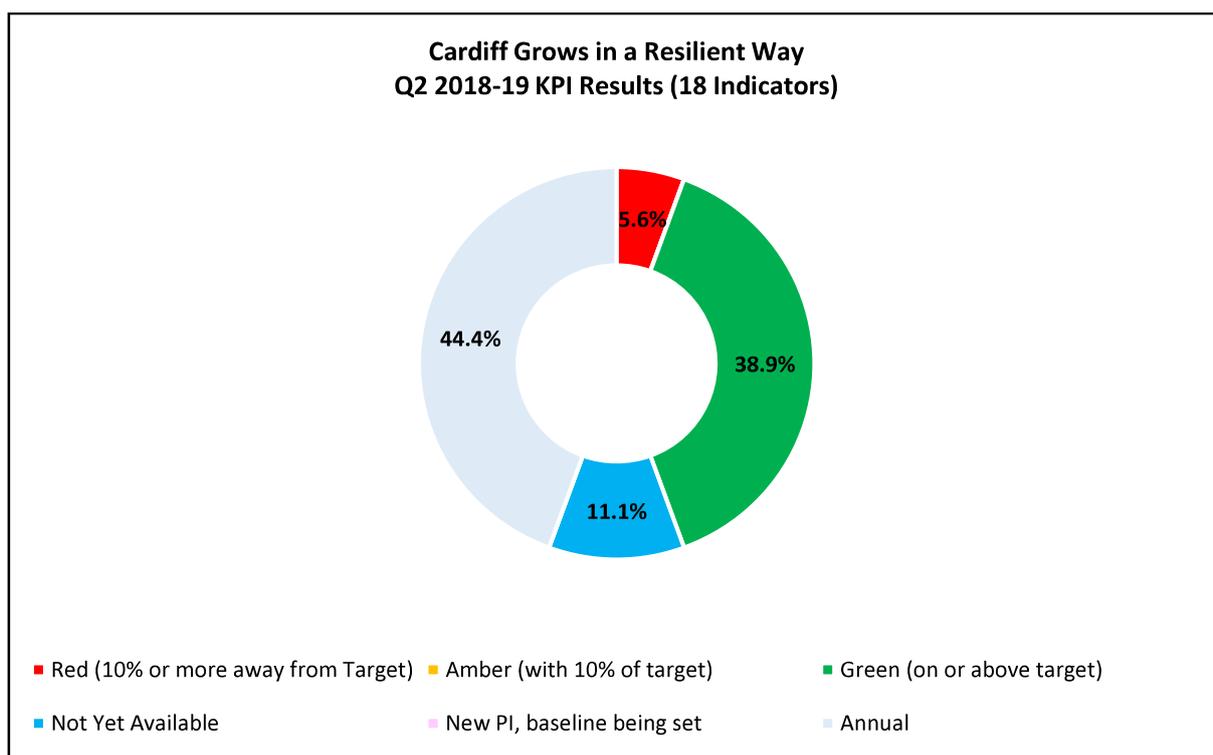
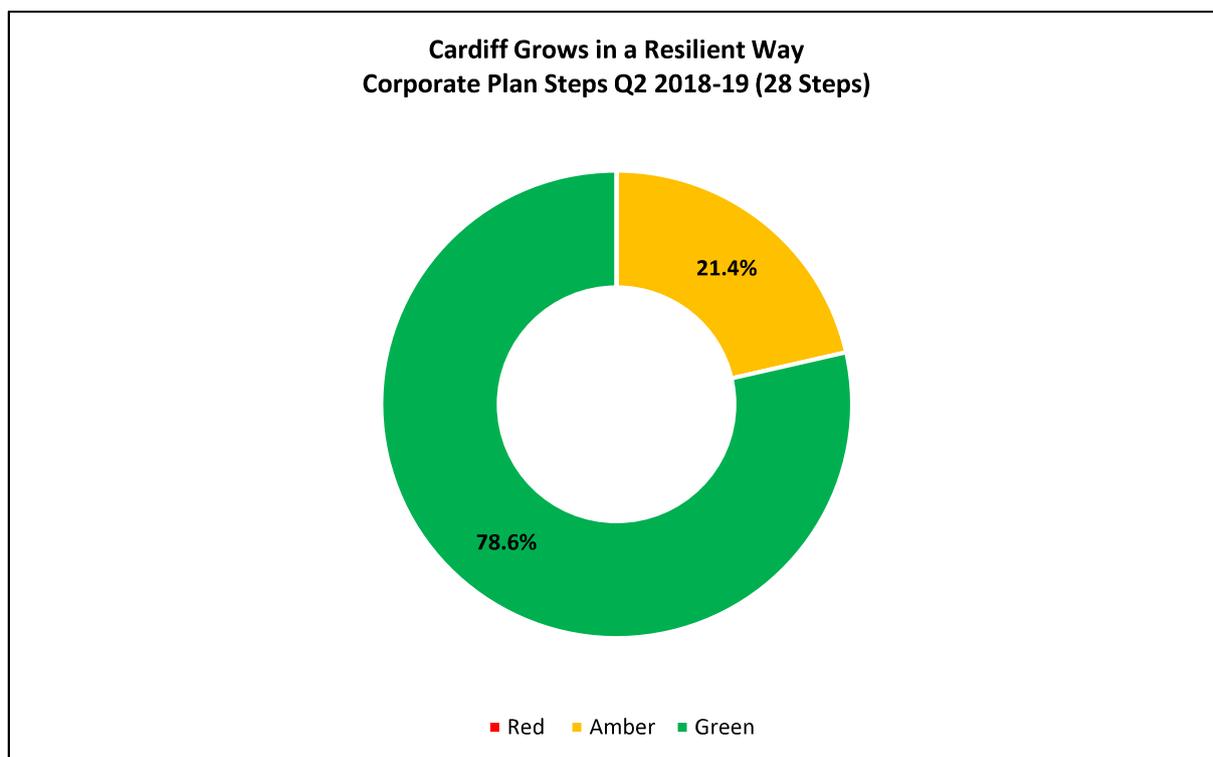
This page is intentionally left blank

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way - Summary



- Housing
- Transport
- Waste and Recycling
- Clean Streets



## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



- Housing
- Transport
- Waste and Recycling
- Clean Streets

#### Key Financial Issues

135. The Planning, Transport and Environment directorate is projecting an overspend of £1.465 million at Month 6. Some of the financial issues contributing to that position within the scope of this Wellbeing Objective include:

#### **Planning, Transport & Environment – Recycling and Waste Services**

136. This section is currently projecting an overspend of £1.6 million for 2018/19. The overspend is largely driven by costs relating to the ongoing HWRC and Waste Transfer Station investigations including agency expenditure and income shortfalls at the Materials Recycling Facility (MRF). This position also includes the drawdown of £350,000 contingency budget specifically set up in relation to Income Shortfalls at the MRF.

#### **Planning, Transport & Environment – Planning, Building Control & Energy Management**

137. The Planning and Building control division is projecting an overspend of £173,000, largely due to income shortfalls in planning fees and the Energy Management Division is reporting an overspend of £202,000 where shortfalls in savings and renewable energy income are partially offset by a reduced Carbon Reduction Commitment (CRC) payment.

#### Corporate Plan steps and KPIs Updates

138. **Develop options for long-term regional partnership recycling infrastructure arrangements (Amber)**  
New proposed legislation and statutory targets are emerging from Welsh Government that will influence the future strategy. Emerging legal and statutory targets need to be fully understood and considered before a regional future position can be explored. In order to do this the Council will review the consultation documents from Welsh Government when they are released in Quarter 3. There is a need to consider the future impacts of Welsh Government changes so that the Council can make informed choices.
139. **Consult on amendments to Recycling Waste Strategy and collections (Green)**  
The public consultation is underway city-wide; meetings have been held with all wards impacted on with “wheeled bin” changes. Detailed discussions are being undertaken on some wheeled bin implementation areas. The project is currently within timeline and providing continued customer engagement. Moving forward, the Council will produce the implementation timetable for wheeled bin expansion, collate the consultations results, and progress staff consultation and awareness.
140. **Explore opportunities for New Household Waste Recycling Centre (Amber)**  
The outline requirements have been sent to Strategic Estates, pending feedback on possible locations – feedback is still awaited and this will be escalated through the relevant Directors.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



141. **Undertake targeted Education campaigns in communities where recycling rates are low (Green)**

Participation monitoring of the “Glass” pilot areas is underway; data of the wider areas is now being collated and support staff are being recruited. The Programme is progressing to plan, with a start date in October. Increased recycling and waste awareness will be promoted to increase recycling performance and sustainability of the city with campaign activities commencing in October.

142. **Continue to support Re-use in the city by expanding the usage of Re-use Centres (Green)**

Discussions have been held and processes are being mapped out for medical equipment reuse. A review of a long-term “Reuse” partner is underway, with market testing and research ongoing. Procurement documentation for the long term partner is being developed by our Business Improvement team.

143. **Develop a Total Street Delivery Plan (Amber)**

The Council is working on the development of Ward information (Ward Action Plans) with the On-line team utilising PowerBI (a business analytics solution). Ward Action Plans provide a summary of the key issues within the area in order to help identify areas for improvement.

144. Throughout the quarter it has been identified that:

- Not enough skilled resource able to use PowerBI so development is slow
- Professional License for PowerBI / roll out of Office 365 has not taken place

145. The action in Quarter 3 will be to prioritise the acquisition of licenses for and the rollout of Office 365, with the Digital Team. The benefits of this will be that all information will be online and available to citizens and Local Members providing consistent good information.

146. **Tackle fly-tipping, littering and highway licensing (Green)**

A “Single-use” plastic policy statement and action plan have been developed in draft to support the Council to lead by example on single use plastics to support Citizen awareness and support. A Single-use plastic report is to go to Cabinet following informal briefings.

147. Actions that have been taken forward in Quarter 2:

- The remaining three Hubs and five Libraries have agreed to store litter picking equipment to encourage volunteering
- There are now 47 Active planters, a survey of those in place indicated that in the majority of locations, there had been a reduction in litter/fly-tipping after the planters were introduced
- £400 small scale fly-tipping fines have been implemented and these are now being issued
- Fly-tipping CCTV cameras in place to monitor fly-tipping in key areas
- Community Litter Picks (led by Love Where You Live) – Data from April 2018 to September 2018

No. of clean-ups	Volunteers	Volunteer Hours	Bags Collected
55	512	757.5	818

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



Performance Indicator	Result		Annual Target
	Q1	Q2	
The percentage of reported fly tipping incidents cleared within 5 working days	99.87%	99.66%	90%
The percentage of reported fly tipping incidents which lead to enforcement activity	90.17%	94.64%	70%

Performance Indicator	Result		Annual Target
	Q1	Q2 (Cumulative)	
Number of investigations and enforcement actions per month	2,180	4,626	3,000
Quarter 2 result is 2,246			
Number of education and engagement actions per month	3,358	3,641	3,000
Quarter 2 result is 283			
Performance of the number of Education and Engagement actions was higher in Quarter 1 due to “Get it Out for Cardiff” (now called “Love Where You Leave...”). It is likely that performance in Quarter 3 will be similar to that of Quarter 1 due to the continued programme in Cathays with the new cohort of students. There has also been more focus on the Investigations and Enforcement actions during Quarter 2 since the Commercial Teams were formed in August 2018.			

148. Highway licensing work is progressing to cover objects on the highway (Section 115E of the Highways Act – S115E). The objects are mainly shop displays that are put on the pavements outside shops. The Council has not previously undertaken licensing of this aspect due to a lack of resources, although under S115E all third party objects on the highway should be licensed. Now that the Council has gone digital in this area of work it is able to proactively manage licenses in a more efficient manner to support undertaking this work with limited resource and provide digital application and payment to businesses. Correspondence and application packs for licences are being sent out to the businesses that have been surveyed.

149. **Improve the productivity and Performance of Street Scene Services (Amber)**

All Highway and Environmental Enforcement work is now digitally recorded for example:

- Waste collections – “Bar Tec” has been rolled out and is being further developed
- LEAMS (street cleanliness surveys) and Highway defects are collected digitally
- Civil Enforcement work - now all digital

150. However, support to frontline operatives needs to be put in place to encourage the uptake of digital systems, such as BarTec. To do this, training and support is ongoing through a move to digital systems – impacting on staff both on the frontline and office-based. More reviews are to take place to ensure systems are being utilised properly. The benefits of this work include a more efficient and effective service and consistent information provided to Citizens, Local Members and Cabinet. The Council will continue to develop digital systems and ensure regular monitoring is in place to guide resources to support teams.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



151. **Explore and develop a Commercial and Collaboration Strategy for Key Services (Amber)**  
Meetings are taking place with key stakeholders such as Cardiff City Football Club and Glamorgan Cricket Club to develop and offer commercial plans to support their requirements.
152. A review is underway to ensure the Council recovers costs for providing support to events e.g. additional cleansing. For example, the loss of car parking for events is estimated at £100,000 per annum. A review will take place on whether a levy can be added to tickets, e.g. concerts at stadiums in Cardiff, however, no route has currently been identified to support a levy on tickets for events. Legal Services are to be engaged to establish what legislation could be utilised to support a levy for increased costs to services.
153. **Develop a City Food Strategy (Green)**  
An initial Project meeting has been held with consultants to scope the work required to develop the City Food Strategy, followed by Officer interviews with relevant Officers, to gather background information. Planning is underway for a stakeholder workshop to be held in November. Other work across the city includes participating in Food Cardiff partnership, assisting in developing Food Sense Wales entity and recruitment for Food Sense Wales Programme Manager.
154. **Progress a 5 Megawatt Solar Farm at Lamby Way (Green)**  
Ecologists and planning consultants have been appointed and ecological surveys have taken place on site. Funding for a Project Manager post has been secured through Energy reserves and the post is now appointed to, with an October start date proposed. Detailed discussions with a private “wire energy off-taker” (the party who will purchase the power generated) are underway and initial scoping work for Design/Build procurement has also started. The benefits of this include further progress on the supply of cheaper, secure and renewable energy to large public sector organisation in the city.
155. **Develop a new Transport and Clean Air vision for the city (Green)**  
The Green Paper returns have been analysed by the Cabinet Office and PTE Transport staff. A White Paper will now be developed, setting out the transport ambitions that will also tie into the air quality improvements. Neither the White Paper nor the Clean Air Strategy can be fully developed until the full findings of the Air Quality modelling works are completed and understood, and the Initial Plan has been developed. The Plan was submitted to Welsh Government on 30th September 2018 but with caveats as there is supplementary information soon to follow.
156. There will be improved knowledge of the opinions and requirements of stakeholders following the Green Paper consultation process that will enable the development of a White Paper to, as far is reasonably practicable, align to those needs identified. The White Paper and Air Quality Strategy will be developed by the latter quarters of 2018-19.
157. **Undertake a scoping assessment for a Clean Air Zone in Cardiff (Green)**  
Extensive works, including specialist modelling, for both Transportation (Mott McDonald / TFW) and Air Quality (Ricardo), have progressed throughout Quarter 2, to ensure the delivery of the Initial Plan within the

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



timescales set out in the Welsh Government Legal Direction i.e. 30th September 2018. There will be a better understanding of the air quality of Cardiff and the potential to address any issues should they be identified as needing improvement action. Depending on the findings of the Air Quality modelling the Council will begin the development of the Final Plan for submission by 30th June 2019.

#### 158. **Improve the condition of Highways (Green)**

A new contract has been awarded for patching-related works and a new contractor is in place, with works due to start onsite mid-September 2018, although the employment of the existing contractor has continued throughout Quarter 2 to ensure continuity of service delivery.

159. A Cabinet Report for LED residential street lighting and SMART city aspects, following a pilot in Radyr, is being developed with a view to going to Investment Review Board (IRB) at the end of Quarter 2.

160. Phase 1 of the Preventative Carriageway programme has been delivered at a cost of circa £400k - on target for time and budget. The works were programmed to coincide with the Active Travel ambitions. Specialist road surfacing materials, such as grouted macadams (which are utilised for specific circumstances), have also been delivered including a major scheme within the Splott Ward at a cost of circa £100k value.

161. Significant improvement has been delivered to the carriageway network, improvements for all road users and inclusion with the Active Travel agenda. Tenders have been developed and sent out for the reconstruction work and programmed for completion for Quarter 3. Resurfacing priority lists have also been developed, to be forwarded for the agreement and completion of the tender process for delivery in Quarters 3 and 4.

#### 162. **Develop an Electric Vehicles (EV) Strategy (Green)**

A grant application was submitted and funding has been awarded to install the Residential Charge-Point (installing charge-points on-street in areas for residents without off-street parking) as per the funding application. Work has commenced on a procurement route and a technical specification is being drafted. The award will be made via a framework that the Council uses to appoint suppliers/contractors (this complies with the Council's procurement guidance) to ensure delivery on street within timescales. Additional support resources have been sourced and an overall Programme Manager has been appointed to oversee all work relating to the Electric Vehicle Strategy.

163. Benefits will be realised when the residential charge-point scheme is in place. The next steps are to procure the infrastructure and installation for the residential OLEV (Office for Low Emission Vehicles) scheme via the framework and develop a procurement strategy for other strands of work associated with EV charging infrastructure.

#### 164. **Develop a spatial masterplan to create new, high quality, shared space for pedestrians, cyclists and vehicles (Green)**

Private consultations for Central Square and amendments to the concept design are complete. The Council now moves into the detailed design for both Central Square and Westgate Street – a Local Transport Finance Bid has been submitted for funding for the latter.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



165. Senior meetings are taking place with Transport for Wales and Welsh Government regarding Central Square and Westgate Street, which are to be merged as one project to take forward for delivery - called City Centre West.
166. The Eastside concept design and further modelling work has been actioned. Initial discussions have been held with Welsh Government and City Deal regarding funding.
167. **Support the delivery of the Active Travel Agenda (Green)**  
Positive meetings of the Cycling Advisory Group held to date have enabled stakeholders to engage with officers in the Telematics team regarding wait times for pedestrians and cyclists, and with officers in the Planning team regarding Active Travel in new developments. This contact has been beneficial as it is requiring Officers to review current practice.
168. A review of crossings and junctions at key locations is now being undertaken and the group will receive regular updates on progress at future meetings. The HSBC Project Working Group is now firmly established with meetings scheduled every two months. The Group involves representatives from the Council's transport and road safety teams, Sport Cardiff, British Cycling and Welsh Cycling. Its purpose is to strengthen the integration of activities undertaken by the Council (e.g. cycle training in schools) and activities delivered by other partners through the HSBC Cycling Development Programme for example, the Go Ride Cycling Skills project.
169. The positive engagement with stakeholders is helping to improve the Council's delivery of cycling, maintain strong working relationships with key stakeholders and secure ongoing support for the Council's ambitious cycling programme.
170. **Making roads safer by implementing 20mph speed limits (Green)**  
The preparation of the delivery of an "East Cardiff" 20mph limit in Plasnewydd, Adamsdown and parts of Splott is continuing. The Grangetown scheme is also being prepared for delivery in anticipation of in-year funding becoming available from Welsh Government later in the financial year. It is anticipated that public Traffic Regulation Order consultation for both schemes will now take place.
171. The reduction in speeds in key areas is enabling a better environment to promote active travel modes.
172. **Improve the walking and cycling network in Cardiff (Green)**  
A detailed design for the section of the Cycle Route between Dumfries Place and Cathays Terrace via Senghennydd Road is complete. The Traffic Regulation Order application to support the changes to the carriageway and on-street parking required to create the new route is in progress. A brief has been prepared for South West Link feasibility study. This study will investigate the potential route alignment options for a Cycle Superhighway to the south west of the City Centre connecting Caerau and Ely via The Mill housing development. Initial concept designs have been produced for sections of Cycle Superhighway between Dumfries Place and Broadway.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



**173. Deliver the annual parking report, progress the Parking strategy, and an assessment of pavement parking (Green)**

The Annual Parking Report is published and is available on-line. Further work continues to roll out static camera enforcement and to develop a business case and Cabinet Report for working in Partnership with the DVLA on clamping untaxed vehicles and nuisance parking. This activity is undertaken to deliver the Parking Strategy. Pavement parking is not able to be enforced unless it is behind a restriction – the parking report explains the restrictions we enforce. It is still with Welsh Language for translation.

**174. Launch the On-Street Bike Hire Scheme (Green)**

Phase 2 of the installation has been completed and 500 bikes are now available for rental across the city. Work has commenced on the final phase of the install that will provide additional hire points in the city, focusing on the east side of the city (Rumney and St. Mellons areas etc.) and using a network gap analysis to fill in any additional links. It is hoped that this may be as many as 16 additional hire points.

175. Work continues to promote the scheme, by the Council's partner Nextbike, and rental levels continue to be consistent with Quarter 1.

176. There is greater availability of cycle facilities to the population which helps to promote both regular and occasional use of the mode for all or some of trips which will be enhanced with the further work on the gap analysis and the installation of the final locations.

**177. Ensure Active Travel Plans for all Schools – 2020 (Amber)**

No progress has been made with Active Travel Plans roll out. This is because an additional resource to undertake this work has not been made available. A brief has been prepared for an independent review of the Council's current provision for promotion of Active Travel in schools. This will include an assessment of barriers to developing and implementing Active Travel Plans in schools, and the institutional changes and resources required to deliver on the Council's commitment to getting every School to have an Active Travel Plan in place by 2020.

178. A former employee of Sustrans will be commissioned to deliver this work over the next 6 months on a part time basis. This work will be resourced from the Central Parking Reserve.

**179. Support the delivery of High quality and Well-connected communities (Green)**

Engagement with Developers and relevant Council Service Areas has continued in order to identify and secure the planned infrastructure through the Development Management process and Section 106 agreements (i.e. the mechanism which make a development proposal acceptable in planning terms).

180. Cabinet approval was obtained (September 2018) to implement the 'Section 106 Local Infrastructure Idea Ward Lists' and supporting process, which will enable all Councillors to identify local infrastructure ideas that may potentially be funded through S106 contributions or other sources of funding.

181. The Ward Lists allow Local Ward councillors to identify "local projects" in their wards (community buildings, open space, local highway improvements) including projects which could be funded by future S106

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



agreements from development, provided they meet the legally binding tests.

Other projects may also be included on the lists, but a distinction will be made between those which are within scope for future S106 funding. It is intended that these lists will act as guide for relevant Service areas who seek to secure developer contributions and avoid the situation where members are asked to identify projects at the “live planning application stage”.

182. The benefits resulting are in improved communication with Local Councillors and a more transparent planning process. The plan now is for a Local Member Handbook to be circulated and Councillor Workshops and discussions with all Ward Councillors are planned for Quarter 3 with the intention of preparing a list by April 2019. A Public Service Board Workshop also took place on 27th September 2018, to engage with wider partners on delivery of LDP Strategic Sites.

183. **Increase the delivery of new houses to meet housing need through the development of LDP strategic sites (Green)**

The development and monitoring of strategic and other sites are ongoing. Completions are being delivered on multiple outlets within Strategic Sites C (Plasdwr, North West Cardiff) and G (St Ederyn’s, East of Pontprennau) with other sites receiving planning permission throughout Quarter 2.

184. The LDP Annual Monitoring Report was reported to Cabinet on 20th September 2018. On-site delivery continues to ensure new homes are completed to meet housing needs.

Performance Indicator	Result		Annual Target
	Q1	Q2	
Percentage of householder planning applications determined within agreed time periods	95.18%	93.58%	80%
Percentage of major planning applications determined within agreed time periods	93.75%	85.71%	25%

185. **Deliver 2,000 New Council Homes (Green)**

A forward plan has been submitted targeting a Cabinet Report in November, which will bring together the wide ranging delivery routes to achieve the councils new build programme. A pipeline of development is in place which will deliver in excess of 2,000 new homes over the longer term.

186. We have actively marketed the Low Cost Home Ownership (LCHO) properties at Willowbrook and are currently shortlisting. Snowden and Wilson Road developments are planned to start on 13th November 2018. Phase 1 of Cardiff Living is delivering at pace now with the first handovers planned for October 2018. There are 10 sites with planning consent, 5 schemes on site which will deliver 135 council homes and 218 homes for sale.

187. Outside of Cardiff Living, additional schemes are moving on with one new build scheme with procurement, one package deal scheme on site and architects appointed on a range of schemes.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



188. Two more schemes have been shortlisted for the 2018/19 Welsh Government Innovative Housing Programme In addition to the two schemes approved last year.

Performance Indicator	Result		Annual Target
	Q1	Q2 (Cumulative)	
Total number of new Council homes completed and provided	23	36	200
Actual Quarter 2 result is 13. The current handover projections indicate that 140 new homes will be delivered by 31st March 2019, although the six development schemes on site will deliver 165 new council homes once complete.			

189. **Develop an outline business case for the District Heat Network proposal (Green)**  
 An External Project Manager and additional internal Project Manager Assistant have now been appointed. The Council is currently out to tender for Technical and Legal consultants to develop the full business case and Design / Build tender specification. There has been continued engagement with Welsh Government Officials in order to finalise their funding support, and with the Viridor “Energy from Waste” plant (the electricity that an “energy from waste” plant produces is fed into the National Grid and the heat can be utilised locally presenting opportunities for additional commercial development, and improving resource efficiency) regarding the Heat Supply contract.
190. The Formal Cabinet decision has strengthened stakeholder confidence in the scheme, especially that of Welsh and Central Government as potential funders, and the key public sector customers for the scheme who are now signing Memoranda of Understandings (MoU) on to confirm their interest in participating in the network.
191. The next steps are for the Council to appoint technical and legal consultants, finalise Welsh Government finance arrangements and prepare for Heat Network proposal grant application in December 2018.
192. **Convene regular design review meetings to consider and make recommendations to development proposals and publish an annual design review monitoring document (Green)**  
 Ten Design Review meetings have been in held in Quarter 2, following on from the eight meetings held between April and June. Notes of discussion points have been captured to enable Case Officers to refer to them as required.
193. The Council’s next stage is to prepare Annual Monitoring document to give examples of schemes assessed, and enhanced by the process (those in the public domain) by the end of January 2019.
194. **Develop a Climate Change Investment policy for consideration by the Pensions Committee (Green)**  
 Work continues to ensure the draft Climate Change Investment Policy is ready to be taken to the Pensions Committee in December.



## Well-Being Objective: A Capital City that Works for Wales

9.1%

90.9%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Bring forward a new Economic Vision for the future development of Cardiff by launching a White Paper. (ED)	2018				
Begin work on a new Bus Station as part of an Integrated Transport Hub. (ED)	2018				
Agree the business plan for the regeneration of Central Station and begin construction by 2019. (ED)	2018 2019				
Develop a Music Strategy to promote the city as a music destination. (ED)	October 2018				
Develop a new vision and masterplan for Cardiff Bay including the next phase of development of the International Sports Village. (ED)	End of 2018				
Develop a business plan to protect the city's historic assets. (ED)	End of 2018				
Develop a plan for a new mixed-use development at Dumballs Road. (ED)	2019				
Launch a new Industrial Strategy for East Cardiff, aligned to the completion of the Eastern Bay Link. (ED)	2019				
Grow the city centre as a location for businesses and investment by completing a new business district delivering an additional 300,000ft <sup>2</sup> of 'Grade A' office space at Metro Central. (ED)	2020				
Prioritise the delivery of a new Multi-Purpose Indoor Arena in the best possible location to ensure it can attract premier national and international events. (ED)					
Work with Cardiff Capital Region partners to ensure that City Deal investment supports the economic development opportunities of the city-region. (ED and PTE)					

## Well-Being Objective: A Capital City that Works for Wales

25.0%	25.0%	50.0%
-------	-------	-------

Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
------------------------------------	------------------------------	----------------------------	--------	-------------------	----------------------------

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
New and safeguarded jobs in businesses supported by the Council, financially or otherwise. (ED)	Q1	Q2	Q3	Q4	500		
	783	359					
The amount of 'Grade A' office space committed to in Cardiff (sq. ft.) (ED)	Q1	Q2	Q3	Q4	150,000		
	0	0					
Number of staying visitors. (ED)	Q1	Q2	Q3	Q4	2% Increase (Approx. 40,000)		Annual
	N/A	N/A					
Total visitor numbers. (ED)	Q1	Q2	Q3	Q4	3% Increase (Approx. 630,000)		Annual
	N/A	N/A					



## Well-Being Objective: Cardiff grows in a resilient Way

21.4%

78.6%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Develop an outline business case for the District Heat Network proposal, subject to National Government Capital Grant award and Capital Budget approval. (PTE)	Spring 2018				
Launch the on street bike hire scheme (PTE)	May 2018				
Deliver the Annual Parking Report (August 2018) that includes enforcement activity and progress on the parking strategy as well as an assessment of pavement parking (December 2018). (PTE)	August 2018				
Develop a City Food Strategy supporting local food growth, sustainable use and street food. (PTE)	September 2018				
Develop a 'Total Street' delivery plan to keep streets and public spaces clean and well maintained. (PTE)	September 2018				
Progress a 5 Megawatt solar farm at Lamby Way by submitting a bid for planning consent in order to generate clean renewable energy and help Cardiff Council become Carbon Neutral. (PTE)	November 2018				
Develop and launch a new Transport & Clean Air Vision for the city. (PTE)	September 2018				
Explore and develop a commercial and collaboration strategy for key services by looking at how Cardiff can work in partnership to deliver services providing positive outcomes. (PTE)	December 2018				
Develop a spatial masterplan to create new high quality, shared space for pedestrians, cyclists and vehicles throughout the city centre and key neighbourhoods. (PTE)	2018/19				
Make Cardiff roads safer by implementing 20mph speed limits through a phased programme of delivery, focusing on Gabalfa, Butetown and Grangetown. (PTE)	2018/19				
Convene regular Design Review Meetings to consider and make recommendations to development proposals submitted to the Local Planning Authority, and publish an annual Design Review Monitoring document. (PTE)	January 2019				
Develop options for long-term regional partnership recycling infrastructure arrangements (PTE)	March 2019				
Develop an electric vehicles strategy. (PTE)	December 2019				
Undertake a scoping assessment for a Clean Air Zone in Cardiff (PTE)	December 2019				
Ensure every school in Cardiff has developed an Active Travel plan - including training and/or infrastructure improvements. (PTE)	2020				

Steps	Target completion date	RAG Status			
Improve the cycling and walking network in Cardiff by delivering prioritised routes within the Active Travel Integrated Network Map, including phase 1 of the Cycle Super Highway (PTE)	2021	Q1	Q2	Q3	Q4
Deliver at least 2,000 new Council homes, of which at least 1,000 will be delivered by May 2022. (P&C)	May 2022	Q1	Q2	Q3	Q4
Increase the delivery of new houses to meet housing need through the development of Local Development Plan strategic sites including 6,500 new affordable homes. (PTE)	2026	Q1	Q2	Q3	Q4
Support the delivery of the Council's Active Travel agenda by working with the Active Travel Advisory groups. (PTE)		Q1	Q2	Q3	Q4
Improve the condition of the highways and address issues such as potholes by delivering active programmes of work from minor road repairs through to full-scale resurfacing works. (PTE)		Q1	Q2	Q3	Q4
Continue to build on the partnership with British Heart Foundation to support re-use in the city by expanding the usage of re-use centres (PTE)		Q1	Q2	Q3	Q4
Undertake targeted education campaigns in communities where recycling rates are low. (PTE)		Q1	Q2	Q3	Q4
Consult on amendments to Recycling Waste Strategy and collections – including introducing wheelie bins into new areas of the city and asking households to separate glass from their recycling and implementing the new approach in order to meet the new Welsh Government blueprint for increasing recycling (PTE)		Q1	Q2	Q3	Q4
Support the delivery of high-quality and well-connected communities - as described by the Council's Master Planning Principles – by using the Planning, Transport & Place-making services to secure Section 106 Agreements on Local Development Plan strategic sites. (PTE)		Q1	Q2	Q3	Q4
Tackle fly-tipping, littering and highway licensing (PTE)		Q1	Q2	Q3	Q4
Develop a Climate Change Investment Policy for consideration by the Pensions Committee by December 2018, in consultation with the Pension Fund's independent advisers and the other LGPS funds in Wales. (R)		Q1	Q2	Q3	Q4
Improve the productivity and performance of Street Scene Services by reviewing a range of customer focussed APSE benchmark indicators to establish relative performance and identify opportunities for further improvement. (PTE)		Q1	Q2	Q3	Q4
Explore opportunities for a new Household Waste Recycling Centre by reviewing all site options within Local Development Plan allocated areas as well as established communities. (PTE)		Q1	Q2	Q3	Q4

## Well-Being Objective: Cardiff grows in a resilient Way

5.6%	38.9%	11.1%	44.4%
------	-------	-------	-------

Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set
------------------------------------	------------------------------	----------------------------	--------	-------------------	----------------------------

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The percentage of municipal waste collected and prepared for re-use and / or recycled (PTE)	Q1 NYA	Q2 NYA	Q3	Q4	62%	NRW Validation	Not yet available
The maximum permissible tonnage of biodegradable municipal waste sent to landfill (PTE)	Q1 NYA	Q2 NYA	Q3	Q4	<33,557 tonnes	NRW Validation	Not yet available
Number of investigations and enforcement actions per month (PTE)	Q1 2,180	Q2 4,626	Q3	Q4	250 per month	Q2 result is 2,446	New
Number of education and engagement actions per month (PTE)	Q1 3,358	Q2 3,641	Q3	Q4	250 per month	Q2 result is 283	New
Modal Split for All Journeys by 2026: Proportion of People Travelling to Work by Sustainable Transport Modes (PTE)	Q1 N/A	Q2 N/A	Q3	Q4	46.3%		Annual
Percentage reduction in carbon dioxide emissions from Council buildings (PTE)	Q1 N/A	Q2 N/A	Q3	Q4	2%		Annual
The level of NO2 across the city (PTE)	Q1 N/A	Q2 N/A	Q3	Q4	35µg/m3		Annual
Percentage of principal (A) roads that are in overall poor condition (PTE)	Q1 N/A	Q2 N/A	Q3	Q4	5%		Annual
Percentage of non-principal/classified (B) roads that are in overall poor condition. (PTE)	Q1 N/A	Q2 N/A	Q3	Q4	7%		Annual
Percentage of non-principal/classified (C) roads that are in overall poor condition (PTE)	Q1 N/A	Q2 N/A	Q3	Q4	7%		Annual
Total number of new Council homes completed and provided (P&C)	Q1 23	Q2 36	Q3	Q4	200	Current projections indicate that 140 new homes will be delivered by 31.3.19	New
Percentage of householder planning applications determined within agreed time periods (PTE)	Q1 95.18%	Q2 93.58%	Q3	Q4	80%		
The percentage of major planning applications determined within agreed time periods (PTE)	Q1 93.75%	Q2 85.71%	Q3	Q4	25%		

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The percentage of affordable housing at completion stage provided in a development on greenfield sites (PTE)	Q1	Q2	Q3	Q4	30%		Annual
	N/A	N/A					
The percentage of affordable housing at completion stage provided in a development on brownfield sites (PTE)	Q1	Q2	Q3	Q4	20%		Annual
	N/A	N/A					
The percentage of highways inspected of a high or acceptable standard of cleanliness (PTE)	Q1	Q2	Q3	Q4	90%		
	94.34%	92.86%					
The percentage of reported fly tipping incidents cleared within 5 working days (PTE)	Q1	Q2	Q3	Q4	90%		
	99.87%	99.66%					
The percentage of reported fly tipping incidents which lead to enforcement activity (PTE)	Q1	Q2	Q3	Q4	70%		
	90.17%	94.64%					

**UCHELGAIS  
PRIFDDINAS**

**CAPITAL  
AMBITION**



CREV GWIR IN THESE STONES  
FEL GWYDR HORIZONS  
OF WR NALS AWENSING

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





## Environmental Scrutiny Committee 4<sup>th</sup> December 2018

# Planning, Transport & Environment Q1 & Q2 Performance

Page 70



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

# Performance Indicators



Title	Q1 2018/19 Result	Q2 2018/19 Result	Q2 2017/18 Result	Target	RAG
Number of investigations and enforcement actions per month (cumulated result)	2180	4626 (2,446)	New PI	3000 PA	
Number of education and engagement actions per month (cumulated result)	3358	3641 (283)	New PI	3000 PA	
% of highways inspected of a high or acceptable standard of cleanliness	94.34%	92.86%	95.52%	90%	
% of reported fly tipping incidents cleared within 5 working days	99.87%	99.66%	100%	90%	
% of reported fly tipping incidents which lead to enforcement activity	90.17%	94.64%	78.49%	70%	
% of householder planning applications determined within agreed time periods	95.18%	93.58%	95.47%	80%	
% of major planning applications determined within agreed time periods	93.75%	83.71%	78.95%	25%	

Other Performance Indicators reported:

- Waste PI results not yet validated for but recycling is currently showing 68.84% for Q1, 57.14% for Q2, averaging 63.22% for year so far (target 62%)
- Remainder of PI results are collected annually



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

# Objectives - Corporate Plan Steps & Capital Ambition Statements



<b>Streetscene related - Waste, Recycling, Cleansing, Enforcement, Highways</b>	<b>11</b>
<b>Transport related – Clean Air, Cycling, Safer Roads, Bike Hire, Active Travel, Infrastructure</b>	<b>13</b>
<b>Planning related – High Quality Connected Communities, New Housing, Resign Review</b>	<b>4</b>
<b>Energy / Sustainability related – Heat Network, Solar Farm, Food Strategy</b>	<b>3</b>
<b>Regulatory related – Public Protection</b>	<b>2</b>
<b>Bereavement / Dogs Home related – Burial Space and Enhanced Stray Dog Services</b>	<b>2</b>
<b>Outturn at end of Q2 show 27 on Green Status (no issues with progress / performance) and 8 on Amber Status (issues have occurred, however mitigating actions put in place)</b>	<b>35</b>



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

# Achievements & Good News



## Key Progress / Good News

- Highway Operations, Cleansing & Enforcement, and Waste Management have achieved successful transition to the new acclaimed ISO 9001:2015 British Quality Management Standard.
- Code of Governance Strategy and Action Plan developed to help further embed compliance and conformity of systems and processes across Directorate.
- Greener Grangetown has won the Engineering Project Award 2018 at the UK Water Industry Awards. The scheme collects surface water from roofs and roads from twelve residential streets in Grangetown, channelling and filtering it through over 100 rain gardens before draining to the river Taff.
- Bus interchange resolution to grant planning consent; major project moving forward.
- Cardiff Next Bike – best performing bike hire scheme in the UK



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



## Key Progress / Good News (Continued)

- Resilient Growth Programme Board now being brought together with draft terms of reference in place - this will bring together public services board decision makers from across the public and community services to ensure that the impacts of this population growth and of climate change are managed in a resilient and sustainable manner.
- The APSE Annual Service Awards 2018 were held in Edinburgh on 13th September 2018. The Love Where You Live campaign was a finalist in the Best Community and Neighbourhood Initiative. Cardiff Council was also a finalist for Best Service Team in two different fields: Street Cleansing & Streetscene Service, and Cemetery & Crematorium Service.
- From 15th October 2018 some properties in Cardiff will be taking part in a pilot scheme to collect glass separately from other recyclables. The aim of this pilot is to improve the quality of our recycling and invest in council services, by selling our glass rather than paying for it to be recycled. If the pilot is successful glass collections may be rolled out across the city.



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

# Key Challenges



- Budget Savings 18/19 and future years: Given the range and scale of savings and unachieved savings that exist in 18/19 there is a continuing challenge and priority is to define and deliver detailed plans.
- The scale of savings and need for service transformation in future years will require thorough reassessments of services, productivity, income and new ways of working. This will require a full coordination of the change and improvement capacity in the directorate.
- The directorate is continuing to take forward an ambitious programme of project delivery in a number of key areas such major development, as waste, energy, active travel, transport and highways. This work will need to be effectively project managed and delivered.



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

This page is intentionally left blank

**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**ENVIRONMENTAL SCRUTINY COMMITTEE**

**4 DECEMBER 2018**

---

**ENVIRONMENTAL SCRUTINY COMMITTEE – FORWARD WORK  
PROGRAMME 2018/19**

---

**Background**

1. The Constitution states that each Scrutiny Committee will set their own work programme. This is undertaken at the beginning of a municipal year and updated as the work progresses. The work programme needs to be carefully constructed so that the time available to the Committee is used most effectively.
2. The Environmental Scrutiny Committee's Terms of Reference provide the Committee with the responsibility for the scrutiny of a number of specific service areas. A copy of the terms of reference has been attached to this document as **Appendix 1**. This will remind Members of the scope of ideas that could be considered.
3. The Committee is responsible for the scrutiny of a number of policies and strategies that affect the sustainability and environment of Cardiff. It can also undertake investigations into any of these areas.
4. The construction of a work programme involves obtaining information from a range of sources, these include:
  - Information from the relevant Directorate;
  - Relevant extracts from the current Corporate Plan;
  - Suggestions and ideas put forward by the previous Environmental Scrutiny Committee;
  - Member suggestions and observations;

- Citizen and third party comments and observations;
  - Performance information.
5. The initial 'Environmental Scrutiny Committee – Forward Work Programme' was agreed on the 4<sup>th</sup> September 2018 and set out the items for scrutiny for the period September 2018 to December 2018.
  6. The 'Environmental Scrutiny Committee – Forward Work Programme' was created from a list of potential topics that were identified during the 2018/19 work programming process. These were recorded in a document titled 'Environmental Scrutiny Committee – Potential Work Programme Items 2018/19' (attached to this report as **Appendix 2**).
  7. The period of the initial 'Environmental Scrutiny Committee – Forward Work Programme' has ended. This means that the Environmental Scrutiny Committee now has to revisit the work programme and agree a new 'Environmental Scrutiny Committee Forward Work Programme' for the period January 2019 to April 2019.
  8. Since the November meeting members of the Environmental Scrutiny Committee have been asked to make suggestions for the new 'Environmental Scrutiny Committee – Forward Work Programme'. Based on the information provided a new 'Environmental Scrutiny Committee – Draft Forward Work Programme 2018/19' has been created and is attached to this report as **Appendix 3**.
  9. In setting their work programme, Members have been mindful of Wales Audit Office advice for scrutiny committees to aim to achieve committee meetings that last no longer than three hours, whilst maintaining robust and appropriate levels of scrutiny across the terms of reference, by ensuring agendas are of a manageable size and that work occurs outside committee meetings. Members agreed in principle with this approach and to aim to achieve this, with the option to adjourn a committee meeting if more time is required than originally anticipated.

### **Way Forward**

10. Members should consider the 'Environmental Scrutiny Committee – Draft Forward Work Programme 2018/19' (**Appendix 3**) and decide if they are happy to formally

adopt it as the Environmental Scrutiny Committee - Forward Work Programme 2018/19.

### **Legal Implications**

11. 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**

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

## **RECOMMENDATION**

The Committee is recommended to:

- i. Consider the contents of this report; and,
- ii. Agree a way forward for the work programme.

**DAVINA FIORE**

**Director of Governance & Legal Services**

**28 November 2018**

## **Environmental Scrutiny Committee – Terms of Reference**

The role of this Committee is to scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of environmental sustainability including:

- Strategic Planning Policy
- Sustainability Policy
- Environmental Health Policy
- Public Protection Policy
- Licensing Policy
- Waste Management
- Strategic Waste Projects
- Street Cleansing
- Cycling and Walking
- Streetscape
- Strategic Transportation Partnership
- Transport Policy and Development
- Intelligent Transport Solutions
- Public Transport
- Parking Management

To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental nongovernmental bodies on the effectiveness of Council service delivery.

To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.

This page is intentionally left blank

### Environmental Scrutiny Committee – Potential Work Programme Items 2018/19

#### Transport

- Bus Provision for the Local Development Plan Strategic Sites
- Development of Cardiff's Future Transport Interchanges
- Transportation to Support Cardiff as an Events City
- Transport for Wales – South Wales Metro Update
- Bus & Train Integration in Cardiff
- A Review of Cardiff Park & Ride Facilities
- Delivering Modal Shift – Encouraging Carless Travel
- Cardiff's Cycling Strategy
- Delivery of the Central Transport Interchange & Cycle Hub Development
- South East Transport Corridor – Business Case Progress Update
- Progress Update - Bus Priority on Key Radial Routes
- Taff Trail – Delivery of the Rolling Programme of Improvement Measures
- The Bay Loop – Development of Programme for the Phased Implementation of Improvements for Walking & Cycling
- Engage with City Deal partnership in relation to funding and delivery of key infrastructure projects
- Feasibility for Bus Link Between Penarth & Cardiff Bay via the Barrage
- Nextbike – Post Launch Update
- Active Travel Plans for Cardiff Schools
- Delivery of Cardiff's Active Travel Agenda
- 20mph Speed Limit Areas – Cardiff Wide Roll Out Update
- Improving Cardiff's Cycling & Walking Network
- Cardiff's Transport & Clean Air Vision
- Cardiff Bus - Public Ownership & Enhanced Public Bus Transport Infrastructure
- Mellons Business Park & Train Station
- Impact of M4 Tolls Removal on Cardiff
- Penarth Headland Link Project
- Cardiff Cycling Strategy
- Investigating Impact of Free Bus Travel Policy on Public Transport Usage & Congestion in Cardiff

### Energy Schemes

- Cardiff's Strategic Sites – Sustainable Energy Initiatives
- Lamby Way Solar Farm – Member Update
- Cardiff's District Heat Network – Member Update
- Development of Cardiff's Electric Vehicles Strategy
- Energy Retrofit Programmes for Council's Operational Estate

### Neighbourhood Services (including Parking Management)

- Volunteer Contribution - Keeping Cardiff Tidy
- Reducing Litter – Better Engagement with Secondary Schools
- Reducing Litter – Balancing Education & Enforcement
- Litter & Fly Tipping in Cardiff
- Benchmarking Street Scene Services to Establish Relative Performance & Improvement Opportunities
- Total Street Scene Delivery Plan
- Parking Provision Review Undertake - Protecting Local Residents from Long Stay Commuter Parking & Support Local Neighbourhoods
- Cardiff's Annual Parking Report – Including Enforcement Activity, Parking Strategy & Pavement Parking
- Smart City Approaches to Managing City Infrastructures - Using New Technology & Predictive Software to Support Intelligent Network Management
- Streetscene – Managing Telephone Poles & Wires in Residential Areas
- LED Residential Street Lighting & SMART City Aspects
- Improving Cardiff's Highway Asset
- Highway Asset Management Plan Review
- Stray Horses
- Highways Resurfacing Programme

### Planning

- Cardiff's Planning Service – Added Value & Making Better Places
- Cardiff's Strategic Sites – Planning to Provide Key Services
- Paving Report - Section 106 Local Infrastructure Proposal Lists

- Cardiff Local Development Plan Annual Monitoring Report 2018
- A Review of Cardiff's Planning Policy Framework
- Cardiff Local Planning Authority – Planning Annual Performance Report 2018
- Development of a New Spatial Masterplan for High Quality Shared Space - Pedestrians, Cyclists & Vehicles in City Centre and Key Neighbourhoods
- Second Cardiff Local Development Plan Annual Monitoring Report

### **Shared Regulatory Service**

- Cardiff's Clean Air Strategy
- Shared Regulatory Service Annual Report 2018/19 & Business Plan 2019/20
- Cabinet Response to Improving Cardiff's Air Quality
- Cardiff Clean Air Zone – Scoping Exercise
- Shared Regulatory Service – Public Protection & Business Monitoring
- Enhancing Cardiff's Taxi Standards
- Food Hygiene

### **Waste Management**

- Recycling & Waste Management Strategy – 2018 to 2021
- Waste Management - Regional Working Opportunities
- Challenges Facing Cardiff in the Recycling Market
- Cardiff's Waste Collection System Compared to the Welsh Government Blueprint
- Closed Loop Recycling in Cardiff
- Commercial Waste – Member Update
- Long Term Regional Partnership Recycling Infrastructure Arrangements
- Future Household Waste Recycling Centre Options
- Increasing Cardiff's Recycling Performance
- Growing Recycling & Reuse in the Community
- Waste Collection Productivity (suggested that this could potentially be transferred to PRAP or undertaken as a joint scrutiny with PRAP)
- Single Use Plastic Policy
- New HWRC Business Plan

### **Bereavement & Registration Services**

- Bereavement & Registration Services – Infrastructure Review
- Bereavement & Registration Services – Customer Services Strategy
- Development of the Funeral Poverty Strategy
- Bereavement & Registration Service – Member Update
- Burial Space Provision for an Increasing Population

### **Other**

- Planning, Transport & Environment Directorate – Sickness Review
- Cardiff Dogs Home - Sustainable Service for the Kennelling & Re-Homing of Stray Dogs
- Cardiff Food Strategy
- Planning, Transport & Environment Directorate – Volunteer Participation
- Planning, Transport & Environment – Improving Digitalisation
- Planning, Transport & Environment – Improving Commercialisation
- Public Conveniences Strategy & Implementation
- Planning, Transport & Environment Directorate - Integration of Waste, Neighbourhood Services & Highways
- Planning, Transport & Environment Directorate - Commercial & Collaboration Strategy
- Protecting Cardiff's Heritage Buildings & Monuments

### **Mandatory Items**

- Draft Budget Proposals 2019/20
- Planning, Transport & Environment Directorate – Quarterly Performance
- Planning, Transport & Environment Directorate – Directorate Delivery Plan 2019/20

## ENVIRONMENTAL SCRUTINY COMMITTEE – DRAFT FORWARD WORK PROGRAMME

DATE OF PLAN – 8<sup>th</sup> JANUARY 2019 to 2<sup>nd</sup> APRIL 2019

If you would like to share your experiences or views regarding the items being considered please contact:

[Scrutinyviewpoints@cardiff.gov.uk](mailto:Scrutinyviewpoints@cardiff.gov.uk)

Title and Description of Report	Invitees	Contact Officer
<b>Meeting Date: Tuesday 8<sup>th</sup> January 2019</b>		
<p><b>LED Residential Street Lighting &amp; Smart City Infrastructure</b></p> <p>To review the content of the report titled 'LED Residential Street Lighting &amp; SMART City Infrastructure' due to be received at the Cabinet meeting on the 24th January 2019.</p>	<p>Councillor Caro Wild, Cabinet Member for Strategic Planning &amp; Transport</p> <p>Representatives from the Planning, Transport &amp; Environment Directorate</p>	<p>Richard Bowen Principal Scrutiny Officer <a href="mailto:RBowen@cardiff.gov.uk">RBowen@cardiff.gov.uk</a></p>
<p><b>Parking Fines Appeals Policy</b></p> <p>To scrutinise the draft Parking Fines Appeals Policy. The document sets the Council's guidance on the consideration of challenges, representations and appeals against issuing of Penalty Charge Notices (PCNs), as well as determining enforcement processes to be</p>	<p>Councillor Caro Wild, Cabinet Member for Strategic Planning &amp; Transport</p> <p>Representatives from the Planning, Transport &amp; Environment Directorate</p>	<p>Richard Bowen Principal Scrutiny Officer <a href="mailto:RBowen@cardiff.gov.uk">RBowen@cardiff.gov.uk</a></p>

Title and Description of Report	Invitees	Contact Officer
followed to ensure consistency and adherence to current legislation.		
<p><b>Environmental Scrutiny Committee – Draft Litter &amp; Fly Tipping Inquiry Report</b></p> <p>An opportunity for the Committee to consider and approve the content of the Environmental Scrutiny Committee Draft Litter &amp; Fly Tipping Task &amp; Finish Report. In particular Members will have an opportunity to review the key findings and recommendations made in this report.</p>	<p>Members of Cardiff’s Environmental Scrutiny Committee</p>	<p>Richard Bowen Principal Scrutiny Officer <a href="mailto:RBowen@cardiff.gov.uk">RBowen@cardiff.gov.uk</a></p>
<b>Meeting Date: Monday 18<sup>th</sup> February 2019</b>		
<p><b>Draft Corporate Plan 2019 to 2022 &amp; 2019/20 Draft Cabinet Budget Proposals</b></p> <p>To provide Members with the context for the scrutiny of those sections of the Council’s Draft Corporate Plan 2019 to 2022 and Draft Cabinet 2019/20 budget consultation proposals as they relate to the Directorates which fall under the remit of this Committee.</p>	<p>Councillor Caro Wild, Cabinet Member for Strategic Planning &amp; Transport</p> <p>Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling &amp; Environment</p> <p>Representatives from the Planning, Transport &amp; Environment Directorate</p>	<p>Richard Bowen Principal Scrutiny Officer <a href="mailto:RBowen@cardiff.gov.uk">RBowen@cardiff.gov.uk</a></p>

Title and Description of Report	Invitees	Contact Officer
<b>Meeting Date: Tuesday 5<sup>th</sup> March 2019</b>		
<p><b>City Centre West Transport Project &amp; Air Quality – Welsh Government Direction Update</b></p> <p>An item to consider the proposals and recent developments relating to:</p> <ul style="list-style-type: none"> <li>▪ The ‘City Centre West Transport Project’ report that is due to be received by Cabinet in March 2019;</li> <li>▪ Recent developments arising from the report titled Air Quality – Welsh Government Direction that was received by Cabinet in November 2018.</li> </ul>	<p>Councillor Caro Wild, Cabinet Member for Strategic Planning &amp; Transport</p> <p>Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling &amp; Environment</p> <p>Councillor Susan Elsmore, Cabinet Member for Social Care, Health &amp; Well-being</p> <p>Representatives from the Planning, Transport &amp; Environment Directorate</p>	<p>Richard Bowen Principal Scrutiny Officer <a href="mailto:RBowen@cardiff.gov.uk">RBowen@cardiff.gov.uk</a></p>
<p><b>Cabinet Response to the Environmental Scrutiny Committee report titled ‘Improving Cardiff’s Air Quality’</b></p> <p>To receive the Cabinet response to the Environmental Scrutiny Committee report titled ‘Improving Cardiff’s Air Quality’ and</p>	<p>Councillor Caro Wild, Cabinet Member for Strategic Planning &amp; Transport</p> <p>Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling &amp; Environment</p> <p>Councillor Susan Elsmore, Cabinet Member for Social Care, Health &amp; Well-being</p>	<p>Richard Bowen Principal Scrutiny Officer <a href="mailto:RBowen@cardiff.gov.uk">RBowen@cardiff.gov.uk</a></p>

Title and Description of Report	Invitees	Contact Officer
consider the responses made to each of the 31 report recommendations.	Representatives from the Planning, Transport & Environment Directorate	
<b>Meeting Date: Tuesday 2<sup>nd</sup> April 2019</b>		
<p><b>Shared Regulatory Service – Business Plan 2019/20 &amp; Draft Annual Report 2018/19</b></p> <p>An item to consider the Shared Regulatory Services Business Plan for 2019/20. This will review the plans, challenges and opportunities facing the service across each of the three local authority areas – with particular reference to Cardiff. In addition to this the item will look at the Draft Annual Report for the Shared Regulatory Service for 2018//19 to reflect on performance over the last twelve months.</p>	<p>Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling &amp; Environment</p> <p>Councillor Norma Mackie, Chair of Cardiff's Licensing &amp; Public Protection Committee</p> <p>Representatives from the Shared Regulatory Service and the Council's Planning, Transport &amp; Environment Directorate</p>	<p>Richard Bowen Principal Scrutiny Officer <a href="mailto:RBowen@cardiff.gov.uk">RBowen@cardiff.gov.uk</a></p>
<p><b>Planning, Transport &amp; Environment Directorate Delivery Plan 2019/20</b></p> <p>An item to consider the Planning, Transport &amp; Environment Directorate Delivery Plan 2019/20. This will review the plans,</p>	<p>Councillor Caro Wild, Cabinet Member for Strategic Planning &amp; Transport</p> <p>Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling &amp; Environment</p>	<p>Richard Bowen Principal Scrutiny Officer <a href="mailto:RBowen@cardiff.gov.uk">RBowen@cardiff.gov.uk</a></p>

<b>Title and Description of Report</b>	<b>Invitees</b>	<b>Contact Officer</b>
challenges and opportunities facing the Planning, Transport & Environment Directorate for the next twelve months.	Representatives from the Planning, Transport & Environment Directorate	

DRAFT

This page is intentionally left blank