

**CABINET: THURSDAY, 26 SEPTEMBER 2019 at 2.00 PM**

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A Cabinet Meeting will be held in Committee Room 3, County Hall on Thursday 26 September at 2.00 pm

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**A G E N D A**

- 1 Minutes of the Cabinet Meeting held on 11 July 2019 *(Pages 3 - 8)*

**Scrutiny Matters**

- 2 To receive the report of the Community & Adult Services Scrutiny Committee entitled Temporary and Supported Accommodation - The Single Person's Gateway (copy attached) *(Pages 9 - 104)*

**Leader**

- 3 Appointment of Assistant Cabinet Members *(Pages 105 - 110)*

**Finance, Modernisation & Performance**

- 4 Procurement of Liquid Fuel *(Pages 111 - 122)*  
5 Month 4 Budget Monitoring *(Pages 123 - 172)*  
6 2019-20 Quarter 1 Performance Report *(Pages 173 - 280)*

**Housing & Communities**

- 7 Acquisition of Properties for Housing Revenue Account Purposes *(Pages 281 - 288)*

**Strategic Planning & Transport**

- 8 Street Naming Policy *(Pages 289 - 386)*  
9 Biodiversity and Resilience of Ecosystems (BRED) Duty *(Pages 387 - 456)*

**PAUL ORDERS**

Chief Executive  
20 September 2019

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

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**CARDIFF COUNCIL  
CYNGOR CAERDYDD**



MINUTES

**CABINET MEETING: 11 JULY 2019**

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

Observers: Councillor Joe Boyle  
Councillor Keith Parry  
Councillor Adrian Robson

Officers: Paul Orders, Chief Executive  
Chris Lee, Section 151 Officer  
Davina Fiore, Monitoring Officer  
Claire Deguara, Cabinet Office

Apologies: Councillor Susan Elsmore

**132 MINUTES OF THE CABINET MEETING HELD ON 13 JUNE 2019**

**RESOLVED:** that the minutes of the Cabinet meeting held on the 13 June 2019 be agreed

**133 CARDIFF COUNCIL STATUTORY WELL-BEING REPORT**

Cabinet considered the Annual Statutory Well-being report which served as the Council's annual performance report and provided an assessment of the progress made in the delivery of the administration's Capital Ambition priorities as expressed within the Corporate Plan 2018-21. The report also enabled the Council to discharge a number of statutory obligations, such as the publication of an Annual Statutory Well-Being Report as required by the Well-Being of Future Generations Act 2015 and meet the requirement under the Local Government (Wales) Measure 2009 to publish an annual report.

It was reported that overall, the Council's performance has improved or been maintained across a range of services against which targets were set in the Corporate Plan.

**RESOLVED:** that the Council's Annual Statutory Improvement Report be approved for submission to Council in July 2019.

#### 134 **STRATEGIC PLAN TO DELIVER EXCELLENT OUTCOMES FOR ALL OUR CHILDREN**

A report outlining a three year strategic plan to deliver excellent outcomes in Children's Services was considered. The plan set out how the Council and partners would develop prevention, improve practice, support and develop the workforce, improve the range of service offers and achieve improved performance. The plan would help the Council ensure that the right support was available at the right time for children and young people.

**RESOLVED:** that the Cardiff Children's Services Strategy 2019 – 2022 be approved

#### 135 **LOCAL AUTHORITY SOCIAL SERVICES ANNUAL REPORT 2018/19**

The Cabinet received the Annual report of the Local Authority Social Services which would be submitted to the Care Inspectorate Wales (CIW) once approved by Council. The report identified priorities for action which would be reflected in the Social Services Directorate Delivery plan.

**RESOLVED:** that the Local Authority's Social Services Annual Report for 2018/19 be approved for consideration at Council

#### 136 **PUBLIC SPACE PROTECTION ORDERS - DOG CONTROLS**

The Cabinet considered a report outlining the response to the formal consultation held on the draft Public Space Protection Order for the introduction of Dog Controls following Cabinet's decision to proceed with the introduction of Public Space Protection Order for Dog Controls in March 2019. The responses to the draft Order were broadly positive and no changes to the order were proposed.

**RESOLVED:** that

- (i) the responses to the consultation on the text of the draft Public Spaces Protection (Dog Controls) Order 2019 attached as Appendix E be noted;
- (ii) the Public Space Protection (Dog Controls) Order 2019 attached as Appendix A, be approved subject to any agreed amendments;
- (iii) an information report be submitted on this matter to Full Council on 18<sup>th</sup> July 2019; and
- (iv) the implementation arrangements as set out in the report be noted

**137 21ST CENTURY SCHOOLS, BAND B: EARLY YEARS, PRIMARY AND SECONDARY SCHOOL PROVISION TO SERVE ADAMSDOWN AND SPLOTT**

A report outlining consultation proposals for early years, primary school, secondary school and post-16 provision to serve Adamsdown and Splott was considered. The report also contained details of a request from the Archdiocese of Cardiff to bring forward a request to discontinue St Albans R.C. Primary school. It was intended that the proposals would deliver an ambitious programme of reorganisation and investment designed to transform the education offer currently available in the Splott and Adamsdown areas.

**RESOLVED:** that officers be authorised to consult on proposals to

- Discontinue St Albans R.C. Primary School from 31 August 2021;
- Increase the capacity of Baden Powell Primary School from 420 places (2 Forms of Entry) to 630 places (3 Forms of Entry), and reduce the age range of the school from 3-11 years to 4-11 years, from September 2021;
- Transfer Baden Powell Primary School to Tremorfa Park and replace the existing buildings with new build facilities with capacity to provide 630 places (3 Forms of Entry).
- Transfer Willows High School to Tremorfa Park and replace the existing buildings with new build accommodation, increasing the capacity of the school from 1,121 places (7.4 Forms of Entry) to 1,200 places (8 Forms of Entry)
- To establish post-16 provision for up to 250 pupils within the new buildings;
- Increase the capacity of Tremorfa Nursery School from 112 places to 128 places and expand the range of services provided on site including Flying Start childcare and parenting support, within an Integrated Children's Centre on the existing Tremorfa Nursery School site and the vacated St Albans R.C. Primary School site;
- Upgrade community facilities in the Splott Ward through the replacement of public open space at the former Willows High School site, significantly enhanced community facilities located on the new school site and replacement pitches for shared use with St Albans Rugby Club and the wider local community at Tremorfa Park.
- Note that officers will bring a report on the outcome of the consultation to a future meeting to seek authorisation as to whether to proceed to publish proposals in accordance with section 48 of The School Standards and Organisation (Wales) Act 2013.

**138 CORPORATE RISK MANAGEMENT - QUARTER 4 2018/19**

The Cabinet received details of the risk management position at quarter 4 2018/19.

**RESOLVED:** that the content of the Corporate Risk Register be noted

## 139 DRAFT COUNTER-FRAUD AND CORRUPTION STRATEGY

The Cabinet considered a Counter-Fraud and Corruption Strategy which outlined the overarching structure and approach to fraud risk management. The strategy was designed to co-ordinate with the counter-fraud policy framework to develop and maintain a culture in which fraud, bribery and corruption are understood across the organisation as unacceptable, for which firm action is and will be taken to prevent and detect fraud loss, bring fraudsters to account quickly and efficiently, and to recover any losses.

**RESOLVED:** that the Counter-Fraud and Corruption Strategy be approved

## 140 BUDGET STRATEGY 2020/21 AND THE MEDIUM TERM

Cabinet considered approving the budget strategy for the preparation of the 2020/21 revenue and capital budgets. The report included details of the budget gap and the challenges presented by that gap together with the strategy and timetable for dealing with it.

**RESOLVED:** that

- (1) the budget principles on which this Budget Strategy Report is based and the approach to meeting the Budget Reduction Requirement both in 2020/21 and across the period of the Medium Term Financial Plan within the context of the objectives set out in Capital Ambition be agreed.
- (2) directorates work with the relevant Portfolio Cabinet Member, in consultation with the Corporate Director Resources and Cabinet Member for Finance, Modernisation and Performance to identify potential savings to assist in addressing the indicative budget gap of £25 million for 2020/21 and £101 million across the period of the Medium Term Financial Plan.
- (3) Authority be delegated to the Chief Executive, in consultation with the Leader and Cabinet Member for Finance, Modernisation and Performance, to implement any saving proposal in advance of 2020/21 where no policy recommendation is required or where a policy decision has already been taken.
- (4) It be noted that work will continue to update and refresh the MTFP and that this will be reported to Members as appropriate.
- (5) expressions of interest be sought from officers in respect of the voluntary redundancy scheme, in order to support the delivery of savings required in the report.
- (6) Council be recommended to agree the Budget Timetable Framework set out in Appendix 2 be adopted, and that the work outlined be progressed with a view to informing budget preparation.

- (7) consultation on 2020/21 budget proposals take place in order to inform the preparation of the draft 2020/21 Budget.

#### **141 ANNUAL COMPLAINTS REPORT**

Cabinet received a report on the operation of the corporate complaints procedure between 1 April 2018 and 31 March 2019. It was reported that the number of complaints received had risen by 34.1 since the previous year whilst the number of compliments recorded had risen by 31.1%. It was noted that the Ombudsman had not accepted any cases for further investigation during the year.

**RESOLVED:** that the contents of the report be noted

#### **142 REVIEW OF CARDIFF WORKS AND MATRIX AGENCY PROVISION**

It was proposed that a review of the Council's in-house recruitment agency, Cardiff Works with the aim of expanding its role and linking the service to Into Work Advice services and training be undertaken. Cardiff Works also oversees the contract for external provision of agency staff which is currently provided by Matrix SCM Ltd. This contract was due to expire on 7th September 2019 and to allow time for a full review of agency worker provision to take place, it is proposed to award a further 12 month contract to the current provider.

**RESOLVED:** that a direct award to current provider Matrix SCM Ltd (for agencies services) for a period of 12 months be approved. The duration of this direct award will be from 8<sup>th</sup> September 2019 to 7<sup>th</sup> September 2020.

#### **143 HMO LICENSING RENEWAL**

Cabinet received a report advising that the additional licensing scheme for Houses in Multiple Occupation (HMO) in Plasnewydd was due to expire in November 2019. Authorisation was sought to carry out the required statutory consultation before returning to Cabinet for consideration of a re-declaration of the Scheme.

**RESOLVED:** that

1. the Shared Regulatory Service be authorised to undertake the required statutory consultation for the re-declaration of the Plasnewydd Additional Licensing Scheme.
2. Officers be authorised to inform Welsh Government of the Council's support for the proposed expansion of Mandatory HMO licensing, as in England but to also include "poorly converted buildings".
3. It be noted that such an expansion will have resourcing implications, only some of which will be recoverable from HMO licence fee income.

#### **144 INDOOR ARENA**

The Cabinet received a report outlining a delivery strategy for the new Indoor Arena and seeking authority to progress to the development of a full business case.

**RESOLVED:** that

- i) the preliminary due diligence set out in the appendices to this report undertaken since the last report presented to Cabinet on the Indoor Arena in November 2018 be noted
- ii) authority be delegated to the Director of Economic Development in consultation with the Cabinet Member for Investment and Development, the Section 151 Officer and the Monitoring Officer to enter into the Memorandum of Understanding (MOU) attached at Confidential Appendix 4 relating to the acquisition of the Red Dragon Centre site and to report back to Cabinet before any legal agreements are entered into.
- iii) Authority be delegated to the Director of Economic Development in consultation with the Cabinet Member for Investment and Development, the Section 151 Officer and the Monitoring Officer to deal with all aspects of the procurement of a developer/operator consortium for delivery of the new Indoor Arena subject to the approval of the preferred bidder by Cabinet at a later meeting.
- iv) authority be delegated to the Section 151 Officer and the Monitoring Officer to commission an independent review of the Full Business Case, including the implications of any land assembly requirements, to be presented back to Cabinet as part of its consideration of the Full Business Case in due course.

**COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE****21<sup>ST</sup> JANUARY 2019****TEMPORARY AND SUPPORTED ACCOMMODATION – THE SINGLE PERSON'S  
GATEWAY****Background**

1. At a meeting of the Community & Adult Services Scrutiny Committee (CASSC) on the 5<sup>th</sup> December 2018<sup>1</sup>, Members received the “Homelessness and Housing Review Strategy 2018-22”. At this meeting, Members agreed that they wished to hold an additional meeting dedicated to looking at temporary and supported accommodation via the Single Persons Gateway.
  
2. The aim of the meeting would be to obtain views from a range of sources, to explore views around the following issues:
  - An update on winter arrangements for 2018/19.
  - Are services fit for purpose?
  - How the hostels work together – is it effective?
  - Supported accommodation – how effective is it? What kind of support is on offer?
  - Do people coming through the gateway get the support they need?
  - The complexities of the service and the people that use it.
  
3. A CASSC meeting was held on the 21<sup>st</sup> January 2019. The meeting heard from a range of witnesses, with focus on the bullet points in paragraph 2 above. At this meeting, Members heard from a range of witnesses, including:
  - Cabinet and Senior Officers in Cardiff Council
  - The Huggard Centre

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<sup>1</sup> <http://cardiff.moderngov.co.uk/documents/g3438/Printed%20minutes%2005th-Dec-2018%2016.30%20Community%20Adult%20Services%20Scrutiny%20Committee.pdf?T=1&LLL=0>

- The Wallich
  - Salvation Army
  - Ty Tresillian and the Outreach Team
  - Tamsin Stirling, Independent Housing Consultant
4. Prior to the meeting, Members also received a copy of Shelter Cymru's report entitled "*Trapped on the Streets Understanding Rough Sleeping in Wales*"; as well as a written submission from United Welsh Housing. Both are attached at **Appendices A and B** respectively.

## Issues

5. The Single Persons Gateway was created in 2015 to ensure that supported accommodation provision would only be accessed by those that are most in need, and to control the numbers being placed in accommodation without a local connection.
6. Provision:
- Emergency Accommodation - 71 Units
  - Hostels - 232 Units
  - Supported Accommodation - 256 Units
  - Cold Weather Provision provides an additional 90+ Units.
7. The Single Persons Gateway provides a single point of access pathway into a range of supported accommodation for single people and couples.
8. Single homeless people can access the Single Persons Gateway without a priority need, and the level of accommodation provided will be dependent on the client's vulnerability.

9. The majority of Gateway accommodation is used as temporary housing for homeless clients until suitable permanent accommodation is sourced. Some clients will remain in the Single Persons Gateway for a longer time while their support needs are addressed, and a small number of clients may remain in certain projects on a more permanent basis due to their needs.
10. There are various specialist pathways into the Single Persons Gateway to ensure ease of access for vulnerable groups such as rough sleepers or those leaving prison.
11. Single Persons Gateway data is continually monitored. In 2017/18 1,409 people used the service, however 3,208 placements were made, demonstrating that many individuals are placed within the service more than once in a year. This may be due in part to moving between different types of accommodation within the Gateway, however, improved monitoring has shown that a high number of clients are abandoning or being evicted from accommodation and re-entering at a later date. 51 clients have been housed more than 20 times since the Gateway was launched in 2015 and the number of negative moves out of the Gateway far exceeds positive move on. There has been some improvement in the number of positive moves during 2017/18 however negative moves out of single persons accommodation remains an issue of concern.
12. There is a range of support in place to help people move on from the Single Persons Gateway once they are ready. The traditional pathway is to progress people from placements in emergency accommodation, through to frontline hostels and if needed into secondary supported accommodation, and finally into independent living in permanent accommodation.
13. As part of the planned changes to the Cardiff Housing Allocation Scheme, a more robust strategy for clients ready to move on from hostel or supported accommodation will be developed. Clients will be required to pick at least four

higher availability areas to increase the chance of an appropriate social housing offer becoming available within a reasonable time.

## The Meeting

14. As already stated, the meeting on the 21<sup>st</sup> heard from a number of witnesses (see paragraph 3 above) and the draft minutes from this meeting are attached at **Appendix C**.

15. At the meeting, Members received presentations and case studies and these are attached as follows:

- **Appendix D** – Overview of the Single Persons Gateway by Cllr Thorne, Sarah McGill and Jane Thomas
- **Appendix E** – Presentation by the Salvation Army, plus case studies
- **Appendix F** – Presentation about the Multi-Agency Task Group by Ian Ephraim
- Attached at **Appendix G** is a list of studies in relation to this topic, as referenced by Tamsin Stirling in her presentation.
- **Appendix H** is a written submission by the Chair Trustee of Cardiff Foodbank regarding Church Night Shelters.

## KEY FINDINGS

### Current Provisions & Safety

- KF1. There are a range of varying accommodation provisions available in Cardiff with an additional 3 Housing First Units currently being developed. Accommodation provision is assigned in line with the individuals need and vulnerability.
- KF2. There is a need for a greater understanding of the complexities of the individuals requiring immediate accommodation assistance. Such knowledge would aid services in ensuring an individual's accommodation is maintained, whilst avoiding the likelihood of negative moves and an individual re-entering the system on a continued basis.
- KF3. There are a number of specialist projects in place for homeless women, with an additional precautionary measure of women within hostels being segregated.
- KF4. Prevalent across all partners is the difficulty of moving people on into secure, sustainable, long-term accommodation. Reasoning for this is due to difficulties in identifying complex needs.
- KF5. There appears to be a lack of national priority for investment in alternative accommodation provisions.
- KF6. Within Cardiff, there is a lack of available social housing and private rented sector housing engaged in the system.

## **Engagement**

- KF7. Additional, positive and innovative advertising regarding provisions for the homeless is required.
- KF8. Reasoning for some individuals not engaging with, and using, the provisions available are due to the perceived restrictive rules in place surrounding substance use.
- KF9. There is a need to challenge the mind-set around rough sleepers and shape public perceptions of rough sleepers with a move towards a “kinder Cardiff”.

## **Service Users’ Needs**

- K10. There has been a significant change in the needs and complexities of clients – many are younger and have a range of issues such as mental health and substance misuse.
- K11. Current drugs laws prevent organisations from fully exploring alternative ways of working with homeless individuals who may be alcohol or drug dependant.
- K12. The vast majority of rough sleepers have either a mental health problem or a substance misuse problem and most of them have both.

## **Partnership Working**

- K13. There is a frontline hostel network that meets monthly where data is fed in and collaborative working is developed.
- K14. Short-term funding is not conducive to planning and developing services and places smaller organisations at a disadvantage.

K15. Key to the long term picture is the inclusion, and collaboration with, health and this is a key objective of Cardiff's multi-disciplinary team. Certain organisations are involved in the homelessness agenda such as the Public Services Board, however collaborative working is an area that needs to be improved.

## RECOMMENDATIONS

The Community and Adult Services Scrutiny Committee has identified opportunities for placing the service user at the heart of service provision which will require raising the profile of homeless provisions both politically and operationally. Members consider these step changes are well within the organisations reach.

### **The Cabinet is recommended to:**

R1. Due to the high level of engagement of individuals with mental health and/or substance misuse with low-threshold day centre services; more work is required in order to develop additional open access provision of harm-reduction advice and therapeutic intervention work.

(KF2,4,10,12)

R2. Review hostels across Cardiff to assess whether there is enough provision for couples, women and vulnerable individuals and ensure all provision is assigned in line with an individuals need and vulnerability.

(KF1,2)

R3. Actively promote investment in, and seek funding for, alternative accommodation provisions.

(KF5)

- R4. Engage with Registered Social Landlords and Landlords in the Private Rented Sector to find ways of encouraging them to house single homeless people whilst encouraging the importance that people with substance use problems and/or mental health problems need to be supported.  
(KF2,4,6)
- R5. Provide funding, or seek funding, for more support for individuals with complex needs when they are 'moved on' from hostels.  
(KF2,4)
- R6. Provide additional, positive and innovative advertising regarding provisions for the homeless with the intention of changing the mind-set around rough sleepers and the perception of rough sleepers.  
(KF7,9)
- R7. Work with the Welsh Government to explore ways of changing the laws so that organisations can work more effectively with individuals with substance use problems. With a particular focus on changing provisions so that this group will better engage with services.  
(KF8,11)
- R.8 Seek long-term funding for those organisations that are only receiving short-term funding so that the services, that are vital in addressing rough sleeping, are sustainable.  
(KF14)
- R.9 Ensure that collaboration with the Health Board is continued and improved with a particular focus on early interventions to try and prevent mental health or substance misuse problems.  
(KF15)

## **LEGAL IMPLICATIONS**

The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. Any report with recommendations for decision that goes to Executive/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers of behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

## **FINANCIAL IMPLICATIONS**

There are no direct financial implications arising from this report. However, financial implications may arise if and when the matters under review are implemented with or without any modifications.

# COMMUNITY & ADULT SERVICES SCRUTINY

## COMMITTEE MEMBERSHIP

AS AT JANUARY 2019



[Councillor Ali Ahmed](#)



[Councillor Mary McGarry](#)  
(Chairperson)



[Councillor Bablin Molik](#)



[Councillor Susan Goddard](#)



[Councillor Kathryn Kelloway](#)



[Councillor Joe Carter](#)



[Councillor Shaun Jenkins](#)



[Councillor Saeed Ebrahim](#)



[Councillor Sue Lent](#)

## TERMS OF REFERENCE

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 community and adult services, including:

- Public and Private Housing
- Disabled Facilities Grants
- Community Safety
- Neighbourhood Renewal and Communities First
- Advice & Benefit
- Consumer Protection
- Older Persons Strategy
- Adult Social Care
- Community Care Services
- Mental Health & Physical Impairment
- Commissioning Strategy
- Health Partnership

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 non-governmental 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.

To be the Council's Crime and Disorder Committee as required by the Police and Justice Act 2006 and any re-enactment or modification thereof; and as full delegate of the Council to exercise all the powers and functions permitted under that Act.



## **Trapped on the Streets**

Understanding rough sleeping  
in Wales

## Our Vision

Everyone in Wales should have a decent and affordable home: it is the foundation for the health and well-being of people and communities.

## Mission

Shelter Cymru's mission is to improve people's lives through our advice and support services and through training, education and information work. Through our policy, research, campaigning and lobbying, we will help overcome the barriers that stand in the way of people in Wales having a decent affordable home.

## Values

- Be independent and not compromised in any aspect of our work with people in housing need.
- Work as equals with people in housing need, respect their needs and help them to take control of their lives.
- Constructively challenge to ensure people are properly assisted and to improve good practice.

Research written by Rebecca Jackson, Policy and Research Officer

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Welsh Housing Aid Ltd (trading as Shelter Cymru)  
Registered charity number: 515902  
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This report is available to download free of charge from  
[www.sheltercymru.org/policy-and-research](http://www.sheltercymru.org/policy-and-research)

# Introduction

Street homelessness in Wales is an increasingly visible and pressing issue. Anybody walking the streets of our cities and towns can't fail to notice how many people are bedding down in the open air.

Evidence suggests there has been an increase in rough sleeping of 10 per cent in the space of a year, from 313 to 345. This is on top of a 30 per cent increase the previous year. And it confirms what many service providers in Wales, including ourselves, have been reporting.

Amid rising media interest and pressure from the public, some councils have claimed there is no need for anybody to sleep rough. And yet even during the punishing winter temperatures of early 2018 there were dozens of people spending their nights sleeping on streets across Wales.

We know that there is good work being carried out across Wales to prevent and tackle homelessness. However, for people sleeping rough something has gone wrong and the solutions available have clearly failed.

Current responses to street homelessness don't seem to be fully working, and the frustration of service providers is all too clear. Increased use of public space protection orders, dispersal orders, hostile architecture, and schemes to discourage begging all point to a deepening official intolerance of rough sleeping.

To successfully address the issue we first need to fully understand it.

Why are the numbers of people sleeping rough increasing year on year?

What are the factors that are keeping people on the streets – and how can we overcome them?

We recognise that this piece of research does not reflect the full scope of work that is undertaken by the sector to prevent and tackle homelessness. We acknowledge that there is a great deal of good practice taking place in Wales that is not represented within this report due to the aims of the study, which are to:

- Examine who is currently sleeping rough
- Investigate how people who were sleeping rough had initially become homeless
- Explore the challenges and barriers facing people who are sleeping rough in Wales.

We spoke to 100 people who are currently sleeping rough in Cardiff, Swansea and Wrexham. We also interviewed 25 professionals involved in homelessness and related services, and we held two events where we presented the testimonies of street homeless people and worked together with 70 professionals to reflect on the findings and develop a raft of solutions.

We'd like to thank Cardiff, Swansea and Wrexham Councils for taking the brave step of funding this independent study into the experiences of people who are currently street homeless.

## How we did the research

Although we set out to use a formal approach, including a survey and semi-structured interviews, it quickly became apparent that many people were reluctant to participate in this way.

So we adopted an ethnographic approach to the study: observing people sleeping rough at different times of the day, in different locations and in different scenarios. Interviews were carried out in a conversational way to build trust.

Informed verbal consent was obtained from participants. This approach was felt to be more ethical and sensitive, meaning that people weren't intimidated by the researchers and the power balance between researcher and participant was equal. In one of the areas a peer researcher was present.

A total of 100 ethnographic conversations were conducted – these inform the report, with case studies and stories used to illustrate experiences throughout.

A subsample of 35 people also completed a structured survey – where we use percentages they are drawn from this subsample only.

We also interviewed 25 professionals working in a range of roles and across numerous sectors including health, housing, social services, police and specialist services such as substance misuse.

## Who is on the streets?

This section will explore who is sleeping rough in the three areas included in the study.

It will attempt to characterise who is on the streets. We explored particular subgroups: age, gender and ethnicity/nationality.

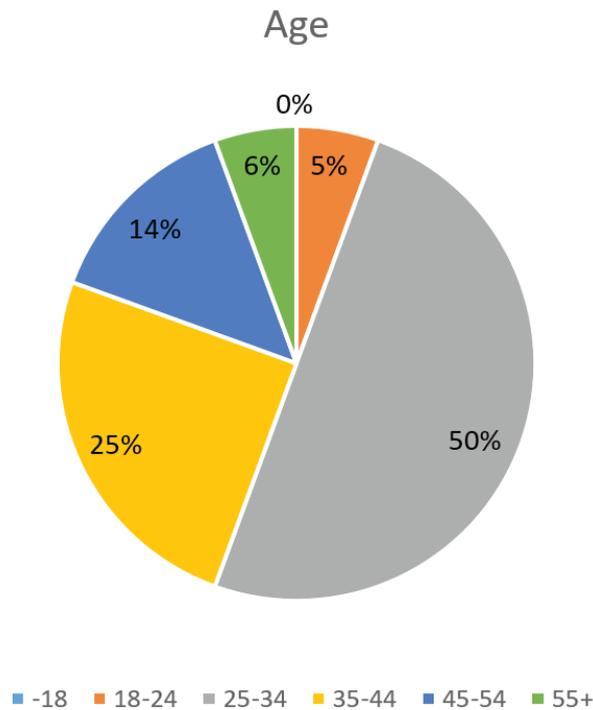
We found that certain groups were particularly prominent among the people we spoke to:

- **Prison leavers** – Priority need status was given under Welsh legislation in 2001 to people leaving prison who had a local connection to the local authority. However, changes to the priority categories under the Housing (Wales) Act 2014 mean that now a person is only in priority need if they have a local connection with the area and are vulnerable as a result of being an ex-prisoner.
- **Care leavers** – Often due to loss of a tenancy, exclusion from support services and difficulties linked to shared accommodation housing benefit rates.
- **People with complex unmet support needs** – including but not limited to people with poor mental health, substance misuse issues, offending, learning difficulties and domestic abuse.
- **Couples** – a lack of couple's provision was often cited as the cause of them sleeping rough.

The ages of the people we spoke with varied and of the 35 a total of 18 were aged between 25 and 34 (see figure 1). It was a similar picture among the rest of the 100 participants, although we also spoke with one person aged under 18 who was not surveyed.

The professionals we spoke to share a perception that the age profile of people sleeping rough has lowered in recent years, with increasing numbers of younger people on the streets in Wales.

Figure 1: Ages of people sleeping rough



So what's driving this? Professionals felt that changes to housing benefit, namely the introduction of shared accommodation rates for under-35s, was one key driver. Street homeless people didn't mention welfare changes directly, but they did discuss the lack of decent and appropriate move-on accommodation which is a knock-on effect of certain welfare cuts.

Only a small number of participants felt that shared accommodation would work for them and even in those cases people expressed a preference for small-scale accommodation with approximately three other people in an intensively supported environment.

One of the possible factors behind this apparent increase among 25-34 year olds may be the more prevalent use of tenancies in shared accommodation, and the failure of those tenancies. We spoke to a number of people within this age group who actually had a tenancy within a shared setting, but due to antisocial behaviour (ASB) or other issues felt they were unable to stay there.

We also spoke to people who had previously held a tenancy within shared accommodation and had lost their accommodation for a range of issues including rent arrears, ASB and abandonment.

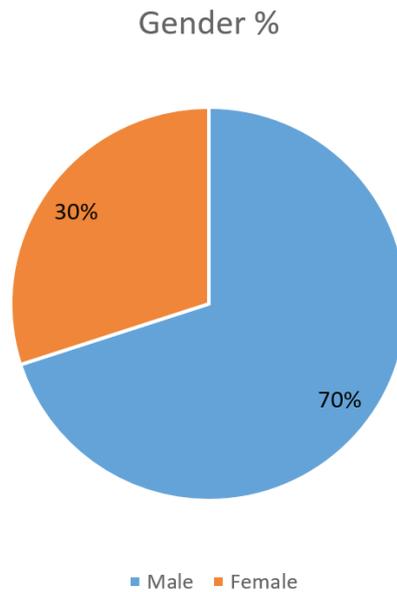
Professionals also told us that they struggled to find appropriate shared accommodation that is affordable and private landlords willing to accept housing benefit. Furthermore, the majority of people under the age of 35 who we spoke to told us that they didn't want to live in shared accommodation and wanted their own home.

There was a significant proportion of people who had experienced care within this age group who had often had a period of independent living since leaving care and had later lost their tenancy. There was one case where someone was below the age of 18 and had a current care order.

Recent research found that less than 1% of rooms advertised in Cardiff were affordable for those on the Shared Accommodation Rate and accepted housing benefit.

**Source:** Social Security Advisory Committee (2018) Young People Living Independently.

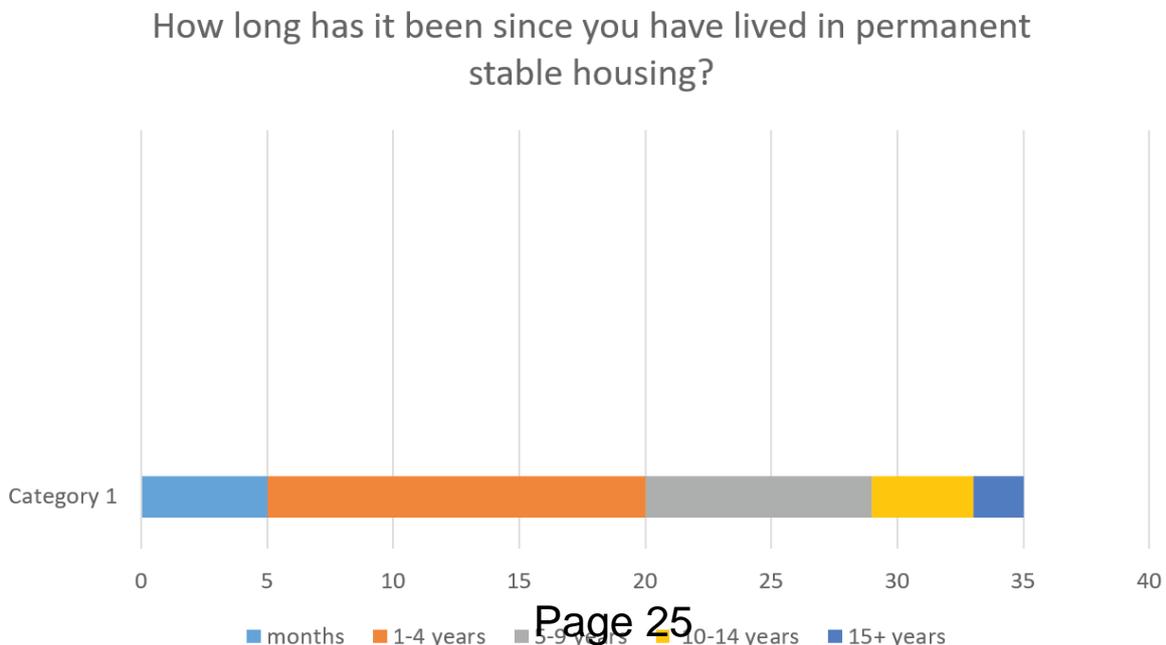
Figure 2. Gender of people sleeping rough



The length of time that people had been sleeping rough varied considerably, from one night to 20 years (see figure 3). Many people had more than one experience of being homeless and sleeping rough. For many it appeared that they had been continuously cycling in and out of homelessness for a long time.

Many people had not had stable or secure accommodation since leaving their family home, instead experiencing different foster placements, institutional stays and chaotic childhoods.

Figure 3: Length of time without stable accommodation



# Journeys into homelessness

What did people tell us were the main reasons why they were street homeless? It is hugely important to note that although there were some common causes described by people sleeping rough, the population is diverse and each person's needs and experiences were vastly different.

Each person had their own story and views. There were no two stories the same, and it would be a mistake to generalise too much about specific pathways into homelessness and rough sleeping.

Causes of homelessness are often grouped into two categories: individual factors, which are problems in the person's own life, such as physical or mental health conditions or relationship breakdown; and structural factors, which are wider problems in the system such as the rising cost of housing, the poverty trap, and welfare benefit cuts.

When we spoke with professionals working within the sector, we were frequently told that people who were sleeping rough were likely to excuse or attribute the cause on their homeless on structural factors rather than 'take responsibility for their own actions and choices'.

This was completely the opposite of what emerged when we spoke to street homeless people. People actually tended to focus on individual rather than structural factors: issues such as poor mental health, substance misuse, offending, ASB and bereavement were far more prevalent in responses than structural factors.

Many people described feelings of worthlessness, self-blame and low self-esteem. There is clearly a disjoint between the perceptions of some professionals and the views of many rough sleepers.

In recent years much research has been carried out into the causes of homelessness and more specifically rough sleeping. Our study found that the causes of people becoming homeless in Wales reflected existing evidence. Common causes included loss of tenancy, loss of employment, relationship breakdown and time spent in an institution.

These causes of homelessness are well known already. We were looking for factors that might explain the reasons behind the recent rise in numbers of street homeless people.

While no simple reason emerged, we did find that welfare reform and austerity were frequently mentioned, either directly (particularly by professionals) or indirectly (particularly by street homeless people in their discussions of housing affordability).

There was little direct mention of structural factors such as bedroom tax, sanctions or universal credit but what was reported was impact of structural factors: financial difficulty, debts and arrears, difficulties in shared accommodation, in conjunction with other individual factors.

It is likely that these structural changes did have an impact but what was more significant was the person's ability to manage the impact: what counted was their personal and economic resilience to these effects.

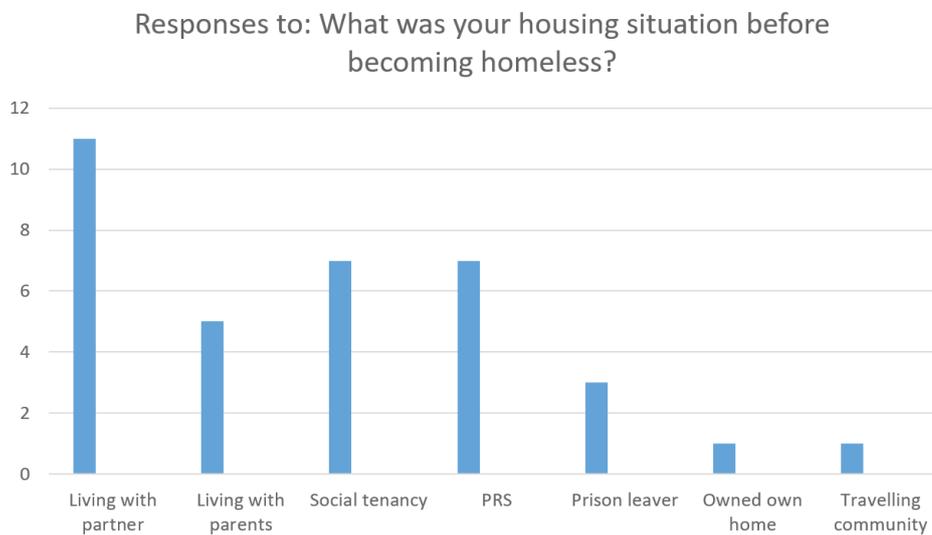
We found that these structural and financial issues were more visible as barriers to rehousing people who are already sleeping rough than as the prime cause of their homelessness.

**Recent research found:**

- 17% of rough sleepers first became homeless due to being evicted
- 31% of rough sleepers first became homeless due to family or relationship breakdown
- 13% of rough sleepers first became homeless due to being released from prison with nowhere to live

**Source:** analysis of 2 week National Rough Sleeper Count Questionnaires: November 2017.

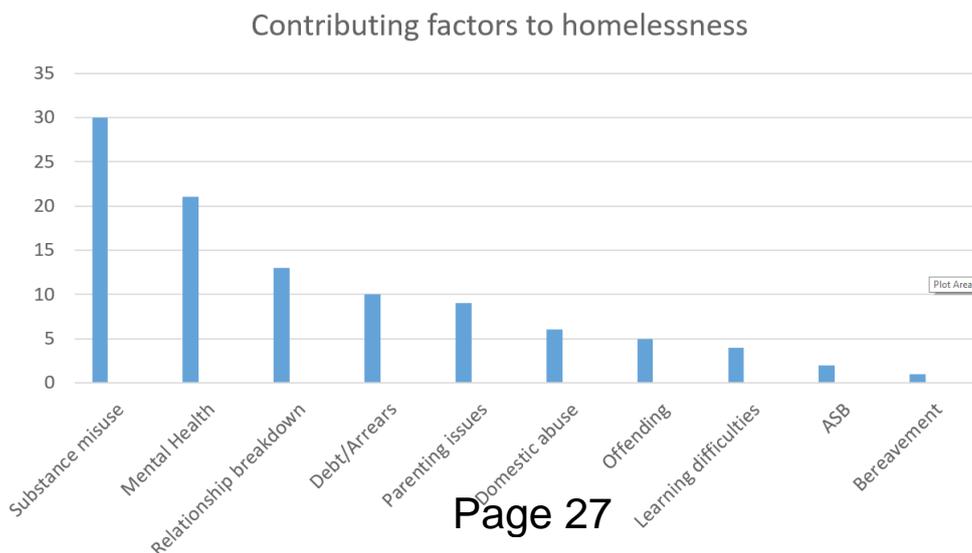
**Figure 4: Housing situation prior to homelessness**



It was difficult to establish the housing journeys of many of the people we interviewed as quite often they had experienced significant periods of insecure housing before becoming homeless.

There was a complex interplay between structural, social and individual factors. Numerous issues were cited as contributing to an individual's homelessness and in the majority of cases there were multiple factors (see figure 5).

**Figure 5: Contributing factors to homelessness**



Substance misuse and mental health were frequently mentioned, and difficulties accessing specialist services for those needs were common. It was clear that many people were vulnerable even before becoming homeless.

Unsurprisingly, people who were sleeping rough and had an existing mental health and substance misuse issue reported a further decline in their wellbeing after becoming homeless.

### Could anything have prevented people becoming homeless?

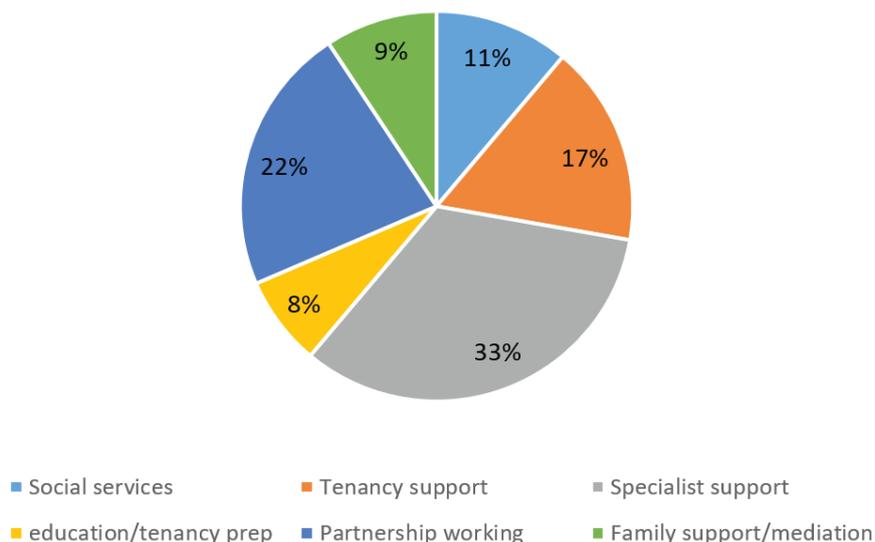
Despite the complexity of people’s issues, most felt that their homelessness was not inevitable and could have been prevented.

A high proportion of people had been receiving tenancy support prior to their homelessness but often felt that it was not intensive enough, or that the support was not independent from the landlord which caused conflict.

Some people suggested that support should be available outside office hours as that is quite often when issues arise. Difficulties accessing specialist support for substance misuse, mental health and domestic violence were also routinely identified (see figure 6).

Figure 6: Homelessness prevention

Could anything have prevented your homelessness?



There was evidence of a lack of effective partnership working with many participants having contact with numerous agencies but still having unmet support needs.

Some people became homeless due to the tenancy holder of their accommodation (usually a parent) going into care, or a lack of support for the transition between institutions such as prison, foster care, children’s homes and hospital and into independent living.

People who had been in care felt that they were ill-prepared for the responsibility of a tenancy and were vulnerable to exploitation.

A large majority of people were able to point to interventions that could have prevented their homelessness. Most people felt that they may have needed multiple interventions but that either the service was inadequate or inaccessible.

*'It would be much better to have an independent agency doing the tenancy support work, as there would be a greater level of trust between the parties' - Professional*

People who were currently sleeping rough and had experience with social services prior to becoming homeless reported feeling let down. It was felt that there would have been opportunities for social services, when addressing the needs of the children, to also ensure the needs of the parents were identified and addressed. If these needs had been recognised and sufficient support put in place then this may have prevented people from becoming homeless.

A number of people, particularly those who had spent time in care, felt that they needed more support and training to prepare them for independent living.

Many reported feeling overwhelmed by the responsibility of managing finances, running a home and coping with day-to-day tasks. Better tenancy support was a common suggestion from participants: support that was more holistic, more readily available outside office hours, and genuinely independent from the landlord.

Some of the participants felt that some sort of mediation, whether within a family setting or within a community would have prevented them becoming homeless. This was mentioned particularly by younger people who had not experienced care.

Unmet support needs were mentioned very frequently: in particular the need for support that addressed specific needs such as mental health, addictions (largely substance misuse and gambling) and domestic abuse.

In most cases there were multiple needs so it is likely that numerous agencies would need to be involved, increasing the significance of strong partnership working.

# Journeys on to the street

The reasons for people sleeping rough in Wales also reflected the evidence base and in general were due to the failure of the solutions that were offered to an individual at the point of presenting as homeless. In particular the key drivers were a lack of emergency accommodation, a reluctance or inability to access available emergency accommodation, and being excluded from services.

The structure and accessibility of these services, coupled with individual factors, emerged as the biggest cause for people to sleep rough.

## Emergency accommodation, hostel provision, and the lure of the street-based lifestyle

We found significant problems with the way that emergency accommodation is provided. In two of the local authority areas there was a distinct lack of emergency accommodation which led to people relying on bed and breakfasts.

In these areas the accommodation was either just totally scarce or was managed in a way which meant that the rules were inconsistent with people's needs and situations, particularly for those with active addictions.

In the other area the main reason people were sleeping rough was due to a reluctance to access the available accommodation. The reasons for this included fear of other residents, exposure to substances, risk of sexual exploitation and negative perceptions of the service. This was particularly evident with larger scale shelters.

Professionals were divided about this issue. Those working within projects reported that clients' substance misuse was so problematic that it was causing a number of issues: some people using constantly throughout the night which is not tolerated within the projects; some people being drawn to the streets, particularly during the night, to beg and raise enough money to fund their drug use; some people behaving in an erratic, aggressive or threatening manner due to the substances being used, specifically New Psychoactive Substances (NPS).

*'Many people using (NPS) become comatose or aggressive and violent' - Professional*

There were feelings among professionals that commissioning practices were leading to providers being expected to do more with less which often led to unsafe and problematic environments.

Some described high ratios of staff to residents: one worker to 10 or 15 residents with high support needs. This was deemed to be dangerous to both staff and residents.

In areas where there was a range of emergency and supported accommodation available, professionals felt that the reluctance of people to access this could be explained by an insufficient focus on matching services to people's needs.

Professionals overwhelmingly felt that beds should be assigned according to need rather than on a 'first come first served' basis. They felt that if existing accommodation was managed more strategically then they would not be such chaotic environments and people would feel safer and be more willing to access them.

Professionals not working in hostel provision felt that some rules within hostels were unfair and failed to actually cater for the client group that they are funded to support. There was evidence of people sleeping rough being excluded from hostels for not adhering to unrealistic rules and policies. For example, a number of hostels do not allow people to re-enter the provision if they have left to take substances or to beg.

*‘The policy to not let people back in (to hostel accommodation) if they go out to score more NPS drugs is the wrong approach, as there is such a massive wastage of bed spaces... workers in hostels should be adequately trained to be able to manage residents who are under the influence so that they can be re-admitted off the streets back into a place of safety’ - Professional*

Many people who are sleeping rough did report significant issues with substance misuse and did explain that they would beg to fund their habit – however, they usually reported that they were not in receipt of benefits and had no other income.

Despite the view that people were using substances constantly throughout the night, most people we saw past midnight had already ‘bedded down’ and some were sleeping.

During the research there was a period of time in which we had extremely adverse weather and high snowfall. In one of the areas there were between 13 and 26 people still sleeping rough in the snow each night with reported empty beds in accommodation.

This is during a time when their ability to generate an income from begging or other street-based activity would have been severely restricted or non-existent, suggesting that the ‘gravitational pull’ of the street should not be over-estimated as a cause of homelessness.

The need to have emergency accommodation that’s equipped to deal with high levels of substance misuse and their effects is clear. However, it’s likely that if these were large scale projects they would still be perceived as intimidating and dangerous places.

People with active substance issues told us they didn’t want to be in an environment that was chaotic or would intensify their usage.

Some professionals understood this dynamic of addiction and felt that placing large groups of people with a wide variety of different substance misuse issues together was likely to result in a chaotic environment that would not be healthy to live or work in. Furthermore, there was awareness and concern that people supplying drugs tend to target large scale projects.

## Chapter summary

The causes for homelessness are wide-ranging and include a mix of individual, structural and social factors.

There is extensive evidence to explain the causes of both homelessness and rough sleeping: the rise in both can be explained by increasing financial pressures such as welfare reform, the rising cost of living, and low-paid job insecurity, coupled with increasing numbers of people struggling with complex unmet support needs.

As we will discuss further on, this is all set within a system that requires people to actively navigate their way through housing, welfare, health and employment services, all of which are under pressure and struggling with the increase in demand of their services.

Accessing these services often takes considerable time and effort; for people who are sleeping rough this is time, effort and resilience that they just don’t have.

Despite the wide range of causes of homelessness, there are clearly opportunities to improve prevention work. People who took part on our research had a diverse range of suggestions for interventions that might have prevented them becoming homeless.

Improved prevention activity is likely to reduce the number of people becoming homeless, however it is also likely that some people will still experience crisis and lose their homes. What happens at that point is hugely important.

# Trapped on the streets: the 'glue' of street homelessness

What became clear during our study is that once people were sleeping rough, there were a number of issues that worked together to form a 'glue' which by placing hurdles in the way of accessing effective assistance was trapping people on the streets.

In looking at the solutions to end rough sleeping the focus needs to be on addressing the factors that make this 'glue' while also improving the solutions available when people become homeless.

## Accessing Housing Options and the Housing (Wales) Act 2014

### Navigating the system

The current housing and homelessness system is incredibly complex and difficult to understand. This was one of the most significant factors in people struggling to break the cycle of homelessness and particularly rough sleeping.

When we asked people if they'd made a formal homelessness application at the local authority Housing Options service, most people did not know at what stage of the process their assessment or application was, or even if their application was still live.

The assessment process itself presents multiple barriers for people:

- There is an expectation that people will be willing to disclose very personal information about their mental health, substance misuse and histories; and be able to evidence this with official documentation.
- The process itself, if done properly, is lengthy as professionals require as much information as possible to ensure that decisions are accurate; and due to the relief duty lasting up to 56 days.

*'They just give me the same reasonable steps as everyone else...it's a joke really'*  
- Person sleeping rough

We frequently heard from people that they were physically and mentally unable to cope with spending hours in the offices of Housing Options, for a myriad of reasons. Some reported that going over their stories and re-living the traumatic events that had occurred in their lives negatively impacted their mental and emotional wellbeing to the extent that staying on the streets was in some ways easier.

*'I don't even know. That's what I mean, I just don't know. Like my benefits, it's taken me all week to pluck up the courage to come here today and try to sort out my benefits. They're all quick to say to me "Come on, do that, do this". Well fucking hell, help me - don't sit there telling me what to do, help me. Then on the phone today and they're asking me "Why has it taken you a week?" Well because I don't know what I'm doing, I don't know what I'm supposed to do. Instead of just telling me what to do, help me'*  
- Person sleeping rough

There was evidence of good practice in one area that had begun to carry out homelessness assessments as part of their outreach activity.

*'They do all the work in the prison and do forms and everything, but then you come out and there's nothing, there's no support. They do your benefits, housing forms, dentist, everything, but the minute you're released from the gate you're on your own'* - Person sleeping rough

As well as the barriers to making a homelessness application, we found that once an application had been made there were gaps in the legislative framework that were presenting very real and perceived barriers to people.

Priority need, local connection and intentionality decisions were frequently cited as reasons why people who were sleeping rough were unable to solve their homelessness.

This was an incredibly complex issue to unpick due to people's incomplete understanding of these legal concepts, both among people sleeping rough and among professionals.

## Priority need

Under Welsh homelessness legislation, people in priority need groups have an enhanced right to accommodation. Priority need groups include:

- Pregnant women
- People with dependent children
- People who are vulnerable as a result of some special reason such as old age or disability
- Care leavers aged 18 to 21
- Armed forces veterans

If a local authority decides that someone who is homeless appears to be in a priority need group, they have a right to interim accommodation and may have a right to settled accommodation. However, a full assessment of priority need is not required at this stage of the process.

If people aren't found to be in priority need, the council will still help to prevent or relieve their homelessness for up to 56 days and may provide interim accommodation – but the council doesn't have to give them interim accommodation.

If the help isn't successful, there is no right to settled accommodation to back that up unless you are priority need.

The Welsh Government's statutory guidance for homelessness services states that people sleeping rough should be treated as priority need as they are 'likely to be vulnerable due to the health and social implications of their situation.'

Despite this, many street homeless people said the local authority had found them to be not in priority need.

In the main this was due to a lack of recognition of the person's vulnerability and because of limited resources. Professionals felt that although the majority of people sleeping rough should be priority need, services didn't have the resources to meet that duty.

*'I'm registered disabled and I'm still not priority and I've just got out of jail' - Person sleeping rough*

*'If one of them is priority because they're vulnerable then wouldn't they all be priority?... where are they going to go?' - Professional*

*'You just get told all the same: single bloke, non-priority' - Person sleeping rough*

## Intentionality

According to the law, a person is intentionally homeless if he or she 'deliberately does or fails to do anything' which leads to them losing accommodation which they could reasonably occupy.

Examples of deliberate acts include giving up accommodation that is affordable, or failing to pay rent in a 'persistent and wilful' way.

Government guidance says that councils should be careful when considering intentionality for vulnerable people, in case their homelessness is caused by an unmet support need. The guidance gives examples of situations where a person's homelessness might not be seen as deliberate: these include relationship breakdown, and fleeing threats of violence.

Intentionality should not be assessed until the later stages of the process after assistance has been offered to relieve a person's homelessness.

The people we spoke to were less likely to report that they'd been found intentionally homeless. However, we did speak to a number of people who had abandoned their property or been evicted and lost a tenancy for ASB, criminal activity and arrears. Some professionals felt there was a risk of intentionality decisions being communicated informally to people sleeping rough as a way of putting them off accessing services.

*"I would be really interested to see how intentionality decisions are recorded for rough sleepers, I suspect that these messages are given informally rather than formally to put people off" - Stakeholder*

## Local connection

Under Welsh legislation, local authorities must accept an application and assess an applicant's homelessness regardless of whether they have a local connection to that area. If the applicant is threatened with homelessness the local authority should work with them to help to prevent homelessness. However, if the household is actually homeless and doesn't have a local connection to that area, the local authority can refer the applicant to a different authority where the applicant does have a local connection. The authority must be satisfied that the applicant would not be at risk of abuse from that area.

In order to refer to another authority, the authority must be satisfied that the applicant would be owed a 'duty to help to secure' under section 73 of the Housing (Wales) Act and that they are in priority need and unintentionally homeless.

In deciding whether a person has a local connection with its area the council will look at whether they live or have family or work connections to the area or have a connection due to special circumstances.

You only need to fit into one category in order to have a local connection.

The council is not allowed to send you to another area if you don't have a local connection with any other area or if you are at risk of abuse in the only area you have a connection with.

Local connection was a significant issue for people sleeping rough and there was evidence that it was sometimes being applied and considered immediately as people were presenting as homeless.

It was particularly problematic for areas with prisons nearby. Many prison leavers said they were found to not have a local connection. There was a feeling from professionals that there is a myth among the prison population that there's a better chance of being re-housed in Wales than in England. However, this was not experienced by any of the participants.

*"I don't really have a connection anywhere. I have been homeless for years and travel around because no-one will help me" - Person sleeping rough*

As well as people who had fallen foul of these gaps in the legislation, there were many others who hadn't made a formal application because of the belief that these decisions would be made and would restrict their access to assistance.

This was compounded by a lack of accurate knowledge of the legislation among some professionals within the sector (but not in decision-making roles). Some professionals were providing advice to people sleeping rough on a casual basis that was based on misinformation and a misunderstanding of the legislation.

This was not a formal part of their role although they were working directly with people sleeping rough on a regular and intensive basis.

*'Well, local connection means that you have to live in area for five years to have a local connection there' - Professional*

*'They want to live here because their mum or dad live in this area but they themselves haven't been living here so they don't have local connection, their parents do' - Professional*

## Lack of clarity

People told us that when they'd received a decision from Housing Options, often they didn't know what the next stage of the process was or where to go for further assistance or independent advice.

Even if such information was included in letters from Housing Options, it often wasn't understood. This was generally due to the language and content of the letters being confusing and unclear. Referrals to other services often depended on the individual making contact and booking appointments themselves.

*'It's so difficult to remember appointments when you're street homeless. You're living hour to hour just trying to survive' - Person sleeping rough*

In general the system is complex to a degree that you have to be well-informed, organised and confident enough to manage and push your application through.

Personal issues, particularly around literacy along with the stressful and chaotic nature of rough sleeping, mean that the system requires a level of capability that is often beyond people who are sleeping rough.

There were examples of people being given forms by Housing Solutions to fill in despite being unable to read or write and told to ask elsewhere for help filling them in.

*'I have to wait for my letters; I don't open them because I'm scared of what they're going to say. I don't know what they mean, and it's scary. Everything is an "I don't know"' - Person sleeping rough*

# Accessing Support

## Unmet Needs

Nearly every person we spoke to reported having a support need of some description.

Most prevalent was a mental health issue coupled with a substance misuse issue: this is often known as 'dual diagnosis'. However, it was not always clear whether people had actually received an official diagnosis of a mental health condition.

People frequently reported reluctance from GPs to formally diagnose. Symptoms were instead attributed to substance misuse. Commonly reported mental health conditions were psychosis, paranoid schizophrenia, bipolar disorder and Obsessive Compulsive Disorder (OCD).

*'I was out of control and didn't know that I was mentally really ill because of my addictions. I needed help on the streets but couldn't find the strength to sort out a GP'*  
- Person sleeping rough

Professionals also felt there to be a complete gap in the response to people experiencing both issues. People working in substance misuse felt that it is incredibly difficult to treat and get someone to address their substance misuse when they have an underlying, undiagnosed and untreated mental health condition. Likewise, those in the field of mental health said that substance misuse can mask or skew the symptoms of a mental health condition.

One of the biggest issues raised both by people sleeping rough and professionals is the lack of appropriate services equipped to address and manage the issue of dual diagnosis.

*'Dual diagnosis should be seen more as a mitigating factor and landlords, social and private, should be more understanding and tolerant considering the lack of detox and rehab places'* - Professional

There was also a proportion of people sleeping rough whom the research team suspected may have an undiagnosed or undisclosed condition which would require specialist care such as autism, and Alcohol Related Brain Damage (ARBD). Existing research would suggest that the prevalence of both conditions is higher within the rough sleeping population.

Professionals also reported concern at the number of people sleeping rough who have severe learning difficulties and specialist needs.

*'Tri-morbidity is very evident...so mental health, physical health and substance misuse. Now what we're seeing is people with very complicated mental health, increasing numbers with learning disabilities...and they have really complicated substance misuse issues'* - Professional

There were also a significant number of people who had poor physical health. Common issues included emphysema, ulcers and epilepsy. There were also people who had HIV and hepatitis C who were unable to access treatment because they did not have an address.

Access to services in general was problematic as most had to go via an appointment-based system which didn't work with the chaos of people's lives on the street.

*'I have Hep C and HIV but I can't have any treatment for this unless I am housed...I self-harm regularly and I've tried to commit suicide on several occasions. I have severe depression and anxiety with psychosis'* - Person sleeping rough

People described waiting times for assessment, diagnosis and treatment that were far too long. For example the waiting times for a prescription for methadone varied from 12 to 26 weeks. Professionals described their frustration with this as they felt that people with an addiction usually have a short window of time where they feel capable of addressing their addiction and if you fail to respond quickly you miss the opportunity.

*'If someone wants to go on a script I think they've got to look at the wider picture. You've got the costs to the courts, hospitals, ambulances, and the police. You've got massive knock on cost...if people want to go on a script then just put them on a script...it's fundamental to everything' - Professional*

Many people sleeping rough felt that their priority was getting clean. Different people had different ideas about the best way to do so. Some felt that until they had addressed their addiction they would not cope with the responsibility of being in a property and that detox or residential rehabilitation was needed. Others felt that having a home was the first step in getting clean and sober. Many attributed their drug use to coping with life on the streets and felt that sleeping rough only intensified their usage.

*'Living on the streets is just not conducive to sobriety' - Person sleeping rough*

During the research there was intense focus on the widespread and growing use of NPS such as Spice and Mamba. Professionals emphasised that when people were using these substances they were particularly difficult to work with and behaved in extreme ways from being 'zombie-like' to extremely aggressive and violent. The inconsistent and erratic nature of these substances meant that professionals felt ill-equipped to manage people who were under their influence.

*'I need support to do anything; I can't see myself doing anything other than dying at the moment' - Person sleeping rough*

*'Ex-prisoners who just don't cope with the first 48 hours on release, if they aren't helped by the council, they immediately start using drugs...they are just set up to fail and the circle starts again' - Professional*

Many people sleeping rough reported using NPS to cope with the conditions on the streets, particularly the cold. They also frequently reported wanting to be numb to their situations and lives. The effects of these substances meant that they had hours of oblivion.

Many felt that the cheap cost and availability of these substances were driving their popularity. It is really important to note, however, that many people expressed feelings of utter desperation to break away from this cycle and get clean from drugs and alcohol.

*'I would like to be off these streets...you can't imagine how cold it's been...we use mamba to numb everything so time passes quickly...we don't want to know what's happening, we want silence, peace, death even' - Person sleeping rough*

*'It's cheaper than cannabis, it's stronger, and it just blocks it all out. You don't think about your problems' - Person sleeping rough*

*'At the moment I just want to get off my head, basically. It's been a year next month since my girlfriend died. That's the thing, I think I'm getting my shit together and then something will happen and – boom' - Person sleeping rough*

Many people felt they needed residential rehabilitation. Professionals also cited a need for an increase in the availability of residential rehabilitation. However, upon further exploration it became apparent that at least some existing provision is under-used and often operating with voids.

In other words, there are people who are currently street homeless and in need of residential rehabilitation but who are not being assisted to access services, even when there is spare capacity. There is no clear reason as to why but professionals suspected a few key factors:

- Referrals into residential rehabilitation need to originate from social services or the NHS. However, homelessness services can request that social services carry out a community care assessment. Professionals felt there were not enough referrals of this type, and also that it took extreme crisis for the NHS to refer somebody.
- The cost of residential treatment is expensive compared to community treatment
- The prevailing feeling is that community treatment is more effective as people recover in their home environment which removes the need for resettlement.

## Moving on from an institution

*'There's a lack of housing for people straight out of detox to give them the best chance to stay clean. You still have to go and present as homeless like everybody else, and maybe engage with people that you used to before, and get sucked back into that... there needs to be longer sustainable aftercare for people because the important bit is when you come out' - Professional*

Resettlement from an institution (such as hospitals, prisons or children's homes) emerged as a huge issue for participants. We heard evidence that pathways into, out of and between services are dysfunctional and ineffective for this group.

These failures of services to act in a joined-up way are key causes of homelessness and rough sleeping and can be the first step into a lifetime of insecure housing for some people.

There is obviously a high human cost of these failures, but there is also likely to be a significant financial cost to services that have to respond to situations of crisis and invest resources into preparing a person for independent living, only for them to slip through the net.

### Recent research found:

- 16% of people sleeping rough in Wales have previously been in care
- 42% of people sleeping rough in Wales have previously been in custody
- 20% of people sleeping rough in Wales have previously been discharged from hospital to no fixed abode

**Source:** analysis of 2 week National Rough Sleeper Count Questionnaires: November 2017. Welsh Local Government Association.

Below are some case studies which highlight these experiences.

## Tristan's Story

After a period of homelessness and rough sleeping, Tristan was admitted into hospital for treatment and from there referred into a detox facility to address his addiction to heroin and crack cocaine.

He spent a number of weeks as an in-patient and had treatment for his physical issues. He also began work to address his psychological and emotional issues. He felt extremely hopeful after the treatment and expected to be accommodated in a supported and 'dry' environment.

However, after presenting to the Housing Solutions service he was offered emergency accommodation in a project that was well known to have widespread drug use. Tristan wanted to refuse the accommodation but felt that he was equally at risk of being exposed to drugs if he slept rough so he accepted the offer.

He was given no information or advice about how long he would have to wait for a supported housing offer or placement in a dry house. After three nights in emergency accommodation he relapsed and has been homeless and sleeping rough for the year since leaving detox.

*'My head is gone. It's hectic always making money, scoring, making money, scoring, it's constant and takes over. So I can't keep appointments. I had a room in a hostel...then they sent me to rehab and I was saying to them in there, "Where am I going to go?" and they said, "Well, back to your room in the hostel" where I have already got a million addicts around me' - Tristan*

## Alex's Story

Alex lived in care as a child and had multiple children's home and foster placements. Before he left care he committed an offence and received a custodial sentence. During this time he became an adult and was therefore no longer under social services.

He was released from prison with no support or resettlement work and became homeless.

In 19 years he has only spent a total of 22 months out of prison, all of which he spent homeless. His most recent conviction was for a crime related to substance misuse: during his time in prison he detoxed and recovered from his addiction.

Upon release he was offered emergency accommodation which he refused due to the fear of exposure to drugs. He began sleeping rough, and within six weeks he was recalled to prison for breach of licence because he refused accommodation.

He was again released, and again offered emergency accommodation, which he again refused and is now sleeping rough.

He is likely to be recalled again as he has again breached his licence.

*'I need normality. I don't know what a normal life is. I've never had a normal life, for 19 years of my life I've been out of jail 22 months in 19 years. All I've ever known is institutionalised life, and I've come out of jail into a hostel which is another type of institutionalisation. These hostels are just open jails; apart from we've got women there' - Alex*

## Ellie's Story

When we first spoke to Ellie she was 17 years old, in care and had a care order. She had accommodation via Social Services.

Ellie was in a relationship with Lewis, a 23-year-old who was also a care leaver from an area in England. Ellie was not staying in her accommodation as Lewis was unable to stay with her, and he made her feel incredibly guilty when she did.

There were high levels of domestic abuse and physical violence. Lewis also had Attention Deficit Hyperactivity Disorder and an active drug addiction.

Ellie's social worker worked with Ellie to secure her accommodation in the private rented sector. However, Ellie and Lewis were allowing younger children in care to stay at their flat despite being warned not to by the social worker. There were also issues with ASB and eventually they lost the tenancy.

Ellie and Lewis were sleeping rough for a year before Ellie turned 18. Prior to her becoming 18 she was advised that new supported accommodation had been found for her, but again Lewis would be unable to attend. Ellie refused the accommodation.

On her moving day she did not turn up to collect her belongings and they were put into storage. She also lost her bed in the new accommodation.

Ellie's social worker now is unsure of where Ellie is staying and has little and irregular contact with her. Ellie is likely to be sleeping rough and still be experiencing abuse from Lewis.

*'I loved my flat; it was lush, like a proper home. I loved cleaning it and making it all nice. I hate sleeping out; I just want a home again' - Ellie*

## Trauma

Recently there has been a movement in Wales towards developing trauma-informed services in order to provide psychologically informed environments.

Trauma informed services recognise, understand and respond appropriately to the effects of trauma. They focus on the physical, psychological and emotional safety of people who have experienced trauma and they help to rebuild a sense of control and empowerment.

Much of this work has been spurred on by Public Health Wales' work around Adverse Childhood Experiences (ACEs).

We found that although professionals felt they already understood these concepts, there was still evidence of some not taking potential ACEs into account in their attitudes.

There was also evidence that some professionals did recognise the importance of addressing these issues. However, more often than not, even though professionals recognised the impact of trauma on people sleeping rough their responses and actions didn't reflect the principles of trauma informed practice.

It was felt that the system itself doesn't support the approach – for example, by requiring people to undertake a lot of reasonable steps to resolve their homelessness themselves, even though they lacked the capacity to do so.

# Adverse Childhood Experiences (ACEs) in Wales

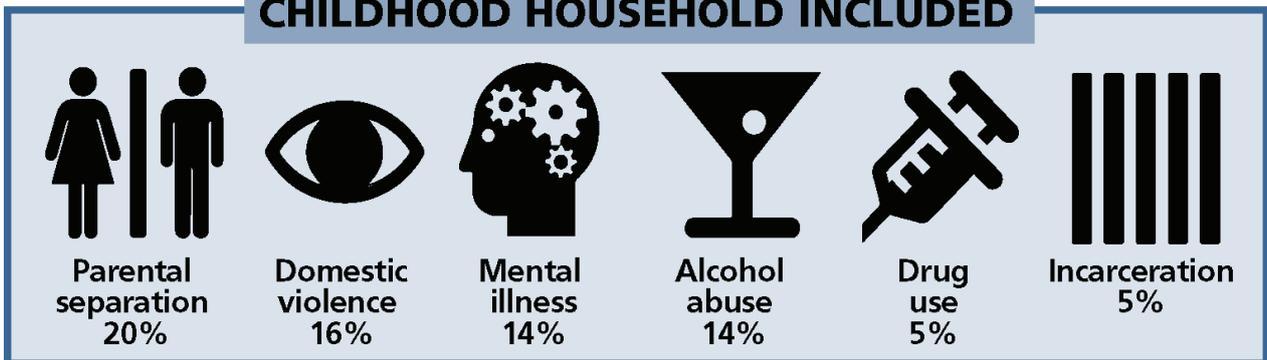
ACEs are stressful experiences occurring during childhood that directly harm a child (e.g. sexual or physical abuse) or affect the environment in which they live (e.g. growing up in a house with domestic violence).

## How many adults in Wales have been exposed to each ACE?

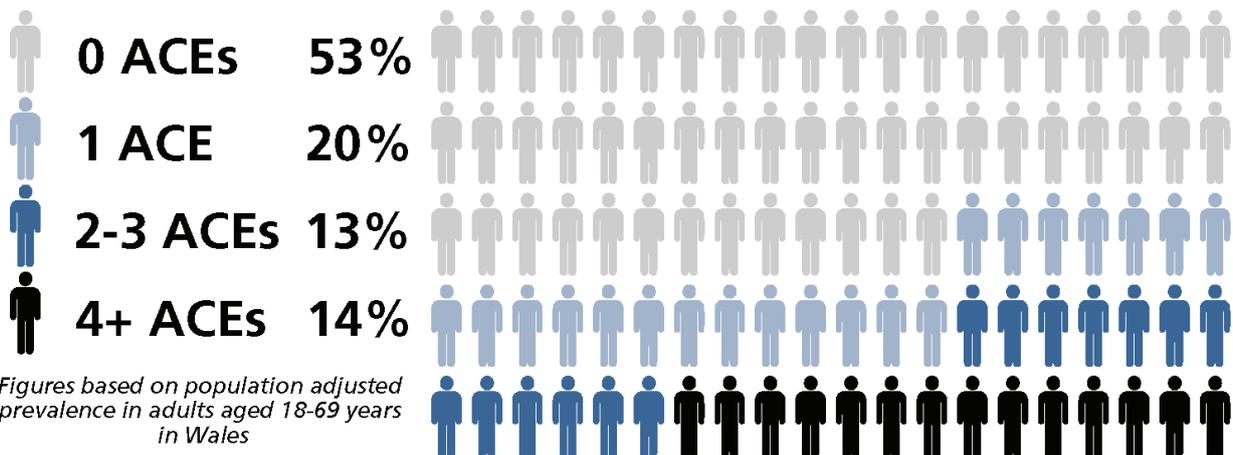
### CHILD MALTREATMENT



### CHILDHOOD HOUSEHOLD INCLUDED



For every 100 adults in Wales 47 have suffered at least one ACE during their childhood and 14 have suffered 4 or more.



Figures based on population adjusted prevalence in adults aged 18-69 years in Wales

## ACEs increase individuals' risks of developing health-harming behaviours

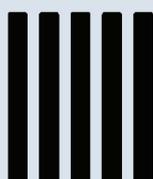
Compared with people with no ACEs, those with 4+ ACEs are:

- 4 times more likely** to be a high-risk drinker
- 6 times more likely** to have had or caused unintended teenage pregnancy
- 6 times more likely** to smoke e-cigarettes or tobacco
- 6 times more likely** to have had sex under the age of 16 years
- 11 times more likely** to have smoked cannabis
- 14 times more likely** to have been a victim of violence over the last 12 months
- 15 times more likely** to have committed violence against another person in the last 12 months
- 16 times more likely** to have used crack cocaine or heroin
- 20 times more likely** to have been incarcerated at any point in their lifetime

Preventing ACEs in future generations could reduce levels of:



Heroin/crack cocaine use (lifetime)  
by 66%



Incarceration (lifetime)  
by 65%



Violence perpetration (past year)  
by 60%



Violence victimisation (past year)  
by 57%



Cannabis use (lifetime)  
by 42%



Unintended teen pregnancy  
by 41%



High-risk drinking (current)  
by 35%



Early sex (before age 16)  
by 31%



Smoking tobacco or e-cigarettes (current)  
by 24%



Poor diet (current; <2 fruit & veg portions daily)  
by 16%

The national survey of Adverse Childhood Experiences in Wales interviewed approximately 2000 people (aged 18-69 years) from across Wales at their homes in 2015. Of those eligible to participate, just under half agreed to take part and we are grateful to all those who freely gave their time. Information in this info-graphic is taken from *Adverse Childhood Experiences and their association with health-harming behaviours in the Welsh adult population*.

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October 2015

*'Some stories clients tell us will be that they've been abused and they're not coping with their life. They didn't receive counselling or support early enough and now they're living that life constantly and trying to block it by drinking and using drugs...by then, things go wrong in their life...the build-up of all the bad events. Until they address that nothing's going to change' - Professional*

We asked people who were sleeping rough about their childhoods and particularly ACEs and the findings were astounding.

Nearly every person we spoke to disclosed numerous ACEs. A significant number had experienced sexual abuse as a child, which reflects feedback from professionals in substance misuse services who often found that sexual abuse was a common factor for their clients.

The 35 people sleeping rough were the parents of approximately 31 children.

*'I had all ACEs. I was sexually abused from a very young age, physically abused, verbally abused' - Person sleeping rough*

*'My dad was an alcoholic and used to beat us up as kids. I was made to feel guilty when my parents separated as being the cause due to my unruly behaviour, but I had ADHD' - Person sleeping rough*

*'I experienced them all. My stepfather sexually abused me from the age of 11 onwards. There was also emotional and physical abuse from my mum who was an alcoholic' - Person sleeping rough*

*'All of them (ACEs). I was burnt with cigarettes from being three weeks old. I still have the scars across my body' - Person sleeping rough*

*'Dad was an alcoholic and he was violent towards me from the age of two. I had a belt buckle smashed into my head. He would come home from the pub...and beat fuck out of us...my mum was useless, I don't know why she had us, she gambled all our money away' - Person sleeping rough*

Most people recognised the profound impact these experiences had on their lives as adults:

*'Severely affected my mental wellbeing, leading me to develop addiction issues, drop out of uni, relationship breakdown and I'm now homeless as a result' - Person sleeping rough*

*'I was depressed...I am now the victim of DV from my ex-partner who is in prison so it's a vicious cycle of abuse' - Person sleeping rough*

*'It affected my mental health, pushed me to self-medicate on cocaine which led to relationship breakdown and ultimately my homelessness' - Person sleeping rough*

*'Seriously affected my mental health, depression and then I just couldn't cope with my everyday affairs unless I was off my head' - Person sleeping rough*

*'The violence I experienced from my stepfather and witnessed my mother go through from him made me very angry. I started using cannabis and alcohol from a young age' - Person sleeping rough*

## Rough sleeping and enforcement

People described being re-traumatised by negative experiences with agencies including housing, police and health.

Among the numerous experiences we heard of were interactions with police and local authority enforcement officers. People reported feeling that they were treated in a way that led to them being less than human and many went as far as to say like 'scum'.

These interactions often involved use of enforcement powers such as dispersal orders under section 35 of the Anti-Social Behaviour Crime and Policing Act 2014, as well as confiscation of possessions such as tents and sleeping bags.

For example:

- One man was banned from the city centre on Christmas Eve, which meant he had to miss Christmas dinner and in fact had nothing to eat on Christmas Day
- One woman told us that her tent and her belongings were confiscated, which included personal items such as her baby's hospital wristband, baby photos and her own birth certificate
- Another woman told us that her tent had been cleared away by park rangers leaving her with no possessions apart from her pyjamas, thin coat and trainers
- Several people told us they had been given section 35 orders for nothing more than 'looking homeless' as they walked down the street.

# People's stories: in their own words

People who were sleeping rough wanted other people to understand what they had been through and how it had affected them. Below are two people's stories, told in their own words, with the aim that the public will think twice when they see homeless people.

## Cerys' Story

*Hi, I am Cerys, I am 23 years old. When I was a child I lived with my mum and dad but they both had drug and alcohol problems and went into prison when I was young and I had to go into care.*

*I experienced all of those ACEs. I was really unhappy in care and used to run away from homes and foster homes from the age of 13. I got in with a bad crowd and started drinking and using drugs.*

*I sometimes met with older men to get money for drugs so was basically a prostitute - well, I still am.*

*I became homeless about five years ago when I lost the house I had been given after leaving care. I was 18 at the time and didn't appreciate the impact of my behaviour on my neighbours and it was like a continual party.*

*I was evicted because people kept coming into my home and trashing it, but I couldn't really keep them away. I think if I'd had better support when I was in that property I wouldn't have lost it because I had no parents to guide me or advise me and I barely saw my leaving care worker.*

*I ended up going to prison aged 19 because I was dealing and using class A drugs. When I came out I kept being put in different hostels but now they just roll their eyes at me and tell me to go and look in the private sector, but no one will take me because of my reputation.*

*Life is really hard right now. I have depression, anxiety, paranoia and psychosis.*

*I am always in and out of abusive relationships, usually with older men who take advantage because they know I have nowhere to go. I have been hospitalised because of domestic abuse. I am on a methadone script but am topping up with heroin as it's not enough for me to be able to cope in these conditions.*

*I'm dirty all the time living like this. I'm cold, depressed and have OD'd several times.*

*I think I need to go to rehab, somewhere I can stay and sort myself out and then have my own flat. I'd like to get in contact with my parents again and maybe go to college to do hair and beauty. I think I might need a support worker who understands and goes above and beyond because they love their job.*

*I know this sounds a bit stupid but I would just like the basic things like being able to have a shower, hot food, someone to talk to that I trust. So many agencies promise so much but it never happens. Instead I've been spat on, kicked and the police are no better, they just want us out of view so that snooty middle class people don't have to see the poverty and appalling conditions we are living in.*

*We are supposed to be a caring society, what is going on? Out of sight, out of mind, I suppose.*

## Michael's Story

*My name is Michael. I am 46 years old and have been homeless for almost 18 years now.*

*I became homeless when my marriage broke down with my wife. It was my fault really.*

*We lived together with our five kids but I was drinking too much and she was gambling; there was some domestic abuse and eventually we had no money left and the kids were all taken into care.*

*I would have got a grip of myself as I had such an unhappy childhood, full of all sorts of abuse. I experienced all the ACEs, it was a terrible childhood and I went into care but it was equally as bad there.*

*They didn't care about me just wanted the money for fostering, so I ran away.*

*The impact of my childhood on my mental health was massive really, I became violent as I just resented everybody; I ended up in prison due to it.*

*My mental health is still really bad, I am a paranoid schizophrenic and self-harm and have tried to commit suicide a number of times.*

*It's hard to get help because I just don't remember appointments. I need someone to help me, someone I can really trust and who I know won't give up on me. So many people have given up on me but they just don't understand what I have to go through just to survive and not completely lose the plot.*

*All I am good at right now is taking alcohol and drugs so that I'm numb all the time and time passes quickly. I don't have to think about the here and now or whether I'll survive the night.*

*I just want a home or to be dead, I've had enough, no one helps no one really cares or understands what I have been through. I don't know why I was ever born.*

*People on the streets are cold, desperate and forgotten; I think they want us to die. How can we respect the law and stay out of prison when we are treated with such a lack of any sense of humanity?*

# Professional attitudes

One of the most unexpected themes to emerge from our study related to professional attitudes. Although we heard evidence of many positive and person-centred attitudes, we also found evidence of moral judgements, personal opinions and gatekeeping among some people working within the housing and homelessness sector.

During the ethnographic element of the study there were numerous occasions when we heard some professionals making generalised, sweeping statements that demonised people who were sleeping rough on the streets.

What was of more concern was that there appeared to be a sense of normality to statements like these, being made in quite public settings, with no awareness that these opinions were outdated, unethical and incorrect.

Sometimes these attitudes were voiced by people who had key roles working with street homeless people. In essence, what this means is that some decisions are being made about assistance for entrenched rough sleepers by professionals who have an entrenched cynicism and mistrust of the people they are responsible to help and support.

This mistrust stood out as particularly stark among other professional attitudes that put trust and relationship-building first.

There were a few areas where these attitudes were particularly evident:

**Substance misuse:** Some professionals, including those with lengthy experience, described substance misuse as a 'lifestyle choice' rather than an illness and failed to really understand the dynamics of addiction.

These professionals were making moral judgements and deeming people as 'liars' and 'manipulative' due to their behaviours which are directly related to their addiction. Mental health was often being missed or masked by substance misuse and therefore professionals weren't giving enough attention to the extent of an individual's level of vulnerability.

*'Housing officials have a lack of understanding and compassion towards those that have addiction issues, lack understanding of reasons for this addiction such as ACEs'*  
- Professional

Throughout the interviews some professionals constantly referred to begging as being a cause of rough sleeping – something which people actually sleeping rough disputed.

They admitted that their addictions were extreme and that they were constantly concerned about raising enough money to fund it. However, they all felt that their addictions were absolutely not going to improve while they were sleeping rough, as for most it was a coping mechanism.

Furthermore, we met a significant proportion of people who were begging not to fund addictions but to pay for accommodation in bed and breakfast because the emergency and temporary accommodation was either inaccessible or inadequate.

These experiences were totally dismissed by some professionals who continued to perpetuate the idea that most people sleeping rough had chosen to do so because begging was so lucrative, rather than as a symptom of illness.

*'The biggest problem is the money, the hard cash side of things, begging. People will sleep rough on the city streets because it is profitable to beg and it feeds their habit'*  
- Professional

*'I just need to raise £15 for a B&B tonight and at least I know I'll be dry and warm'  
- Person sleeping rough*

*'All I'm worried about is scoring. I do beg, but I need to score to cope with being on these streets...I've had enough, I just wish it would all be over' - Person sleeping rough*

**Exclusions:** Many people we spoke to had extensive histories of homelessness and rough sleeping. Many had received support and accommodation from a number of providers over the years, and many people had been excluded from numerous services for a range of reasons.

These individuals were being cast as problematic, challenging, 'high risk', and beyond help. As a result, these people struggled to access assistance and support. They tended to exist on the fringes of services and were trapped in a revolving door of rough sleeping.

*'Many are unable or in the past have been unable to cope living in temporary accommodation as they don't have the life skills. This doesn't work in their favour as the council seem to have little tolerance and they soon get a reputation for non-compliance'  
- Professional*

There was a feeling that the use of risk assessments is a part of the problem here. In some cases, people were being deemed 'high risk' because of old risk assessments that were as many as ten years old. Some professionals felt that the language of risk assessment was inherently 'othering' – but in many cases, the use of risk assessments was required by commissioners.

**Relationships:** There were challenges reported by many rough sleepers and some professionals when working with Housing Options and homelessness teams.

Some felt that certain officers did little to foster and develop positive and trusting relationships with people who were sleeping rough. They reported some staff as being more focussed on trying to catch someone out and trip them up than actually trying to resolve their homelessness and help.

*'The housing personnel seem to often show subjective issues with those who are presenting as homeless. They seem to have little understanding of the many complex reasons why people become homeless in the first place and just seem to enjoy exerting their authority over very vulnerable people...it must be the managers who are held accountable as they appoint the people into the roles' - Professional*

This was echoed by people who are sleeping rough, who felt it was an important part of the barrier that prevents people from making an application and following that through.

*'I just can't face them [Housing Options]. They don't want to help and are very rude'  
- Person sleeping rough*

**Language:** The language used by some professionals to talk about people who are sleeping rough can be questionable.

We heard evidence of a persistent element of blame being put on the individual: professionals assuming that they are lying or trying to manipulate the system, describing them in ways which lead to them being 'othered'.

This is a worrying and dangerous trend which, if left unchallenged or improved, is likely to have an influence on public opinion. This is unacceptable in a sector that is directly funded with resources that aim to support and empower people and place the individual's needs at the centre of their support.

*'They don't want to know...looking down their nose at me...no respect or understanding of the conditions...we are living in' - Person sleeping rough*

**Frustration:** Negative attitudes towards people sleeping rough appeared to be influenced professionals' own frustration at their situations, particularly due to resources and commissioning practices.

People reported feeling underpaid, overworked, undervalued and having to do more for less. It was felt that commissioning frameworks have created a competitive environment which is detrimental to partnership working and innovation.

Many providers felt that due to short-term funding their main focus had become fighting for survival for their core services. Softer services, offering learning and social opportunities, have been reduced – in some instances professionals felt that temporary accommodation is 'warehousing' people.

The lack of move-on accommodation is a huge barrier, leading to long stays in hostels. Housing staff reported feeling as though they were not respected or valued by health professionals and social workers in particular.

They felt their expertise was often dismissed, and that if remedied this would speed referrals and access to treatment up considerably.

*'Sometimes I think that with the way services are run we do more harm than good' - Professional*

*'You're more worried about "oh this person needs to move on now" and you're not really thinking about what is sustainable for them...those are the guidelines that we've got to work under' - Professional*

## Conclusion

This report is based on conversations with people who are currently street homeless. By definition, these are the people for whom the current system is not working effectively.

What has emerged is a stark picture, but it is not the whole picture and that is important. There are many people in Wales for whom the system has worked well, but that's a different question for a different research study.

There's a lot of evidence out there about the value of Housing First, assertive outreach and other interventions that are in use worldwide to end rough sleeping.

By contrast, there isn't much evidence about the current hostel system and one of our recommendations is that this needs to be understood too.

The street homeless people who took part in our study described to us what it's like to try to work with a system that is often inaccessible and inflexible.

People are literally trapped on the streets, partly by their own ill health and partly by the inability of services to reach out and offer the right kind of help.

Street homelessness is indeed complex and every person had a unique story to tell. However, what was striking was that almost everyone said they wanted the same thing: a good home.

Different people had different ideas about what a good home would be like, and the level of support they'd need to get there and stay there. But for everyone we spoke to there was a considerable gap between what they needed, and what services we're offering.

So why has street homelessness increased so much in recent years? Again, this was a complex question but some clear indications did emerge.

We spoke to many people who had come out of prison straight into street homelessness. Often people had managed to get clean during prison but once they were on the streets were struggling to keep off substances. In some cases people were then being recalled to prison simply because they didn't have an address. This strongly suggests that the removal of priority need status for prison leavers in 2015 has been a contributing factor.

We also identified that austerity and welfare cuts have reduced people's resilience. Many people told us they became homeless after the failure of a shared tenancy: having been placed in shared accommodation because that's all they could afford under the local housing allowance freeze, they were simply unable to make it work.

Many people were already in a vulnerable state prior to austerity, dealing with the consequences of childhood trauma and mental health problems. What austerity has done is to weaken the system's response to homelessness in two ways: by cutting public spending so that services have had to become less responsive to people's needs; and by slashing housing benefit, thereby freezing people out of large sections of the housing market.

People who were already vulnerable have found themselves less likely to get the help they need to avoid crisis. In this way, the pathway from homelessness to street homelessness has been reinforced by welfare cuts and the austerity agenda.

What this means for services is more demand, more pressure, and more risk of compassion fatigue. Our conversations with people who are street homeless have illuminated a world of disjointed services, judgemental attitudes, unrealistic expectations, and even outright victimisation.

People described being banned from supported accommodation for breaking rules that could reasonably be characterised as rigid and unfair. In some cases this was clearly because people had been given the wrong type of accommodation in the first place.

The trouble with these failed placements is that they lead all too easily to people gaining a reputation locally and being deemed too difficult to work with. In order to make decisions about placements, some providers are using risk assessments that are up to ten years old – in essence, holding people to account for old behaviours and depriving them of the ability to move on with their lives.

We spoke to people who said they needed to be in dry accommodation away from alcohol and drugs, but providers were still typifying them as users and refusing to accept them on dry projects. This is wrong.

We heard that some parts of Wales have virtually no access to emergency accommodation, while others have accommodation that some people can't use for a variety of valid reasons including fear, and the need to stay away from drugs.

In these cases people have no option other than to bed down on the street – and when they do, they are vulnerable not only to attacks by the public but also to enforcement action by police and local authority rangers.

Some of the most shocking stories we heard were of people having their few possessions confiscated, and being banned from areas of the city where vital services are located. These incidents served to further break down relationships of trust between people and services.

Many people we spoke to had active substance issues. Substances were often seen as a way of coping both with mental health problems – often stemming from acute childhood trauma – and with the physical demands of life on the streets. But not all the homelessness professionals we spoke to understood that substance misuse is an illness and not a lifestyle choice.

Pathways between homelessness services and drug treatment seem weak: in one area we spoke to numerous people desperate for treatment, while at the same time there was spare capacity in a local residential rehab centre.

We found that legislation is creating a real and perceived barrier. Partly this is due to the continued existence of the priority need test: many people have been told they're not priority, and others are assuming that their single status means they'll be rejected by services.

Although Welsh law states that homeless people should still be given 'help to secure accommodation' even if they're not priority need, in reality we have found that many street homeless people are not getting a reasonable level of help.

Unrealistic requests to provide ID and various documents were often preventing people getting past the first hurdle. The legislation gives local authorities up to 56 days to help to secure accommodation, but the people we spoke to have found it impossible to stick with the system for this length of time. Most people had no idea where their application was, or even if it was still current.

## The way forward

The findings from this study echo a growing body of robust international evidence in 'what works' to help people sleeping rough. What is needed is a much swifter, more assertive, and more person-centred response from services.

The focus needs to be on getting people into a good home with the right support as quickly as possible. 'Staircasing' people from the street into hostels and from there into move-on accommodation does work for a proportion of people, but there are too many others who end up falling off the staircase and back into homelessness, with even fewer options available to them than before.

Many of our recommendations are aimed at fast-tracking street homeless people through the system to enable them to get into permanent accommodation and to access the right treatment and support much quicker than they can at present. We advocate a national roll-out of Housing First as the default approach for people with complex unmet needs, and we advocate the ending of the priority need test for street homeless people.

We are also recommending that a wide range of services – including our own independent advice services – look at how accessible they really are for people who are street homeless. As a result of this study, Shelter Cymru is looking to implement a number of changes to introduce street advocacy, so that street homeless people can get legal representation.

Our findings suggest that the support that is currently available is greatly appreciated by people sleeping rough. They described tenancy support as being a protective factor in preventing homelessness and often felt that good quality support would have prevented their own homelessness.

Current Welsh Government plans to remove the ring fence and protection for Supporting People budgets run the risk of massively undermining the prevention agenda and creating further rises in rough sleeping.

But at the same time we do need to make some changes in Supporting People services. It can't be acceptable that we have people who are street homeless simply because there are no local supported projects for couples, or people with pets.

Finally, we recommend that Wales as a nation needs to become more compassionate in how we relate to street homeless people.

The growing awareness of Adverse Childhood Experiences and childhood trauma is beginning to have a positive impact on how services work – but we need to step this up across the country, including among the public.

Police and local authorities have a key role to play in leading public opinion – not victimising or penalising people but being supportive, and providing a positive example. It is wrong to criminalise people who are stuck living on the streets because they are ill.

We need to work towards ending rough sleeping, not managing it. Most people we spoke to felt that their homelessness was not inevitable; that if they'd had the right help at the right time, they could have avoided the crisis that led them to the streets.

What has emerged very strongly during this study is that people who are street homeless need to be heard: all services must learn to do this properly, without cynicism or scepticism.

The first step to ending rough sleeping is to listen to what people have to say.

Compassion, empathy, and a shared determination to fit the system to the people and not the other way around – these are the assets that Wales can build on in the next stage of our journey to end the misery of homelessness.

### **Recommendations for providers of housing and housing-related services:**

- All providers of housing and housing-related services have a role to play in ending rough sleeping. All providers should review their services to ensure they are truly accessible for people who are street homeless.
- All providers should ensure that their staff are sufficiently aware of trauma informed practice and Adverse Childhood Experiences. Frontline staff and senior staff who have not already had ACEs training through the PATH project should be trained.
- All professionals who work directly with people sleeping rough should be trained in the provisions of the Housing (Wales) Act 2014, including how to support people to apply for reviews of homelessness decisions.
- Social landlords should actively cooperate with local authorities in addressing homelessness, including working to increase nominations from homelessness and getting involved in the roll-out of Housing First and other supported accommodation projects.

### **Recommendations for local authorities:**

- Local authorities should work towards establishing Housing First schemes at scale so that Housing First becomes the default approach for street homeless people with complex unmet needs, supported by assertive outreach and personalised budgets.

- Local authorities should ensure they accept a duty to assess homelessness without unnecessary requirements to produce ID and other documentation. They should be pro-active and flexible when considering accepting a duty to assess and ensure that people who may be homeless or at risk of homelessness are not being turned away at the first point of contact.
- Local authority commissioners of Supporting People services should work closely with local homelessness teams to ensure that service gaps are addressed. Commissioners should ensure that people are not being unduly excluded because of restrictive policies on 'house rules' and risk assessment.
- Local authorities that are not working in a multi-agency way to address the needs of people who are street homeless should consider doing so, referring to the Wrexham Crisis Café as an example of good practice.
- Local authorities should review their policies on removal of street homeless people's possessions, ensuring that possessions are not removed unless they present an immediate danger to the public or have been abandoned.
- Local authorities should exercise extreme caution in the enforcement of Public Space Protection Orders against people who are street homeless. Local authorities should monitor and report on numbers of dispersal notices issued.
- Local authorities should ensure they are setting a good example to the public in how they work with people who are street homeless, modelling values of compassion and empathy.

### **Recommendations for Welsh Government:**

- Welsh Government should ensure that responsibility for delivering the Welsh Government's Rough Sleeping Action Plan is shared between the Minister for Housing and Regeneration and the Cabinet Secretary for Health and Social Services.
- Welsh Government should immediately strengthen the Code of Guidance for Local Authorities on the Allocation of Accommodation and Homelessness to ensure that people who are street homeless are always treated as priority need.
- Welsh Government should bring forward an Order under section 72 of the Housing (Wales) Act to specify that people who are street homeless are a priority need group.
- Welsh Government should work in cooperation with the housing and homelessness sectors to develop a phased plan of action to abolish priority need entirely.
- Welsh Government should take action to address the numbers of people becoming street homeless on release from prison.
- Welsh Government should establish rapid referral pathways for street homeless people to quickly access drug and alcohol treatment and mental health treatment. Welsh Government should ensure that services are provided for dual diagnosis.
- Welsh Government should work with police forces in Wales to agree principles for how police staff interact with street homeless people, including the use of body worn cameras.
- Local authorities should ensure they are setting a good example to the public in how they work with people who are street homeless, modelling values of compassion and empathy.

- Welsh Government should commission further research to a) assess the effectiveness of hostels currently operating in Wales and small-scale supported accommodation projects; b) explore the experiences of people sleeping rough via mystery shopping exercises across Wales; and c) replicate this study in rural areas of Wales.

**Cardiff Council Scrutiny Committee January 21st, 2019**

**Submission from United Welsh for the agenda item on homelessness**

- *An update on winter provision (particularly over the Christmas period).*
- *Are services fit for purpose?*
- *How the hostels work together – is it effective?*
- *Supported accommodation – how effective is it? What kinds of support is on offer?*
- *Do people coming through the gateway get the support they need?*
- *For Members to understand the complexities of the service and the people that use it.*

United Welsh provides accommodation for homeless families (Adams Court), homeless individuals and couples (Oak House), second stage accommodation for individuals and couples (Prep Projects - which provide support on a less intensive level for people not quite ready for independent move on) and floating support in partnership with the Salvation Army.

We no longer have the capacity to provide emergency cold weather provision as we have converted the spaces we used into additional units: therefore, increasing year-round capacity. United Welsh however are willing to discuss how we can support any cold weather provision in the future.

Oak House works closely with other frontline hostels and CCC to accommodate individuals (in a focused environment and on a short-term basis), who feel ready to move on to their own accommodation and seek employment. Close working with CCC also enabled us to receive a Welsh Government grant to employ a temporary worker at Oak House and Prep to develop links with the private rented sector. This pilot was so successful that United Welsh made this post permanent, this has enabled us to provide a more efficient move on from busy frontline hostels, via Oak House, to independent accommodation often in the private rented sector.

Close working with CCC and frontline hostels also gave us the understanding of changing needs locally and our need to be flexible in our service delivery. With more couples in frontline hostels, and barriers for those with dogs, we changed our policy so that we now accommodate couples and those who have dogs at both Oak House and Prep. We have also added to the number of units (from 20 to 27) at Oak House and we now have accessible self-contained ground floor units, which are also useful to accommodate individuals with dogs, keeping them away from those who may not wish to have contact with animals.

We are willing to respond quickly to requests from the council thanks to our strong partnership working, even where these may be outside of our normal practices. For example, we recently agreed an appropriate plan and accepted an individual referral (rather than family) to Adams Court. (Case study attached). Adams Court evidences the close working relationship of CCC's support team with United Welsh and the relatively smooth running of 73 family flats. United Welsh are currently

building a community hall, adjacent to Adams Court, which will be used by the families, health professionals, community groups etc

United Welsh staff participate in the homeless service providers forums which are useful for exchanging information with other providers as well as CCC. Generally, there is a good feeling of partnership working. Gateway also works well, although staff have asked if there is the need to go through Gateway frontline hostels if we are happy to directly accept appropriate service users with low needs when we have vacancies? Could there be a fast track option? Partnership work with other statutory agencies could also be improved, especially for those with complex needs using our services. It is important to recognise that our tenants can vary in how they feel and present in a short space of time, so we need to maintain and develop strong links with partner agencies and be responsive to one another. CCC are however proactive in trialling new initiatives to manage complex service users whilst recognising that people can also decline services.

Janice Bell – Head of Specialist Housing and Supporting People

Melanie Arnold – Team Leader Adams Court

**Falling Through the Net Case Study – Client X**  
**The Housing Options Centre – Cardiff Council**  
**Jonathan Stephens, Interventions Coordinator**  
**15/11/2018**

**Introduction**

In recent years the Welsh Assembly Government has urged agencies and service providers to be proactive in providing effective and seamless services to those in housing need. One of the aims of the Ten Year Homelessness Plan for Wales 2009-2019 is to 'ensure that the support and other needs of homeless people are identified and provided for and that agencies work together to aid their sustainable resettlement'.

In line with this Cardiff County Council has created a specific Intervention Service to coordinate the delivery of services to Homeless Vulnerable Adults and Rough Sleepers in Cardiff. The Homeless Intervention Service will also monitor homeless individuals referred to the team who are falling through the net of services.

**History**

Client X is a 38 year old male, with a learning difficulty, who has been accessing our services here in the Housing Options Centre since approximately 2009. Client X has also spent time in prison and will go back to his mother's home if he is not being supported by a frontline hostel. He first came to my attention in 2017 after losing his accommodation of 5 years due to an altercation with another tenant in the same apartment block. He lasted such a positive length of time in part, due to an elderly gentleman who used to live in the block of flats that would be of support to Client X, and also due to the fact he had his own front door, and didn't necessarily have to associate with other people in the block. He then moved in with his mother, but displayed anti-social behaviour and made threats of violence towards her. This put his mother's home and health at risk. Client X does not cope well in close proximity to others, therefore our options were extremely limited. From this Client X moved into one of the frontline hostels and for a few months this was positive. However, issues around paying rent, ASB and engagement started to emerge. In an 8 month period client X was evicted 5 times for displaying aggressive and violent behaviour. Client X was refused accommodation from all support providers and so a second meeting was called.

**Outcome**

A Falling through the Net meeting was called for Client X, where all services currently and historically involved could get together and work towards an appropriate outcome. It was determined that Adams Court would be the most suitable accommodation for Client X, and we put together a list of actions to work towards this outcome.

Actions included;

- Clients X's mother to be involved with support and take the lead on managing finances such as paying rent and bills.
- Social Services and Montana Health Care to put together a care package suitable for Client X.
- To keep Client X in the loop in relation to his accommodation and support.
- To simplify all processes/rules for client X
- To provide Adams Court with a list of all contact numbers relevant to Client X.
- To look into volunteer litter picking scheme with Keep Wales Tidy for Client X.

Client X now maintains his own self-contained flat in Adams Court, and has done for some time due to the fact that his needs and issues were addressed appropriately and a positive step forward could take place for all involved.

## COMMUNITY &amp; ADULT SERVICES SCRUTINY COMMITTEE

21 JANUARY 2019

Present: Councillor McGarry(Chairperson)  
Councillors Ahmed, Carter, Ebrahim, Goddard, Jenkins,  
Kelloway, Lent and Molik

## 53 : APOLOGIES FOR ABSENCE

None received. Councillor Carter advised that he would need to leave the meeting for a short time to attend another meeting.

## 54 : DECLARATIONS OF INTEREST

None received.

## 55 : MINUTES

The minutes of the meeting held on 9 January 2019 were agreed as a correct record and signed by the Chairperson.

## 56 : TEMPORARY &amp; SUPPORTED ACCOMMODATION - SINGLE PERSON'S GATEWAY

The Chairperson advised Committee that the meeting had been arranged to hear from a range of service providers on temporary and supported accommodation in relation to the Single Persons Gateway.

The focus of the meeting would be for Members to gain an understanding of the following issues: An update on winter provision (particularly over the Christmas period); Are services fit for purpose?; How the hostels work together – is it effective?; Supported accommodation – how effective is it? What kind of support is on offer?; Do people coming through the gateway get the support they need?; For Members to understand the complexities of the service and the people that use it.

Members would hear from a range of representatives and to start proceedings, the Chairperson welcomed Councillor Lynda Thorne (Cabinet Member for Housing & Communities); Sarah McGill (Corporate Director, People & Communities); and Jane Thomas (Assistant Director, Housing & Communities)

The Chairperson read out an email she had received from former Councillor Eleanor Sanders explaining the service offered by the Churches Night Shelter as there was no representative at the meeting. The email detailed that the Churches Night Shelter opened their doors just before Christmas would be open until the end of March, they are open in different churches every night from 8pm to 8am, with around 20 spaces available each night; in recent years they have worked more closely with the Council's Outreach Team and one of their main aims is to try and move guests on to more permanent accommodation.

The Chairperson invited Councillor Thorne to make a statement in which she thanked Committee for the invitation to attend as part of its review of homelessness and the

Single Persons Gateway. She added that Members would be aware that homelessness is a complex issue and many clients who use the single person's gateway have challenging issues including mental health, substance misuse and offending behaviour.

Councillor Thorne considered Cardiff to be very lucky to have a range of supported accommodation options, provided both by the Council directly and by a range of very committed partners. However, the numbers coming into services and the increasing complexity of clients is putting pressure on those services. There is a need to review Cardiff's provision to make sure that it does meet the needs of the clients and the Scrutiny review comes at an opportune time, ahead of the recommissioning of some of the single person gateway services next year and any comments or suggestions that the Committee may wish to give ahead of that recommissioning would be welcomed.

Members were provided with a presentation on the Single Persons Gateway Overview after which the Chairperson invited questions and comments from Members.

Members asked for more information on the pods and whether they had individual doors and beds and were able to be locked so that personal belongings could be left in them. Officers advised that the pods vary from project to project and that providers would be able to give more information on their specific pods.

Members found it useful to see the number of people in the gateway but were concerned about the significant number of people who are not engaging with the service; asking how Officers envisage the gateway should work, where the blockages are in the system and how long people should spend in each stage of the process. Officers stated that ideally it would just be a few days in emergency accommodation, but it does vary on demand and need and vulnerable people can be put through to later stages in the process. With regards to first line hostels, there would be a review after 6 months but there are challenges with moving on such as needs and availability of second stage accommodation.

Members considered that the blockages could be in stages 1 and 2 and the shortage of supply in frontline and second stage accommodation could be causing this; if this supply was expanded then it could free up emergency accommodation for people on the streets. Officers explained that people will have problems moving on for various reasons but it was important to ensure that there is enough second stage accommodation and it is the right sort of accommodation.

Members considered that the numbers in relation to supported housing for people with mental health and substance misuse issues was very low and asked what the Council was doing to support these people. Officers explained that they are doing what they can at the moment, the review will see if a whole scale change is needed; currently they look at the level of need and identify the best provision.

Members asked when they would know that the needs assessment has been carried out and the numbers of people and who are getting help are known. Officers said that the needs assessment would be carried out in the Spring/Summer.

Members stated that they had previously said there should be more awareness of Council services targeted to the public and asked what was being done about this. Officers advised that they are working on getting good news stories out to the public.

Members asked what was being done for people who have stated that they don't want a hostel or emergency accommodation. Officers outlined the Housing First scheme and the work being done by the Outreach Team. Members asked if the Housing First scheme was successful and were advised that there had been 8 people successfully housed through the Housing First scheme and there were 3 waiting; this scheme would be expanding next year with Council provision.

Members asked if the Single Person Gateway, although an important mechanism, was failing as the numbers of rough sleepers are increasing. Officers explained that there were a number of reasons that the number of rough sleepers is increasing including the complexity of client needs meaning that they are harder to house. There have been an increased number of people going into accommodation but nationally the numbers of rough sleepers has increased; there is always room to improve and that is why the review was happening.

Members noted that new initiatives are tried based on feedback from service users, these are based on needs and what has worked well elsewhere.

Members asked if there was a bigger role for Health to play and Officers agreed that more input from Health services was needed long-term; there was provision taken onto the street and there was a nurse but the Multi-Disciplinary Team that was set up would enable expertise be brought in and be readily accessible. Members were advised that the Public Services Board have signed up to improve services for rough sleepers, the Area Planning Board would be taking a more active role and there was a partnership focus to align roles.

Members discussed people coming to Cardiff to rough sleep from outside the area and Officers advised that just over a third of people rough sleeping are from outside of Cardiff, from a widespread area of England and Wales; people are assessed and if they are considered a priority need and their own local authority can be identified then contact would be made.

The Chairperson welcomed Richard Edwards from the Huggard centre and invited him to address the Committee. Members were advised that this was a very important and difficult social issue and whilst Cardiff was fortunate to have such good facilities and level of provision it was important not to be complacent. Mr Edwards explained that the Huggard Centre provided an open access day centre which was unique in Wales, in 2018 it had worked with 2174 individuals, recently the centre had seen an increase of around 24 new rough sleepers each month; alongside this increase in number, there had also been an increase in the complexity of people's needs. Members were advised that the client group of the Huggard Centre had changed, when it started in 1989 the client group was predominantly middle aged males with alcohol dependency, recently there had been a huge explosion in drug use and clients were younger and often with mental health issues, which they had suffered with either previously or due to the drug use. Mr Edwards explained that this tied in with issues of County lines, where drugs were being run into cities and vulnerable people were being exploited. Members were advised that the Huggard Centre had 1

Health post which supported substance misuse support. In 2018, 83 people had been supported into treatment services and an extra 198 people had been added to the misuse/needle exchange database. It was stressed however that more input from Health services was needed. Members were advised of the correlation between addiction/substance misuse and street sex work/begging and were advised that some people use the Huggard's services in the daytime but are back on the street at night time as this is more lucrative. Members noted that in order to gain sympathy and money people often portray a negative impression of the services provided to homeless people; Mr Edwards explained that there is sufficient accommodation in Cardiff – however, the type of accommodation is restrictive and often communal in nature.

The Chairperson thanked Mr Edwards for addressing the Committee and invited questions and comments from Members;

Members discussed the needle exchange programme and noted that around 20 litres of needles are collected daily. Members noted that since such programmes have been in place then there has been a reduction in blood borne diseases; however Members noted that there was a wider community safety issue with regards to needles being discarded on the street. Mr Edwards agreed that the needle exchange programme is vital for all in the community, including those in street based sex work; adding that needles given out are single use needles with locks on that are safe if discarded. It was stressed that more investment from Health Services was needed to provide the correct harm reduction advice. Mr Edwards explained that he is unable to allow drug use in the Huggard Centre, therefore people are driven onto the street to take their drugs; he explained that he would like to work with them and stop this and address the wider community safety issue and bring people into services but this would be a bold move and it would require changes to the law.

A Member explained that he had read an article with rough sleepers which had said that the Huggard Centre was rife with drugs and thieves and asked if this was correct. Mr Edwards explained that they deal with complex clients often with offending behaviour, if they were not dealing with them at the Huggard Centre then they would be on the streets; they do however try to provide the safest environment; they are fully staffed and there is CCTV inside and outside which is constantly recording; there is infrared CCTV in the communal sleeping rooms; any issues are reported to the Police and there is a zero tolerance with drug dealing and the drug squad are informed immediately. With regards to theft, there are 49 personal safes for clients to use, they are not complacent, they are aware there are high risks but they take steps to make sure people are made welcome and feel safe and secure. Members discussed what could be done to address the increase in drug use. Mr Edwards explained that people on the streets are highly vulnerable to exploitation and peer pressure and more resources are needed to support and advise people at the needle exchange point, to get them into services more quickly.

Members asked for more information on how they envisage bringing people with drug addiction in service? Mr Edwards explained that current drugs laws go back to the 1970s and these are a legal sticking point. It would take a bold political move across Welsh Government, Police, Local Authorities and Health to explore "Enhanced Crime Reduction Centres", but he considered that a safe place for people to use their drugs

with medical support would protect lives and the wider community, have a positive impact on drug use and reduce drug deaths and public drug litter.

Members asked about the Police's role and asked how vulnerable people are not criminalised but that the drug pushers are tackled. Mr Edwards explained that there is an agreement in place between the Police/Welsh Government with regard to possession of drugs.

Members asked what was in place to help women on the streets and what specific work was being done with regards to the street sex trade. Mr Edwards explained that there are a number of specialist projects in place for women involved in the street sex trade, there were very complex needs and a multi-agency approach is taken. Women at hostels are segregated and supported, with counselling and wrap around services are provided where possible.

The Chairperson welcomed Yvonne Connolly and Laura Carey from the Salvation Army and invited them to make their presentation to Committee, after which the Chairperson invited questions and comments from Members.

Members asked how the Salvation Army works together with other hostels and were advised that the management team for frontline hostels meet on a monthly basis; they share and learn and advocacy is developed through this forum. There are lots of moves and swaps between hostels and relationships between them are very strong.

Members referred to floating support and that 91% of people leave with full support and asked what number of people this referred to. Members were advised that this represented 256 people last quarter and they were currently working with 92 people/families/couples.

Members discussed how long a client would spend in Ty Gobaith and how easy it was for them to move on to another type of accommodation. Members were advised that move on accommodation was a challenge for everyone; with regards to timescale they worked on a 6 month principle, with a review after 6 months; on average the time was more like 8 months. It was added that the service has changed a lot and now involved more wrap around services and support.

Members asked what the priority would be in relation to funding if there was an influx of grants of investment. Ms Connolly advised that there was a catalogue of things, the City needs a city-wide approach and while there are strengths across all services, there is also a need to talk to the people who use the services to establish why (for example) they are not feeling safe or using services. These could be difficult conversations to have but it was important to listen to people and reflect. Housing First needs to be on offer to people.

Members asked in relation to the Commissioning Strategy, how long was needed for the strategy to work. Ms Connolly advised that there was a national issue around commissioning cycles but 7-9 years should be the base to enable investment in buildings and services to establish stability.

Members asked if there were any spare beds in Ty Gobaith, what the charges are and whether there were any problems in relation to receiving payments. Members

were advised that Ty Gobaith was running at 97% capacity, with the other 3% being rooms out of use due to the need for repairs. All referrals come via the Single Persons Gateway. Charges are currently £13 self-catering; £31 half board. Payment arrears are quite high and this continues to be a challenge, and they are working with the Job Centre to look at any benefit issues.

Members asked if Ty Gobaith has seen an increase in drug use and family breakdowns. Ms Carey stated that there had been an increase in drug use but it was the type of drugs and their impact had been the significant change, an example was given of the physical presentation of someone taking SPICE in comparison to heroin and the huge physical and mental impact it has. It was stated that Cardiff compares quite well with other cities in relation to drug related deaths and has good harm reduction and needle exchange programmes. With family breakdowns, there has been a significant increase; the Northlands centre sees the immediate effect of this and they work with families and provide respite and support.

Members asked how Ty Gobaith deals with the retention of needles and were advised that they have given out 658 needles and received 5000 in return so the return rate was good. They also work with schools to ensure that any reported discarded needles are cleared up quickly.

The Chairperson welcomed Gareth Jones and Sian David from the Wallich centre and invited them to address the Committee.

Members were advised that the Wallich was established in 1997, they deal with around 31 clients out on the street, but 40 in the last week.

Members were advised that in relation to Rough Sleeper Intervention, due to pedestrian safety, the Wallich are currently not able to access Queen Street.

There is emergency accommodation and some further accommodation via the private rented sector. The Night Shelter is expanding to 22 places and the Clare Road house is just reopening. The Wallich is running at capacity.

Members were advised that the average stay is 3 weeks

The Wallich has a Community House Team with a dual diagnosis project for mental health and substance misuse that provides a co-concurring, psychologically informed environment.

In the past, there were around 30 incidents a month, but now only 2/3.

The Wallich has rolled out a number initiatives – through WG funding, there are a network of therapists; they are dealing with an increased number of clients with Adverse Childhood experiences (ACEs); there is a need to increase therapeutic services.

A key goal is to get employment or volunteering for clients – through counselling and therapy.

25% staff working for the Wallich have Lived Homeless Experience.

The Wallich is involved in Ty Tarian, in partnership with the YMCA which offers a specialist 5 bed space.

The Wallich also run a number of mobile operations such as multi-disciplinary services and a mobile health centre which takes a medical room out to people who need it. They look at different models and engage with people through the night, building trust and guide people into services.

With regard to the demographics, in the early 1990's this was predominantly groups of people with alcohol dependency; these are still clients but they are housed and supported in the community in the Shoreline project.

The Chairperson thanked Gareth Jones and Sian David and invited questions and comments from Members;

Members asked for more information about the issues faced in relation to approaching people in tents on Queen Street and were advised that they have been asked not take their vehicle onto Queen Street as it has a health and safety problem with pedestrians, particularly on the breakfast run.

Members asked in relation to the Shoreline project whether landlords are being risk averse. Members were advised that the issue is a "hot potato". The Wallich is currently reviewing their drugs policy, and the Police and Crime Commissioner is fully supportive. The Wallich doesn't want to exclude people with drug issues, they want to work with them but landlords can be restrictive, it's a difficult issue but a measured approach is needed.

Members referred to residents and asked what is offered to have more people inside during the day. Members were advised that they encourage volunteering and they have developed a peer mentoring scheme. They engage with residents to establish what their goals, needs etc. are. They work with employers in relation to criminal records and addressing skills shortages.

Members were encouraged to hear about results and successes, but wondered if this was due to the small numbers. Members were advised that one size does not fit all, and hostels are not the answer long-term; it was difficult to say what it would be like if there weren't a range of options available.

Members asked if the services provided are getting more complex and if there was a risk of overcomplicating things. Members were advised that Housing First is a well-researched and proven initiative. Innovation is not developed for the sake of it. Partnerships and working together is key as is continually learning and moving.

Members asked if Cardiff was lacking in relation to local innovation and were advised that there was plenty of innovation. A major issue is the lack of supply in both the social housing and private rented sector to move people on from hostels.

Members asked if the commissioning strategy was supporting the 3<sup>rd</sup> sector. Members were advised that it was not, short-term funding was not conducive to planning and developing services. It also places smaller organisations at a disadvantage. The hope was that the multi-disciplinary team would be a major development in addressing this.

Members asked if there were enough services for dual/multi diagnosis clients and were advised that it can be tough to arrange services – particularly commissioning across health, housing and the criminal justice system.

The Chairperson welcomed Tamsin Stirling an Independent Housing Consultant and invited her to address the Committee.

Ms Stirling advised Members that she was a Splott resident and a Freelance Housing Specialist who had been involved in the Housing Wales Act 2014 Policy Development and Homelessness was a part of that.

As a resident she was sad to see the change in the City, particularly with the tents and stated that this shouldn't be accepted as the way things are. She outlined a number of things that she considered important, including; The need to engage with people on the street; the Give DIFFerently Campaign which she considered was only useful for people who are engaged in the system; the issues of violence and stigma for people on the streets; the need for individuals to engage in educating themselves as citizens were key considerations. There also needs to be a better coordination of effort via the Frameworks Institute (CRISIS), partnerships and organisations within them playing to their strengths through commissioning and achieving outcomes; co-producing services; and developing these with service users and providers were key going forward. She also outlined research and evidence giving an overview of sources in relation to preventative measures, prison leavers, rough sleepers in England and Scotland; international sources which could also be crucial in in developing policy and practice.

The Chairperson thanked Tamsin Stirling and invited questions and comments from Members;

Members asked if a comparison could be made between what is happening in Cardiff to other cities (such as Los Angeles) and whether it was time to accept that there is a real crisis in Cardiff. Ms Stirling advised that in terms of the scale of the problem then no. Tents are becoming an issue and Welfare reform has had a massive impact, but in the UK there would not be the kinds of "sweeps" there were in LA to achieve short-term impact as this was not helpful and it did not work.

Members asked Ms Stirling if she considered this a complex spiral. Ms Stirling considered that the system had become dysfunctional particularly in relation to the number/range of student accommodation but not social housing in the City. She considered that there was a need to look at the housing market and homelessness together.

Members asked in relation to rough sleepers, whether there was any research that identified any schemes that work and whether there is an increase in numbers of rough sleepers. Ms Stirling advised members that Housing First is an example of good practice and yes, there are more visible rough sleepers currently.

Members discussed supply and demand and asked if there was a correlation between housing need and homelessness. Ms Stirling considered there was, but there is also the need to challenge human psychology around rough sleepers and shape public perceptions of rough sleepers. Ms Stirling considered there is a psychic numbing and there needs to be a move towards a "kinder Cardiff".

The Chairperson welcomed Ian Ephraim from Ty Tresillian and City Centre Outreach Team and invited him to make his presentation to the Committee after which the Chairperson invited questions and comments from Members.

Member noted the reference to 5 rough sleepers in one day, with 4 re-presenting and asked why this had happened. Members were advised that 1 was from London; 2 from Newport of which one had a local connection.

Members asked if there were any issues with “move on” accommodation and were advised that the average time people remain is around 6 months, but, for some, it can take over a year to find them suitable accommodation.

Members asked where the Multi Agency team were based and were advised that they are based in Housing Options Centre but they are out engaging with other providers too and will also engage with rough sleepers on the street.

The Chairperson welcomed back welcomed Councillor Lynda Thorne (Cabinet Member for Housing & Communities); Sarah McGill (Corporate Director, People & Communities); and Jane Thomas (Assistant Director, Housing & Communities) and having heard evidence from service providers, the Chairperson invited them to comment on some of the issues raised.

Officers reflected on what had been presented and considered that it had been an interesting discussion with common themes and evidence including;  
Partnership approaches that needs to be whole system; a variety of provision; joined up; one size doesn't fit all;

Trauma informed approach;

Joint commissioning across health, police and the Council was vital;

It is a very complex situation, but there was a willingness to find solutions;

There are issues in relation to short-term funding and it needs to be sustainable;

Commissioning arrangements need to be reviewed as there is a need to do things differently;

More work in relation to communication is needed;

With regard to partners, there needs to be relationship building and address issues of “competition”;

A real need to understand why people do not engage with services.

The Chairperson invited final questions and comments from Members;

Members asked about issues with housing stock and as a social landlord, is there more Cardiff can do with housing associations. Members were advised that almost all accommodation is provided via Housing Associations.

Members noted that Officers were not aware of the access to Queen Street issues.

Members noted that there was a perception that rough sleepers are avoiding services and asked if more can more done to use and promote a “safe” hostel for those with mental health problems. Officers agreed that they need to monitor this.

AGREED: that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee via a report when discussing the way forward.

57 : URGENT ITEMS (IF ANY)

None received.

58 : DATE OF NEXT MEETING

Budget Scrutiny – 18<sup>th</sup> February 2019 at 4.30pm, Committee Room 4, County Hall, Cardiff.

59 : PRESENTATIONS

The meeting terminated at 8.25 pm

# Single Person Gateway Overview CASSC - Jan 2019



# Temporary & Supported Accommodation

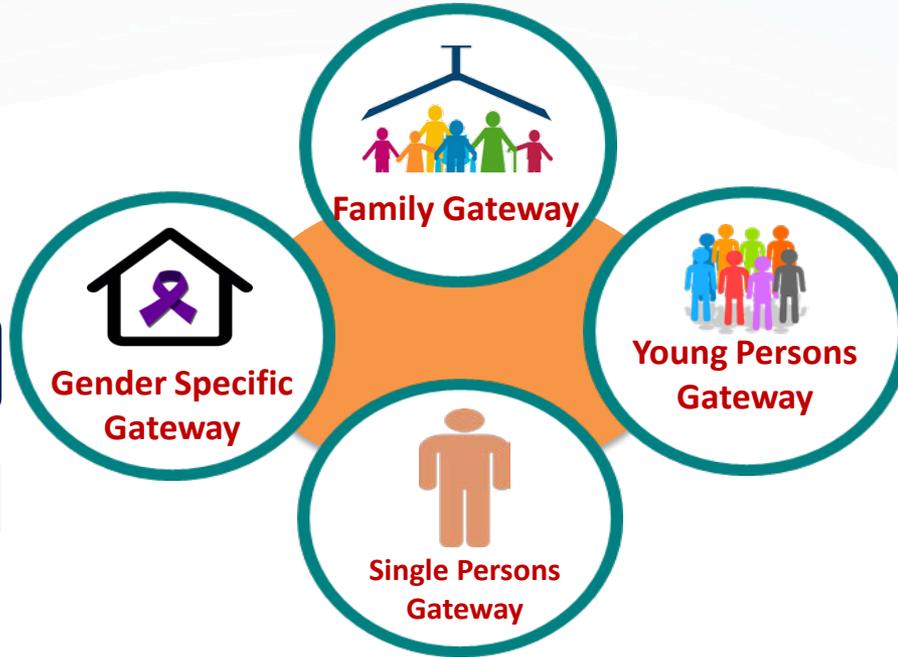
The Single Person Gateway is one of 5 gateways into accommodation – a joined up partnership approach.

## Number of clients housed 2017/18

1409 – Single Persons Gateway  
 497 - Family Gateway  
 226 -Young Persons Gateway  
 238 - Gender Specific

Hostels and Supported Accommodation  
124 Units

Leased Properties  
343 Units



Intensive Supported Accommodation  
45 Units

Hostels, Emergency and Low Level Supported Accommodation  
103 Units

Supported Housing  
12 Units

Medium Support Crisis/Refuge  
12 Units

High Support Crisis/Refuge  
31 Units

Emergency Accommodation  
78 Units

Front Line Hostels  
261 Units\*

Cold weather provision  
90+ Units

Supported Accommodation  
353 Units\*

\* includes units not funded through supporting people grant

# Accessing the Single Person Gateway

## Access

- Accessed through to Housing Options Centre or via Outreach / Partners (Rise , Asylum & Refugee Support Team)
- Out of hours – co-ordinated through Tresillian / Huggard (assessed following day)
- Following assessment of client's support and risk information – normally placed in Frontline accommodation.

## Move on

### Second Stage Accommodation

- Support provider/Agency completes Supported Accommodation Assessment Form (SAAF)  
Decision is made by HOC team to identify most appropriate accommodation
- Placement will be provided when available , subject to waiting lists/clients priority

### Private Rented Sector pathway

- Bond and Rent in Advance assistance provided at Housing Options and Huggard
- Some providers operate move on schemes – YMCA / UWHA(Oak House)

### Social Housing pathway

- Preferential banding given but supply is limited

# Single Person Gateway - Emergency accommodation

Type	Scheme	Description	Number of Individual /units
Shared spaces	Floorspace Ty Tresillian Huggard Hostel	Sleeping mats in a shared space within the Huggard and Tresillian hostels, with support provided overnight.	12 12
	Wallich Nightshelter	Shared rooms accommodating 2-3 people for emergency overnight stays.	12
	Council TY Nos Nightshelter	Shared rooms accommodating 2-3 people for emergency overnight stays.	10
Individual units	The Wallich Sir Julian Hodge E-Bed	Emergency overnight stay in a small room in Sir Julian Hodge hostel	3
	YMCA Ambassador Pods	Self-contained units within one shared room	3
	Emergency beds	Individual emergency beds in own room for up to 28 days	2
	Ty Tresillian Cabins	Self-contained units with support as needed from Ty Tresillian hostel. Clients can stay longer-term if needed.	3
	Pods Ty Tresillian Huggard hostel	Small self-contained units for emergency overnight stays.	13 8

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To open shortly:

- 11 additional spaces in Wallich Nightshelter
- 8 Additional pods in Huggard Hostel



# Single Person Gateway- Front Line Hostels

Type	Scheme	Description	Number of Individual /units
High support needs	Ty Tresillian (Cardiff Council)	24 hour supported hostel providing ensuite rooms, 2 rooms can accommodate couples and 2 are adapted and accessible. The hostel accommodates clients with complex support needs who may have considerable risk factors.	24
	Huggard Hostel	The hostel is staffed 24 hours and a high level of support is provided. All 22 rooms are en-suite, 2 of these rooms can accommodate couples	22
High-Medium level support needs	The Walk (Cardiff YMCA)	81-bed hostel providing advice and support to those with medium- high support needs. The hostel is fully catered and rooms have shared bathrooms. All residents are allocated a support worker and support is tailored to individual need	81
	Ty Gobaith (Salvation Army)	The hostel is staffed 24 hours a day and provides a range of half board rooms and self-catering rooms.	47
	Sir Julian Hodge (The Wallich)	24 hour staffed hostel, all rooms are self-catered and with a shared bathroom. 5 of the rooms can accommodate couples. Residents can access support 24/7 if needed.	25
Low level support needs	Ambassador Hostel (Cardiff YMCA)	Low-level support provided for clients nearing independent living.	35
	United Welsh Oak house Hostel	Hostel for clients with low support needs who are close to independent living. A PRS scheme is in operation where clients are assisted to find suitable private accommodation and employment.	27



# Single Person Gateway- Second Stage Accommodation

## Low- Level Support Projects

<b>Mixed support needs</b>	Huggard Houses	Visiting support provided to 3 shared houses in the community. Support is offered around life skills and finding accommodation.	9
	United Welsh Prep Houses	Visiting support is provided to 5 houses in the community (4 houses have self-contained flats. 1 property offers shared facilities).	19
	Llamau	Self-contained flats for women, visiting support provided.	4
	CC SAIL	Self-contained Cardiff Council flats, visiting support provided.	7
<b>Mental health</b>	Cardiff Mind	Self-contained flats in the community, visiting support available 9-5	4
	Hafod Care	Shared houses in the community, visiting support available 9-5	22

## Mixed Support Needs- Medium & High Level Supported Projects

<b>Medium level support</b>	Huggard Houses	11 shared houses in the community, including one female only house. Visiting support provided	35
	Wallich Riverside	Large shared house for clients at risk of offending and willing to engage in employment, training and volunteering. Visiting support provided.	8
<b>High level support</b>	Council – Supported Accommodation	Self Contained Flats with 24hr on site presence (includes rough sleeper project).	43*
	Llamau Ryder Street	5 bed hostel for women only, support provided 24hrs.	5
	Gwalia Janner House & Teal Street	Janner House provides eleven units of 24 hour staffed accommodation to service users within self-contained flats.	11 9

## Mental Health- Medium & High Level Supported Projects

<b>Medium support</b>	Cardiff Mind houses	Shared accommodation in the community, visiting support available.	22
	Hafod Care	Shared houses in the community, visiting support provided.	13
<b>High support</b>	Hafod Care	Shared and self-contained properties, high level of visiting support provided to those with complex mental health issues.	15

\* Recently expanded supported housing - currently 43 flats, expanding further over coming year



# Single Person Gateway- Second Stage Cont.

## Substance Misuse/ Alcohol- Medium & High Level Supported Projects

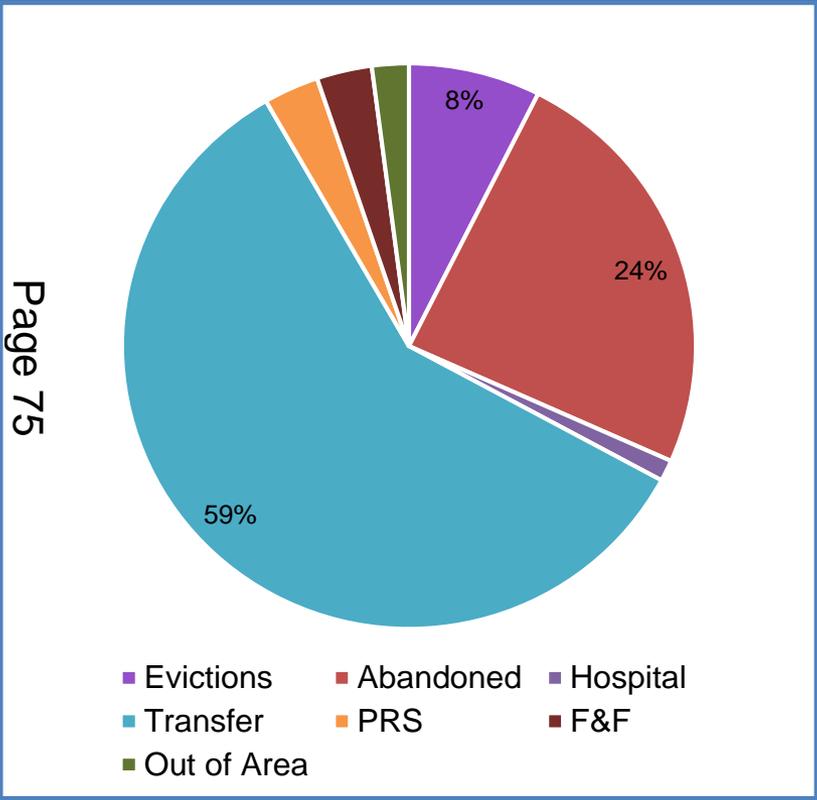
Non-abstinence projects	Wallich Community Houses	Range of supported accommodation (24 hr staffed houses and lower level visiting support properties) for clients with dual diagnosis (substance misuse issues and mental health).	33
	Shoreline	24 hour support provided within 6 shared houses and dispersed flats. Shoreline is a non-abstinence project for clients who are alcohol-dependant or have significant issues with alcohol.	38
Dry/abstinence projects	Solas Dyfrig House/ Glan Yr Afon	Dyfrig House contains a mix of self-contained flats and shared accommodation for clients wishing to remain abstinent from substances. High-level support is provided to clients to remain abstinent, clients must agree to be breathalysed and be abstinent from alcohol and substances throughout their stay.	35
	Wallich Croes Ffin	Supported houses for clients in recovery from dependency issues, with support staff in residence during office hours. All clients accepted onto the programme will have engaged in a detoxification programme and remain abstinent for 6 weeks prior to the point of referral.	8
	Salvation Army Bridge Programme inc. Aftercare/ Aftercare House	Three stage process for clients wishing to become abstinent: 1) initial preparation and detox (room within Ty Gobaith hostel) 2) Aftercare stage (self-contained flats within Ty Gobaith hostel), Move-on stage (shared house in the community). The service is a joint partnership with the Community Addictions Unit (CAU), and the team includes a Consultant Psychiatrist as the Clinical Lead, alongside a Community Psychiatric Nurse, Specialist Support Workers and an Outreach Worker.	13

Funding: Most projects funded by a combination of HB and Supporting People, some projects operate without SP and some partners offer additional units

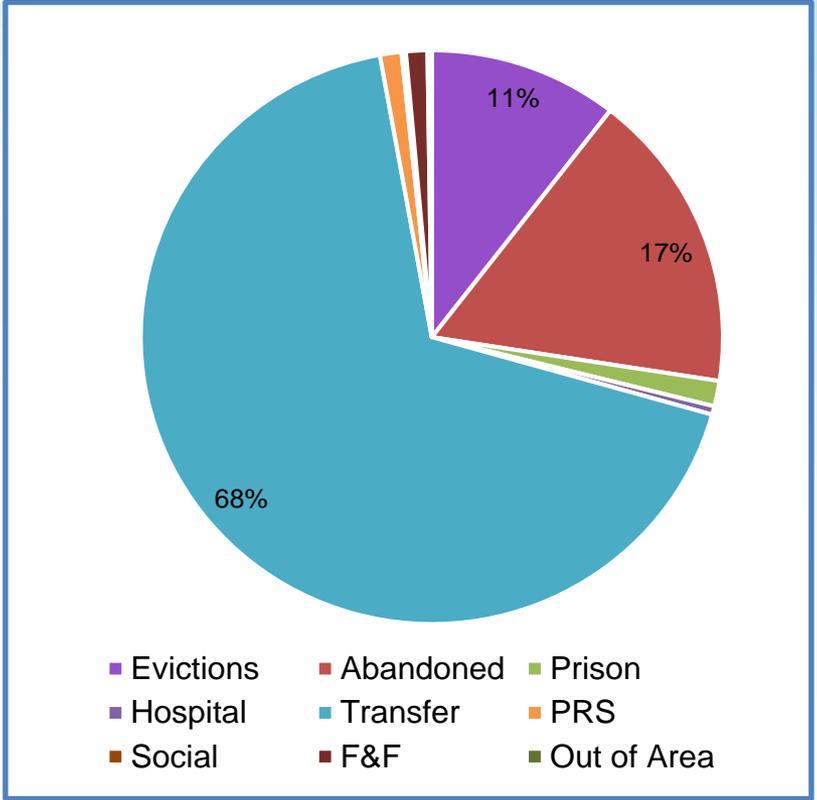


# Outcomes- moves through Single Person Gateway (01/12/17- 30/11/18):

Emergency Accommodation - shared spaces

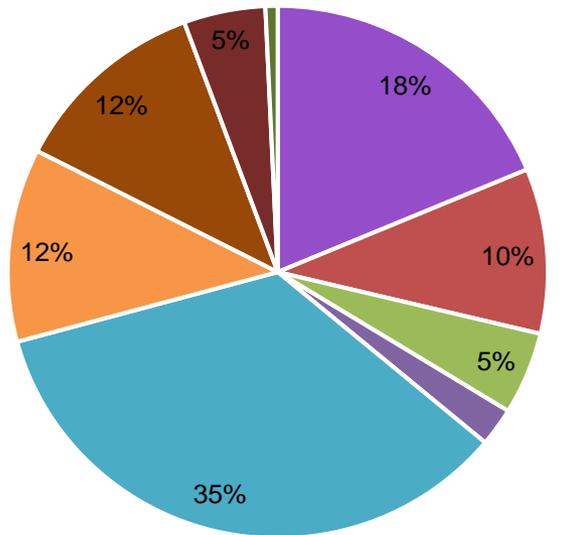


Emergency Accommodation - individual unit

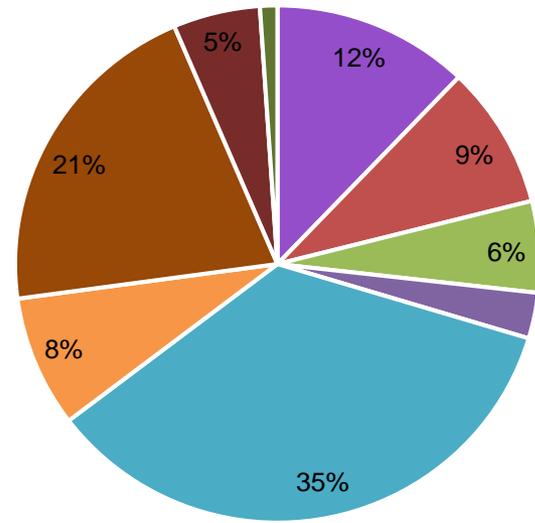


# Outcomes- moves through Single Person Gateway (01/12/17-30/11/18):

Front Line Hostel moves



Secondary accommodation moves



Page 76

- Evictions
- Hospital
- Social
- Abandoned
- Transfer
- F&F
- Prison
- PRS
- Out of Area

- Evictions
- Hospital
- Social
- Abandoned
- Transfer
- F&F
- Prison
- PRS
- Out of Area



# Key Developments - Improving Accommodation

## Emergency Accommodation

- Direct access to bed spaces for clients identified by Outreach
- Support workers for those only accessing emergency accommodation
- More individual pods at Ty Tresillian & Huggard hostels,
- Extension to the Wallich Nightshelter
- Ty Nos – Council Nightshelter

## Supported Housing

- Council Supported housing Scheme

## Housing First

**Salvation Army** - in first year 8 individuals have settled into tenancies, with a further 3 matched to tenancy and awaiting move in next week (up to 20 units)

**Cardiff Council** - started Dec 2018 and will be working closely with the private rented sector to ensure people have a choice in where they would like to live (up to 10 units).



# New Initiatives

Many clients have **complex issues** resulting from (ACES) resulting in poor mental health and substance dependency. These clients can struggle to maintain any form of accommodation resulting in a “**revolving door of homelessness**”:

- **Strengthening Multi Agency team**
- **Homeless Advocacy Programme** pilot. Provide continuity of support both on and off the street - aim to identify triggers for evictions/abandonments, to sustain placements or support positive moves.
- **Innovative Intensive Supported Housing Projects** developed to meet identified gaps and specific needs: Compass Project /Ty Tarian
- **Training for Support Workers** – range of training offered to all partners to build the skills of support workers
- **Research** – Review of effectiveness of homeless services for those rough sleeping / in hostels



# Accommodation and Support Recommissioning

## *Single Person Gateway - Second Stage Accommodation*

Aim to take a multi agency approach

Activity	Timetable
<b>Needs Assessment - Provider / Partner / Service User Engagement</b>	<b>Spring - Summer 2019</b>
<b>Cabinet Decision</b>	<b>Summer 2019</b>
<b>Recommissioning</b>	<b>Autumn- Winter 2019/20</b>
<b>Contract Commence</b>	<b>Spring 2020</b>



# Salvation Army Cardiff

## REGIONAL TEAM

Yvonne Connolly – Regional Manager

Emma Paynter – Assistant Regional Manager



## WHAT WE DO

TSA delivers a wide range of services across UK and Ireland working to prevent, relieve and support people out of homelessness including

- **Single accommodation-based services,**
- **Floating support services,**
- **Day and night shelters,**
- **Rough sleeper outreach,**
- **Specialist Young Person Homelessness Services**
- **Community homelessness drop-ins**
- **Resettlement services,**
- **Drug and Alcohol Rehabilitation Services**
- **Family homelessness services**
- **Housing First**
- **Complex Needs Services**

Ty Gobaith &  
Bridge Treatment  
Programme

Northlannds

Partneriath Floating  
Support

EEA/Reconnection/  
Bus Project

Housing First

Salvation Army  
Cardiff

# Ty Gobaith Lifehouse

- Tŷ Gobaith provides tailor-made services to its residents, to meet their needs and support them in making a positive change.
- 72 Single Homeless Beds including
  - **15 Bed Bridge Programme** - specialist onsite treatment and detox programme – Award winning partnership with CAU & **only one in Wales**
  - 4 Bed **Complex Needs** Unit
    - Specifically working with entrenched rough sleepers/those not sustaining current hostel system
  - 8 Bed Community House Resettlement Programme
  - 2 Bed “Pod” back to work programme
  - 4 NRPF “Pod” Programme
  - **Award winning onsite accredited college delivering range of specialist ETE skills/positive use of time programme**

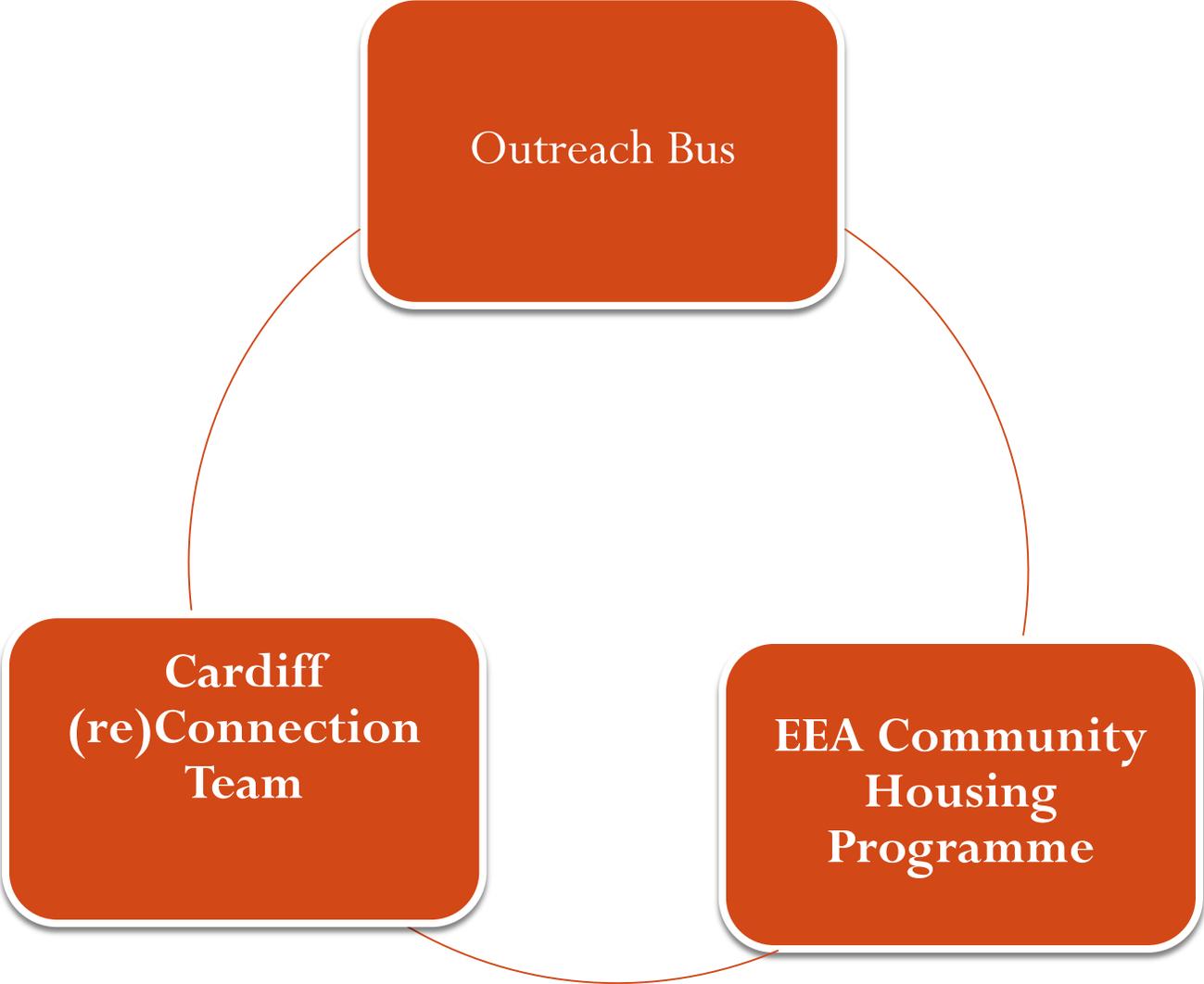
# Northlands Young Person Service

- The centre is a purpose built 26 bed specialist Lifehouse offering tailor made support for young people aged 16 -21 years.
- Centre underpinned by an **asset based approach** to working with YP focussed on **Prevention**, Early Intervention and Long Term **Sustainability**
  - 70 - 75% positive move\*
  - In house mediation & respite project - **focussing on healthy relationships** with family and return homes where appropriate
  - In house Positive Pathways Coach (learning and development) with over **70% of YP engaged with ETE activities**
  - Calais Intake – extending to working with young asylum seekers

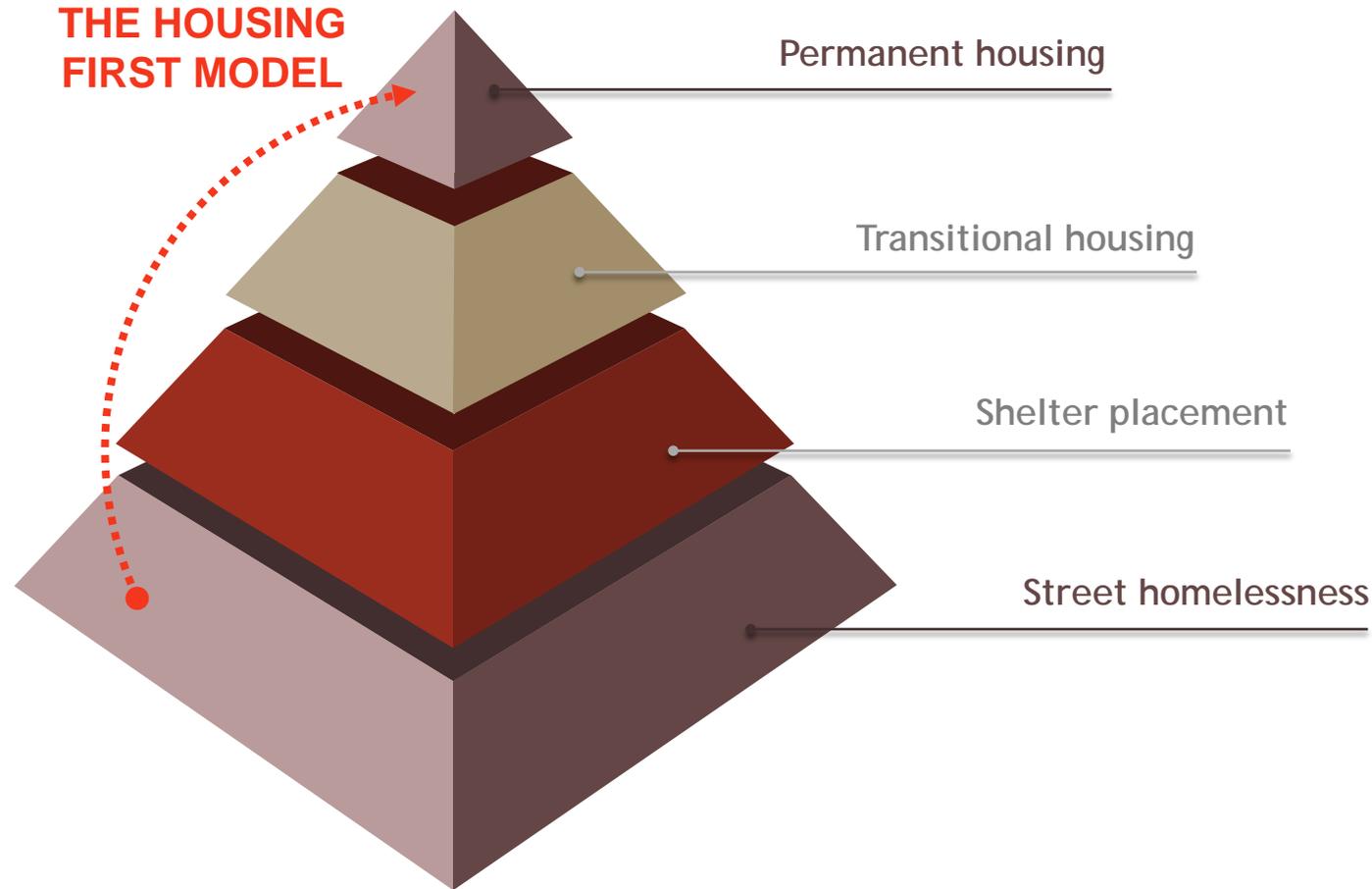
# Partneriath Community Support Service (Floating Support)

- The Salvation Army was awarded the prime contract in partnership with United Welsh to deliver Floating Support to over 300 units in Cardiff in April 2017
- Modelled on and delivering a **true homelessness prevention service** - helping people stay in both their homes and communities in Cardiff
  - **91% of people leave with full support needs met**
  - **94 individual cases prevented from homelessness (last quarter!)**
- Delivered through a **12 week tailored support package** - encompassing everything from financial management to mental health and wellbeing.

# Cardiff Outreach Services



# Cardiff Housing First



Founded on the RIGHT to a home

## Core principles

- People have a right to a home
- An active engagement approach is used
- Flexible support is provided for as long as it is needed
- Housing and support are separated
- Individuals have choice and control
- The service is based on people's strengths, goals and aspirations
- A harm reduction approach is used

# Housing First Statistics

One year on

## Cymorth Homeless Prevention Award Winner 2018



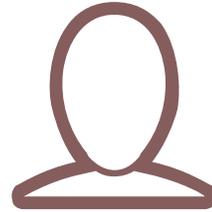
### Engagement

On average clients engage with the team for around 4 months from first conversation to allocation of property



### Support

On average clients get 14 hours of face to face contact a week once they are in a property.



### Outreach

On average clients get 3 hours per week whilst on outreach, which can include staff attending the breakfast run, bus project etc



### Properties

11 people are now in accommodation

Different types of accommodation to reflect choice, control and local reality.

# Housing First Outcomes & Impact



Have maintained their property



Engaged with Housing First Service have successfully gone on to be resettled into accommodation of their choice



Have engaged with harm reduction support in relation to substance use, mental/physical health concerns.



Have successfully worked with the team to reduce presentations to A&E and recordings of ASB to 0 since moving into their accommodation

# Salvation Army Cardiff Service Delivery Commitments



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All delivery models underpinned by individual choice and control.



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Services will work to listen, empower and develop the strengths and talents of all those who need our support



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Professional workforce - all staff approach underpinned by principals of Trauma Recovery Model and PIE



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A consistent person centered approach to support across all services , providing an assertive and flexible model to meet individuals needs



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Working with key partners to design, lead and implement effective collaborative delivery models seeking to prevent homelessness at all times



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Monitored outcomes - Learning from learning. Sharing our learning.

# Salvation Army Cardiff

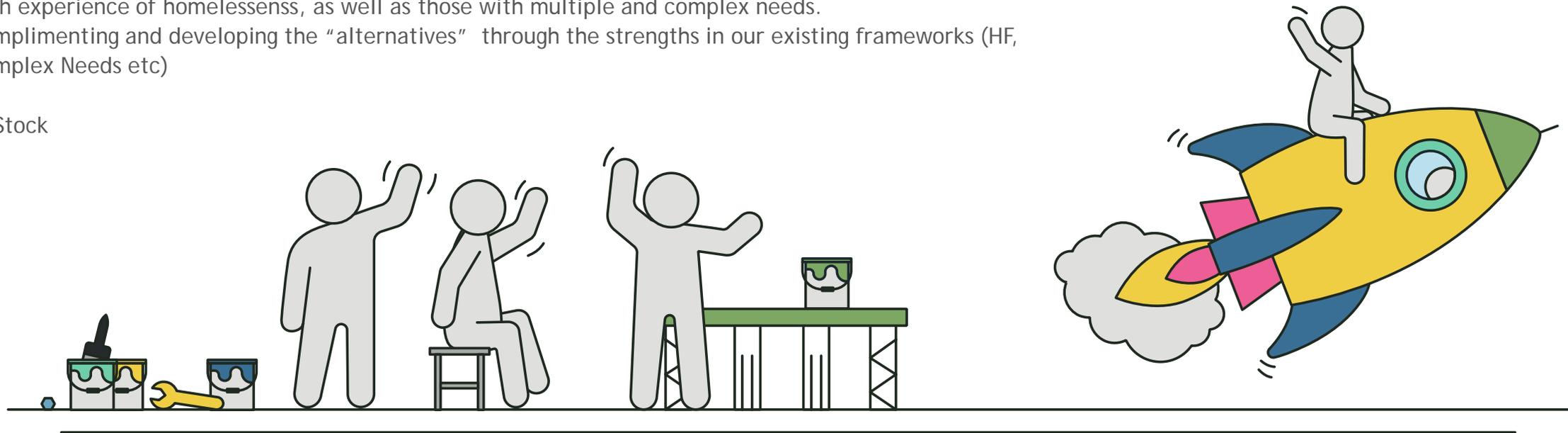
## Challenges - current and future

- Financial/sector sustainability - is this role modelling the characteristics we are asking others to live by?
- Need for long-term commissioning strategy to improve stability for people using the services and providers;
- Need for stronger joint-working protocols and processes between providers/portfolios.

## Looking ahead

- Developing existing services - taking a strengths based approach and developing best practice
- Working together with Cardiff to deliver a ground breaking city MDT case management approach
- Workforce Development - develop and upskill staff in trauma informed approaches to working with people with experience of homelessness, as well as those with multiple and complex needs.
- Complimenting and developing the "alternatives" through the strengths in our existing frameworks (HF, Complex Needs etc)

Take Stock



# Questions

Thank you



# Hostel and Support Services Supporting Rough Sleepers in Cardiff

Page 93



Ty Tresillian



Supported  
Accommodation



Outreach Services  
and the MDT



Housing First

## Cardiff Council – Cold Weather Plan 2018 / 19

In addition to the year round 78 emergency beds the following provision will be available during the winter on a phased basis. Update – Total of **88** spaces currently active across projects - **Average void space: 15**

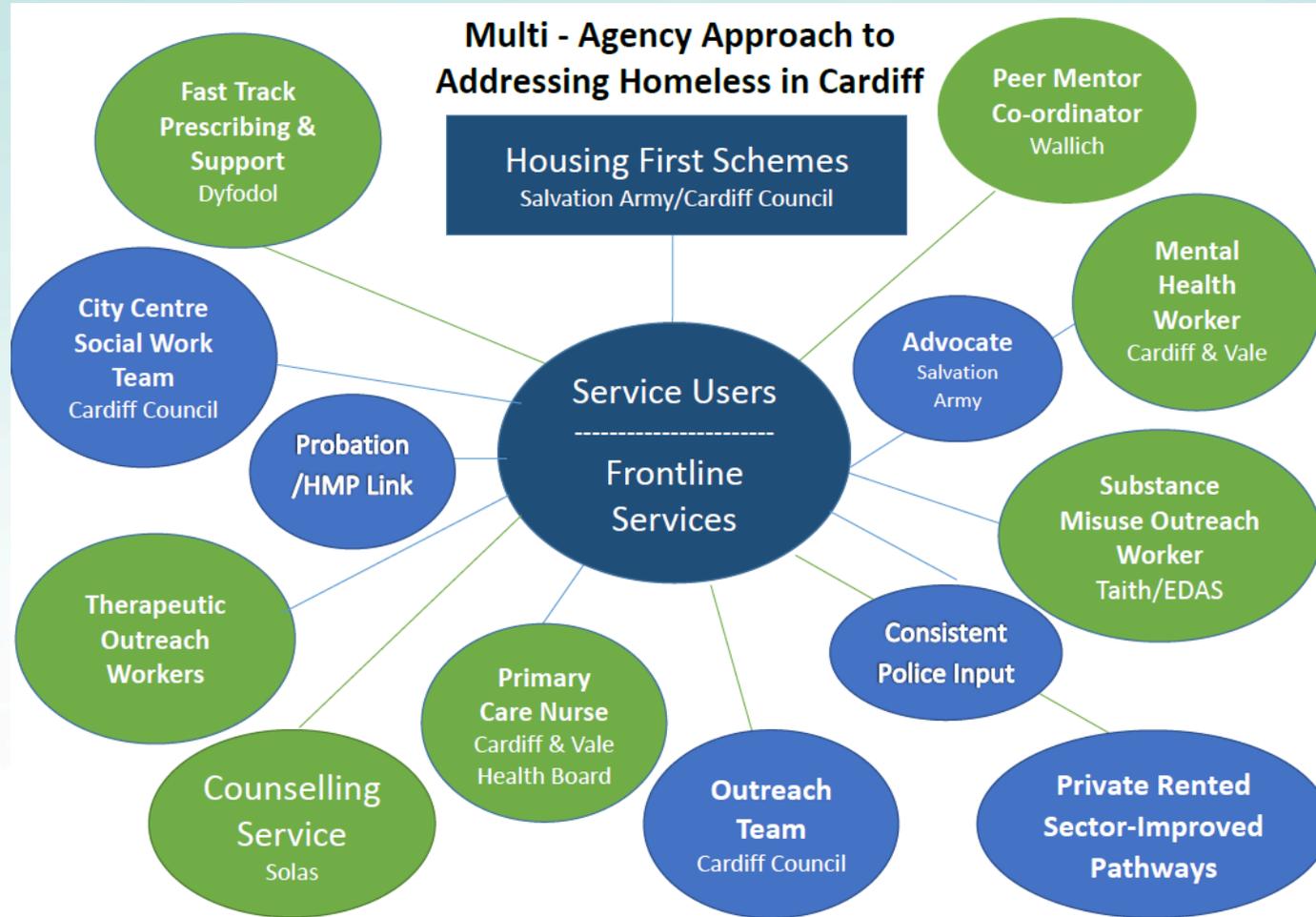
<b>1<sup>st</sup> November 2017 – 31<sup>st</sup> March 2019</b>	
<b>25</b> emergency beds - Huggard <b>5</b> emergency beds - YMCA Ambassador <b>3</b> emergency beds Salvation Army <b>1</b> emergency bed Northlands (under 24 only)	<b>Total 34</b>
<b>10<sup>th</sup> December 2018 – 16<sup>th</sup> January 2019</b>	
<b>10</b> Temp Night Shelter	<b>Total 44</b>
<b>17<sup>th</sup> December 2018 – March 2019 (Confirmed)</b>	
<b>Cardiff Church’s Night Shelter - 15</b> spaces each night on rota basis  <b>5</b> additional pods in Ty Tresillian	<b>Total 59</b>
<b>16<sup>th</sup> January 2019– 31<sup>st</sup> March 2019</b>	
<b>22</b> Wallich Night Shelter <b>12</b> Ty Nos <b>4</b> Glan Yr Afon <b>A further 52 spaces available if needed</b>	<b>Total 87</b>

# Outreach Services

- Role is to engage with people who sleep rough and support them into accommodation and other services.
- The team works within an Assertive Outreach and Strengths based approach
- The team complete Statutory Homeless Assessments. Over 50 since September 2018. 21 Priority Need decisions. 23 ongoing.
- The team work with Rough Sleepers across the whole city not just city centre.
- Service runs on weekdays from 06:30-00:00 and 06:30-14:00 on a weekend
  
- Since December 2017 we have assisted 187 people into accommodation
- Last Week we accommodated 5 rough sleepers in one day
- In the immediate days surrounding that, 4 new people appeared on the streets
- This demonstrates the complexities of the this problem.

# Homeless is not just a housing issue...

City Centre Team Multi Agency team needs to be further developed



WG Grant funding has been achieved to extend the services in the city centre team, however this funding is temporary

The Substance Misuse Worker/ Peer Mentor started in Dec, the Therapeutic Worker starts in Jan. Mental Health worker and Advocate due to start the end of Jan With the rest of the team in place by the end of Feb/early March

# Ty Tresillian

## Homeless Hostel for Single People and Couples

- Provide accommodation to vulnerable individuals and couples who are in housing need.
- Lead support needs include mental health and substance misuse
- 24 Resident rooms
- Additional provision: 13 EOS Pods, 3 External Cabins and 15 floor space units
- Provides advice, guidance, structured support
- We provide a range of opportunities to support our clients towards a positive future. This includes Football, Gardening, Cooking, Budgeting and Accredited learning.
- During the last quarter we have had:
  - 6 positive move on's
  - 0 evictions
  - Accommodated an average of **30** people in our additional provision

# Supported Accommodation

## Accommodation for Rough Sleepers

- Supported Self-Contained Accommodation – 43 Flats
  - Incorporates 12 Rough Sleeper Project Flats
  - New Support Team
  - All occupants formerly rough sleeping
  - 15 people have accessed since April 2018
  - 85% maintaining their accommodation and engaging with support
  - Also, SAIL Project – 5 units with 85% success rate and no evictions in last 4 years
- 
- Ty Nos (Night House)
  - Offering shared accommodation during Cold Weather
  - Weekly referrals made to this project
  - Opened on 16.1.2019
  - Offers 12 bed spaces solely for rough sleepers
  - Referral route through Outreach Services

# Housing First - Pilot

- Since October 2018 Cardiff Council has been piloting a Housing First Scheme utilising the Private Rented Sector.
- An evidence-based approach, which uses stable housing as a platform to enable individuals with multiple and complex needs to begin recovery and move away from homelessness.
- Building productive relationships with landlords
- Providing intensive holistic support to clients
- Currently have 4 clients engaging with support
- 2 currently in independent accommodation
- 2 with flat viewings in the near future
- Looking to expand over the coming months.

## **GS – Case Study**

GS is a 56 old White British male. He grew up in wales where he experienced daily violent abuse in his family home by his father. Living in this environment was traumatic and GS grew up in constant fear. GS wasn't coping and rebelled against everyone and everything and his behaviour became problematic to all those around him. GS got into trouble with the police and as a result of the violence at home, would self harm to manage the pain he was feeling. GS father passed away when he was 18 and things got better when he meet his wife and they had children together. GS became a husband who worked 7 days a week to provide for his family and did for over 20 years. GS was happy with his life. GS came home from work one day and found his wife in bed with someone else and his life turned upside down.

GS found the anger and rage he had when he was growing up come back to the forefront. GS got arrested for harassing his wife and started drinking heavily after several warnings from the police to stay away. GS decided to isolate himself by living alone in the forest for 18 months. His drinking became dependant and he realised that he needed support and his health was deteriorating. GS ended up becoming homeless in Cardiff living behind Cardiff castle in a tent and eventually moved in to Ty Gobaith into the main centre.

GS was assessed for the Bridge Programme whilst in the main centre and was admitted into the project on the 16<sup>th</sup> June 2017. GS was drinking and would be very emotional when he is was under the influence and would internalise his anger with violent self harm, such as lashing himself with bike chains. GS had no contact with his children and would cry for the loss he was suffering with the family breakdown and childhood abuse. His health was becoming a huge worry due to his alcohol use.

GS recognised that his emotions were more heightened when he was drinking and the programme workded with him to get him to reduce his drinking and then detox in hospital. Once discharged from hospital GS anxiety was overwhelming so the team had to work carefully. GS built confidence and the team worked with techniques to reduce anxiety,. GS began to engage fully in all aspects of the programme including achieving many Open College Network Qualifications. GS engaged in 1-2-1 counselling for the first time started to understand his past trauma and resulting anger and substance use. This specialist counselling was vital for GS to move forward. GS learned that anger was his biggest trigger for drinking and his keyworker worked intensely with GS to help understand his flight or fight response and the root causes for his anger. Weekly CBT croup sessions to understand how his thoughts feelings and behaviours all impact one another strengthened this understanding. GS had an opportunity to learn new ways of thinking and responding to situations in a safe environment.

GS abstained from alcohol and completed preparation (stage of the programme) in 6 months. He moved over to aftercare for 6 months and whilst there he was waiting on his resettlement strategy for over 55 disabled accommodation.

During his time on the programme GS had had many physical health needs, however his anxiety meant he didn't want to face these and wanted to avoid any bad news. The team worked to help him meet appointments by going to all appointments with him. Also managing his thoughts of self harm if he

received any bad news. GS discovered his liver was significantly damaged when he moved on to the programme and through BBV testing with the nurse it was discovered he also had Hepatitis C. Due to us being able to evidence GS stability he was a suitable candidate for the newest Hep C treatment and the team supported him to undergo this whilst on the programme. At the end of his treatment a scan showed a lump on his liver which turned out to be cancer. The centre team worked closely with GS to manage this devastating news and not relapse. The team provided a higher level of monitoring and support as there was also a high risk of suicide so this would involve at points the night team conducting hourly checks. How GS worked through this period was admirable. After multiple hospital appointments, having lumps removed and laser treatment, GS received good news that they removed all the cancer. The team and all the residents were elated at the news (many happy tears shed that day) GS still has lots of pain in his knees and is waiting on knee replacements. GS diet and exercise is an important aspect in his life and he has had a complete turn around in lifestyle.

GS has now regained family ties with his children and he now sees them regularly, something he thought wouldn't happen again.

GS's was then offered a lovely over 55's disabled flat near Cardiff City Centre, the location is perfect to GS he is over the moon with this, the area and the fact the accommodation has a warden on site for support. Being in his own flat and having calm and independence has changed his life.

GS is still being supported by the Bridge programme outreach worker and continues to maintain abstinence. GS rings the programme regularly and pops in to speak to staff when he is passing. He is currently doing brilliantly and continues to maintain abstinence.

## **MS – Case Study**

### **Bridge Programme**

MS is a 29 old male. He grew up in Somalia where he lost his mother at a very young age. His aunt was his guardian, who then passed away and his grandmother looked after him and brought him up. At the age of 15 his grandmother put him on a plane to Britain on his own. She sold the family home in order to fund him to travel, making the sacrifice for his safety. MS had never flown before and spoke no English at all so it was terrifying leaving his family and coming to a strange country.

Immigration kept MS at the airport and they placed him in care where he lived in London until he was 16. He then had to move out on his own. MS got caught up in the London gang and drugs culture and spoke about his life in London being something that made him grow up, MS learned to take care of himself any way he could. He spoke very little about what he did as he was ashamed of the whole culture he was involved in (gang drugs etc)

MS got married and had two children in London and continued in that lifestyle so he could support his family. Eventually he started to break away and work at call centres to get money for his family, in a way he felt proud of. However there was a threat of violence from the gangs for leaving them. MS's wife had an affair and he left the family home. MS ended up in Cardiff with his grandad and his drinking quickly became problematic. His life felt so lonely and this gave him time to think about all his loss he had experienced and the traumatic things he had witnessed in Somalia, including seeing family and friends killed.

MS was drinking vodka and using cocaine daily with his friends. MS's grandad passed away and he had to move out of the council property. He ended up becoming homeless in Cardiff. MS eventually moved in to Ty Gobaith into the main centre.

MS was assessed for the Bridge Programme and was admitted into the project on the 10<sup>th</sup> February 2016. He was alcohol dependant and often very angry or sad and would cry for the loss he had suffered with losing family members (dad, mother aunty, grandmother grandad) MS did not have many living relatives left. MS started to open up about the severe trauma he experienced in Somalia through his childhood, seeing people get killed and his life threatened regularly. He has scars all over his body from the police and the army there. He has a large machete wound across the top of one of his legs.

MS recognised that his emotions were more heightened when he was drinking and so with support of the groups and the nurse stopped his substance use. The team did a lot of work around his social network and he changed his friends. This worked as MS stayed off substances and completed prep (stage of the programme) in 6 months. During this time MS worked intensively with the programmes counsellor Cheryl on the trauma he experienced. To not use substances through this was an enormous achievement, helped by the regular breath testing and urine testing across the programme. MS moved over to after care for 6 months and then the community house for six months. MS completed a resettlement strategy and was accepted on to the waiting list. MS continued to work intensively on his trauma with the groups and counsellor through the entire programme.

MS had felt ashamed of his drinking and had therefore walked away from his religion. The team supported MS to engage with a local mosque who were extremely supportive of MS recovery.

MS played football for the hostel and was picked for the Welsh homeless team to play in the world cup and went to Norway to play. Whilst there he had the opportunity to see family he has in Norway which was extremely important for him. MS came back with more confidence and enthusiasm and felt inspired to explore what more he could achieve. MS looked into New link wales and completed the Mile programme.

MS's was then offered a flat in Grangetown, not far from the house, through the resettlement strategy. He was over the moon with this as this area was familiar and meant he was close to the mosques that he prayed in and his religious community.

MS is still being supported by the outreach worker on the programme and continues to maintain abstinence. MS has also started volunteering with a hostel that works with young homeless people and he really enjoying giving something to his community. This is something he has always been interested in doing.

MS still pops in to the centre every few weeks for a cup of tea with the team and still sees his counsellor on the programme (which is time limited due to funding).

Appendix H

**From:** Eleanor Sanders <[REDACTED]>  
**Date:** 21 January 2019 at 13:53:14 GMT  
**To:** [REDACTED]  
**Subject:** Comments for Scrutiny meeting this afternoon

Hi Alison  
Lovely to chat just now.  
I noticed in the papers no mention of the Churches Night-shelter so thought I would give you a bit of detail. Please feel free to use as you think fit or not!

Just to confirm my comments on the phone  
The Churches' Night-shelters opened their doors just before Christmas and will be open until end of March. They are open in different churches every night 8pm- 8am. They have around 20 spaces available each night. Dave Pritchard still heads it all up but isn't so involved operationally now I understand.

In recent years they have all worked more closely with the council outreach teams and one of their aims is to try and move guests on to a more permanent accommodation arrangement.

Given what you will be discussing I thought it might be useful to include this provision as well. I know senior offers and Cllr Thorne is aware of this provision.

Hope it goes well. Regards to Cllr McGarry

Eleanor  
[REDACTED]  
Sent from my iPad

\*\*\*\*\*

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CABINET MEETING: 26 SEPTEMBER 2019

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APPOINTMENT OF ASSISTANT TO CABINET MEMBERS

LEADER (COUNCILLOR HUW THOMAS)

AGENDA ITEM: 3

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Reason for this Report

1. To consider the appointment of a new Assistant to Cabinet Members ('Cabinet Assistant').

Background

2. Article 7.5 of the Council's Constitution relates to the appointment of Assistants to Cabinet Members, or alternatively referred to as 'Cabinet Assistants', and provides that:

*"The Cabinet may appoint Councillors to act as assistants to the Cabinet as the Cabinet considers reasonably necessary and appropriate. Their role will be:*

- (a) to assist the Cabinet collectively;*
- (b) to liaise with the Chairs and members of relevant Scrutiny Committees; and*
- (c) to act as observers at meetings of the Cabinet or a committee of the Cabinet*

*in accordance with the detailed Role Description set out in Appendix A.*

*Assistants to the Cabinet may not vote on any matters before the Cabinet, neither may they substitute for a Cabinet Member at a meeting of the Cabinet nor in any decision-making role."*

3. A copy of the current Role Description for Assistants to Cabinet Members, which was agreed by the Council on 20 October 2016 and is contained within Article 7 of the Council's Constitution, is attached as **Appendix A** to this report. These positions are unremunerated.

Issues

4. On 6 July 2017, the Cabinet appointed the following four Cabinet Assistants:
  - Cllr Dilwar Ali – Cabinet Assistant (Citizen Engagement) focusing on open democracy/democratic renewal.

- Cllr Jennifer Burke-Davies – Cabinet Assistant (Community Engagement) focusing on volunteering and community action.
  - Cllr Jane Henshaw – Cabinet Assistant (Local Environment) focusing on addressing specific streetscape/cleanliness issues across the whole city.
  - Cllr Ashley Lister – Cabinet Assistant (Youth Services) focusing on developing, launching and delivering the Cardiff Commitment.
5. In order to provide additional support to the Cabinet, it is proposed that Cllr Peter Wong be appointed as a new Cabinet Assistant focusing specifically on Private Sector Housing matters.
  6. As was outlined previously in the report to Cabinet in July 2017, the Cabinet will also seek to review these roles from time to time in order to reflect the work that has been completed by individual Assistants to Cabinet Members (or Cabinet Assistants) and any future priorities. With reference to Councillor Lister, it is proposed that his Assistant to Cabinet Member role be amended to focus specifically on child poverty matters. The evolution of the role recognises that the work undertaken to launch and establish the Cardiff Commitment as a flagship programme for creating opportunities and supporting the career progression for young people is now maturing and being delivered as part of core business.

### **Reasons for Recommendations**

7. To approve the appointment of an additional Assistant to Cabinet Members (or Cabinet Assistant).

### **Legal Implications**

8. As part of its executive arrangements, the Council is able to provide for Assistants to Cabinet Members (also sometimes referred to as Deputy Cabinet Members) to be appointed to assist the Cabinet. The National Assembly for Wales' Statutory Guidance on Executive Arrangements (SI 2006/56) states as follows:

*'4.29 Local authorities will be free to determine whether to have deputy cabinet members but should they so decide, those deputies will be unable to substitute for a cabinet member at a cabinet meeting nor vote on behalf of the cabinet member for whom they deputise. Cabinet members cannot delegate decision-making power to individual elected members outside the cabinet. An executive, therefore, is not able to have formal substitute or deputy members. A separate executive is designed to increase transparency and accountability. Allowing formal substitution could cloud accountability. Since deputies cannot play a formal role in the decision-making process, their role, if appointed, would be a support and advisory one which could have a representational element.'*

9. The Council's Constitution, Article 7.5 ('Assistants to Cabinet Members'), set out in paragraph 2 of the report, allows the Cabinet to appoint such Assistants to Cabinet Members as it considers reasonably necessary, details their role (in line with the statutory guidance), and specifically

confirms that ‘Assistants to the Cabinet may not vote on any matters before the Cabinet, neither may they substitute for a Cabinet Member at a meeting of the Cabinet nor in any decision making role.’

10. In considering the appointment of Assistants to Cabinet Members, Cabinet should note that an Assistant to a Cabinet Member should not be a member of a Scrutiny Committee which scrutinises his or her Cabinet Member’s portfolio. This is because the Members’ Code of Conduct expressly provides that a Member will have a prejudicial interest in any item of business at a Scrutiny Committee which relates to a Cabinet decision or action taken at the time that Member was a member of the Cabinet (Code, Rule 13.1). A Cabinet Assistant may, however, be a member of a Scrutiny Committee which has no responsibility for the scrutiny of his or her Cabinet Member’s portfolio. This is expressly incorporated into the Cabinet Assistants’ Role Description, which is appended as Appendix A to this report (and Appendix A to Article 7 in the Constitution).

### **Financial Implications**

11. There are no financial implications arising from this report.

### **RECOMMENDATION**

Cabinet is recommended to:

- (1) approve the appointment of Councillor Wong as the Cabinet Assistant (Private Sector Housing), as set out in Paragraph 5 of this report; and
- (2) approve the amendment to refocus Councillor Lister’s role as the Cabinet Assistant (Building Prosperity).

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>DAVINA FIORE</b> <b>Director of Governance &amp; Legal Services and Monitoring Officer</b>
	20 September 2019

*The following appendix is attached:*

Appendix A: Assistant to Cabinet Member Role Description

*The following background papers have been taken into account:*

- Cabinet Report, 6 July 2017 – Appointment of Assistants to Cabinet Members and Member Champions
- Council Report, 20 October 2016 – Assistants to Cabinet Members
- Cabinet Report, 18 February 2016 – Appointment of Assistant to Cabinet Member
- Cabinet Report, 11 June 2015 – Assistant Cabinet Members
- Cabinet Report, 12 June 2014 – Deputy Cabinet Members Appointments
- Cabinet Report, 15 May 2014 – Deputy Cabinet Members and Member Champions

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## **APPENDIX A**

### **ASSISTANTS TO CABINET MEMBERS – ROLE DESCRIPTION**

- 1 Assistants to Cabinet Members are Members appointed by the Cabinet to work with a Cabinet Member or Cabinet Members and assist them with any function except decision-making subject to the limitations below.
- 2 This includes taking forward particular projects or programmes. Most Assistant posts will range across the functions of the Cabinet Member but it is a matter for each individual Cabinet Member, after discussion with the Leader of the council, to establish any limits or conditions on the ways in which the Assistant will operate. Any limitations on the role of Assistant which the Cabinet Member wishes to impose should be a matter of record, to be copied to the Leader of the Council and the Monitoring Officer.
- 3 The role of Assistant to Cabinet Member does not attract a special responsibility allowance.
- 4 Assistants to Cabinet Members may:
  - (a) Undertake specific task, research and investigations and attend conferences, seminars and meetings, as requested by the Cabinet Member, so as to keep abreast of current policy and development initiatives.
  - (b) Attend Cabinet Briefings on behalf of a Cabinet Member.
  - (c) Attend (but not vote) at Cabinet meetings on behalf of a Cabinet Member.
  - (d) Attend formal and informal functions on behalf of a Cabinet Member, except for official openings or ceremonies or events where a formal speech is required, in which case, in the event of the absence of the Cabinet Member, the Lord Mayor or another Cabinet Member will normally represent the Council.
  - (e) Formally speak at events and functions on issues within his or her area of responsibility, where the Assistant has received a specific named invitation to speak.
  - (f) Liaise with non-executive members in order to ensure that the Cabinet Member is fully aware of issues which are conce5n to Members.
  - (g) Appear before a Scrutiny Committee where the Cabinet Member cannot attend or where the Assistant has focused on the particular project or programme. (However, the Scrutiny Committee may also request the Cabinet Member to attend on a further occasions).
  - (h) Be a member of a Scrutiny Committee which does not relate to his or her Cabinet Member's portfolio.
  - (i) Be a member of a Scrutiny Task and Finish Group.

- 5      However, an Assistant to a Cabinet Member cannot:
- (a)    Take decisions
  - (b)    Deputise for a Cabinet Member at Council Meetings
  - (c)    Be a member of the Scrutiny Committee which scrutinises his or her Cabinet Member's portfolio.

**PROCUREMENT OF LIQUID FUEL**

**FINANCE, MODERNISATION & PERFORMANCE (COUNCILLOR  
CHRISTOPHER WEAVER)**

**AGENDA ITEM: 4**

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**Reason for this Report**

1. To seek cabinet approval to run a further mini competition for liquid fuel through the National Procurement Service (NPS) Framework for supply of fuels and associated products and services NPS-FT-0093-18. The duration of the arrangement will run from 1<sup>st</sup> December 2019 to 1<sup>st</sup> April 2023. The contracted value of this procurement will be £5.5m. Cabinet to approve evaluation criteria for mini competition, which is in line with framework guidelines and issuing of tender documentation.
2. To delegate authority to the Corporate Director Resources in Consultation with the relevant Cabinet Member:
  - i. Deal with all ancillary matters pertaining to the mini competition.
  - ii. Award a User Agreement with the Provider selected (most economically advantageous provider) and placing orders under the contract.

**Background**

3. The incumbent provider for supply of fuel is Certas Energy UK, the Council spend approximately £1.65 million annually on diesel for its two main bunkered sites at Coleridge road and Lamby way. This tender will be for the bulk provision at these respective sites.
4. The NPS have recently awarded new contract as of 1<sup>st</sup> April 2019 and we would look to undertake a mini competition off Lot 1 (all fuels) for the supply of diesel. Cardiff are currently listed in Zone 3 with the following authorities:

**Zone 3** - Bridgend, Vale of Glamorgan, RCT, Cardiff, Caerphilly, Merthyr Tydfil, Newport, Torfaen, Blaenau Gwent, Monmouthshire, Powys (Radnorshire), Powys (Breconshire)

There are five suppliers listed on Lot 1

5. The purpose of the mini competition would be to ensure that that margin paid above weekly Platts price for fuel is the most competitive one for the

authority. At present we get an all wales price. However we would get a more competitive margin if we tendered this for the (Cardiff area) 2 respective sites on full load deliveries.

### **Evaluation**

6. The evaluation will be undertaken in line with the framework guidelines and the evaluation will be carried out on a 100% price basis.

### **Reason for Recommendations**

7. The approvals requested in this Report will allow the Council to ensure value for money has been achieved and the continuance of a fully compliant contract.

### **Procurement Implications**

8. Commissioning and Procurement will be supporting Central Transport Services and running any mini competition in line with the guidelines stated in the NPS documentation to ensure full compliance with processes.

### **Financial Implications**

9. The Report outlines that there may be potential to secure a more competitive rate through tendering for the Cardiff area and indications are that this should be deliverable within existing resources. However, as with any procurement process, financial implications will need to be fully evaluated once the results of the mini competition are known.

### **Legal Implications**

10. The report recommends that approval is given to commence a procurement off an existing framework.
11. Any Call off contract must be carried out in accordance with the Call Off Process set out in the Framework Agreement. Legal Services are instructed that the tender process and the evaluation criteria proposed will accord with the Framework Agreement and call off process. It should be noted that the terms and conditions will be those as set down by the Framework Agreement and the client department should satisfy themselves as to whether they are suitable for their requirements.

Equalities Impact Assessment (EIA) has been completed and is attached in Appendix 1.

## **RECOMMENDATIONS**

Cabinet is recommended to

1. i) Agree that Officers run a mini competition for liquid fuel through the National Procurement Service (NPS) Framework for supply of fuels and associated products and services NPS-FT-0093-18. The

duration of the arrangement will run from 1<sup>st</sup> December 2019 to 1<sup>st</sup> April 2023. The contracted value of this procurement will be £5.5m.

- ii) approve evaluation criteria for a mini competition of 100% price, which is in line with framework guidelines
  - iii) approve the issuing of tender documentation.
2. Delegate authority to the Corporate Director Resources in consultation with the relevant Cabinet Member to:
- i) Deal with all ancillary matters pertaining to the mini competition.
  - ii) Award a User Agreement with the Provider selected (most economically advantageous provider) and placing orders under the contract.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>CHRIS LEE CORPORATE DIRECTOR RESOURCES</b>
	20 September 2019

*The following Appendix is attached:*

Appendix 1 - EIA

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Equality Impact Assessment  
Corporate Assessment Template



<b>Policy/Strategy/Project/Procedure/Service/Function Title:</b>
<b>Liquid Fuel Procurement</b>

<b>Who is responsible for developing and implementing the Policy/Strategy/Project/Procedure/Service/Function?</b>	
Name: Richard Jones	Job Title: Projects & Development Officer
Service Team: CTS	Service Area: Resources
Assessment Date: 15/08/19	

**1. What are the objectives of the Policy/Strategy/Project/ Procedure/ Service/Function?**

It is recommended that the Council initiate the procurement of;

A further mini competition via the NPS framework would be to ensure that that margin paid above weekly Platts price for fuel is the most competitive one for the authority. At present we get an all wales price. However we would get a more competitive margin if we tendered this for the (Cardiff area) 2 respective sites on full load deliveries.

**2. Please provide background information on the Policy/Strategy/Project/Procedure/Service/Function and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]**

**Background**

To approve the procurement of the council’s contract for liquid fuel via a mini-competition through the National Procurement Service (NPS) Framework for supply of fuels and associated products and services NPS-FT-0093-18. The duration of the arrangement will run from 1<sup>st</sup> December 2019 to 1<sup>st</sup> April 2023. The contracted value of this procurement will be £5.5m.

A further mini competition would be to ensure that that margin paid above weekly Platts price for fuel is the most competitive one for the authority. At present we get an all wales price. However we would get a more competitive margin if we tendered this for the (Cardiff area) 2 respective sites on full load deliveries.

**CARDIFF COUNCIL**

**Equality Impact Assessment  
Corporate Assessment Template**

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**3 Assess Impact on the Protected Characteristics**

**3.1 Age**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive]** on younger/older people?

	Yes	No	N/A
Up to 18 years	<input type="checkbox"/>	<input type="checkbox"/>	x
18 - 65 years	<input type="checkbox"/>	<input type="checkbox"/>	x
Over 65 years	<input type="checkbox"/>	<input type="checkbox"/>	x

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

N/A

**What action(s) can you take to address the differential impact?**

N/A

**3.2 Disability**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive]** on disabled people?

	Yes	No	N/A
Hearing Impairment	<input type="checkbox"/>	<input type="checkbox"/>	x
Physical Impairment	<input type="checkbox"/>	<input type="checkbox"/>	x
Visual Impairment	<input type="checkbox"/>	<input type="checkbox"/>	x
Learning Disability	<input type="checkbox"/>	<input type="checkbox"/>	x
Long-Standing Illness or Health Condition	<input type="checkbox"/>	<input type="checkbox"/>	x
Mental Health	<input type="checkbox"/>	<input type="checkbox"/>	x
Substance Misuse	<input type="checkbox"/>	<input type="checkbox"/>	x
Other	<input type="checkbox"/>	<input type="checkbox"/>	x

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

N/A

**CARDIFF COUNCIL**

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Corporate Assessment Template**

<b>What action(s) can you take to address the differential impact?</b>
N/A

**3.3 Gender Reassignment**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on transgender people?

	Yes	No	N/A
<b>Transgender People</b> (People who are proposing to undergo, are undergoing, or have undergone a process [or part of a process] to reassign their sex by changing physiological or other attributes of sex)			<b>x</b>

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
N/A
<b>What action(s) can you take to address the differential impact?</b>
N/A

**3.4. Marriage and Civil Partnership**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on marriage and civil partnership?

	Yes	No	N/A
Marriage			<b>x</b>
Civil Partnership			<b>x</b>

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
N/A
<b>What action(s) can you take to address the differential impact?</b>
N/A

**3.5 Pregnancy and Maternity**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on pregnancy and maternity?

	Yes	No	N/A
Pregnancy			<b>x</b>
Maternity			<b>x</b>

<b>Please give details/consequences of the differential impact, and provide supporting</b>
--

**CARDIFF COUNCIL**

**Equality Impact Assessment  
Corporate Assessment Template**

<b>evidence, if any.</b>
N/A
<b>What action(s) can you take to address the differential impact?</b>
N/A

**3.6 Race**

Will this Policy/Strategy/Project//Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
White			<b>x</b>
Mixed / Multiple Ethnic Groups			<b>x</b>
Asian / Asian British			<b>x</b>
Black / African / Caribbean / Black British			<b>x</b>
Other Ethnic Groups			<b>x</b>

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
N/A
<b>What action(s) can you take to address the differential impact?</b>
N/A

**3.7 Religion, Belief or Non-Belief**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on people with different religions, beliefs or non-beliefs?

	Yes	No	N/A
Buddhist			<b>x</b>
Christian			<b>x</b>
Hindu			<b>x</b>
Humanist			<b>x</b>
Jewish			<b>x</b>
Muslim			<b>x</b>
Sikh			<b>x</b>
Other			<b>x</b>

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
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**CARDIFF COUNCIL**

**Equality Impact Assessment  
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N/A.
<b>What action(s) can you take to address the differential impact?</b>
N/A.

**3.8 Sex**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on men and/or women?

	Yes	No	N/A
Men			<b>x</b>
Women			<b>x</b>

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
N/A.
<b>What action(s) can you take to address the differential impact?</b>
N/A.

**3.9 Sexual Orientation**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
Bisexual			<b>x</b>
Gay Men			<b>x</b>
Gay Women/Lesbians			<b>x</b>
Heterosexual/Straight			<b>x</b>

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
N/A.

# CARDIFF COUNCIL

## Equality Impact Assessment Corporate Assessment Template

**What action(s) can you take to address the differential impact?**

N/A.

### 3.10 Welsh Language

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive]** on Welsh Language?

	Yes	No	N/A
Welsh Language	x		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

N/A

**What action(s) can you take to address the differential impact?**

N/A

### 4. Consultation and Engagement

What arrangements have been made to consult/engage with the various Equalities Groups?

We require all of our contractors or suppliers to agree to abide by Cardiff Council's Equal Opportunities Statement. Where we believe a contractor or supplier fails to comply with our values in relation to equality and diversity, we will cease the issue of the contract.

We will ensure that equalities issues are a common theme across our training and development; in addition, Cardiff Council requires its staff and any contractors to behave in accordance with the values set out in the Equality Act.

Understand the effect of policies, practices and decisions:-

- Identify key equality issues for Cardiff Council
- Identify where the workforce reflects the community it serves
- Identify any imbalances and where action needs to be taken to reduce them
- Develop evidence based equality objectives and measure progress

All policies and processes are reviewed periodically within the contract time and, should any issues arise that may affect the Protected Characteristics, these are addressed.

4.C.400	Issue 1	Nov 11	Process Owner: Rachel Jones	Authorised: Rachel Jones	Page 6
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## CARDIFF COUNCIL

### Equality Impact Assessment Corporate Assessment Template

All policies and processes are adhered to in respect of Procurement.

#### 5. Summary of Actions [Listed in the Sections above]

Groups	Actions
Age	
Disability	.
Gender Reassignment	N.A
Marriage & Civil Partnership	N.A
Pregnancy & Maternity	N.A
Race	N.A
Religion/Belief	N.A
Sex	N.A
Sexual Orientation	N.A
Welsh Language	N.A
Generic Over-Arching [applicable to all the above groups]	N.A

#### 6. Further Action

Any recommendations for action that you plan to take as a result of this Equality Impact Assessment (listed in Summary of Actions) should be included as part of your Service Area's Business Plan to be monitored on a regular basis.

#### 7. Authorisation

The Template should be completed by the Lead Officer of the identified Policy/Strategy/Project/Function and approved by the appropriate Manager in each Service Area.

Completed By : R. Jones	Date: 15.08.19
Designation:	Contracts & Technical Officer
Approved By:	Steve Melhuish
Designation:	OM CTS
Service Area:	Resources

- 7.1 On completion of this Assessment, please ensure that the Form is posted on your Directorate's Page on CIS - *Council Wide/Management Systems/Equality Impact Assessments* - so that there is a record of all assessments undertaken in the Council (Action completed 24<sup>th</sup> August 2017)

**CARDIFF COUNCIL**

**Equality Impact Assessment  
Corporate Assessment Template**

For further information or assistance, please contact the Citizen Focus Team on 029 2087 3059 or email [citizenfocus@cardiff.gov.uk](mailto:citizenfocus@cardiff.gov.uk)

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**BUDGET MONITORING – MONTH 4 REPORT****FINANCE, MODERNISATION & PERFORMANCE (COUNCILLOR  
CHRIS WEAVER)****AGENDA ITEM: 5**

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**Reason for this Report**

1. To provide the Cabinet with an update of the financial monitoring position for the authority as projected at the end of July 2019, adjusted for any significant movements since that date.

**Background**

2. This monitoring report provides details of the projected outturn for 2019/20 compared with the budget approved by Council on 28 February 2019.
3. The presentation of surpluses and deficits in this report follows the convention which shows an excess of expenditure over budget as a positive and additional income over budget as a negative. Conversely, expenditure less than budget would be shown as a negative while income lower than expected would be denoted as a positive. Negative items are shown in brackets.

**Issues****Revenue**

4. Overall, the Month 4 revenue monitoring for the Council shows a net projected deficit for 2019/20 totalling £325,000. This position comprises financial pressures and shortfalls against budget savings targets in directorate budgets, offset by projected savings on capital financing, an anticipated surplus on Council Tax Collection and an overall surplus against the Summary Revenue Account. Directorate budgets are currently projected to be overspent by £7.018 million, with the most significant overspends being in respect of Social Services and Planning, Transport & Environment, with the latter in relation predominantly to Recycling & Neighbourhood Services and Fleet Services. These are partly offset by projected underspends in other directorates and by the £3.0 million general contingency budget that was provided as part of the 2019/20 budget in order to reflect the quantum, risk and planning status of the proposed savings for the year. A summary of the overall position is attached as Appendix 1 to this report.

5. The most significant directorate overspends include £4.200 million in Social Services and £2.457 million in Planning, Transport & Environment. In addition to savings shortfalls, financial pressures being experienced include demographic pressures in Social Services, particularly in relation to looked after children, shortfalls in income and increased operational costs across a number of directorates. In terms of savings proposed for 2019/20, an overall shortfall of £6.290 million is projected against the target of £19.157 million, with £7.670 million having been achieved to date and a further £5.197 million anticipated to be achieved before the end of the financial year. The 2019/20 Budget Report reflected the fact that, of the £19.157 million total, proposals amounting to £8.101 million were identified as having an achievability risk of either red or red/amber and £3.524 million were at the general planning stage at the time of setting the budget. These risks are evident in the figures reported at Month 4, details of which are set out in Appendix 2. Although some mitigations are evident, this overall shortfall remains a cause for concern, particularly with the ongoing challenging financial context within which the Council operates.
6. In response to the overall directorate overspend, actions and measures have been implemented by the Chief Executive and Corporate Director Resources. These actions have included ongoing budgetary challenge sessions with individual directorates, particularly those with significant overspends. The challenge to directors has been to reduce overspends as much as possible without any detrimental impacts on service provision. Directors have initiated actions to reduce financial pressures in year and identify in-year savings and mitigations to offset those pressures. In addition, Senior Management Team have agreed a number of measures that all directorates are expected to implement. These include director sign-off for purchases of goods and services, review and restrictions on agency and temporary staffing arrangements, robust staff vacancy management and a review of income generation. Whilst the focus of these measures are on those areas that form part of the General Fund, attention is also required on ring-fenced and grant-funded accounts to ensure that value for money is maximised across the entire Council. It should be noted that the impact of a number of these actions is already reflected in the figures contained within this report.
7. The 2019/20 Budget included specific contingencies to be held in respect of particular financial pressures and be distributed should these pressures emerge during the year. The main contingencies included £2 million to reflect the potential for increased costs in placements for looked after children and £350,000 to offset potential income shortfalls in relation to the Material Recycling Facility (MRF), as a result of volatility in the market for recycle materials. Having reviewed these areas as part of the monitoring process, this report reflects a full allocation of these contingency budgets to the Social Services and Planning, Transport & Environment directorates, respectively. In addition, a contingency budget of £2.586 million is maintained corporately to reflect the potential for future growth in the number and value of claims as part of the Council Tax Reduction Scheme (CTRS). This figure includes an annual uplift to reflect the potential impact of Council Tax increases on this budget. Current projections indicate a requirement of £976,000 to meet costs in the current financial year and this amount is reflected in the position for the Housing & Communities directorate. The budget pressures in all these areas

will continue to be monitored as the year progresses and any variations to this position will be identified in future reports.

8. As well as the overall directorate position, there are also some key corporate variances which have significantly offset the overspend at Month 4. These include a projected Council Tax surplus and in-year savings against the Capital Financing budget, both of which are detailed in the paragraphs that follow. In addition, there is an overall underspend position against the Summary Revenue Account. The main variance within this account is in relation to the recently confirmed grant funding in connection with the September 2019 increase in the Teachers' Pension rates to be paid by employers. At the time of setting the 2019/20 revenue budget, there was no certainty around specific grant funding for this particular pressure and, therefore, the Council made resources available to schools in their individual budgets. However, now that full grant funding has been provided, it is possible to adjust school budgets and clawback the funding that was originally provided. This position is favourable to schools, as the budget originally provided by the Council was estimated to cover only 70% of the financial pressure, whereas the new grant funding is anticipated to cover 100%. The overall result of this adjustment is that £2.967 million is available to offset the directorate overspend in 2019/20. Should the directorate position improve during the remainder of the year, the availability of this amount would provide an opportunity to replenish earmarked reserves or offset other corporate financial pressures.
9. The residual position in relation to the Summary Revenue Account, excluding the Teacher's Pension funding referred to above, amounts to a net underspend totalling £476,000. This variance is underpinned by the receipt of a VAT refund arising as a result of a successful appeal for a cultural exemption in relation to Cardiff Castle. Other items within the Summary Revenue Account include expenditure that cannot be attributed to individual directorates or expenditure that relates to previous financial years and would distort directorate positions if included within their respective figures.
10. A financial statement showing the spending position for each directorate is attached as Appendix 1 to this report. Comments on the main variances and any significant issues are as follows:

#### **Capital Financing (£215,000)**

11. The capital financing budget supports the Council's Capital Programme and treasury management activities. This includes external interest payable, prudent provision for the repayment of any debt in line with current Council policy as well as interest earned on temporary investments. The budget is impacted by a number of external and internal variables such as interest rates, the level of investment balances, share of interest chargeable to the Housing Revenue Account, the need and timing of external borrowing, as well as performance in achieving capital expenditure projections. Following a review of all these factors, the current projection for the year as at Month 4 is a net surplus of £215,000. Included within this figure is additional expenditure of £129,000 relating to the prudent provision for the repayment of debt chargeable. This has arisen given that the final capital outturn is not known

when setting the budget for 2019/20 and this has a direct impact upon the level of repayment required in the following financial year. This is more than offset by £116,000 of lower external interest payable than originally assumed and an additional £185,000 in relation to interest receivable on temporary investment balances.

### **Corporate Management (£50,000)**

12. An underspend of £50,000 is currently projected in relation to Corporate Management. This is primarily due to savings in relation to past service pension contributions and insurance commission. All 2019/20 savings proposals are currently projected to be achieved in full.

### **Council Tax Collection (£35,000)**

13. A review of the Council Tax position indicates a potential net surplus of £35,000. This surplus is underpinned by a reduced requirement to contribute to the Council Tax Bad Debt Provision, largely due to the continuation of a high collection rate. This underspend is partly offset by projected variances to the level of discounts and exemptions, with current projections for single person discounts in particular higher than was anticipated when the Council Tax Base Report was approved in December 2018. The surplus represents a variance of 0.1% of the estimated gross debit and will be subject to further monitoring as the year progresses.

### **Economic Development +£412,000**

14. The directorate is currently forecasting an overspend of £412,000, with a significant overspend within Facilities Management being the main element within the position. This overspend is partly offset by underspends within Business, Investment & Workshops and Parks and some smaller underspends within other divisions. Major Projects, City Centre Management, Corporate Landlord and Service Management are all reporting balanced positions. In terms of 2019/20 savings proposals, £3.138 million is forecast to be achieved against the £3.153 million target. The shortfall of £15,000 relates to Pest Control and the intention to generate additional income by exploring opportunities for working with the private sector and other public bodies. Included within the projected savings achievement is the proposal in relation to securing a tenant for the New Theatre. Should this proposal be delayed, there is a risk that a shortfall will arise and the overall overspend position increase.
15. The projected overspend within Facilities Management totals £567,000. This overspend is largely due to additional costs in relation to FM Buildings which primarily relates to utilities and security costs. There remain a number of assumptions, including full achievement of savings proposals, within this position and tight control of expenditure will be required to ensure that the overspend does not increase further. Other overspends within the division include Building Support, due to unbudgeted employee costs, income shortfalls and additional supplies and services costs, and Building Services, where projected income is not sufficient to meet the income target. Partly offsetting these overspends is an underspend against the Accommodation

Account, which is the result of rental income within core buildings from externally funded occupiers, and additional income generated from cleaning.

16. Underspend within the directorate include £45,000 in relation to Business, Investment & Workshops. This is due to additional workshops rental income, partly offset by income shortfalls across the rest of the section. An underspend of £10,000 is projected within Property & Office Rationalisation, despite rental income shortfalls and additional utility costs. However, these shortfalls are more than offset by additional surveyor fee income, additional recharge income and in-year staffing savings due to vacancies. Also contributing to the underspend is a net underspend in relation to Office Rationalisation on the assumption of a reduced requirement to make a contribution to earmarked reserves. Other underspends relate to Parks, Leisure, Play & Sport, Construction & Design and Culture, Venues & Events. These total £100,000 and are due to supplies and services underspends within Parks, staffing vacancies within Leisure & Play and additional income within Construction & Design. Whilst Culture, Venues & Events is projecting an overall underspend, this position comprises various overspends and underspends, including additional income in relation to City Hall Functions, additional lettings within Cardiff Caravan Park, additional staff costs in relation to Commercial Activities and an overall deficit within Tourism. Both Cardiff Castle and St David's Hall are forecasting balanced positions, but the position will be closely monitored during the remainder of the year, as these venues are susceptible to market conditions.

### **Education & Lifelong Learning +£243,000**

17. The overall position indicates an overspend of £243,000, largely due to projected overspends against the budgets for Education Other Than at School (EOTAS) and Out of Area Placements, coupled with additional School Transport expenditure and non-achievement of savings proposals. Partly offsetting these overspends are various staffing vacancies across the directorate, in-year savings against capital financing budgets and managed underspends in relation to centrally-held school maintenance budgets. In terms of 2019/20 savings proposals, a shortfall totalling £197,000 is projected. This relates to the service-wide staffing restructure and the proposal to generate income through the provision of additional learning needs (ALN) services to other local authorities and via additional training. In both cases, partial achievement of the proposals is anticipated.
18. The largest overspend in the directorate totals £328,000 and relates to Out of Area Placements. This projection is based on the position at a point in time and reflects known placements and recoupment from other local authorities compared with the available net budget. EOTAS is also overspent, by £85,000, after allowing for a contribution from the delegated school budget towards the cost of one to one tuition. This position represents a significant improvement on the overspend incurred in 2018/19, partly as a result of the allocation of an additional £500,000 budget as part of the 2019/20 budget process. However, the demand for provision remains and there are still challenges in relation to the tuition service, which is projecting a significant deficit due to income shortfalls. Both Out of Area Placements and EOTAS present a risk to the directorate overspend increasing, should further

placements be required during the remainder of the financial year. In relation to School Transport, there is significant additional expenditure across the directorate, but particularly within both the School Transport and Inclusion divisions, which are reporting overspends of £168,000 and £139,000 respectively. The majority of this expenditure relates to additional transport provision beyond the scope of the policy and additional routes for pupils with ALN. This position includes additional in-year transport savings to be found, more detail of which will be visible once the autumn term commences. In-year underspends arising from the transfer into the Council of the school based counselling service partly offsets the Inclusion overspend.

19. There is an underspend, totalling £154,000, within the directorate relates to in-year savings against capital financing budgets for school ICT schemes. This one-off saving is due to one scheme ending during 2018/19 and the repayments for the follow up scheme not taking effect in full until 2020/21. The budget for Senior Management is also projecting an underspend, which totals £113,000, due to the vacant Assistant Director post, for the period between April and September, and additional income, including grant income. As well as these underspends, the Achievement division is forecasting in-year savings of £64,000, mainly in relation to vacant posts and delays in recruiting to the new Admissions structure. The other main underspend is shown against the School Organisational Planning budget and relates to the budget held for revenue funded school repairs and totals £150,000. Other divisions are projecting minor variances or balanced positions, including Services to Schools, where a projected deficit against the Music Service and savings shortfalls are offset by in-year savings against ICT budgets, vacancy control and other managed underspends.

## **People & Communities**

### **Housing & Communities (£300,000)**

20. An underspend of £300,000 is currently projected against this directorate. The majority of divisions are forecasting balanced positions or minor variances, with the most significant variances in relation to Homelessness & Hostels, Independent Living and Business, Performance & Support. All savings proposals for 2019/20 are projected to be achieved in full, with £746,000 having already been achieved to date against the target of £868,000. This includes full achievement of two proposals each totalling £250,000, in relation to the delivery of community wellbeing hubs and a realignment of funding for homelessness service delivery.
21. The most significant variance is an underspend of £260,000 in relation to Homelessness & Hostels. This underspend is largely the result of in-year employee savings, particularly in relation to the Housing Options Centre, where recruitment to the new structure is not expected to be complete until the end of September 2019. Security overspends are projected at the Housing Options Centre, however these are offset by other employee savings across the division. In addition, the Independent Living Service is anticipated to underspend by £94,000, primarily because of in-year employee savings. In previous years there have been savings arising from increased capital allocations within the Joint Equipment Service, however any savings

that do arise will be required to offset overspends within the pooled budget account.

22. Overspends within the directorate include £44,000 within Business, Performance & Support, mainly due to the non-achievement of a prior year savings target, in relation to commercialisation, and records management storage charges. The other overspend totals £10,000 and relates to Housing Strategy & Service Development due to a minor overspend against employee budgets. All other divisions are projecting balanced positions. Included within the overall position is a projected drawdown of £976,000 from the specific contingency budget set aside to meet increased costs in relation to the Council Tax Reduction Scheme. Further adjustments to this figure may be required as the year progresses, depending upon fluctuations in the number of applications and the level of support required.

### **Performance & Partnerships (£3,000)**

23. The overall position for this service is a net underspend of £3,000. Contained within the position are projected underspends in relation to Media & Communications, Performance Management and Cohesion & Engagement, almost entirely offset by overspends in relation to Bilingual Cardiff and Community Safety. The underspends, which total £47,000, £25,000 and £28,000 respectively, are due to in-year employee savings and additional external funding. The Bilingual Cardiff overspend, which totals £50,000, is predominantly due to the cost of external translation, with the Community Safety overspend of £53,000 due to greater than anticipated salary costs. All 2019/20 savings proposals are currently projected to be achieved in full.

### **Social Services +£4,200,000**

24. The overall position for the directorate reflects a projected overspend of £4.200 million, of which £1.466 million relates to Adult Services and £2.734 million to Children's Services. In both cases, the position reflects overspends on the commissioning budgets for external services. Savings proposals of £6.0 million were included in Social Services budgets for 2019/20, most of which were predicated on a reduction in activity levels. However, the pattern of activity to date suggests that numbers are either stabilising or, in some cases, increasing. Also of significance is the fact that a disproportionate element of the growth in respect of Children's Services has been in high cost residential placements, leading to a further increase in costs. A significant overspend is therefore reported even after taking into account the drawdown of the £2 million contingency for additional placements, agreed as part of the 2019/20 budget process. The position makes no assumptions at this stage around further growth arising from demographic pressures during the remainder of this year, due to the volatile nature of these demand-led services. Therefore, there is an inherent risk that the position could worsen, particularly if any further high-cost placements are made, and close monitoring will be required as a result. The directorate has, however, identified a range of actions to address the overall overspend and restrict further increases. These actions include maximisation of grant income, increased regularity of performance tracking, the continued emphasis on a new structure aligned to a new operating model, various reviews within the

commissioning and service provision aspect of the directorate's activity and strength-based practice and decision making throughout the directorate. Further detail on the individual positions for both services are provided in the paragraphs that follow.

#### Adult Services +£1,466,000

25. The Adult Services division is currently projecting an overspend of £1.466 million, largely reflecting pressures in relation to Older People Commissioned Services. This particular service is projecting an overspend of £3.850 million, mainly arising from savings shortfalls where proposals predicated on reducing numbers have, so far, not been achieved. It was anticipated that savings proposals in relation to reablement, encouraging independence and cost effective commissioning would facilitate sustainable reductions in activity levels and costs. However, with activity levels increasing or remaining static, costs have not reduced by a level sufficient to meet the savings targets. As an exemplification of this challenge, the activity levels for domiciliary care have increased by approximately 2.5%, rather than reduced. This, coupled with ongoing increases in unit costs in domiciliary and nursing care, has meant that expenditure levels are significantly in excess of the approved budgets. The overspend within this area is partly mitigated by various underspends in other areas, notably on staffing budgets where staff turnover and offsetting grant funding are providing significant savings.
26. Aside from Older People Commissioned Services, the other commissioned services are projecting underspends. In Learning Disabilities, an underspend of £265,000 is reported as a result of a reduction in the number of care home placements and a shift from domiciliary care to direct payments during 2018. An underspend, of £227,000, is also anticipated in relation to Mental Health Services, as a result of the continuing trend for reductions in the number of residential placements and, in line with previous years, an underspend on budgets allocated to the service for additional commitments in relation to Deprivation of Liberty Safeguards (DOLs). An underspend of £187,000 is evident in relation to budgets for Physical Disabilities, which is a reflection of activity levels remaining relatively stable or declining in the case of residential care.
27. Internal Services are currently projecting a net underspend of £1.703 million. This is mainly due to anticipated savings of £923,000 in Assessment and Care Management and £645,000 in Day Care & Reablement Services. In both services, there are significant staffing savings evident, as a result of high turnover but also the utilisation of grant funding to offset staff costs in a range of areas. In addition, Internal Support & Management is projected to underspend by £192,000, again as a result of staff savings and the utilisation of grant funding. There is an offsetting overspend of £57,000 in relation to Internal Learning Disability Support Living & Day Care, where additional staff costs have meant that historic savings targets remain unachieved.

#### Children's Services +£2.734 million

28. The Children's Services budget is currently projecting an overspend of £2.734 million. This is after taking into account the drawdown of the £2 million

specific contingency budget set aside to meet increased costs in relation to placements for looked after children, with this drawdown having been incorporated into the directorate budget position in this report. The ongoing pressures in relation to external placements for looked after children continue to underpin the overspend in this area, after allowing for both the use of the contingency budget and the significant growth, including a realignment, of £6.696 million allocated to the service as part of the 2019/20 budget. The overspend position at Month 4 largely reflects pressures on the budget for external placements. The overspend in this particular area totals £2.338 million and is evidenced by the number of looked after children increasing from 886 in December 2018 to 930 at the end of July 2019, representing a 5.0% increase. Included within this is a significant, disproportionate, increase (18%) in the number of high cost residential placements, where an additional 11 placements has led to a £2.5 million expenditure increase. Placement budgets were also reduced as part of the 2019/20 savings proposals and this has compounded the issue. External fostering budgets were also reduced to reflect savings proposals and, although numbers have remained relatively stable, an overspend is evident. Internal Adoption & Fostering is also forecasting an overspend, of £350,000, again reflecting the growth in looked after children, with the number of internal fostering and kinship placements 6% higher than the 2018/19 average. Adoption fees also continue to increase, again placing additional pressure upon the budget.

29. Other significant overspends include Targeted Services, where an overspend of £561,000 is projected, mainly as a result of increased agency costs, which are approximately £500,000 greater than the previous financial year. Specialist Services, including support for care leavers, is reflecting an overspend of £275,000, which is mainly the result of the ongoing high cost of supported accommodation and the overall increase in the number of looked after children. Increased agency expenditure is also a pressure in this area. The most significant underspend within the division relates to Early Intervention, where additional grant funding and staff savings are contributing to an underspend of £560,000, albeit these savings are partly offset by increased agency costs within the MASH. An in-year saving of £217,000 is also evident in relation to guardianship orders, with no increase in the rate for residential order allowances anticipated to be paid out in this financial year. However, the total available saving is partly offset by an increase in the number of allowances. Small underspends are also projected in relation to Safeguarding and Support budgets, mainly due to staffing savings and extra grant funding.

### **Planning, Transport & Environment +£2,457,000**

30. The directorate is currently projecting an overspend totalling £2.457 million, predominantly due to significant overspends within Recycling & Neighbourhood Services and Fleet Services. In addition, overspends are projected against Planning & Building Control, Energy Management, Shared Regulatory Service and Management & Support. Underspends are anticipated within Highways and Transport Planning, Policy & Strategy, with over divisions projecting balanced positions. A shortfall totalling £1.722 million is projected against the 2019/20 savings target of £3.819 million, with £961,000 achieved to date. This shortfall primarily relates to Fleet Services

and a review of vehicle utilisation and rationalisation across the Council's fleet, as well as the intention to commercialise the service and generate additional income. Other significant shortfalls relate to Recycling & Neighbourhood Services, where proposals to review business processes in relation to waste services, review the staffing resource across the service and increase income by growing the commercial waste and recycling centres are not delivering the targeted savings. The other main shortfall relates to the delivery of the approval body for sustainable drainage, with the outcome being lower than anticipated income generation.

31. The overspend within Recycling & Neighbourhood Services totals £1.528 million and reflects a number of significant overspends and the aforementioned savings shortfalls, which total £899,000 when including unachieved savings from the previous financial year. Significant pressures include income shortfalls and additional operating costs within Trade Waste Collections, Domestic Collections and the Materials Recycling Facility (MRF). As well as these overspends, there are income shortfalls in relation to the Waste Transfer Stations, Environment Enforcement and landfill gas royalties. These pressures are partly mitigated by a saving against the overall treatment of waste, funding provided for planned ward changes and the bottles and jars rollout for collections, which are being reviewed, and reduced operational costs in Street Cleansing. The Council's 2019/20 budget included a specific contingency totalling £350,000 to offset potential income shortfalls in relation to the MRF, reflecting the volatility in the market for recyclate materials. Having reviewed this area, as part of the monitoring process, the reported position reflects the full allocation of this contingency budget.
32. Other overspends across the directorate include an adverse variance of £644,000 in relation to Fleet Services. This overspend is mainly the result of significant savings shortfalls, relating to both the current financial year and previous years, coupled with a shortfall against income targets. Some mitigations are evident and have assisted with bringing the overspend down to the figure quoted. These mitigations include re-profiling of a loan repayment schedule and use of earmarked reserves. The Planning & Building Control overspend totals £193,000 and is due to planning fee income shortfalls, increased staffing and advertising costs, partly offset by the use of earmarked reserves. The Energy Management overspend comes to £115,000 and is because of a shortfall in renewable income sources and recharge income shortfalls, partly offset by in-year staffing vacancies. The Shared Regulatory Service overspend of £96,000 and Management & Support overspend of £53,000 are due to a licensing income shortfall and prior year cross-directorate savings shortfalls, respectively.
33. There are two underspends within the directorate, the first of which relates to Highways and totals £146,000. This underspend comprises savings on street lighting energy, additional income, utilisation of grant income and lower staff costs, as well as use of earmarked reserves. Partly offsetting these savings are overspends on the highways maintenance workforce, unachieved savings proposals and additional salt purchases for winter maintenance. Transport Planning, Policy & Strategy is projecting an underspend of £26,000 due to increased staff recharges and use of earmarked reserves offsetting unachieved staff restructuring savings and income shortfalls. The balanced

positions reported include Bereavement & Registration Services, where various financial pressures are set to be offset by the use of earmarked reserves, and Civil Parking Enforcement, where additional income generated will be transferred to the Parking Reserve.

## **Resources**

### **Governance & Legal Services +£11,000**

34. The directorate is currently forecasting an overspend of £11,000, comprising an overspend within Democratic Services, partly offset by an underspend against the Monitoring Officer budget. The Democratic Services overspend of £17,000 is due to additional transport and supplies and services expenditure and the £6,000 Monitoring Officer underspend relates to in-year employee savings. All other divisions are reporting balanced positions and the 2019/20 savings proposals, which amount to £372,000, are currently anticipated to be achieved in full. These balanced positions include Legal Services, where a significant overspend in relation to external legal fees is offset by an equivalent in-year saving against employee budgets. There is a degree of correlation between staffing vacancies and external legal fees incurred and it is anticipated that as vacancies are filled, the level of external legal expenditure could reduce. However, the number and complexity of safeguarding cases means that the risk of further external expenditure remains, even if the staffing establishment is filled.

### **Resources +£48,000**

35. The Resources directorate is currently projecting an overspend of £48,000, which is predominantly as a result of an overspend within the Digital Services division, partly offset by underspends within Finance, Commissioning & Procurement and Human Resources. All other divisions are reporting minor variances or balanced positions. A shortfall of £56,000 is currently projected against the directorate's £1.517 million savings target for 2019/20. These shortfalls relate to the generation of additional income within Health & Safety, income generation relating to the Council's trading company for procurement and commercial services and the delay in relocating the Council's in-house Occupational Health Service.
36. The projected overspend within the Digital Services Division totals £256,000 and mainly relates to an overspend against Enterprise Architecture due to income shortfalls and an overspend in relation to licence costs, partly offset by in-year employee savings. Customer Services is also projecting an overspend, largely due to additional employee costs and the loss of some grant income this year. Partly offsetting the figure is an underspend within the Capital Ambition Delivery Team as a result of additional income partly offset by additional employee costs. The Emergency Management Unit is also projecting an underspend due to in-year employee savings.
37. The largest underspend within Resources relates to Human Resources and totals £93,000. This is mainly because of savings against HR systems and additional recharge income. In addition, there are employee savings in

relation to Organisational Development, partly offset by an overspend against Service Delivery, which is due, in part, to the savings shortfall in connection with the Occupational Health Service. The Commissioning & Procurement underspend totals £65,000 and is primarily due to in-year savings arising from staffing vacancies, offset by supplies and services overspends and the aforementioned income shortfall. The Finance underspend of £55,000 is largely due to additional income, reduced employee costs and supplies and services savings within the Accountancy function.

### **Civil Parking Enforcement**

38. Civil Parking Enforcement (CPE) manages parking, parking enforcement and moving traffic offences throughout the city. The income from these activities is used to support the operational costs with the surplus being transferred to the Parking & Enforcement Reserve. The Civil Parking Enforcement budget for 2019/20 assumed a trading surplus of £7.227 million. The current projection indicates this surplus will be £8.019 million, an increase of £792,000.
39. Increased income of £779,000 is anticipated, mainly from MTO's following the over achievement of existing phases against original expectations. There is also an over achievement in on-street car parking fees through a combination of increased charges and higher volumes linked to the digital payment process. In addition, penalty charge notices are higher following the successful recovery of unpaid fines by the Traffic Enforcement Centre. The off-street car parking fees are forecast to be lower than the target due a delay in introducing the proposed revised tariffs and stay limits in the district car parks. Expenditure is projected to be £13,000 below budget. This includes reduced employee costs caused by in year vacancies offset by additional support charges and higher operating costs at the car parks.
40. The anticipated surplus of £8.019 million will be transferred to the Parking and Enforcement Reserve. This is available to support highway, transport and environmental maintenance and improvements. The brought forward balance in the reserve is £1.490 million, which together with the forecasted surplus from CPE activities in 2019/20 results in a total sum available of £9.509 million. The anticipated drawdown from the reserve is £7.835 million, which would leave a year-end balance of £1.674 million.

### **Housing Revenue Account**

41. The Housing Revenue Account (HRA) is currently projecting a deficit of £547,000. The major variance is a potential £551,000 overspend on the Housing Repairs Account. This reflects an increased number of void properties and a requirement for additional compliance work. Other overspends include rent and service charge income below target (£730,000) and insurance costs above budget (£164,000). The balance of the overspend (£117,000) is mainly due to building costs including utilities. These variances are offset by unbudgeted Affordable Housing Grant receipts (£839,000) and by capital financing charges below target (£176,000).

42. The overspend on the Housing Repairs Account is based on current statistics around tenant demand, average volume and cost of works and void property levels. Service management continue to review the position with the aim of managing this overspend against a background of contractor issues and plans to bring more work in house. Rent and service charge income below target reflects the restricted rent uplift for 2019/20 and the ongoing impact of Welfare Reform, which results in an increased bad debt requirement. Insurance forecasts are largely based on average costs in previous years but will depend on the number and value of claims which will not be clear until later in the financial year.
43. It should be noted that any deficit will be met by a transfer in from HRA general balances with no impact on the Council General Fund. However, should this transfer be required, it is not planned for within the 30 year HRA Business Plan and will, therefore, reduce the ability to deal with budget pressures and funding requirements within the HRA in future years.

### **Cardiff Harbour Authority**

44. Welsh Government support for Cardiff Harbour Authority has been subject to three-year funding agreements. The current budget represents a reduction of £177,000 or 3.3% on 2018/19. The forecast at the end of quarter one indicates a funding requirement of £5.223 million, representing a full spend against budget. The position includes reduced groundwater, environment and facilities management costs and lower income generation, offset by some additional essential maintenance costs at the barrage. The projected income of £958,000 includes £549,000 from car parking fees, £263,000 from harbour dues and £98,000 from water activities.
45. The Harbour Asset Renewal budget is set to be fully spent during 2019/20 and detail of capital expenditure is set out in the Capital section of this report on paragraph 7.
46. The CHA maintains a Contingency and Project Fund, which is used to support projects and provides a contingency if the approved budget is exceeded. The Fund receives contributions from a combination of receipts from the sale and disposal of land and a share of past year underspends on the Fixed Cost budget. The balance at 31 March 2019 was £42,000 and this is in line with the amendments to the Deed of Variation as agreed in April 2018.

### **Capital**

47. The Council in February 2019 approved a new Capital Programme of £146.556 million for 2019/20 and an indicative programme to 2023/24. The budget for the General Fund and Public Housing has since been adjusted to £151.686 million to include actual slippage reported at outturn, incorporation of new grant approvals and confirmation of actual grant awards.
48. The sections below indicate a forecast position for 2019/20 for the General Fund and Public Housing.

## **General Fund**

49. The projected outturn for the year is currently £71.922 million against a total programme of £104.301 million, a variance of £32.379 million, which is predominantly due to slippage. Expenditure at the end of Month 4 was £9.339 million which represents 13% of the projected outturn, but several large projects are expected to start in the latter part of the year.

## **Capital Schemes Update**

50. Delivery of capital projects is complex, may span a number of years and is influenced by a number of external and internal factors such as weather, statutory and non-statutory approval processes. Directorates continue to be reminded of the need to set achievable profiles of expenditure and to identify slippage at an early stage.
51. Given the significant capital pressures and reductions in funding seen over the last few years and highlighted in the Budget Strategy Report to Council in July, slippage not identified at Month 4, for annual sums, will not automatically be carried forward.
52. The following provides an update on the significant capital schemes included in the programme in addition to the detailed list in Appendix 3. Future monitoring reports will focus on key variances.

## **Economic Development**

53. The 2019/20 programme for the Directorate is £10.889 million, with an initial variance identified of £1.635 million predominantly in relation to city development and major projects.

## **Business and Investment**

54. The Council received a further £2.810 million of town centre loan funding for Butetown and Grangetown, which is repayable by 2032. This makes the total available to the Council of £4.810 million towards loans to third parties in order to bring back vacant, underutilised or redundant buildings into beneficial use. Subject to the Council's usual governance processes, proposals are being developed to include properties in Bute Street. These will need to be the subject of due diligence and ensuring appropriate security arrangements for any loans, accordingly the timing of expenditure is uncertain at this stage. No expenditure is currently assumed this year but will continue to be reviewed.

## **City Development & Major Projects**

55. Council approved the Affordability Envelope in respect of delivery of a new indoor arena as part of the 2019/20 budget proposals in February 2019. Procurement of a developer/operator for the new Indoor Arena is currently under way, with the tender opportunity now live and available to prospective providers. The procurement process is expected to conclude around the end of March 2020, at which point a full business case on the delivery of the Arena

will be presented to Cabinet for final approval, and a contract will be awarded to the developer/operator. No capital expenditure is anticipated on this project until later in the financial year.

56. In the Council's five year programme, a sum of £2.366 million was allocated to economic development initiatives, primarily in relation to heritage buildings. A number of developments are being taken forward, with the allocation of £366,000 assumed to be slippage. Any commitments against the overall allocation will be reviewed as part of the 2020/21 budget process.
57. The primary phase of Central Square Public Realm was completed in November 2018 with costs of £8.7 million in 2018/19 and prior. Slippage of £342,000 is projected to be carried forward to complete works arising following future phases of the development.

### **Parks & Green Spaces**

58. The Asset Renewal Infrastructure budget of £140,000 along with slippage will be used for footpaths reconstruction at Rhyd-y-penau Park, Parc Cefn Onn and Hailey Park, fencing replacement at Greenway allotment and retaining structural works, including Waterhall bridge replacement.
59. The enhanced play equipment capital allocation of £278,000 will be used at the following sites towards resurfacing and replacement of playground equipment. Sites include Lascelles, Parc Caedelyn, Glenmount Way, Grange Gardens, Drovers Way, and various BMX and skate parks.
60. The contract for the landscaping work at Parc Cefn Onn is complete and the upper park reopened in August. Works included a timber walkway, footpath and seating improvements as well as pond works. The refurbishment of the toilet block will be subject to a further tender exercise, but is still assumed to be completed this financial year with additional funding required to complete this and all other elements to be met from the Council's building asset renewal budget and Park's infrastructure asset renewal budget.
61. Refurbishment works at Roath Park house to protect it from further deterioration and make it wind and watertight commenced in September and are anticipated to be completed in February 2020. The estimated cost is £570,000, with options for a commercial use generating income to be considered in parallel to ensure the site does not remain vacant. The project utilises funding from capital receipts from the disposal of the former youth hostel at Wedal Road agreed by Cabinet to be re-invested in the Roath Park District Area.
62. The replacement of the boat jetty at Flat Holm Island is expected to be completed this year at a cost of £385,000, funded from the Landfill Communities Fund.
63. The Heritage Lottery Fund has awarded £152,000 of development phase funding towards Flat Holm Island. This is for the Walk through Time project, in partnership with RSPB Cymru and the Flat Holm Society, and seeks to breathe new life into the Bristol Channel to preserve its heritage, protect its

rich wildlife and attract more visitors to the Site. Detailed expenditure profiles are yet to be determined and will be updated in future monitoring reports.

## **Leisure**

64. A property asset renewal budget of £135,000 has been allocated in 2019/20 to allow completion of car park drainage and resurfacing at Insole Court. This will allow recovery of final grant balances due from Heritage Lottery Fund and BIG Lottery.
65. As part of the contract for the transfer of leisure sites to GLL, the balance remaining of the £3.5 million for investment in the transferred leisure sites is £1.047 million. This is repayable on an investment to save basis, with detailed expenditure plans currently being developed by GLL, which include changing room refurbishment, pool play features, boiler replacement and lighting schemes.
66. Due to the deteriorating condition of the track at Cardiff International Stadium, replacement works that started in 2018/19 have now been completed at a total cost of £500,000 in line with the original agreement for transfer of the site to Cardiff and Vale College.
67. A tender package is currently being prepared for a scheme at Pontcanna riding school to resurface the outdoor arena which is necessary as it generates income for the school. Funding sources include a grant from Sport Council Wales and a contribution from the friends of Pontcanna riding school.

## **Venues and Cultural Facilities**

68. Capital budgets were initially allocated in 2015/16 for priority works identified at St David's Hall (£350,000) and New Theatre (£295,000), pending consideration of alternative options for service delivery from those sites. Dormer windows at New Theatre will be replaced this year, with the balance carried forward as slippage in to 2020/21 to develop a works package at St David's Hall.

## **Property & Asset Management**

69. Property Asset Renewal works for administration buildings will be developed over the year but currently includes the completion of stone balustrades on the roof at City Hall, replacement of emergency lighting and electrical remedial works at Cardiff Market works and a boiler plant replacement at Bute Park.
70. A scheme to introduce security measures at Brindley and Coleridge road depot site has been completed, replacing the manned security with technology to both improve the effectiveness of security at the site. The scheme was undertaken on an invest to save basis with repayment of expenditure over a five year period from reduced operational costs.
71. The Community Asset Transfer budget provides up to £25,000 for improvement works to buildings being taken on by third party organisations.

Payments are subject to progress on schemes and full slippage is shown at this stage into 2020/21.

72. The investment property estate is managed on a commercial basis with capital receipts generated from the sale of investment estate assets reinvested to improve existing properties within the estate or to purchase better quality assets. Expenditure currently expected during the year is for completion of refurbishment works at Senlan Industrial estate to bring units back into use.
73. Slippage of £331,000 is shown as the Council aims to secure National Heritage Lottery Funding towards wider more comprehensive improvements to Central Market. An expression of interest was submitted and approved in March 2019 with a phase 1 application submitted in May 2019. The outcome is expected in September and the Council has allocated £450,000 capital funding over the next four years as match funding and retains an earmarked revenue reserve of £281,000.
74. Following the completion of immediate health and safety works at the Former Virgin Active Tennis Centre site expenditure of £1.175 million is being undertaken to reconfigure the centre into separate, self-contained units comprising units, replacing mechanical and electrical services at the building. The costs are greater than initially expected due to incorporating new mechanical and electrical equipment within existing infrastructure whilst working around current occupiers of the property, however this will allow the securing of longer term lease arrangements for the beneficial use of the site as a local sports and club facility.
75. The full cost of the scheme must be met from disposal proceeds of land on the site as originally intended, with preparatory works on the disposal to be progressed in parallel with the works, which are expected to be complete in March 2020.

### **Harbour Authority**

76. The Harbour Asset Renewal budget approved for 2019/20 is £232,000, to be spent on various barrage structural works including completion of Bascule Bridge refurbishment and to replace and raise lock electrical panels.

### **Education and Lifelong Learning**

77. The 2019/20 programme for the Directorate is £33.718 million, with a net overall variance identified of £18.102 million primarily due to the delay and the re-profiling of Band B schemes, alongside the continued slippage of asset renewal including a scheme at Whitchurch High.

### **Schools - General**

#### *Asset Renewal - Buildings*

78. The Council asset renewal allocation of £12.659 million in 2019/20 includes £6.5 million of an additional £25 million approved over 5 years to address

condition, health and safety and additional learning needs within the schools estate. In 2018/19 the Welsh Government provided the Council with £4.262 million maintenance grant in March 2019. This was used to displace Council funding resulting in slippage of £4.130 million, which was carried forward to 2019/20. Expenditure in the year is anticipated to be £7.260 million on a range of roof and boiler replacements, fire precaution works, safeguarding of lobbies and kitchen upgrades. Due to limited scope for works to be carried out on schools buildings priority jobs are completed over the summer holidays but £5.399 million of slippage is expected due to delays in starting projects and capacity restraints.

#### *Asset Renewal – Suitability and Sufficiency*

79. The Suitability and Sufficiency budget of £894,000 is the net total after monies were brought forward in 2018/19 (£146,000) to pay for schemes completed a year earlier than planned. This budget is expected to be fully utilised in 2019/20 on arrange of works including; increased capacity for pupils with additional learning needs at Meadowbank, The Court, Marlborough and Bryn y Deryn as well as priority Disability Discrimination Act (DDA) adaptations across the Schools estate.

#### *Whitchurch High*

80. A £1.322 million separate allocation exists for works at Whitchurch High with future works subject to a full options appraisal. Opportunities for virements from existing education budgets will be considered subject to the impact of such an approach. As these options are currently under review it is assumed that there will be slippage of £472,000.

#### *Reducing Infant Class Sizes Grant*

81. As part of an ongoing programme to reduce infant class sizes, Welsh Government has agreed a £3 million grant funding package until 2021 for St Fagan's Primary, St Francis Primary and Oakfield Primary. Works at Oakfield are expected to be completed this year with the St Fagan's project scheduled to begin shortly. Slippage of £1.561 million is anticipated which must be spent in 2020/21 under the current grant conditions.

#### *Welsh Medium Grant*

82. A further grant of £1 million has been awarded in principle from Welsh Government to improve Ysgol Y Wern under the Welsh Medium programme. The project will increase the school to three forms of entry by providing two new permanent classrooms via extension of the existing building, along with the development of a welsh medium teachers training room in partnership with Cardiff Metropolitan, Welsh Government and the Central South Consortium.

## **Schools Organisation Plan – 21<sup>st</sup> Century Schools**

83. In March 2015, the Authority submitted a re-aligned 21<sup>st</sup> Century Schools Programme for investment totalling £164.1 million to Welsh Government. The 21<sup>st</sup> Century Schools Band A programme has fully utilised Welsh Government grant funding of circa £66 million with final spend in 2019/20 expected to be £1.8 million. These final schemes include final payments for the Eastern High School contract and demolition in relation to the Cardiff High School in the West project.
84. Band B of the 21<sup>st</sup> Century Schools Programme has now commenced with an overall estimated funding envelope of circa £240 million. This is to be funded by Welsh Government grant award with match funding from Cardiff Council at a rate determined by the type of school. The timescales of the programme has been reviewed since the initial submission to Welsh Government and will continue to evolve as detailed business cases are developed. At present three schemes are progressing; Fitzalan High, St Mary the Virgin and Doyle Avenue.
85. The stage one Fitzalan contract was recently awarded and preparatory and design work has commenced. Total spend anticipated in 2019/20 is £1.608 million out of the total £61.908 million allocated budget. The Doyle Avenue scheme is a complex scheme aiming to house three schools (Cantonian, Riverbank and Woodlands) on one shared campus. This is currently at the initial design stage.

## **People & Communities**

86. The total programme for 2019/20 is £11.809 million, with a variance identified of £1.695 million, the majority of which relates to slippage on regeneration schemes, youth hub projects, and expansion of the travellers site.

## **Communities & Housing**

### **Neighbourhood Regeneration**

87. The Neighbourhood Renewal Schemes programme of £310,000, includes street scene environmental improvements in Cathays and Riverside as well as implementation of a 3G sports pitch at Splott Park.
88. Shop front improvements at Clare Road and Penarth Road have been completed. The Maelfa regeneration scheme is progressing well, 9 new commercial units have been completed, including the fit out of 5 units. The demolition of the remainder of the shopping is complete and foundation work has started for the new Cardiff Community Housing Association residential units. The latter includes additional costs in respect of significant asbestos removal, security and land transaction tax and will be managed from within existing budgets within neighbourhood renewal.
89. Including slippage from the prior year of £54,000 the alley gating budget is £104,000 for priority schemes throughout the city. Subject to completion of consultation and legal procedures, full expenditure is currently forecast.

90. In March 2018, Cabinet agreed priorities for submission under the Welsh Government Targeted Regeneration Investment (TRI) Programme. In accordance with the terms and conditions of the funding, the Council has allocated its own resources to supplement other public and private funding sources. Council funding of £337,000 is available in 2019/20 with a further £900,000 in the following year. Pending confirmation of approval of initial schemes in the South Riverside business corridor, slippage of £150,000 is currently shown.
91. The Council has received confirmation of Welsh Government MALD funding totalling £225,000 for the refurbishment of Whitchurch and Rhydypennau libraries to create community wellbeing hubs. The cost of both schemes individually are in excess of £500,000 and are reliant on confirmation of Intermediate Care Fund (ICF) grant bids to support the creation of a number of hubs to be able to proceed. Until such confirmation is received, there remains a risk to the schemes progressing.
92. The Council aims to develop an integrated city centre business academy for young people, at Grassroots in Charles Street. This would offer young people advice and support on a wide angle of health, wellbeing and housing needs alongside employability skills, entrepreneurial advice and co-working spaces. The project is at design stage and with forecast costs of over £2 million, Intermediate Care Fund and other grant bids have been submitted in relation to the scheme, but have not been approved to date. Pending confirmation, it is unlikely that there will be significant expenditure on the scheme in this year and slippage is shown for a consecutive year with £800,000 carried forward to 2020/21.
93. A contract to develop a creative hub at Butetown youth pavilion has been let, with total expenditure to be £793,000 including all fit out. An additional Targeted Regeneration Investment grant from Welsh Government has been confirmed of £429,000 to supplement the Council's own funding, with any balance of council to be retained for the development of other youth.

### **Housing (General Fund)**

94. The Disabled Facilities Service budget for mandatory and discretionary grants to housing owner-occupiers as well as for administration costs for the grants is £4.400 million and is expected to be fully utilised. This expenditure allows housing owner-occupiers to continue living in their own home. In addition Enable grant totalling £436,000 has been received in the year from Welsh Government to deliver additional adaptations.
95. An Intermediate Care Fund (ICF) grant of £660,000 was received at the end of March and used for adaptations. In accordance with the terms in accepting the grant, the Council has carried forward its own displaced resources into 2019/20 as slippage, to be spent on agreed ICF priorities with the health board.
96. To facilitate comprehensive regeneration schemes, the estate environmental improvement allocation supports the costs of works to owner-occupier

properties as part of the Public Housing programme. Schemes during the year include Anderson place, Taff embankment, Roundwood Estate, Arnold Avenue and Bronte Crescent. The budget will also contribute towards any requirement for enabling works as part of approved energy efficiency schemes, for which £100,000 is assumed whilst a WG led scheme is developed.

97. Plans to expand the number of pitches on traveller's sites are subject to acquisition of land, securing grant from Welsh Government for the construction of additional pitches, viability and planning consent. At this stage slippage of £450,000 is shown, however is currently dependent on the factors outlined above.
98. Construction work on the Domestic Abuse One Stop Shop at the Cardiff Royal Infirmary site in partnership with the Health Board is forecast to complete in December 2019, with the total cost being in line with the £1.2 million initially allocated. The facility will be run by RISE which is a consortium of organisations who provide services to support women.

### **Flying Start**

99. The budget for Flying Start Capital schemes for the year totals £18,000. This comprises £8,000 allocation for Shirenewton Playgroup and £10,000 for First Steps, Trelai Primary. It is anticipated that all works will be completed by year-end. Additional Childcare grant totalling £1.117 million has been awarded to support sufficient childcare places to meet demand generated by the Childcare offer. Whilst detailed schemes and a grant process is being developed, it is assumed that £400,000 will initially be spent in 2019/20.

### **Social Services**

#### **Adult Services**

100. The Day Centre Opportunities Strategy aimed to reconfigure day services for older people at three existing sites; Minehead Road, Grand Avenue and Fairwater day centres. The final scheme at Fairwater was completed in June 2019.
101. A number of bids have been submitted for Intermediate Care Fund grant funding and are pending formal approval from Welsh Government. These include technology to support assisted living; a scoping exercise to consider an expansion of day provision and the opportunity to develop a hub on the Tremorfa day service site and older person housing care-ready schemes to promote independent living for older residents. Updates will be provided in the next monitoring report.

#### **Children's Services**

102. Proposals from the remaining John Kane Fund include an extension and refurbishment of the Crossland's home. Designs have been completed and are to be the subject of a tender exercise, however the start of any scheme is dependent on ensuring the works impact on service delivery can be

mitigated. Subject to this, expenditure of £75,000 is currently assumed during the year whilst options are considered.

103. An Intermediate Care Fund grant application has been submitted to improve and increase capacity of Trelai Youth Centre on the Ty Gwyn Special School campus, making it available to children and young adults with learning disabilities and complex needs in Cardiff for out of school activities. Updates will be provided in the next monitoring report.

### **Planning, Transport & Environment**

104. The 2019/20 programme for the Directorate is £43.680 million, with a variance identified of £10.947 million. This is primarily in relation to slippage of energy, waste, highway infrastructure and transport projects. A range of grants have been approved by Welsh Government, in most cases, with a requirement to undertake expenditure by 31 March 2020. Schemes and associated preparatory works will need to progress promptly in order to maximise utilisation.

### **Energy Projects & Sustainability**

105. Subject to due diligence, a number of schemes are to be undertaken under the second phase of the REFIT programme. Total expenditure of £300,000 is forecast in 2019/20, with a further £600,000 in the following year on lighting enhancements and solar panels, primarily on school sites. A Salix repayable loan funding application will be made for the works.
106. Salix Energy Efficiency Loan Schemes (SEELS) are repayable loans that aim to achieve energy efficiency and carbon reduction savings on public sector buildings. There is likely to be a delay in future schemes, whilst the approach to procuring further projects is reviewed.
107. In May 2019, Cabinet approved the final business case to deliver a solar farm at Lamby Way and planning consent was also received. The Solar Farm is a long term invest to save project which is projected to be self-financing over its operational life which is in excess of 30 years, as well as delivering long term financial benefits to the Council in addition to the significant carbon reduction benefits highlighted in the case. Cabinet also approved increasing the size of the facility from 7.5 megawatts to c 9.0 megawatts. The works cost is estimated at £7.710 million. With completion expected in spring 2020, slippage of £1.680 million is shown at this stage.
108. It should be noted that the costs of all projects identified above together with ongoing maintenance must be paid back from savings or future income generation.

### **Bereavement & Registration services**

109. The total programme of £1.195m reflects site and facility improvements of £425,000, which includes cemetery section expansions, works to chapels including installation of air conditioning, works on war memorials, equipment replacement and £750,000 towards the new Cardiff cemetery site. In relation

to the latter, any expenditure must be repaid from future income receivable as part of the bereavement reserve. Slippage of £370,000 is currently anticipated due to delays in accessing the site until later in the year in order to undertake site investigations.

### **Recycling Waste Management Services**

110. The five-year capital programme includes £3.325 million to explore options for a new household waste recycling / reuse centre. No expenditure is forecast to be incurred during the year until a suitable site is identified, resulting in slippage of £200,000.
111. As part of a separate glass collection trial in 2018/19, recycling containers and associated equipment costing £285,000 were acquired during that year. The Capital programme for 2019/20 includes an allocation of £815,000 to roll out the scheme, which is subject to confirmation of the way forward by Cabinet in autumn 2019. At this stage full expenditure is assumed.
112. The programme continues to include a £500,000 allocation towards a package of acceptable fire safety measures in relation to the Materials Recycling Facility (MRF) equipment and building. Further work is required in order to determine whether mitigations already put in place are just as effective as works to the facility which could cost more than the funding currently available. Pending a review, slippage of £500,000 is shown into 2020/21 as expenditure during the year is unlikely to take place. The need for this allocation will need to be reviewed during the budget process for 2020/21.
113. Expenditure of £375,000 is proposed to be undertaken on a number of enhancements to Waste management infrastructure including site crossings for users, security barriers, vehicle wash and other health and safety actions.

### **Highway Maintenance**

114. Expenditure on the reconstruction of structurally deteriorated roads which are deemed to be a priority is forecast to be £400,000. Site investigations will determine the most appropriate treatment to address condition and form the basis of any tender exercise. Prioritised roads are Greenway Rd, Nant Fawr Crescent and New Road.
115. The budgets for carriageway and footpath works total £8.191 million including slippage from 2018-19 which has been used to complete 2018/19 carriageway preventative, resurfacing and patching contracts. Assessment works for the 2019/20 programme are complete and the programme is being finalised before a procurement exercise is undertaken. Slippage of £1.7 million is currently forecast by the Directorate for resurfacing that will be done in conjunction with a number of capital schemes within the City Centre, programmed for 2020/21.
116. The five year capital programme includes a sum of £2.250 million to replace the timber surface of the Millennium Walkway which is coming to the end of its expected lifespan. The 2019/20 allocation is to support design with

potentially a small area of new sustainable material being trialled before wider roll out. Slippage of £150,000 is currently assumed.

117. The Bridges and Structures budget of £1.350 million will support replacement of Butetown tunnel emergency doors, Capel Llaniltern Culvert works and strengthening and refurbishment of the half joints at A48 Rhymney River Bridge. Assessment reports are awaited for North Rd Flyover and Station Rd to inform the level of works required, therefore slippage of £500,000 is currently forecast.
118. The street lighting renewal budget is to be used for replacement lighting in subways and low level solar powered bollards, with the first phase in Pentwyn, followed by Gabalfa. Design has been undertaken for a programme of cable and column replacement works at Eastern Ave to be phased over a number of years, however this is unlikely to start until January 2020. Slippage of £530,000 is currently assumed.
119. Following a successful trial of LED lighting in the Radyr Ward, with the conversion of 1,250 columns, an invest to save business case has been approved for all remaining residential columns to be converted to LED at a potential cost in excess of £6 million. Subject to the start and completion of tender process during the year, £1 million slippage currently assumed.
120. As part of a coastal defence scheme to implement improvements from Rover Way to Lamby Way, WG grant of £639,000 has been awarded to progress design, habitat assessments and complete a full business case. Slippage of £248,000 is currently assumed.

### **Traffic & Transportation**

121. The Council Road Safety Schemes budget of £335,000 and £190,000 budget for 20mph zones will be used to match fund schemes being delivered under Local Transport Fund, Active Travel Fund (Lakeside Primary) and Road Safety Fund grants. Full spend is currently anticipated.
122. The asset renewal telematics budget of £135,000 is to be used for replacement of obsolete CCTV cameras at various locations.
123. The total budget for cycling development in 2019/20 is £2.5 million, which will be used to match fund WG grant funded schemes. Slippage of £2 million is forecast, in line with the delivery programme of Cycle Superhighway schemes.
124. A sum of £375,000 Council match funding is included in the Capital Programme to help secure a range of Welsh Government grants where match funding is required. Together with slippage from 2018/19 this is to complete a range of schemes for Local Transport, Safe Routes in Communities and Road Safety. Welsh Government terms and conditions require all grant to be utilised by 31 March 2020
125. City Centre and Key Links Transport Improvement budget of £1.684million including slippage is to be utilised towards schemes in the City Centre.

Slippage of £1.259 million is anticipated, in line with the delivery programme. £425,000 will be used in year towards the design of City Centre Eastside.

126. The Welsh Government allocation to Cardiff for the Local Transport Fund is £5.558 million. The fund supports development of integrated, effective, accessible, affordable and sustainable transport systems. Schemes bid for and approved this year include bus improvements on the A4119 and the A470 (£876,000), City Centre Transport Development to support sustainable travel infrastructure in the city centre (£2.750 million), to extend the on-street cycle hire scheme (£500,000), active travel to schools (£500,000), expansion of the 20mph limit area (£500,000 and to deliver a package of strategic cycle routes and on-street parking (432,000).
127. The Local Transport Network Fund allocation of £150,000 is to improve bus performance on strategic routes, through removal of priority narrowing's at key locations.
128. A Welsh Government Road Safety grant of £522,000 will support capital projects that reduce road casualties. Schemes include traffic calming and pedestrian improvements on Rhydypennau Road near Dan-y-Coed Road and the A48 Western Ave. Design for a safety scheme will be undertaken on Crwys Rd for construction in 2020/21 subject to a successful grant bid.
129. Safe Routes in Communities Grant of £267,000 aims to improve the accessibility and safety and encourage walking and cycling in communities. There is particular emphasis on improving routes to and from schools with works proposed for Ninian Park Primary.
130. The Active Travel Fund allocation is £3.958 million. The purpose of the fund is to increase levels of active travel, improve health and well-being, improve air quality, reduce carbon emissions and connect communities. Funding will support Cardiff Cycle Superhighways stage 1 (£2,507 million), design and implementation of walking and cycling schemes (£679,000) and an allocation of £772,000 to implement a number other improvements to the Integrated Network Plan.
131. A grant of £134,000 was approved from the Department for Transport towards the costs of implementing on street residential charge points for electric vehicles. Match funding of £45,000 was allocated from the Parking Reserve. Implementation is now complete at 10 locations across the city.
132. An allocation of £310,000 from the Parking reserve has been approved to install Electric Vehicle charging points for Cardiff Council vehicles at numerous locations, to support a move towards an electric vehicle fleet. The number and locations of points as well as numbers of vehicles suitable for conversion are currently being determined.
133. In relation to moving traffic offences, expenditure of £460,000 is to be incurred on purchasing motion cameras and a camera car for mobile enforcement, £125,000 for attended parking stationary cameras and £160,000 for additional pay and display machines. This expenditure is on an

invest to save basis, to be repaid from future parking and enforcement income.

134. Full slippage of the Parking Reserve funded bus corridor improvements budget £335,000 is proposed in order to prioritise grant expenditure, due to programme delays on match funded schemes (A4119 Ph2d & A470 Caedelyn to Tyn-y-Parc). This slippage will be required in 20/21 to complete the schemes.
135. In order to comply with the requirement of the environment act 1995 – air quality direction 2019 - the Council has submitted a business case and options for delivering compliance in the shortest possible time. Welsh Government has committed to supporting the costs associated with implementing the agreed measures including city centre schemes to enable their implementation.
136. Design works are being progressed pending formal confirmation of grant from Welsh Government.

### **Resources**

137. The 2019/20 programme for the Directorate is £4.205 million, with this currently forecast to be fully committed by the end of the year.

### **Technology**

138. The Modernising ICT budget aims to support projects in the Cardiff Capital Ambition programme and the digitisation of business services utilising modern technology. Expenditure planned during the year includes continued roll out of SharePoint (Electronic Document Management System), teams developing the Cardiff App and other Digitalisation projects and development of a Virtual Assistant (ChatBot). The £1.1 million budget for the year is forecast to be fully committed.
139. The ICT Refresh budget of £398,000 will support a range of projects to support resilience, capacity and capability such as core network switch replacement, telephony rationalisation and update of firewalls.

### **Corporate**

140. In respect of the contingency budget of £200,000, given that it is early in the financial year this is shown projected to be fully required, although as the year progresses, any under spend will be used to reduce the level of borrowing assumed in the Capital Programme.
141. The £500,000 invest to save budget for small schemes has not been requested to be drawn down for approved schemes to date. It is assumed that this will not be required during the year but will be adjusted in future monitoring reports if schemes are approved during the year.
142. Whilst the programme for 2019/20 includes for a payment of £2.474 million as part of the Council's £28.4 million approved contribution to the £120 million

Cardiff Capital Region City Deal (CCRCD) wider investment fund, the timing and value of approved and proposed projects being considered by CCRCD joint committee is uncertain. Any payment by the Council will also be dependent on the different funding streams available to CCRCD to meet obligations under the project.

143. The Council's five year capital programme includes a loan application from Cardiff City Transport Services of £2 million towards the replacement of diesel vehicles with electric buses. In accordance with the Cabinet report in June 2019, a loan would be considered subject to relevant due diligence and security as part of a number of clean air measures. No budget has been brought forward at this stage.

### **Capital Receipts**

144. The 2019/20 Capital Programme included an assumption of £3.0 million non-earmarked capital receipts net of fees. This includes targets to dispose of land as well as a number of retail parades as identified in the Annual Property Plan. To date the main disposal relates to the sale of 8 library street Canton (£289,000).
145. In addition to the above, a number of sites will be sold as part of the investment property strategy, for reinvestment in the estate and a number of land appropriations to the Housing Revenue Account will take place for the development of affordable housing. Subject to agreement of values, this includes sites of the former Michaelston and Llanrumney High schools as well as land identified as part of the Maelfa and St Mellons Hub redevelopments.

### **Public Housing (Housing Revenue Account)**

146. The 2019/20 capital programme for Public Housing is £47.385 million, with net overall slippage assumed of £2.111 million currently forecast.
147. Expenditure of £4.844 million is forecast on a range of estate regeneration schemes to tackle issues of community safety, defensible space, waste storage and courtyard improvements to blocks of flats. Major schemes within the programme include Anderson Place / Galston Street in Adamsdown, Taff Embankment, the Roundwood estate Arnold Avenue and Bronte Crescent. Progress in delivering schemes on site is positive, allowing a number of schemes to be brought forward from future years.
148. An amount of £10.288 million is forecast to be spent on improvements to the existing dwellings stock including £2.3 million on roofing, £1 million on lift upgrades, £1.2 million on upgrades to Highrise, £1.6 million on sheltered accommodation schemes including Clos Y Nant and Brentwood. A range of other investment will be undertaken including boiler replacement, rewiring, underpinning of properties where subsidence issues were found, front door upgrades to flats and kitchen and bathroom upgrades when properties become vacant prior to re-letting. Slippage of £3.262 is recognised primarily

in relation to front door upgrades to flats to allow for further fire testing and also rewiring.

149. Expenditure on disabled adaptations for public housing is forecast to be £2.9 million with additional pressures to be managed within the overall budget allocated.
150. A report outlining the Councils strategy for delivering 1,000 new council homes by May 2022 and at least 2,000 in the longer term was considered by Cabinet in May. Expenditure on the development of new housing over a number of sites during the year is estimated to cost £27 million in total. This includes completion of phase one living sites, preparation for future phases as well as specific developments such as Caldicot Road, Greenfarm Hostel shipping container scheme, Courtney Road, and acquisition of the Iorwerth Jones home site. Opportunities will also be considered to bring forward the acquisition of individual property acquisitions subject to viability and suitability of the properties.

### Section 106 Schemes and Other Contributions

151. The table below shows the Section 106 and other contributions forecast to be spent at the time of setting the budget. This has been reviewed by directorates and is reflected in the new projection at Month 4:

	<b>Budget</b>	<b>Projection at Month 4</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
Parks & Green Spaces	1,342	992	(350)
Traffic & Transportation	802	432	(370)
Strategic Planning & Regulatory	156	101	(55)
Neighbourhood Regeneration	349	335	(14)
Economic Development	382	78	(304)
Education & Lifelong Learning	330	274	(56)
Public Housing (HRA)	520	520	0
<b>Total</b>	<b>3,881</b>	<b>2,732</b>	<b>(1,149)</b>

152. Some of the schemes included in the profile above are:

- Parks and Green Spaces – Schemes are proposed to be undertaken in a number of areas including Adamsdown Open Space, Craiglee Drive, Trelai and Jubilee Park, Gelligaer Street, and Grange Gardens play areas, and cycle improvements along the Roath Park Corridor. Capacity to deliver schemes continues to be reviewed.
- Traffic & Transportation – public transport improvements, junction improvements, bus stops and bus borders; installation of CCTV and real time information, telematics and transportation schemes including the provision of bus routes in the City and strategic transport initiatives.

- Strategic Planning – Detailed Design of City Road Public Realm Enhancement Scheme.
- Neighborhood Regeneration - Improvement of community facilities at Penylan Library and Community Centre, Butetown Pavilion, St Peters Community Hall, Old St Mellons Village Hall and Maes y Coed Community Centre and Llwynfedw Gardens.
- Economic Development – Support for small to medium enterprises in Adamsdown, Butetown and Llanishen.
- Education & Lifelong Learning – Condition works at Llanishen High School.
- Public Housing – development of new Council housing.

### **Reasons for Recommendations**

153. To consider the report and the actions therein that form part of the financial monitoring process for 2019/20.

### **Legal Implications**

154. It is a Council responsibility to set the budget and policy framework and to approve any changes there to or departures there from. It is an Executive responsibility to receive financial forecasts including the medium term financial strategy and for the monitoring of financial information.

### **Financial Implications**

155. In summary, the Month Four revenue monitoring position for the Council reflects an overall projected deficit of £325,000, with significant directorate overspends offset by the use of contingency allocations, a Capital Financing surplus and one off funding in relation to Teachers' Pensions. The position reflects various in-year pressures and 2019/20 savings shortfalls amounting to £6.290 million. A range of management actions have already been implemented, the effect of which are reflected in the figures included within this report. However, the intention is to continue to maintain tight management control, specifically in relation to directorate positions to significantly reduce overspends by the end of this financial year. In the event that an overall deficit position cannot be avoided, the result will be a reduction in the level of Council Fund Balance held by the Council. As currently stated, the projected £325,000 deficit would result in a reduction to level the Council Fund Balance, from £14.255 million to £13.930 million.
156. Whilst the overall directorate overspend has largely been mitigated at this stage of the financial year, there remains a risk that directorate positions could worsen during the remainder of the year. This is particularly relevant when considering the nature of the financial pressures being experienced within certain directorates, especially those linked to demand-led services and the ever increasing demand for those services. It is also important to recognise the fact that one of the most significant mitigations in 2019/20 is the use of funding in relation to Teachers' Pensions. There is no guarantee that opportunities such as this will be available in future years and that it would be possible to balance the budget, should a similar level of overspend

occur in future years. On that basis, it is imperative that directorates continue to focus on addressing challenges within their budgets and managing financial pressures within their budgets as much as possible. In addition, it is essential that delivery of savings proposals is a priority and that shortfalls in this financial year are not carried forward into future years.

157. In relation to the 2019/20 Capital Programme, a variance of £32.379 million is currently projected against the General Fund element, predominantly in relation to slippage against various schemes. In terms of the Public Housing element of the programme, overall slippage of £2.111 million is currently forecast. Spend to date is also relatively low for this stage of the year and, therefore, there is a risk that the overall level of slippage could increase further. On that basis, it is critical that directorates take steps to minimise the risk of slippage and implement measures to ensure that budgets are utilised in a timely and appropriate manner. Where this is not possible, early reporting of emerging issues should take place and robust reprofiling of expenditure should be undertaken to inform the development of the overall programme for future years. This requirement is of even greater significance when considering those externally funded schemes, as it is important to ensure that the opportunity to utilise such funding is not lost.

## RECOMMENDATIONS

The Cabinet is recommended to:

1. Note the potential financial outturn based on the projected position at Month 4 of the financial year.
2. Note the allocations from specific contingency budgets to the People & Communities - Housing & Communities, People & Communities - Social Services and Planning, Transport & Environment directorates as set out in this report.
3. Reinforce the requirement for all directorates currently reporting overspends as identified in this report to put in place action plans to reduce their projected overspends.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>CHRISTOPHER LEE</b>
	Corporate Director Resources
	<b>20 September 2019</b>

*The following appendices are attached:*

- Appendix 1 – Revenue Position
- Appendix 2 – 2019/20 Budget Savings Position
- Appendix 3 – Capital Programme

## Appendix 1

**REVENUE MONITORING POSITION 2019/2020**

Directorate	CASH LIMIT BUDGETS			PROJECTED OUTTURN			VARIANCES		
	Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Corporate Management	26,113	(101)	26,012	26,063	(101)	25,962	(50)	0	(50)
Economic Development	41,810	(38,164)	3,646	45,452	(41,394)	4,058	3,642	(3,230)	412
Education & Lifelong Learning	326,171	(56,983)	269,188	329,527	(60,096)	269,431	3,356	(3,113)	243
People & Communities									
- Communities & Housing	242,963	(197,995)	44,968	244,131	(199,463)	44,668	1,168	(1,468)	(300)
- Performance & Partnerships	7,984	(5,194)	2,790	8,264	(5,477)	2,787	280	(283)	(3)
- Social Services	193,450	(21,523)	171,927	198,088	(21,961)	176,127	4,638	(438)	4,200
Planning, Transport & Environment	97,787	(60,662)	37,125	102,630	(63,048)	39,582	4,843	(2,386)	2,457
Resources									
- Governance & Legal Services	6,677	(1,179)	5,498	7,507	(1,998)	5,509	830	(819)	11
- Resources	30,295	(13,810)	16,485	31,091	(14,558)	16,533	796	(748)	48
Capital Financing	40,026	(4,790)	35,236	40,039	(5,018)	35,021	13	(228)	(215)
General Contingency	3,000	0	3,000	0	0	0	(3,000)	0	(3,000)
Summary Revenue Account	8,242	(928)	7,314	5,376	(1,505)	3,871	(2,866)	(577)	(3,443)
Discretionary Rate Relief	400	0	400	400	0	400	0	0	0
<b>Sub-Total</b>	<b>1,024,918</b>	<b>(401,329)</b>	<b>623,589</b>	<b>1,038,568</b>	<b>(414,619)</b>	<b>623,949</b>	<b>13,650</b>	<b>(13,290)</b>	<b>360</b>
Council Tax Collection	0	0	0	0	(35)	(35)	0	(35)	(35)
<b>Total</b>	<b>1,024,918</b>	<b>(401,329)</b>	<b>623,589</b>	<b>1,038,568</b>	<b>(414,654)</b>	<b>623,914</b>	<b>13,650</b>	<b>(13,325)</b>	<b>325</b>

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## DIRECTORATE BUDGET SAVINGS PROPOSALS 2019/20

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
1	Corporate Management	<b>Reduction of funding available to react to opportunities to fund City wide events</b> Further reduction of funding available to react to opportunities to fund City wide events. The current budget in respect of this area is £274,000.	126	126	126	0	This saving has been achieved, with any unforeseen requirement to fund additional events to be met from earmarked reserves.
2	Corporate Management	<b>Reduction in Past Service Contributions</b> A review of past service contributions to be made in respect of ex-employees has identified that there will be a £40,000 reduction in costs for the year 2019/20. The current budget in respect of this area is £865,000.	40	0	40	0	It is currently anticipated that this savings target will be achieved in full.
<b>Corporate Management Total</b>			<b>166</b>	<b>126</b>	<b>166</b>	<b>0</b>	
3	Economic Development	<b>Review of Venues &amp; Catering Staffing Resource</b> Deletion of two 0.5 FTE posts through voluntary redundancy. The current staffing budget for Retail Catering is £155,000.	19	19	19	0	A 0.5 FTE post has been deleted with the balance of the savings target achieved via a flexible retirement.
4	Economic Development	<b>Closure of Public Conveniences in Caedelyn Park</b> The public conveniences in Caedelyn park are unused and in poor condition with no electrical supply, sinks or hand driers. Toilets will continue to be provided in the changing room block when there are pitch bookings. The public conveniences premises budget within Parks is £59,000.	6	6	6	0	This savings target has been achieved in full.
5	Economic Development	<b>Review of Facilities Management Staffing Resource</b> A restructure of Facilities Management will result in the deletion of six posts within the service through voluntary redundancy. These posts are part of the Building Maintenance unit which currently has a staffing budget of £2.235 million.	157	157	157	0	The savings target has been achieved in full through voluntary redundancy and flexible retirement.
6	Economic Development	<b>Corporate Landlord - Review of Security Costs</b> Saving will be achieved through the increased use of digital technologies in enhanced security plans for some Council sites. The current staffing budget for the Security and Portering service within Facilities Management is £972,000 with related income targets of £1.066 million.	80	80	80	0	Posts have been deleted and the savings target has been achieved in full.
7	Economic Development	<b>Corporate Landlord Model - Reduced Operational Cost of the Estate</b> Reduced utility and operational costs through the closure of St Mellons Enterprise Centre and St Mellons Youth Centre, with youth provision transferring to St Mellons Hub. The Facilities Management budget for these premises is currently £87,000.	63	63	63	0	This saving has been achieved in full. Should any residual costs emerge, these will managed within the overall position.
8	Economic Development	<b>Revised and restructured model for Economic Development</b> Restructure within Economic Development which will allow the deletion of a vacant post. This proposal relates to Economic Development Management and Support Services with a current staffing budget of £813,000.	56	56	56	0	The post has been deleted and the savings target has been achieved in full.
9	Economic Development	<b>Corporate Landlord Model - Cleaning of operational buildings</b> Redesign of the programme for the cleaning of Council operational buildings to align with a reduced budget. The current staffing budget for the Cleaning Service within Facilities Management is £5.092 million. The related income targets are currently set at £5.589 million.	53	53	53	0	The post has been deleted and the savings target has been achieved in full.
10	Economic Development	<b>Revised and restructured model for the Tourism service and reduction in Tourism budget</b> Deletion of a vacant post in the Tourism team along with a reduction in the budget for tourism initiatives. The current net budget for Tourism Development and Visitor Services is £411,000.	41	41	41	0	The post has been deleted and the savings target has been achieved in full.
11	Economic Development	<b>City Centre Management - Remove Subsidy</b> Reduce costs in order to make City Centre Management cost neutral. The current net budget for the City Centre Management function is £40,000.	40	40	40	0	This saving has been achieved in full.

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
12	Economic Development	<b>New Operating model for Leisure Centres</b> Further year's saving as a result of the transfer of the operation of Cardiff Council's Leisure Centres to the new operator, Greenwich Leisure Ltd. The current budget for the Leisure Client Management Fee is £1.988 million.	1,822	1,822	1,822	0	This saving has been achieved in full in line with GLL net subsidy requirements.
13	Economic Development	<b>New Theatre</b> Secure a private theatre tenant for the New Theatre building to develop and sustain the current theatre offer in the city. The current net budget for the Arts Venues (St David's Hall and New Theatre) is £808,000.	404	0	404	0	A detailed plan of the nature and the timing of the proposed transfer to an external operator is currently being developed and it is planned that a report to Cabinet setting out the recommendations will be submitted in September. On this basis, it is currently anticipated that this saving will be achieved in full.
14	Economic Development	<b>Parks and Sport – Continue transfer of parks buildings to reduce costs to the Council and attract investment</b> The further transfer of changing rooms and other sports buildings to local clubs, organisations, leagues and governing bodies to provide security of tenure, enabling external investment and grant aid and to reduce the cost to the Council of holding these assets. The Facilities Management premises budget for Outdoor Leisure is currently £232,000.	25	0	25	0	it is currently anticipated that this savings target will be achieved in full. However, the exact detail as to which building will be transferred out of Council use and the timescales are not clear at this stage in the process.
15	Economic Development	<b>Cardiff Castle - Income / Staff Rationalisation</b> Saving to be achieved through the rationalisation of agency staff and overtime and the deletion of one post through voluntary redundancy, and the generation of additional income through new attractions (Black Tower Tales and Dr Who). The current staffing budget for Cardiff Castle is £1.359 million with an income target of £4.076 million.	122	0	122	0	It is currently anticipated that this savings target will be achieved in full through voluntary redundancies (4 staff in total), and the generation of additional income relating to enhanced visitor experiences including Chariot Corner and Chaucer Tower.
16	Economic Development	<b>Pest Control - Exploring opportunities for expanding markets</b> Further expanding the Council's market share through exploring opportunities for working with the private sector and other public bodies. The current staffing budget for the Pest Control service within Facilities Management is £321,000 with related income targets of £282,000.	30	5	15	15	It is currently anticipated that this savings target will only be partly achieved, but will be reviewed as the financial year progresses.
17	Economic Development	<b>Workshops Income</b> Increased rental income from workshop units. The current rental and service charge income target for Workshops is £728,000.	20	0	20	0	It is currently anticipated that this savings target will be achieved in full.
18	Economic Development	<b>Reduced Subsidisation of Events</b> Seek to reduce the level of subsidy of the current annual events programme through a staff restructure and removal of a level of subsidy for the events programme. The current staffing budget for the Events Operational Support service is £310,000 with Council subsidies for the Events Programme in the region of £216,000.	125	80	125	0	It is currently anticipated that this savings target will be achieved in full on the basis that the events programme has been reduced with no known funding commitments. The salary savings will now be achieved with the voluntary redundancy of one staff member.
19	Economic Development	<b>Reduction in funding for annual Cultural Project Schemes</b> The Cultural Projects Scheme is a financial award scheme designed to support one-off cultural projects that meet the corporate priorities of the council. The saving will be achieved by removing the funding for the scheme. Given the one-off nature of projects, there is no impact for those that have been supported previously. The existing budget for Arts Revenue Grants is £62,000.	62	62	62	0	There are no ongoing commitments for expenditure and therefore this saving is considered to be achieved in full.
20	Economic Development	<b>Economic Development Projects and Initiatives</b> Reduction in the Business & Investment initiatives budget. This proposal relates to the Cardiff Convention budget which currently stands at £50,000.	28	28	28	0	This saving has been achieved in full.
<b>Economic Development Total</b>			<b>3,153</b>	<b>2,512</b>	<b>3,138</b>	<b>15</b>	
21	Education	<b>Delegation of responsibility for the Local Authority contribution to the Education Improvement Grant</b> This saving would be achieved by delegating the responsibility for the Council's contribution to the Education Improvement Grant to schools. The proposal delegates the current budget for the Council's contribution to the Education Improvement Grant in full.	962	962	962	0	The delegation of the EIG matchfunding took effect from 1st April and, therefore, this saving has been achieved in full.

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
22	Education	<b>Full Year financial impact of Education Directorate Restructure</b> This is the full financial year impact of the staffing restructure of the Education directorate which took place in the 2018/19 financial year. The current base budget funded staffing budget is £4.215 million.	270	0	143	127	The new staffing structure is in the process of being implemented. The first call on savings generated are the unachieved staffing savings from previous years, leaving a shortfall in the current financial year. The directorate are closely monitoring all vacancies and examining all external grant schemes to enable it to bridge the financial shortfall by the year-end.
49	Education	<b>School Transport - Route Optimisation/Retender</b> Optimisation of school transport routes in line with requirements for new academic year and associated retendering exercise. The current budget for payments to bus and taxi operators is £5.729 million.	400	0	400	0	This saving is assumed to be achievable. Figures will be available for routes and pupil numbers in September and this will largely dictate whether or not the saving has been achieved.
23	Education	<b>Generation of additional income for traded Additional Learning Needs (ALN) services</b> Exploring opportunities to generate additional income through increases to School Service Level Agreements, reduced subsidisation of training and opening up the trading base to schools in other Local Authorities. The current level of income generated through traded ALN services with Cardiff schools is £3.014 million.	140	0	70	70	The directorate are currently in the process of introducing mechanisms for achieving this saving and, currently, it is assumed that it will be achieved in full.
73	Education	<b>School Transport - Active Travel</b> Walking routes put in place to remove transport requirements to Schools, in line with Active Travel Plans for schools and independent travel training. The current budget for payments to bus and taxi operators is £5.729 million.	50	0	50	0	This target is assumed to be fully achievable in 2019/20. This will be clearer once the academic year begins as route numbers and requirements (including levels of active and alternate schools transport) are not yet confirmed.
24	Education	<b>Reduction in contribution to the Central South Education Consortium (CSC)</b> The Joint Committee of the Central South Consortium determined the 2019/20 budget during the Autumn term. Directors from each of the partner Local Authorities asked for a reduction in budget together with a closer examination of the opportunities for the Consortium to use grant funding to offset core budget costs. There will be a 5% reduction in the required contribution from each LA in 2019/20. The current budget in respect of the contribution is £1.43 million.	70	70	70	0	The Joint Committee have agreed the level of contribution for 2019/20 and this saving has been achieved in full.
<b>Education Total</b>			<b>1,892</b>	<b>1,032</b>	<b>1,695</b>	<b>197</b>	
25	People & Communities - Housing & Communities	<b>Realignment of funding for homelessness service delivery</b> The saving will be achieved through a prudent use of the Homelessness Reserve over the following two years. The current net General Fund budget for Homelessness prevention and provision is £2.035 million. The anticipated balance on the Homelessness Reserve at March 2019 is £1.256 million.	250	250	250	0	This saving has been achieved in full through a drawdown from the homelessness earmarked reserve. The reserve and ongoing funding requirements will be reviewed as part of the budget strategy going forward.
26	People & Communities - Housing & Communities	<b>Community Wellbeing Hubs implementation</b> Delivery of the Community Wellbeing Hubs brings together Libraries and Hubs under one management structure. There the saving will result from greater join up of services between libraries and hubs, however the new structure does require significant changes to staffing. The new model will improve on the range of services being provided at our existing standalone branches especially around the provision of advice services for older people. The current General Fund staffing budget for Community Wellbeing Hubs and Libraries is £2.396 million.	250	250	250	0	This saving was achieved in full following completion of the related staff restructure in Autumn 2018 with part year savings achieved last financial year.
27	People & Communities - Housing & Communities	<b>Review of Benefits Service in line with rollout of Universal Credit</b> The implementation of new business processes and the new online application will allow the deletion of vacant posts and a reduction in postage and printing costs. The current Housing Benefit Assessment staffing budget is £2.574 million of which £1.760 million is externally funded, with postage costs budgeted at £57,000.	125	125	125	0	This savings target has been achieved in full with the deletion of 4 vacant posts.
28	People & Communities - Housing & Communities	<b>Deletion of an Into Work Advisor Post</b> Following the creation of the employability gateway, efficiencies have enabled the deletion of this vacant Into Work Advisor post. The current net budget for the Into Work Service is £118,000.	40	40	40	0	This savings target has been achieved in full.

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
29	People & Communities - Housing & Communities	<b>Review of Adams Court and realignment of grant funding</b> Realignment of existing grant budgets to reflect activities undertaken at Adams Court Supported Housing Project and a reduction in the amount required to be spent on furniture. The Adams Court budget currently stands at £45,000.	30	30	30	0	Budgets were reduced accordingly and this saving has been achieved in full.
30	People & Communities - Housing & Communities	<b>Review of Independent Living Service</b> As the Council continues to expand the range of services that are provided by the Independent Living Service, including the rollout of the First Point of Contact to Hospitals, there is an opportunity to better align existing grant funding which would offset management costs, thereby releasing savings. The net budget for this service is £570,000.	60	0	60	0	This savings target is expected to be achieved in full through proposed staff recharges to the new Transformational grant.
31	People & Communities - Housing & Communities	<b>Review of the Day Opportunities Team within Independent Living Services</b> Following a review of the work undertaken by the Day Opportunities Team there is an opportunity to join up with the new Community Inclusion Service to find opportunities to integrate individuals in local groups. The current staffing budget for Day Opportunities is £413,000.	20	20	20	0	This savings target has been achieved in full following the Day Opportunities restructure.
32	People & Communities - Housing & Communities	<b>Smart House/Shop Services</b> Income generation from the sale of equipment to those not eligible for assessed support through the Joint Equipment Service. It is also possible that sales could potentially be made from one of the new wellbeing hub facilities in the future. This is a new scheme with no existing income target.	30	1	30	0	It is currently anticipated that this savings target will be achieved in full.
33	People & Communities - Housing & Communities	<b>Provision of all Into Work Services in-house</b> Following the implementation of the new model for Into Work Services in Cardiff, which included the creation of the Employability Service Gateway, there is the opportunity to provide more of the employment services in-house and reduce the management costs. The current net budget for the Into Work Service is £118,000.	33	0	33	0	This savings target is expected to be achieved through the maximisation of additional grant funding being made available to the service.
34	People & Communities - Housing & Communities	<b>Citizen Advice Bureau (CAB) Contract - Agreed Reduction</b> This saving reflects the third year of a three year phased reduction in the cost of the Advice Services Contract. The related budget for the Cardiff Advice Services contract is £380,000.	30	30	30	0	This is the final year of the three year reduction in contract payments to Citizens Advice and the savings target has been achieved in full.
<b>People &amp; Communities - Housing &amp; Communities Total</b>			<b>868</b>	<b>746</b>	<b>868</b>	<b>0</b>	
98	People & Communities - Performance & Partnerships	<b>Policy, Performance and Research restructure</b> Reconfiguring three functional areas to ensure the best use of resources, and to enable more effective utilisation of skills. The current staffing budget for this area is £722,000.	204	168	204	0	The savings already achieved relate to two voluntary redundancies and two vacant posts being deleted. The remaining savings are expected to be fully achieved
99	People & Communities - Performance & Partnerships	<b>Restructure of Branding and Media teams</b> Restructure of the Council's communications, media and branding function, to ensure the best possible use of resources. The current staffing budget for this area is £813,000.	76	76	76	0	The restructure is complete and the savings fully achieved.
105	People & Communities - Performance & Partnerships	<b>Income generation for Council's branding team</b> Saving will be achieved by operating the Council's internal branding team on a more commercial basis, increasing income collection from internal and external customers. The current income target is £133,000.	100	50	100	0	This savings target is expected to be fully achieved.
106	People & Communities - Performance & Partnerships	<b>Income generation in Bilingual Cardiff</b> Continued commercialisation of the Council's Bilingual Cardiff team to increase the amount of income generated by providing translation services to other organisations. The current external income budget for Bilingual Cardiff is £334,000.	42	0	42	0	A review has begun of the resources needed to generate the income required to achieve the 2019/20 savings target.
109	People & Communities - Performance & Partnerships	<b>Reduction to Third Sector Council infrastructure grant</b> Reduction in direct grant to Cardiff's voluntary sector umbrella groups as part of a continuing development of a commissioning relationship between the Council and the sector. The current budget for this is £231,000.	40	0	40	0	This savings target will be fully achieved. The reduction has been communicated to the sector affected.

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
110	People & Communities - Performance & Partnerships	<b>Reduction in external spend in Communications and Media</b> Reduction in the Council's publicity campaign budget. The current budget for this area is £50,000.	44	0	44	0	This savings target is expected to be fully achieved.
<b>People &amp; Communities - Performance &amp; Partnerships Total</b>			<b>506</b>	<b>294</b>	<b>506</b>	<b>0</b>	
35	People & Communities - Social Services	<b>More children supported in Cardiff and through Council provision - Change the type and level of provision available in Cardiff and how this is commissioned, purchased and used</b> Of the children that are supported by the Council to live in residential homes, more of them will live in or close to Cardiff than at present. To achieve this, the Council will support the opening of 5 new residential homes in Cardiff during 2019. We will also take action to ensure that of the children in foster care, a greater proportion are in internal placements and live within Cardiff, than currently do. To support this, a new fostering service will be implemented from April 2019. The current budget for placement costs for children totals £25.211 million.	1,500	0	0	1,500	Work to increase residential provision within Cardiff is ongoing with proposals to develop in-house and external capacity in 2019/20. Action has also been taken to increase the proportion of in-house foster carers. However, significant growth in the number of external residential placements in the last quarter of 2018/19 will impact significantly on the directorate's ability to achieve the targeted savings in 2019/20. This will also impact on the overall financial position. Although some savings have been achieved through the return to home of a number of younger people, this saving has been outweighed by the underlying growth in numbers. No significant increase in the number of children placed with in-house foster carers is so far evident, however, a number of recruitment initiatives have been implemented. There has been a notable increase in kinship carers, but this has helped absorb the overall growth in looked after children. No saving is, therefore, currently shown, however the position will be monitored throughout the year and any improved trends reflected as appropriate.
36	People & Communities - Social Services	<b>Improve the cost effectiveness of Social Services commissioning arrangements</b> To improve the cost-effectiveness of the service's commissioning arrangements by seeking opportunities for rationalisation across the Directorate in terms of commissioning strategy, contract monitoring and financial management. To continue to use commissioning opportunities to seek higher quality services and added value for money where possible, through the implementation of an evidence based fee setting methodology for adults care home services and Care Home Charging Policy, and ensuring the best arrangements are in place for the commissioning of children's residential and foster placements. The current budgets for children's placements, and adult residential and nursing care commissioning total £69.795 million.	1,000	200	700	300	The directorate is in the process of developing an evidence-based fee setting methodology which, it is anticipated, will influence care home costs in 2019/20. In addition, there has been an increase in the maximum weekly rate that can be charged for domiciliary care and it is anticipated that this will generate c£270k of additional income in 2019/20 (albeit £70k of this will offset a savings income shortfall carried forward from 2018/19). However, there is ongoing pressures on unit care costs which will impact on the achievement of the saving. A shortfall is therefore shown at this stage.
37	People & Communities - Social Services	<b>Safely reduce the number of children entering local authority care by enhancing protective factors within the child's home and community</b> Build on prevention models and service delivery that enables work with families to take place at an earlier opportunity, using the range of professionals within the early help context. This could involve extending the ARC model of intervention to younger children. The current budget for placement costs for children totals £25.211 million.	500	0	0	500	A number of preventative initiatives have been implemented and use is being made of specific grant funding to improve support for families. However, significant growth in the number of external residential placements in the last quarter of 2018/19 will impact significantly on the directorate's ability to achieve targeted savings in 2019/20 and this will also impact on the overall financial position. Total looked after children numbers have shown a small increase in 2019/20, albeit the rate of increase is lower than 2018/19. No saving is therefore shown at this stage although the position will be monitored closely and adjustments made to the savings achievable figure should an improved trend become evident in the remainder of the year.

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
38	People & Communities - Social Services	<b>Maximise use of Community Resource Team (CRT) to support people to become more independent</b> Reduction in the use of externally commissioned homecare services by reducing the need for intensive and long term packages of care. This will be achieved by increasing the capacity and impact of CRT to support people to become more independent, through a review of the Council element of CRT, changes to staffing structures to create additional capacity to assess service users, performance management, and a system review with Cardiff & Vale Health Board in order to repurpose the integrated elements of the CRT. The current budget for domiciliary care commissioning totals £22.531 million.	1,000	0	0	1,000	The cost saving arising from this proposal would need to be evidenced via a reduction in the number of domiciliary care hours commissioned from external providers. Commissioned care hours increased in the last quarter of 2018/19 and although there is an ongoing process of review, growth has continued in the initial months of 2019/20, albeit at a slower rate. No saving is therefore shown at this stage, although, the position will continue to be monitored and any new trends reflected in the savings position.
39	People & Communities - Social Services	<b>Community Provision for older people - Improve the use and effectiveness of community provision to ensure people receive the right type and level of support at the right time in their lives</b> The Directorate will improve the availability of community provision and ensure that individuals are supported to access the most appropriate level of provision to maximise their independence. This support will be joined-up with partners and other organisations where appropriate and take into account social, cultural and family networks. This will include making better use of night time care, the introduction of a Hospital First Point of Contact (FPOC) and the implementation of a strengths based practice approach to ensure assessment / review takes place in the right way at the right time. All these steps will seek to support more people to remain living in their own home. The current Older People commissioning budget totals £48.01 million.	1,000	0	0	1,000	The cost saving arising from this proposal would need to be evidenced via a reduction in the number of domiciliary care hours commissioned from external providers. Commissioned care hours increased in the last quarter of 2018/19 and although, there is an ongoing process of review, growth has continued in the initial months of 2019/20, albeit at a slower rate. Also, no reduction in care home placements is currently evident. No saving is therefore shown at this stage and the position will continue to be monitored and any new trends reflected in the savings position.
40	People & Communities - Social Services	<b>Enabling people with a Learning Disability to live the lives they want to live with reduced levels of community support</b> To improve the lives of people with learning disabilities and reduce the overall cost of provision. This will be achieved by implementing a strengths based practice approach to ensure assessment/review takes place in the right way at the right time, increased use of community facilities and services to enable people to participate fully in local communities with improved networks and rights, the identification of future accommodation needs to ensure appropriate local provision and reduce use of residential care and an increased use of adult placements for accommodation and respite where appropriate. The current Learning Disability commissioning budget totals £34.316 million.	500	68	500	0	The number of externally commissioned residential home places for those with learning disabilities reduced significantly in 2018/19. This trend has continued in 2019/20. It is anticipated, therefore, that the full year effect of savings relating to 2018/19 and in-year savings in 2019/20 will be sufficient to reach the budgeted target. Savings may also be supplemented by increased continuing health care contributions from the UHB.
41	People & Communities - Social Services	<b>Enabling people with a Mental Health Issue to live the lives they want to live with reduced levels of community support</b> Deliver improvements in practice and use of provision, to improve the lives of people with a mental health issue and reduce the overall cost of provision. This will be achieved by implementing a strengths based practice approach to ensure assessment/review takes place in the right way at the right time, continuing to reduce the number of people moving into Supported Living accommodation through the development of appropriate step down accommodation solutions, and investigating opportunities to reduce the use of residential home placements or to 'step-down' individuals into lower level forms of supported accommodation. The current Mental Health commissioning budget totals £6.12 million.	500	53	500	0	The number of externally commissioned residential home places for those with mental health issues reduced significantly in 2018/19. There was also a reduction in the number of domiciliary care hours commissioned. It is anticipated, therefore, that the full year effect of savings relating to 2018/19 and in year savings related to ongoing reductions in commissioned domiciliary care, will be sufficient to reach the budgeted target.
<b>People &amp; Communities - Social Services Total</b>			<b>6,000</b>	<b>321</b>	<b>1,700</b>	<b>4,300</b>	
42	Planning, Transport & Environment	<b>Fleet Services</b> Review of vehicle operations including utilisation and rationalisation, in addition to procurement and maintenance. The current budget for vehicle provision including maintenance and running costs is £6.698 million.	600	0	0	600	This saving will not be achieved so mitigating action will take place by delaying the capital loan repayment in respect of the RCV purchases and utilising the CTS reserve.

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
43	Planning, Transport & Environment	<b>Recycling &amp; Waste Management Services</b> Full review of waste disposal governance and financial controls resulting in improved business processes and efficiencies. The net budget for the recycling & waste service is £15.657 million.	250	0	0	250	There is no visibility of process improvements that will generate a cashable saving. Until savings can be evidenced, the saving will be shown as unachievable.
44	Planning, Transport & Environment	<b>Neighbourhood Services - Service Redesign</b> Rebalancing street cleansing rounds, reshaping on an area basis in order to optimise use of resources. The current staffing budget is £5.099 million.	160	100	160	0	Savings have already been achieved through the full year effect of the 2018/19 restructure. The remaining saving is planned to be achieved through further restructure proposals for 2019/20.
45	Planning, Transport & Environment	<b>Recycling &amp; Waste Management Services - Review of Staffing Resource</b> Restructure to be undertaken within the Waste service to allow various posts to be deleted. The current staffing budget is £722,000.	134	0	0	134	There is currently no indication how this saving will be achieved .
46	Planning, Transport & Environment	<b>Environment Enforcement</b> Improved efficiency and effectiveness through digital working. The current income target is £465,000.	60	0	0	60	The current level of income from penalty notices suggest the saving will not be achieved.
47	Planning, Transport & Environment	<b>Recycling &amp; Waste Management Services - Residual Waste to Recycling</b> Increased productivity & recycling efficiency from the Household Waste Recycling Centres. The current residual waste disposal budget is £5.566 million although £1.768 million is funded by a Welsh Government grant.	40	0	0	40	The overall cost of processing residual waste is forecast to be greater than the budget provision. This is caused by in-year decisions to divert waste from some more costly recycling activities.
48	Planning, Transport & Environment	<b>Energy Management - Sustainability Team Leader</b> Saving will be achieved through charging 60% of the Sustainability Team Leader Post to the Housing Revenue Account (HRA) to reflect the proportion of work undertaken in relation to Housing. There is currently no recharge to the HRA.	33	0	0	33	Work based evidenced is required to enable the HRA to accept this charge. Until this is complete the saving is shown as unachieved.
50	Planning, Transport & Environment	<b>Civil Parking Enforcement - Fundamental Service Review</b> Fundamental review of Civil Parking Enforcement service to optimise performance and service delivery. The current operating costs are £6.290 million.	300	100	300	0	Civil Parking Enforcement is forecast to exceed its income target so this saving is currently shown as on target.
51	Planning, Transport & Environment	<b>Reshaping Highways Operations</b> A review of demand for highways related work has identified the opportunity to grant voluntary redundancy in respect of three posts. A reduction in the need for reactive works, along with improvements in technologies and ways of working, supports a reduction in resources within Highways Operations, with no detrimental effect on service provision. The current staffing budget is £4.116 million.	132	0	44	88	Several business cases are being compiled which should deliver part of the saving target. A further assessment is required which is likely to mean the remainder of the saving will not be achieved until the following year.
52	Planning, Transport & Environment	<b>Electrical - Lighting Energy Reduction</b> Reduction in energy usage and cost due to introduction of LED on strategic routes. The current Street Lighting energy budget is £2.413 million.	122	40	122	0	This saving is anticipated to be realised in full.
53	Planning, Transport & Environment	<b>Restructure of Transport Teams</b> Following the appointment of a new Operational Manager, this saving will be achieved through the restructure of various teams within Transport Services. The current staffing budget is £740,000.	80	0	24	56	A part saving is anticipated from a voluntary redundancy. A further assessment is ongoing which is likely to mean the remainder of the saving will not be achieved until the following year.
54	Planning, Transport & Environment	<b>Review of Active Travel plans for Cardiff</b> Deletion of vacant posts in line with Active Travel plans for Cardiff. The current staffing budget for Active Travel is £277,000.	55	17	55	0	The saving is anticipated to be achieved in full.
55	Planning, Transport & Environment	<b>Service Management &amp; Support - Team Restructure</b> Restructure of Support Team resulting in deletion of posts through flexible retirement and voluntary redundancy. The current staffing budget is £644,000.	52	0	8	44	The team restructure has been delayed so only a proportion of the saving will be achieved this year.
56	Planning, Transport & Environment	<b>Planning - Deletion of Vacant Post</b> Deletion of vacant administrative post in Planning. The current administrative support budget is £357,000.	22	22	22	0	This saving has been achieved in full.

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
57	Planning, Transport & Environment	<b>Regulatory Collaboration</b> Reflects a further year's saving for Cardiff from the creation of a single shared service for Environmental Health, Trading Standards and Licensing functions of Cardiff, Bridgend and the Vale of Glamorgan Councils under a single management structure. As agreed in the service's financial business plan, this equates to 5% compounded over three years. The current budget provision is £4.978 million.	286	286	286	0	The saving has been achieved following dialogue and agreement with the SRS.
58	Planning, Transport & Environment	<b>Bereavement Services</b> Generate additional income through increases to fees for burials and cremations, and memorial products and the introduction of fees for wooden grave markers. The income target is currently £2.790 million.	301	45	301	0	It is anticipated that this will be achieved in full but the position will not become clear until later in the year.
59	Planning, Transport & Environment	<b>Fleet - income from enhanced commercialisation of the service</b> Income from enhanced commercialisation of the service. The current income target is £447,000.	200	0	50	150	A proportion of the saving is anticipated to be achieved through the continuous development of third party work. Further achievement may be possible following the in-sourcing of vehicle maintenance but this needs further evidencing. In addition there is already a challenging income target which was not achieved in 2018/19 meaning this year's target is unlikely to be achieved.
60	Planning, Transport & Environment	<b>Commercial Waste and Recycling</b> Increase income by growing the commercial waste and recycling centres at Bessemer Close and Lamby Way. The current income target is £978,000.	100	0	0	100	Current performance indicates a decreasing income trend which may be due, in part, to increased competition. This saving is therefore unlikely to be achieved.
61	Planning, Transport & Environment	<b>Lamby Way Solar Farm Scheme</b> Lamby Way Solar Farm will provide a substantial amount of clean, renewable energy to supply the local electricity grid and connected Council buildings. It will make a positive contribution to national and local renewable energy generation and carbon reduction targets. Through this solar farm scheme additional income will be generated from January 2020. This is a new scheme so there is no existing budget.	30	0	30	0	The Solar Farm is expected to be operational for the final quarter of the year. Any delays to the construction and commissioning will have an impact on the delivery of the saving. This position will become clearer over the next few months.
62	Planning, Transport & Environment	<b>Registration Services Income</b> Generate additional income through increases to fees for marriage ceremony room hire and private citizenship ceremonies. The income target is currently £798,000.	23	8	23	0	Current income levels suggest this saving is achievable.
63	Planning, Transport & Environment	<b>Cardiff Dogs Home</b> Improved coordination of volunteers and increased income opportunities. This is a new initiative. The net budget provision for Cardiff Dogs Home is currently £284,000.	20	5	20	0	Current income levels suggest this saving is achievable.
64	Planning, Transport & Environment	<b>Transport Policy - Improved income recovery</b> Improved income recovery through the digitalisation of the Network Management function and benchmarking against other local authorities. The current income target is £483,000.	120	0	99	21	Current indications are that there may be a shortfall, but this position may improve during the year if additional grants/external funding is awarded.
65	Planning, Transport & Environment	<b>Clamping and Removal of Nuisance Vehicles</b> This saving will be achieved following the DVLA's authorisation of Cardiff Council to enforce against untaxed vehicles under devolved powers to use the Vehicle Excise Duty (Immobilisation, Removal and Disposal of Vehicles) Regulations 1997. This would allow the Council to monitor, report and with the permission of the DVLA, either to clamp and/or remove untaxed vehicles from the highway and Council-owned land, which would require payment of a release fee. This is a new initiative and therefore no existing budgets.	120	0	86	34	Current indications are that there may be a shortfall, but this position will be reviewed during the year as the initiative progresses.
66	Planning, Transport & Environment	<b>Delivery of approval body for Sustainable Drainage</b> The delivery of the approval body for Sustainable Drainage will provide a net income through applications after taking into account additional staff costs. This is a new legislative requirement so does not currently have any budget.	108	0	8	100	Early indications suggest this net saving will not be achieved. The processes are being reviewed to tighten up the planning application stage so the position could improve later in the year.
67	Planning, Transport & Environment	<b>Planning - Progressing development proposals and enhanced information gathering</b> Enhanced income opportunities in relation to the role of the Planning Service in progressing development proposals and enhanced information gathering in respect of new applications in the pipeline. The income target is currently £2.4 million.	80	75	80	0	Agreements are in place with various service areas for internal planning support meaning the saving is achievable.

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
68	Planning, Transport & Environment	<b>Improved income from Developments</b> Increased income from enhanced delivery of key developments across the City. The current income target is £756,000.	45	11	45	0	The level of additional income generated to date indicates this saving will be achieved.
69	Planning, Transport & Environment	<b>Transport Policy - Improved Recharging</b> Maximising opportunities for recharging of services to grant funding streams. The current income target is £273,000.	40	0	40	0	This saving is anticipated to be realised in full.
70	Planning, Transport & Environment	<b>General Fees &amp; Charges</b> Increase in fees & Charges across the Planning, Transport and Environment directorate including licensing and fixed penalty notices. The current income target for licensing is £564,000 and for fixed penalty notices £413,000.	32	0	20	12	There is likely to be a shortfall against this target but the position will be reviewed during the year.
71	Planning, Transport & Environment	<b>Reduction in Energy Levies</b> A change in government policy means that rather than a Carbon Management tax being levied on specific organisations, there will be an increase to the Climate Change Levy (CCL) on every bill. There is a resultant decrease in the cost to the Council. The current budget in respect of the Carbon Reduction Commitment is £471,000.	230	230	230	0	The budget has been reduced in line with the reduction in levy and this saving has been achieved in full.
72	Planning, Transport & Environment	<b>Bereavement Services - Public Health Funeral Contract</b> Saving will be achieved through carrying out the Public Health Funeral Contract in-house. The current budget for payments to funeral directors and overheads is £24,000.	24	15	24	0	The budget has been reduced in line with the proposal and is on target to be achieved.
74	Planning, Transport & Environment	<b>Structures &amp; Tunnels - Maintenance</b> Reduction in maintenance expenditure following new contract and other efficiencies. The current budget provision for maintenance is £532,000.	20	7	20	0	The maintenance budget has been reduced and spend is anticipated to remain within budget.
<b>Planning, Transport &amp; Environment Total</b>			<b>3,819</b>	<b>961</b>	<b>2,097</b>	<b>1,722</b>	
75	Resources - Governance & Legal Services	<b>Review of Legal Services Staffing Resource</b> Restructure of Legal Services resulting in the deletion of two posts, and reducing capacity to undertake in-house legal work. The current Legal Services staffing budget is £2.724 million.	119	119	119	0	The restructure is progressing and posts have been identified for savings on a voluntary redundancy and vacancy basis.
76	Resources - Governance & Legal Services	<b>Reduction in annual contribution to election reserve</b> Following a review, it is possible to reduce the annual contribution to the election reserve to pay for local elections. The current annual contribution is £96,000.	20	20	20	0	This saving has been achieved but levels of reserve will require careful monitoring going forward. Any underspends will likely need to be retained when possible to keep the reserve at an appropriate level for local elections.
77	Resources - Governance & Legal Services	<b>Cease printing meeting agenda and reports for Councillors and Senior Officers</b> Cease printing meeting agenda and reports for Councillors and Senior Officers unless necessary to comply with the Equality Act 2010. This proposal would result in the removal of the entire printing budget.	13	13	13	0	This budget has been removed and, to date, no expenditure has been incurred. The situation will continue to be monitored to ensure that expenditure does not emerge later in the year.
78	Resources - Governance & Legal Services	<b>Removal of Webcasting Equipment from County Hall Council Chamber</b> Any formal council meetings held in the County Hall Council Chamber will not be able to be webcast. However, currently only one Council meeting a year is held there and this could be held at City Hall. This proposal would result in the removal of the entire budget.	6	6	6	0	This saving has been achieved in full. A plan is in place and contracts are being managed.
79	Resources - Governance & Legal Services	<b>Reduction in Training and Development budget for Members</b> The current Training and Development budget is £9,000.	3	3	3	0	This saving has been achieved in full.
80	Resources - Governance & Legal Services	<b>Increase in income</b> Increase in income and charges for legal work carried out for City Deal (£20,000), highways (£40,000), waste (£58,000), regeneration (£37,000) and client contributions for procurement lawyer (£58,000) and miscellaneous legal charges. Budgeted Legal Services income amounts to £1.015 million.	211	0	211	0	Agreements with various other directorates are in place, meaning that this saving is achievable, although this will require close monitoring during the remainder of the year.
<b>Resources - Governance &amp; Legal Services Total</b>			<b>372</b>	<b>161</b>	<b>372</b>	<b>0</b>	

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
81	Resources	<b>Capital Ambition Delivery Team</b> Saving will be achieved through the ongoing restructure of the Capital Ambition Delivery Team, to align the focus of the team with the major transformational change projects contained within Capital Ambition Delivery Programme, and a planned drawdown from reserve for one year. The current staffing budget within the Capital Ambition Delivery Team is £949,000. The current budgeted drawdown from reserve stands at £110,000.	374	95	374	0	The use of reserves will ensure that this saving is fully achieved.
82	Resources	<b>Restructure the Accountancy Function</b> A review of staffing structures and responsibilities in the section, enabling staff savings through a combination of vacant posts and voluntary redundancy together with the use of reserves in order to assist with the timing of the restructure. The current staffing budget for this area is £2.84 million.	359	269	359	0	A sum of £269,000 has already been achieved through voluntary redundancies and the use of earmarked reserve. Further voluntary redundancies will assist with the restructure and the achievement of the balance of savings to be found in 2019/20
83	Resources	<b>Connect to Cardiff (C2C) - Channel Shift</b> C2C management are exploring means of automating as many interactions as possible for customers. This improves the customer journey and hours of service availability, but can also significantly reduce demand on resources, allowing the release of contact centre staff. A planned drawdown from reserve for one year will assist with the timing of this shift. The current C2C staffing budget stands at £2.4 million.	300	75	300	0	The phased deletion of posts and use of reserves will ensure that this saving is fully achieved.
84	Resources	<b>Process efficiencies within Revenues and Council Tax</b> Savings will be achieved through efficiencies within Revenues and Council Tax. This will include a range of measures, including staff savings which will be delivered through a combination of a reduction in vacant posts and voluntary redundancy. The current staffing budget for this area is £3.3 million.	174	110	174	0	Savings already achieved includes three deleted posts. It is anticipated that the remaining balance will be fully achieved in 2019/20.
85	Resources	<b>Savings from reduction in Support Costs for Human Resources (HR) IT System</b> Savings arising from planned reduction in support costs for HR IT systems. The costs associated with this were previously funded by post reductions in HR as required in the original business case model. The current budget for HR IT systems is £579,000.	169	169	169	0	This saving has been fully achieved.
86	Resources	<b>Human Resources (HR) IT System</b> Move the Council's HR IT system on to the Council's private cloud platform. The current budget for HR IT systems is £579,000.	116	116	116	0	This saving has been fully achieved.
87	Resources	<b>Review of Human Resources Staffing Resource</b> Restructure of Cardiff Works and Cardiff Academy under one new manager role resulting in the deletion of two posts through voluntary redundancy. An additional deletion of one post in HR First Contact Team through Voluntary Redundancy. The current staffing budget for these areas is £548,000.	113	113	113	0	The relevant posts have been deleted and the saving has been fully achieved.
88	Resources	<b>Deletion of vacant Enterprise Architecture Posts</b> The new digital strategy for Cardiff refocuses the areas of work for the Enterprise Architecture Team and has identified the opportunity to delete two existing vacant posts. The current Enterprise Architecture staffing budget stands at £424,000.	80	80	80	0	The relevant posts have been deleted and the saving has been fully achieved.
89	Resources	<b>Restructure of Exchequer Support Function</b> Further restructuring of the Exchequer Support function, to include a reduction of supervisory / management roles as well as a further reduction of administrative staff through a combination of vacant posts and voluntary redundancy. The current net budget for this area is £540,000.	80	80	80	0	The deletion of two vacant posts and two posts relating to voluntary redundancy means that the saving has been fully achieved.
90	Resources	<b>Reduction of Audit Resource</b> The deletion of a Principal Auditor post through voluntary redundancy along with a reduction in hours worked. The current staffing budget for this area is £551,000.	62	62	62	0	The deletion of the principal auditor post and a reduction in hours for another post fully achieve this saving.
91	Resources	<b>Review the service delivery arrangements for risk management</b> A review of the service delivery arrangements for corporate Risk Management has enabled the deletion of a vacant post. The current staffing budget for Information Governance is £846,000.	52	52	52	0	The deletion of this vacant post has fully achieved this saving.

No	Directorate	Proposal	Total Saving £'000	Savings already achieved £'000	Projected saving 2019/20 £'000	Savings unlikely to be achieved in 2019/20 £'000	Comments
92	Resources	<b>HR Organisational Development</b> Restructure of management of HR Organisational Development team and deletion of HR Organisational Development Team leader post through voluntary redundancy. The current staffing budget for this area is £220,000.	52	52	52	0	The deletion of the team leader post has fully achieved this saving.
93	Resources	<b>Review of the Revenues Management Team</b> Saving will be achieved through the deletion of one post from the management structure in the Revenues Section. The current staffing budget for this area is £3.3 million.	50	50	50	0	The post has been deleted and the saving fully achieved.
94	Resources	<b>eProcurement Team - Staffing Review</b> Review of staffing resource within the eProcurement team allows the deletion of the Development and Support Manager post through voluntary redundancy. The current eProcurement staffing budget stands at £252,000.	47	47	47	0	The post has been deleted and the saving fully achieved.
95	Resources	<b>Revised funding arrangements for posts within HR People Services</b> Saving will be achieved via a planned and prudent use of reserves over a two year period, allowing a reduction in base funding for posts. The current staffing budget in respect of HR is £3.941 million.	43	43	43	0	The use of earmarked reserves will mean that this saving is fully achieved in 2019/20.
96	Resources	<b>Contract Management Officer</b> Funding of planned Contract Management Officer post from reserves for a two year period. The Contract Manager post will be funded in full by this arrangement.	37	37	37	0	The use of earmarked reserves will mean that this saving is fully achieved in 2019/20.
97	Resources	<b>Relocation of Council's In-House Occupational Health Service</b> Relocation of the Council's in-house Occupational Health Service from the current leased building at Nant Garw to a Council owned building. The current budget is £163,000.	23	0	11	12	The relocation has been delayed until December 2019 and, therefore, only a partial saving is expected to be achieved in 2019/20.
100	Resources	<b>Generation of Additional Income within Health &amp; Safety</b> The new Health & Safety structure will provide opportunities for additional income generation including training in areas such as asbestos. The current income target stands at £63,000.	99	0	75	24	A shortfall in income is projected for the year due to a delay in finding a location for the asbestos training to take place.
101	Resources	<b>Information Governance Team Review</b> Generation of additional income in order to support current resources allocated to Information Governance. The current income target within this area is £179,000.	33	11	33	0	This savings target is expected to be fully achieved.
102	Resources	<b>Additional income from HR support to schools</b> Additional income from supporting schools for services outside of the current Schools HR Service Level Agreement. The current income budget for schools SLAs is £1 million.	30	0	30	0	This savings target is expected to be fully achieved.
103	Resources	<b>Atebion Solutions Additional Income</b> Atebion Solutions is a trading company wholly owned by the Council which trades commercial and procurement services to other public sector organisations. The model that has been developed is based on reducing the fixed costs of the Strategic Procurement Team through the charging of full costed staff time to the company. Due to the success of the company to date, the annual income target for the Council will be stretched by £20,000. The current income target related to Atebion stands at £180,000.	20	0	0	20	It is not anticipated that this saving will be achieved this financial year. This is in line with the actual position achieved in the last two financial years. Alternative savings, primarily from non-filling of vacant posts, cover this shortfall.
104	Resources	<b>Additional Income from HR Support to City Deal</b> Maximising opportunities for recharging of HR services in respect of City Deal. There is currently no income target for this area.	18	6	18	0	This savings target is expected to be fully achieved.
107	Resources	<b>General reduction in external ICT spend</b> This will be achieved through a review of the current ICT contract arrangements. The current ICT Holding Account supplies & services budget stands at £1.95 million.	25	25	25	0	This saving has been fully achieved.
108	Resources	<b>Reduction in Special Projects Budget</b> Reduction in budget available to fund projects within the Resources Directorate. The current budget for this area is £57,000.	25	25	25	0	This saving has been fully achieved.
<b>Resources - Resources Total</b>			<b>2,381</b>	<b>1,517</b>	<b>2,325</b>	<b>56</b>	
<b>Council Total</b>			<b>19,157</b>	<b>7,670</b>	<b>12,867</b>	<b>6,290</b>	

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**CARDIFF COUNCIL CAPITAL PROGRAMME 2019-2020**

<u>DIRECTORATE &amp; SCHEME</u>	2019-2020 Programme	2018-19 Slippage	Budget revision	Virements	Changes & New Approvals	Total Programme 2019-20	Projected Outturn	Slippage	(Underspend ) / Overspend	Total Variance
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b><u>ECONOMIC DEVELOPMENT</u></b>										
<b><u>Business &amp; Investment</u></b>										
1 Town Centre Loan Scheme	0	0	0	0	0	0	0	0	0	0
2 S106 Schemes	382	75	(75)	0	0	382	78	(304)	0	(304)
<b>Total Business &amp; Investment</b>	<b>382</b>	<b>75</b>	<b>(75)</b>	<b>0</b>	<b>0</b>	<b>382</b>	<b>78</b>	<b>(304)</b>	<b>0</b>	<b>(304)</b>
<b><u>City Development &amp; Major Projects</u></b>										
3 Economic Development Initiatives	366	0	0	0	0	366	0	(366)	0	(366)
4 Central Square Public Realm	0	447	0	0	0	447	105	(342)	0	(342)
<b>Total City Development &amp; Major Projects</b>	<b>366</b>	<b>447</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>813</b>	<b>105</b>	<b>(708)</b>	<b>0</b>	<b>(708)</b>
<b><u>Parks &amp; Green Spaces</u></b>										
5 Asset Renewal Buildings	0	117	0	0	0	117	117	0	0	0
6 Asset Renewal Parks Infrastructure	140	92	0	0	0	232	232	0	0	0
7 Play Equipment	290	(12)	0	0	0	278	278	0	0	0
8 Flood Risk Prevention	0	13	0	0	0	13	13	0	0	0
9 Parc Cefn Onn	0	428	0	0	0	428	428	0	0	0
10 Roath Park District Area	550	0	0	0	0	550	550	0	0	0
11 Flatholm Island Replacement Jetty	385	0	0	0	0	385	385	0	0	0
12 Flatholm Island - HLF Project	152	0	0	0	(62)	90	45	(45)	0	(45)
13 S106 Funded Schemes	1,342	520	(520)	0	0	1,342	992	(350)	0	(350)
<b>Total Parks &amp; Green Spaces</b>	<b>2,859</b>	<b>1,158</b>	<b>(520)</b>	<b>0</b>	<b>(62)</b>	<b>3,435</b>	<b>3,040</b>	<b>(395)</b>	<b>0</b>	<b>(395)</b>
<b><u>Leisure</u></b>										
14 Asset Renewal Buildings	0	135	0	0	0	135	135	0	0	0
15 Leisure Centres ADM (GLL)	0	1,047	0	0	0	1,047	1,047	0	0	0
16 Replacement of Athletics Track - CISS	0	(125)	250	0	0	125	125	0	0	0
17 Cardiff Riding School - Outdoor Arena	0	63	0	0	0	63	63	0	0	0
<b>Total Leisure</b>	<b>0</b>	<b>1,120</b>	<b>250</b>	<b>0</b>	<b>0</b>	<b>1,370</b>	<b>1,370</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Venues &amp; Cultural Facilities</u></b>										
18 St David's Hall & New Theatre	0	358	0	0	0	358	34	(324)	0	(324)
<b>Total Venues &amp; Cultural Facilities</b>	<b>0</b>	<b>358</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>358</b>	<b>34</b>	<b>(324)</b>	<b>0</b>	<b>(324)</b>
<b><u>Property &amp; Asset Management</u></b>										
19 Asset Renewal - Buildings	2,355	555	0	0	0	2,910	2,910	0	0	0
20 Security Technology Brindley/Coleridge	140	0	0	0	0	140	140	0	0	0
21 Community Asset Transfer	50	73	0	0	0	123	0	(123)	0	(123)
22 Adamsdown Play Centre	0	0	0	0	39	39	39	0	0	0
23 Investment Property Strategy	0	0	0	0	81	81	81	0	0	0
24 Cardiff Market Roof & HLF Grant bid	0	331	0	0	0	331	50	(281)	0	(281)
25 Former Virgin Active Centre	0	0	0	0	675	675	1,175	500	0	500
<b>Total Property and Asset Management</b>	<b>2,545</b>	<b>959</b>	<b>0</b>	<b>0</b>	<b>795</b>	<b>4,299</b>	<b>4,395</b>	<b>96</b>	<b>0</b>	<b>96</b>

**CARDIFF COUNCIL CAPITAL PROGRAMME 2019-2020**

<b>DIRECTORATE &amp; SCHEME</b>	<b>2019-2020 Programme</b>	<b>2018-19 Slippage</b>	<b>Budget revision</b>	<b>Virements</b>	<b>Changes &amp; New Approvals</b>	<b>Total Programme 2019-20</b>	<b>Projected Outturn</b>	<b>Slippage</b>	<b>(Underspend )/ Overspend</b>	<b>Total Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Harbour Authority</b>										
26 Harbour Asset Renewal	145	0	0	0	87	232	232	0	0	0
<b>Total Harbour Authority</b>	<b>145</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>87</b>	<b>232</b>	<b>232</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>6,297</b>	<b>4,117</b>	<b>(345)</b>	<b>0</b>	<b>820</b>	<b>10,889</b>	<b>9,254</b>	<b>(1,635)</b>	<b>0</b>	<b>(1,635)</b>
<b>EDUCATION &amp; LIFELONG LEARNING</b>										
<b>Schools - General</b>										
<b>Planning &amp; Development</b>										
27 Asset Renewal	8,529	4,130	0	0	0	12,659	7,260	(5,399)	0	(5,399)
28 Suitability / Sufficiency	1,040	(146)	0	0	0	894	894	0	0	0
29 Whitchurch High	0	1,322	0	0	0	1,322	850	(472)	0	(472)
30 Welsh Medium Education	310	0	0	0	0	310	250	(60)	0	(60)
31 Reducing Infant Class Sizes	2,445	0	0	0	0	2,445	884	(1,561)	0	(1,561)
<b>Total Planning &amp; Development</b>	<b>12,324</b>	<b>5,306</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,630</b>	<b>10,138</b>	<b>(7,492)</b>	<b>0</b>	<b>(7,492)</b>
<b>Schools Organisation Planning</b>										
32 21st Century Schools - Band A	1,030	1,500	(756)	0	0	1,774	1,774	0	0	0
33 21st Century Schools - Band B	15,090	(776)	0	0	0	14,314	3,704	(13,782)	3,172	(10,610)
<b>Total Schools Organisation Planning</b>	<b>16,120</b>	<b>724</b>	<b>(756)</b>	<b>0</b>	<b>0</b>	<b>16,088</b>	<b>5,478</b>	<b>(13,782)</b>	<b>3,172</b>	<b>(10,610)</b>
<b>TOTAL EDUCATION &amp; LIFELONG LEARNING</b>	<b>28,444</b>	<b>6,030</b>	<b>(756)</b>	<b>0</b>	<b>0</b>	<b>33,718</b>	<b>15,616</b>	<b>(21,274)</b>	<b>3,172</b>	<b>(18,102)</b>
<b>PEOPLE &amp; COMMUNITIES</b>										
<b>COMMUNITIES &amp; HOUSING</b>										
<b>Neighbourhood Regeneration</b>										
34 Neighbourhood Renewal schemes	310	0	0	0	0	310	310	0	0	0
35 Clare Road/Penarth Road - Shop Fronts	0	255	0	(100)	0	155	155	0	0	0
36 Maelfa Centre Regeneration	0	183	0	100	0	283	283	0	0	0
37 Alleygating	50	54	0	0	0	104	104	0	0	0
38 Targeted Regeneration Investment Programme	300	37	0	0	0	337	187	(150)	0	(150)
39 Rhydypennau Community Hub	0	0	0	0	120	120	120	0	0	0
40 Whitchurch Community Hub	0	0	0	0	105	105	105	0	0	0
41 City Centre Youth Hub	0	501	0	369	0	870	70	(800)	0	(800)
42 Butetown Pavilion	1,274	142	0	(369)	(318)	729	729	0	0	0
43 S106 Funded Projects	349	359	(359)	0	0	349	335	(14)	0	(14)
<b>Total Neighbourhood Regeneration</b>	<b>2,283</b>	<b>1,531</b>	<b>(359)</b>	<b>0</b>	<b>(93)</b>	<b>3,362</b>	<b>2,398</b>	<b>(964)</b>	<b>0</b>	<b>(964)</b>
<b>Housing (General Fund)</b>										
44 Disabled Facilities Service	4,653	407	0	(660)	0	4,400	4,400	0	0	0
45 Enable Grant	430	0	0	0	6	436	436	0	0	0
46 Council contribution to ICF Schemes	0	0	0	660	0	660	660	0	0	0
47 Estate Environmental Improvements	140	366	0	0	0	506	406	(100)	0	(100)

**CARDIFF COUNCIL CAPITAL PROGRAMME 2019-2020**

<b>DIRECTORATE &amp; SCHEME</b>	<b>2019-2020 Programme</b>	<b>2018-19 Slippage</b>	<b>Budget revision</b>	<b>Virements</b>	<b>Changes &amp; New Approvals</b>	<b>Total Programme 2019-20</b>	<b>Projected Outturn</b>	<b>Slippage</b>	<b>(Underspend ) / Overspend</b>	<b>Total Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
48 Travellers Site Expansion	0	450	0	0	0	450	0	(450)	0	(450)
49 Domestic Abuse Multi Agency Hub	0	1,041	0	0	0	1,041	1,041	0	0	0
<b>Total Housing</b>	<b>5,223</b>	<b>2,264</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>7,493</b>	<b>6,943</b>	<b>(550)</b>	<b>0</b>	<b>(550)</b>
<b>Flying Start</b>										
50 Flying Start	0	0	0	0	18	18	18 †	0	0	0 †
51 Childcare	0	0	0	0	400	400	400 †	0	0	0 †
<b>Total Flying Start</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>418</b>	<b>418</b>	<b>418 †</b>	<b>0</b>	<b>0</b>	<b>0 †</b>
<b>Total Communities &amp; Housing</b>	<b>7,506</b>	<b>3,795</b>	<b>(359)</b>	<b>0</b>	<b>331</b>	<b>11,273</b>	<b>9,759</b>	<b>(1,514)</b>	<b>0</b>	<b>(1,514)</b>
<b>SOCIAL SERVICES</b>										
<b>Adult Services</b>										
52 Tremorfa Day Services (ICF)	0	30	0	0	0	30	30	0	0	0
53 Day Centre Opportunities	0	250	0	0	0	250	250	0	0	0
<b>Total Adult Services</b>	<b>0</b>	<b>280</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>280</b>	<b>280</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Children's Services</b>										
54 Accommodation Strategy	131	125	0	0	0	256	75	(181)	0	(181)
<b>Children's Services</b>	<b>131</b>	<b>125</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>256</b>	<b>75</b>	<b>(181)</b>	<b>0</b>	<b>(181)</b>
<b>Total Social Care</b>	<b>131</b>	<b>405</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>536</b>	<b>355</b>	<b>(181)</b>	<b>0</b>	<b>(181)</b>
<b>TOTAL PEOPLE &amp; COMMUNITIES</b>	<b>7,637</b>	<b>4,200</b>	<b>(359)</b>	<b>0</b>	<b>331</b>	<b>11,809</b>	<b>10,114</b>	<b>(1,695)</b>	<b>0</b>	<b>(1,695)</b>
<b>PLANNING, TRANSPORT &amp; ENVIRONMENT</b>										
<b>Energy Projects &amp; Sustainability</b>										
55 Energy Retrofit of Buildings (REFIT - Invest to Save)	0	1,448	0	0	(1,148)	300	300	0	0	0
56 Salix SEELS	500	0	0	0	(500)	0	0	0	0	0
57 Lamby Way Solar Farm	5,227	96	0	0	2,387	7,710	6,030	(1,680)	0	(1,680)
<b>Total Energy Projects &amp; Sustainability</b>	<b>5,727</b>	<b>1,544</b>	<b>0</b>	<b>0</b>	<b>739</b>	<b>8,010</b>	<b>6,330</b>	<b>(1,680)</b>	<b>0</b>	<b>(1,680)</b>
<b>Bereavement &amp; Registration Services</b>										
58 New Cemetery Site ( Invest To Save)	750	0	0	0	0	750	380	(370)	0	(370)
59 Improvements of Facilities	445	0	0	0	0	445	445	0	0	0
<b>Total Bereavement &amp; Registration Services</b>	<b>1,195</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,195</b>	<b>825</b>	<b>(370)</b>	<b>0</b>	<b>(370) †</b>
<b>Recycling Waste Management Services</b>										
60 New HWRC North Cardiff	0	200	0	0	0	200	0	(200)	0	(200)
61 Recycling Collection Containers	800	15	0	0	0	815	815	0	0	0
62 MRF	45	0	0	0	0	45	45	0	0	0
63 MRF Fire Suppressant	0	500	0	0	0	500	0	(500)	0	(500)

**CARDIFF COUNCIL CAPITAL PROGRAMME 2019-2020**

<u>DIRECTORATE &amp; SCHEME</u>	<b>2019-2020 Programme</b>	<b>2018-19 Slippage</b>	<b>Budget revision</b>	<b>Virements</b>	<b>Changes &amp; New Approvals</b>	<b>Total Programme 2019-20</b>	<b>Projected Outturn</b>	<b>Slippage</b>	<b>(Underspend ) / Overspend</b>	<b>Total Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
64 Other Waste Management & Infrastructure	300	75	0	0	0	375	375	0	0	0
<b>Total Recycling Waste Management Services</b>	<b>1,145</b>	<b>790</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,935</b>	<b>1,235</b>	<b>(700)</b>	<b>0</b>	<b>(700)</b>
<b>Highway Infrastructure</b>										
65 Highway Carriageway - Reconstruction	400	0	0	0	0	400	400	0	0	0
66 Highway Resurfacing	3,973	2,690	0	0	0	6,663	4,963	(1,700)	0	(1,700)
67 Footpaths	1,035	368	0	0	0	1,403	1,403	0	0	0
68 Footway Improvements around Highway Trees	125	0	0	0	0	125	125	0	0	0
69 Millennium Walkway	250	0	0	0	0	250	100 #	(150)	0	(150) †
70 Bridges & Structural Work	1,350	0	0	0	0	1,350	850	(500)	0	(500)
71 Street Lighting Column Replacement	470	523	0	0	0	993	463	(530)	0	(530)
72 LED Lighting Residential (Invest to Save)	2,000	0	0	0	0	2,000	1,000	(1,000)	0	(1,000)
73 Bute Crane Refurbishment	0	25	0	0	0	25	25	0	0	0
74 Coastal Erosion / Flood Risk	845	115	0	0	(112)	848	600	(248)	0	(248)
<b>Total Highway Maintenance</b>	<b>10,448</b>	<b>3,721</b>	<b>0</b>	<b>0</b>	<b>(112)</b>	<b>14,057</b>	<b>9,929</b>	<b>(4,128)</b>	<b>0</b>	<b>(4,128)</b>
<b>Traffic &amp; Transportation</b>										
75 Road Safety Scheme	335	0	0	0	0	335	335	0	0	0
76 Road Safety 20mph Zones	190	0	0	0	0	190	190	0	0	0
77 Asset Renewal Telematics / Butetown Tunnel	135	0	0	0	0	135	135	0	0	0
78 Cycling Development	2,500	0	0	0	0	2,500	500	(2,000)	0	(2,000)
79 Llanrumney PT / Cycle Link	50	0	0	0	0	50	0	0	(50)	(50) †
80 WG Grant Matchfunding	375	241	0	0	0	616	616	0	0	0
81 City Centre & Key links Transport Improvement	300	959	0	0	425	1,684	425	(1,259)	0	(1,259)
82 WG (Local Transport Fund )	10,852	0	0	0	(5,294)	5,558	5,558	0	0	0
83 WG (Local Transport Network Fund)	0	0	0	0	150	150	150	0	0	0
84 WG (Road Safety Casualty Reduction)	522	0	0	0	0	522	522	0	0	0
85 WG (Safe Routes in Communities)	267	0	0	0	0	267	267	0	0	0
86 WG (Active Travel Fund)	3,549	0	0	0	409	3,958	3,958	0	0	0
87 DfT On Street Residential Charge points	0	136	0	0	0	136	136	0	0	0
88 Electric Vehicle Charging Points	310	0	0	0	0	310	310	0	0	0
89 Moving Offences Enforcement / P&D Equipment	745	0	0	0	0	745	745	0	0	0
90 Bus Corridor Improvements	335	0	0	0	0	335	0	(335)	0	(335)
91 CCTV System Upgrade	0	34	0	0	0	34	34	0	0	0
92 S106 Funded Schemes	802	619	(619)	0	0	802	432	(370)	0	(370)
<b>Total Traffic &amp; Transportation</b>	<b>21,267</b>	<b>1,989</b>	<b>(619)</b>	<b>0</b>	<b>(4,310)</b>	<b>18,327</b>	<b>14,313</b>	<b>(3,964)</b>	<b>(50)</b>	<b>(4,014)</b>
<b>Strategic Planning &amp; Regulatory</b>										
93 S106 Projects	156	23	(23)	0	0	156	101	(55)	0	(55)
<b>Total Strategic Planning &amp; Regulatory</b>	<b>156</b>	<b>23</b>	<b>(23)</b>	<b>0</b>	<b>0</b>	<b>156</b>	<b>101</b>	<b>(55)</b>	<b>0</b>	<b>(55)</b>
<b>TOTAL PLANNING, TRANSPORT &amp; ENVIRONMENT</b>	<b>39,938</b>	<b>8,067</b>	<b>(642)</b>	<b>0</b>	<b>(3,683)</b>	<b>43,680</b>	<b>32,733</b>	<b>(10,897)</b>	<b>(50)</b>	<b>(10,947) †</b>
<b>RESOURCES</b>										
<b>Technology</b>										

**CARDIFF COUNCIL CAPITAL PROGRAMME 2019-2020**

<b>DIRECTORATE &amp; SCHEME</b>	<b>2019-2020 Programme</b>	<b>2018-19 Slippage</b>	<b>Budget revision</b>	<b>Virements</b>	<b>Changes &amp; New Approvals</b>	<b>Total Programme 2019-20</b>	<b>Projected Outturn</b>	<b>Slippage</b>	<b>(Underspend ) / Overspend</b>	<b>Total Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
94 Modernising ICT to improve Business Processes	800	333	0	0	0	1,133	1,133	0	0	0
95 ICT Refresh	400	(2)	0	0	0	398	398	0	0	0
<b>Total Technology</b>	<b>1,200</b>	<b>331</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,531</b>	<b>1,531</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Corporate</b>										
96 Contingency	200	0	0	0	0	200	200	0	0	0
97 Invest to Save - Bid Allocation for small schemes	500	0	0	0	(500)	0	0	0	0	0
98 City Deal - Cardiff Share	1,198	1,276	0	0	0	2,474	2,474	0	0	0
99 Loan to Cardiff City Transport Services Ltd	(2,000)	2,000	0	0	0	0	0	0	0	0
<b>Total Corporate</b>	<b>(102)</b>	<b>3,276</b>	<b>0</b>	<b>0</b>	<b>(500)</b>	<b>2,674</b>	<b>2,674</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL RESOURCES</b>	<b>1,098</b>	<b>3,607</b>	<b>0</b>	<b>0</b>	<b>(500)</b>	<b>4,205</b>	<b>4,205</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL GENERAL FUND</b>	<b>83,414</b>	<b>26,021</b>	<b>(2,102)</b>	<b>0</b>	<b>(3,032)</b>	<b>104,301</b>	<b>71,922</b>	<b>(35,501)</b>	<b>3,122</b>	<b>(32,379)</b>
<b>PUBLIC HOUSING (HRA)</b>										
100 Housing Development	0	0	0	0	0	0	0	0	0	0
101 Estate Regeneration and Stock Remodelling	3,250	0	0	0	0	3,250	4,844	1,594	0	1,594
102 External and Internal improvements to buildings	13,550	4,026	(4,026)	0	0	13,550	10,288	(3,262)	0	(3,262)
103 Disabled Facilities Service	2,900	0	0	0	0	2,900	2,900	0	0	0
104 Housing New Builds & Acquisitions	27,685	5,943	(5,943)	0	0	27,685	27,242	(443)	0	(443)
105 Hubs	0	0	0	0	0	0	0	0	0	0
<b>TOTAL PUBLIC HOUSING</b>	<b>47,385</b>	<b>9,969</b>	<b>(9,969)</b>	<b>0</b>	<b>0</b>	<b>47,385</b>	<b>45,274</b>	<b>(2,111)</b>	<b>0</b>	<b>(2,111)</b>
<b>TOTAL</b>	<b>130,799</b>	<b>35,990</b>	<b>(12,071)</b>	<b>0</b>	<b>(3,032)</b>	<b>151,686</b>	<b>117,196</b>	<b>(37,612)</b>	<b>3,122</b>	<b>(34,490)</b>

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**2019-20 QUARTER 1 PERFORMANCE REPORT**

**FINANCE, MODERNISATION AND PERFORMANCE (COUNCILLOR  
CHRIS WEAVER)**

**AGENDA ITEM 6**

**Reason for this Report**

1. To present Cardiff Council's Quarter 1 Performance against the 2019-22 Corporate Plan.

**Background**

2. In February 2019, Council approved the Corporate Plan 2019-22. The Corporate Plan sets out how the Council will deliver the Administration's priorities as set out in Capital Ambition, and includes the Steps and Key Performance Indicators considered necessary to deliver and monitor progress. The Corporate Plan also sets out the Council's Wellbeing objectives for 2019-20 in accordance with the Wellbeing of Future Generations Act (2015).

**Summary of Quarter 1 Performance 2019/20**

3. The Quarterly Performance Report provides a performance update for each of the Council's seven Well-Being Objectives, including progress made, challenges and risks, and next steps. Appendix B of the report includes a RAG (Red, Amber and Green) Rating against the delivery of the Steps as well as the position at Quarter 1 and RAG Rating for each of the KPIs included in the Corporate Plan.
4. There are 108 key performance indicators within the Corporate Plan of which at Quarter 1 47 included outturn results which could be reviewed. Of these:
  - 67.3% were Green
  - 16.3% were Amber
  - 16.3% Red
5. The Corporate Plan also includes 89 separate steps of which, as quarter one:
  - 74.2% were assessed as Green
  - 23.6% were assessed as Amber

- 2.2% were assessed as Red
6. Where appropriate, remedial and mitigating action will be put in place to ensure performance is on target for the end of the financial year.

### **Comparative Position – National Performance Measures**

7. The national Performance Measurement Framework for Local Government in Wales identifies a set of 31 national performance measures against which the delivery of local public services is measured. These are known as Public Accountability Measures (PAMs). Performance against this data set is published by Data Cymru incrementally, as and when it becomes available over the course of the year. This represents a departure from the previous approach of collating all the comparable PAMs and publishing them in a single release in September each year.
8. The first PAM data set release for 2018-19 covers performance against 19 of the 31 indicators. A full report on Cardiff's comparative performance is included as Appendix C of this report. Where comparable historical data is available, the report shows that:
  - For 57.9% of measures (11 / 19) Cardiff is placed in the top 2 quartiles, compared to 46.7% (7 / 15) in 2017-18.
  - Cardiff performance has improved in 53.3% of measures (8 / 15) compared to the national picture of 40.0%
  - Cardiff's performance has declined in 40.0% of measures (6 / 15) compared to the national picture of 53.3%
9. Although the comparative analysis presented by this initial release of national performance data is partial (with data available for only 19 of 31 indicators) the results reflect the Council's assessment of performance as set out in the Annual Statutory Well-Being Report 2018-19, approved by Council in July 2019. For example, Cardiff's position as joint 3<sup>rd</sup> in Wales for Average Capped Score, which is the school average of the total points attached to the top nine GCSEs (or equivalent) for each learner but includes English/Welsh language, Mathematics and Science, underlines the continued improvement in educational attainment in Cardiff Schools highlighted in the Annual Wellbeing Report.
10. The national comparative indicators also highlight areas of performance challenge that are consistent with the Council's own assessment of performance. For example, the Statutory Annual Well-being Report recognised that, though the overall cleanliness of streets in Cardiff was of above target, the cleanliness of some streets, particularly in wards in and around the city centre, is not good enough. National comparator data placing Cardiff in the bottom quartile in terms of street cleanliness is consistent with the Council's own analysis of performance and underscores the importance of the Council's work to modernise and integrate waste and street scene services. The Well-being Report also recognised that the number of sickness absences represents a corporate challenge. The national PAM data places

Cardiff is in the bottom quartile for working days lost due to sickness absence per employee.

### **Reason for Recommendations**

11. To ensure transparency, promote a performance management culture and help identify, where appropriate, improvement actions.

### **Financial Implications**

12. There are no direct financial implications arising from this report.

### **Legal Implications**

13. The decision about these recommendations has to be made in the context of the Council's public sector equality duties. The Council also has to satisfy its public sector duties under the Equality Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties, Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. The Protected characteristics are: age, gender reassignment, sex, race – including ethnic or national origin, colour or nationality, disability, pregnancy and maternity, marriage and civil partnership, sexual orientation, religion or belief – including lack of belief.

14. The Well-Being of Future Generations (Wales) Act 2015 ("the Act") places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales – a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language, and is globally responsible.

In discharging its duties under the Act, the Council has set and published well-being objectives designed to maximise its contribution to achieving the national well being goals. The well being objectives are set out in Cardiff's Corporate Plan 2018-21: <http://cmsprd.cardiff.gov.uk/ENG/Your-Council/Strategies-plans-and-policies/Corporate-Plan/Documents/Corporate%20Plan%202018-21.pdf>

The well being duty also requires the Council to act in accordance with 'sustainable development principle'. This principle requires the Council to act in a way which seeks to ensure that the needs of the present are met without comprising the ability of future generations to meet their own needs. Put simply, this means that Council decision makers must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, the Council must:

- Look to the long term
- Focus on prevention by understanding the root causes of problems
- Deliver an integrated approach to achieving the 7 national well-being goals
- Work in collaboration with others to find shared sustainable solutions
- Involve people from all sections of the community in the decisions which affect them

The decision maker must be satisfied that the proposed decision accords with the principles above; and due regard must be given to the Statutory Guidance issued by the Welsh Ministers, which is accessible using the link below: <http://gov.wales/topics/people-and-communities/people/future-generations-act/statutory-guidance/?lang=en>

15. The Council has to be mindful of the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards when making any policy decisions and consider the impact upon the Welsh language, the report and Equality Impact Assessment deals with all these obligations. The Council has to consider the Well-being of Future Generations (Wales) Act 2015 and how this strategy may improve the social, economic, environmental and cultural well-being of Wales.

### **HR Implications**

16. There are no direct HR implications arising from this report.

### **RECOMMENDATIONS**

The Cabinet is recommended to note the current position regarding performance, the delivery of key commitments and priorities as at Quarter 1, and the action being taken to ensure the effective delivery of Capital Ambition.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>SARAH McGILL</b> <b>CORPORATE DIRECTOR PEOPLE &amp; COMMUNITIES</b>
	20 September 2019

*The following appendices are attached*

Appendix A - Delivering Capital Ambition Summary Report

Appendix B - Update Against Steps & KPIs

Appendix C - Public Accountability Measure (PAM) Performance 2018-19

# Delivering Capital Ambition

Quarter 1 Performance Report  
2019-20



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## **Section 1 - Purpose of this report**

This Quarter 1 performance report for 2019-20 presents Quarter 1 performance against the 2019-22 Corporate Plan. The report is organised by Well-being Objective and, under each of these, the performance narrative summarises how the Council has progressed in the first quarter of the financial year.

Attached to this report is an appendix which provides a quick glance version of performance against the Corporate Plan steps and Key Performance Indicators at Quarter 1, organised by Well-being Objective. This version does not contain detailed narratives but can be cross-referenced against the main report where further detail is required.

## **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.

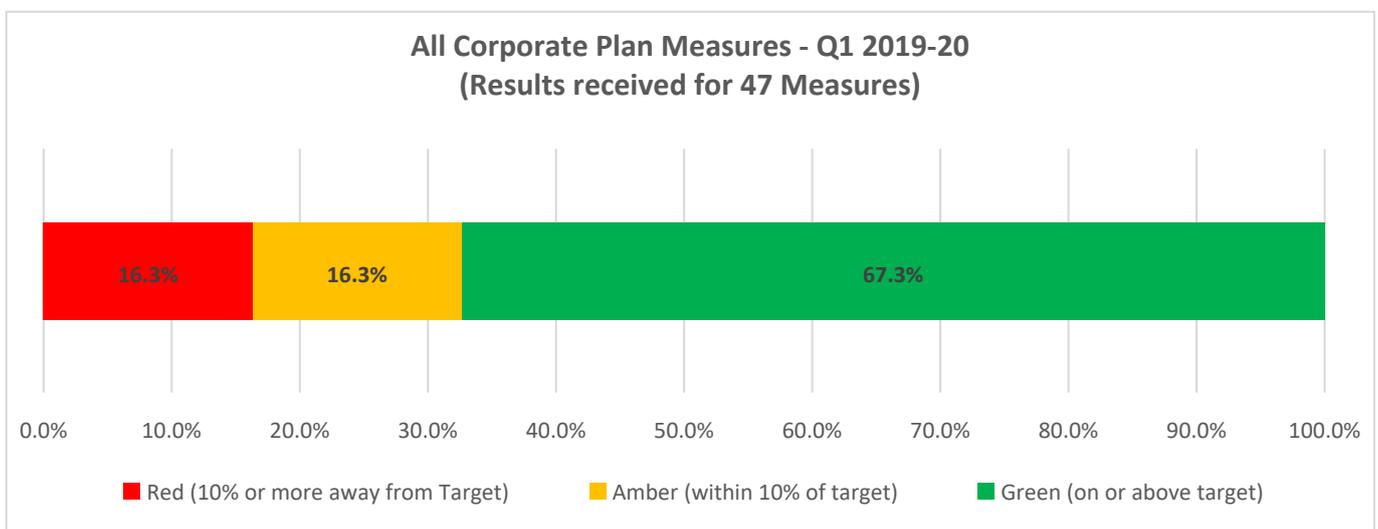
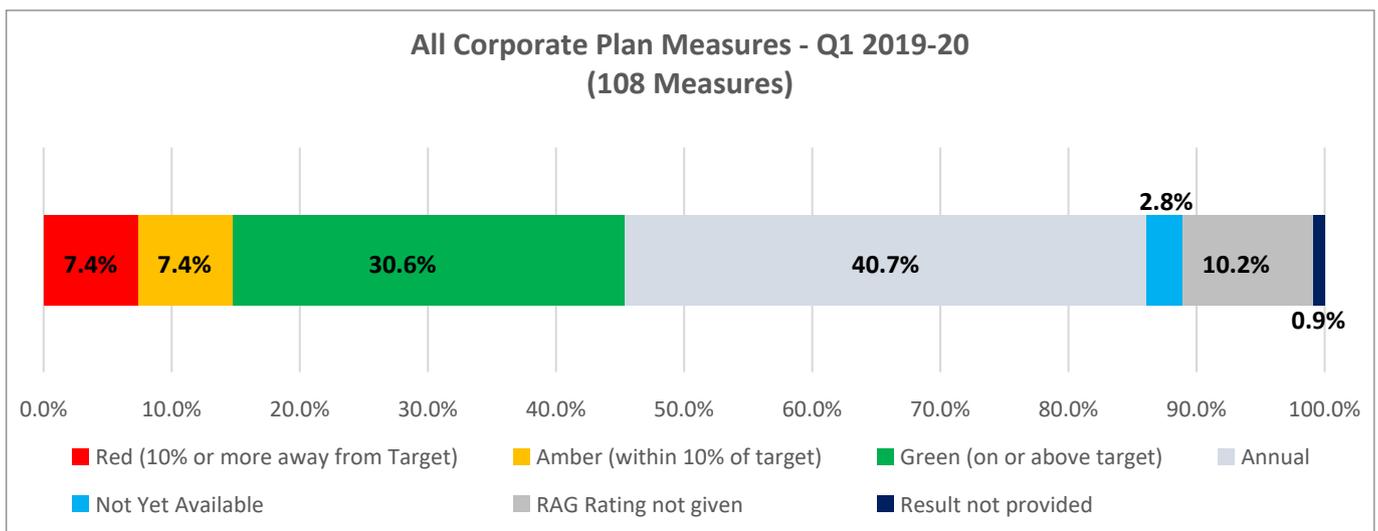
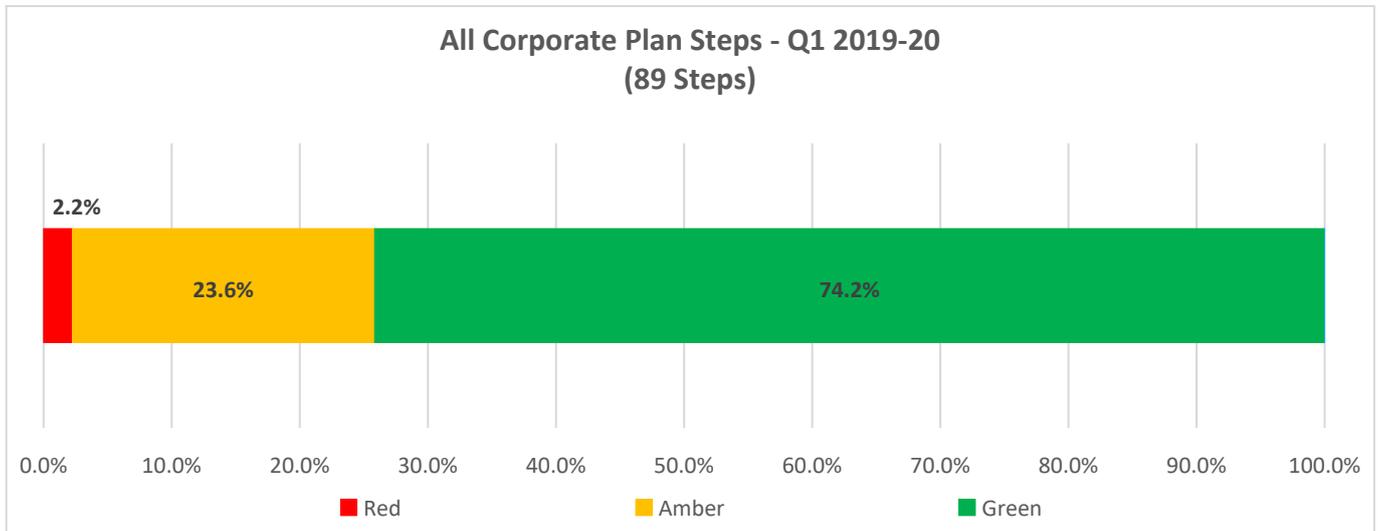
## **Corporate Plan Performance Indicators Assessment Criteria**

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

**Section 2 - Summary of Performance – Quarter 1**



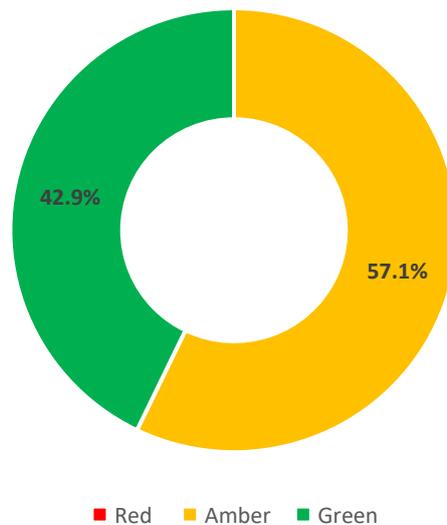
## Well-being Objective: 1.1

### Cardiff is a great place to grow up - Summary

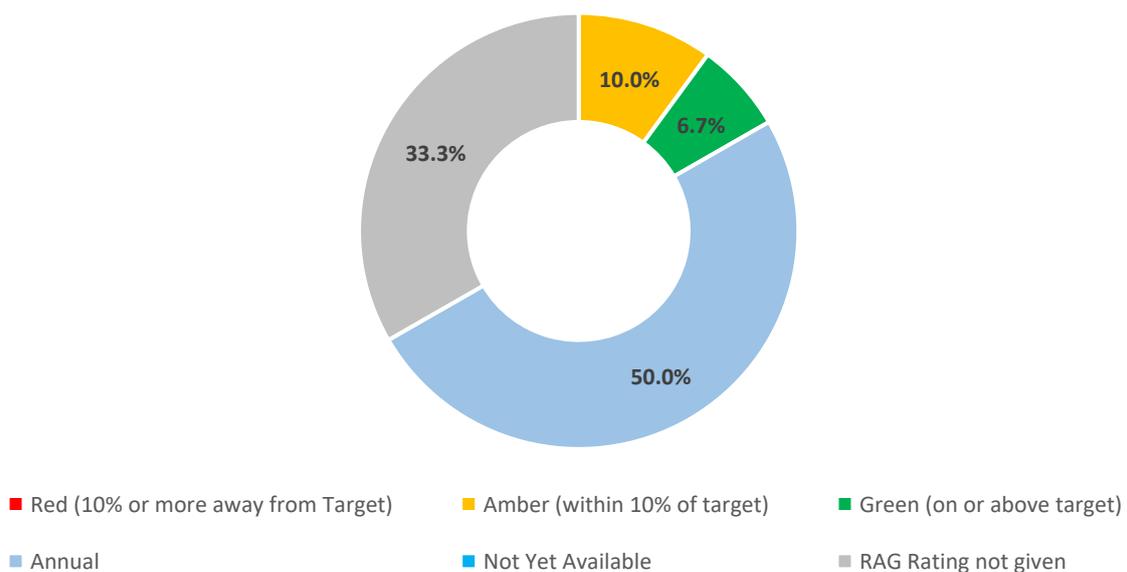


- Every School in Cardiff is a great School
- Becoming a Child Friendly City
- Supporting Vulnerable Children and Families

Corporate Plan Steps - Cardiff is a great place to grow up  
2019-20 Q1 (14 Steps)



Corporate Plan Measures - Cardiff is a great place to grow up  
2019-20 Q1 (30 Measures)



## Well-being Objective: 1.1

### Cardiff is a great place to grow up



- **Becoming a Child Friendly City**

1. The Child Friendly Cardiff Delivery Plan has been formally submitted to UNICEF. Child Rights in Practice training has been delivered to 134 professionals from across the council and wider partners, including over half of Elected Members and all Cabinet Members. There are 83 Cardiff schools active in the UNICEF Rights Respecting Schools programme and, 39 schools have been designated as a Bronze, Silver or Gold Rights Respecting school. The participation of children and young people in their own education, through the involvement of young people in the programme, continues to improve.

- **Every School in Cardiff is a great School**

2. Preparations have begun for the development of a **ten-year vision for Education** in Cardiff. Since January, a series of engagement events have been undertaken to capture a wide range of views and perspectives on developing the 2030 vision, aligned with an evaluation of progress against the current Cardiff 2020 Strategy. The new Cardiff 2030 vision will be launched in November 2019.
3. Of the **schools inspected** in the current academic year (2018-19) with reports published, 14 out of 18 have been judged to be Good or Excellent for Standards. Ysgol Gymraeg Treganna was judged to be excellent in two of the five inspection areas, Tremorfa Nursery School in three, and Cardiff High in all five inspection areas. As at the end of Quarter 1, 7 schools are in an Estyn follow up category (4 have gone into a category this year, 3 schools from the previous academic year). During the academic year, 6 schools came out of an Estyn category, 5 primary schools and one secondary school.
4. Feedback on the **new curriculum** for learners from 3-16, closes in July 2019 and arrangements will be finalised in January 2020 with roll out between September 2022 and 2026.
5. New national evaluation and improvement arrangements are being developed by Welsh Government to replace parts of the current accountability system, aligning with the new curriculum for learners from 3-16. From September 2019, further information will be provided about the way the arrangements will be shaped over the next three years prior to implementation in 2022.
6. Provisional 2018-19 academic year results for Key Stage 4 and 5 (GCSE at year 11 and A level at year 13) will be available in Quarter 2. This year GCSE performance measures have changed following new Welsh Government guidance. The changes include the removal of the publication of threshold measures (the Level 2+ and Level 1 threshold), and the introduction of an interim set of performance measures. These measures are intended to help to bring about the changes needed to support the new curriculum.
7. The Welsh Government National Categorisation for schools for 2018-19 academic year will be available in Quarter 4.
8. However, results for teacher assessment at the end of the Foundation Phase (Year2), Key Stage 2 (Year 6) and Key Stage 3 (Year9) will not be published this year at a local authority level, following Welsh Government consultation.

## Well-being Objective: 1.1

### Cardiff is a great place to grow up



9. Plans for the next phase of **investment in the school estate**, Band B, are being progressed.
  - The procurement process is complete for Fitzalan High School and the contractor appointed.
  - The detailed design of St Mary the Virgin Primary School is complete.
  - Doyle Avenue project is in the process of statutory consultation and will progress to statutory notice in July 2019.
  - The consultation for Willows is due to commence in the Autumn
10. Property Services, Education and Schools are working together to define and implement priority maintenance works across the schools estate under the 2019-20 **Asset Maintenance Programme**. The summer programme is now being implemented through the new Building Maintenance Framework contractors. The new Corporate Landlord consent process has assisted in improving the governance of maintenance works being undertaken across the Schools estate.
11. Additional provision for learners with **Additional Learning Needs** has been secured for September 2019. There are a small number of pupils still awaiting placement and urgent steps are being taken to extend places for these pupils.
  - **Supporting Vulnerable Children and Families**
12. The soft launch of the new **Early Help model** commenced in April ahead of the full launch later this year. The interface and relationship between MASH, Support4Families and Family Help / Gateway is being strengthened to ensure step up and step down mechanisms ahead of the full launch. The Care Inspectorate Wales (CIW) visited the **Support4Families** in April 2019, and in their annual letter noted, *“early help preventative measures had undergone significant development over the past 12 months”*.
13. A new service structure for the **Multi Agency Safeguarding Hub (MASH)** has been developed to meet needs, aligned with new Early Help services and the Children’s Services structure.
14. The **Children’s Commissioning Strategy** has been drafted and has informed a Market Position Statement that will form the basis of our engagement with providers, due to commence in September. At present, the number of children in, in house **fostering** remains relatively stable, although the number of enquiries has increased and there were 15 full assessments ongoing at 30<sup>th</sup> June 2019.
15. A supported living provider is currently going through the process of registering two properties as **residential homes for children**. Planning for an **emergency residential children’s home** has commenced and an appraisal of delivery options has been undertaken. A feasibility study on a proposal for a **regional edge of secure residential home** has also been undertaken. Work is being undertaken between Social Services and Housing to develop a wider range of accommodation options and support for care leavers.
16. A review of the **Adoption Services** for Cardiff children is currently underway in order to understand how to work more effectively with the Regional Adoption Services to increase the number of adoptive placements by March 2020.

## Well-being Objective: 1.1

### Cardiff is a great place to grow up



17. Compliance with Court timescales has improved and we will continue to improve our Care Planning Practice Guidance to support social workers to progress cases through the **Court process** in a timely manner.
18. Work between Education and Social Services has commenced to scope and develop plans to work together to improve the transition and **progression of young people into education, employment or training**. The Bright Start Traineeship Scheme within the Into Work service is proactively contacting young people to support them to achieve their education, training and employment outcomes.
19. Following a successful Integrated Care Fund (ICF) bid, a Development Officer post for **young carers** will be appointed to imminently. The post holder will have responsibility for the development and commissioning of services to meet the needs of young carers, including ensuring those who require assessments receive them.

#### Key challenges and issues

#### 20. **Improving outcomes for key groups of learners**

Despite continued improvements in headline performance measures, outcomes are still too low for some key groups of learners:

- Outcomes at the Level 1 threshold at the end of Key Stage 4, whilst improved in 2018 are still too low.
- For a small but significant group of young people who are educated other than at school (EOTAS), outcomes remain poor.
- There are too many young people moving in-year between schools, with many experiencing episodes out of education whilst appropriate provision to meet their individual needs is secured. Such occurrences will negatively impact achievement outcomes for these pupils.
- Outcomes for children who are looked after – the gap in performance with children of their own age remains too wide, particularly for those not educated in a Cardiff school.
- Continuing to reduce the socio-economic gap in education achievement for groups of young people, particularly the eFSM/FSM gap at Key Stage 4.

21. Out of Area Placements is creating budgetary pressure. Ongoing challenges relating to Children Educated Other than at Home is also leading to budgetary pressure, particularly due to the costs of one to one tuition. The budget position represents a significant improvement on the over-spend incurred in 2018/19.

22. Children's Services and Education work closely together to address corporate responsibility and determine how to best meet the educational needs of children looked after. There are a number of children with significant needs who are struggling to receive the right educational provision - this is more problematic for children placed out of county and this is something we are seeking to address.

#### 23. **Supporting routes into employment, particularly for more vulnerable groups**

- The percentage of young people 'NEET' as at the end of the year 2017-18 was 1.7%, which reflects sustained improvement in progression. However, there continues to be opportunities to better connect young people with career opportunities and pathways beyond school, particularly those from vulnerable groups who may be facing challenges to secure positive destinations. Similarly, care leavers not in employment, education or training remains a concern.

## Well-being Objective: 1.1

### Cardiff is a great place to grow up



- Children's Services, Into Work Services and Education are working closely together to improve progression outcomes for young people, in particular to address corporate parenting responsibility for children looked after.
24. **Improving learning environments and ensuring the sufficiency of school places**
- Prior to the completion of the Band B school investment programme there are challenges in relation to meeting sufficiency requirements, particularly for secondary and additional learning needs (ALN) places, and short to medium term risks relating to poor building assets that need to be addressed. Ensuring that all council departments have the capacity to deliver the School Asset Renewal Programme remains a challenge.
25. **The new curriculum and accountability framework**
- Welsh Government are reviewing the future of performance measures, in line with the cultural change needed to support the implementation and realisation of the new curriculum for Wales. Future developments include:
- Estyn's role in the new evaluation and improvement arrangements in schools. A suspension of inspection arrangements has been confirmed from September 2020 for one year.
  - A National Resource for School Improvement is being developed. The final improvement process will be available in 2020.
26. There continues to be active engagement of teachers and leaders in the shaping of a new curriculum for in a number of Cardiff schools. However, there are a number of challenges, including:
- Attracting and securing a high quality workforce for schools, particularly in the context of changes to Initial Teacher Education (ITE).
  - Ensuring that new qualifications meet the needs of learners in Wales, and that schools have plenty of time to plan and prepare effectively.
27. **Children Looked After**
- Looked after children numbers continue to rise, at the end of Quarter 1 there were 934 children looked after in Cardiff, an increase on 900 at the end of Quarter 4. Of the 34 net increase, 12 were in kinship placements and 14 are placed with parents. The increase in the number of Children Looked after has resulted in a total increase in cost based on the month 4 budget monitoring position. Whilst the ongoing pressures in relation to external placements for looked after children continue to underpin the overspend in this area, the Children's 3 year strategy was presented to Cabinet in July. This sets out the a full range of improvements right across the child's journey in Cardiff, including enhancing prevention and early help to expanding the safe reunification of children back to their families.
28. Challenges remain in the supply of the **right type of services** for our most vulnerable children. This will be addressed through the implementation of the priorities in the Commissioning Strategy.

## **Well-being Objective: 1.1**

### **Cardiff is a great place to grow up**



#### **Forward Planning**

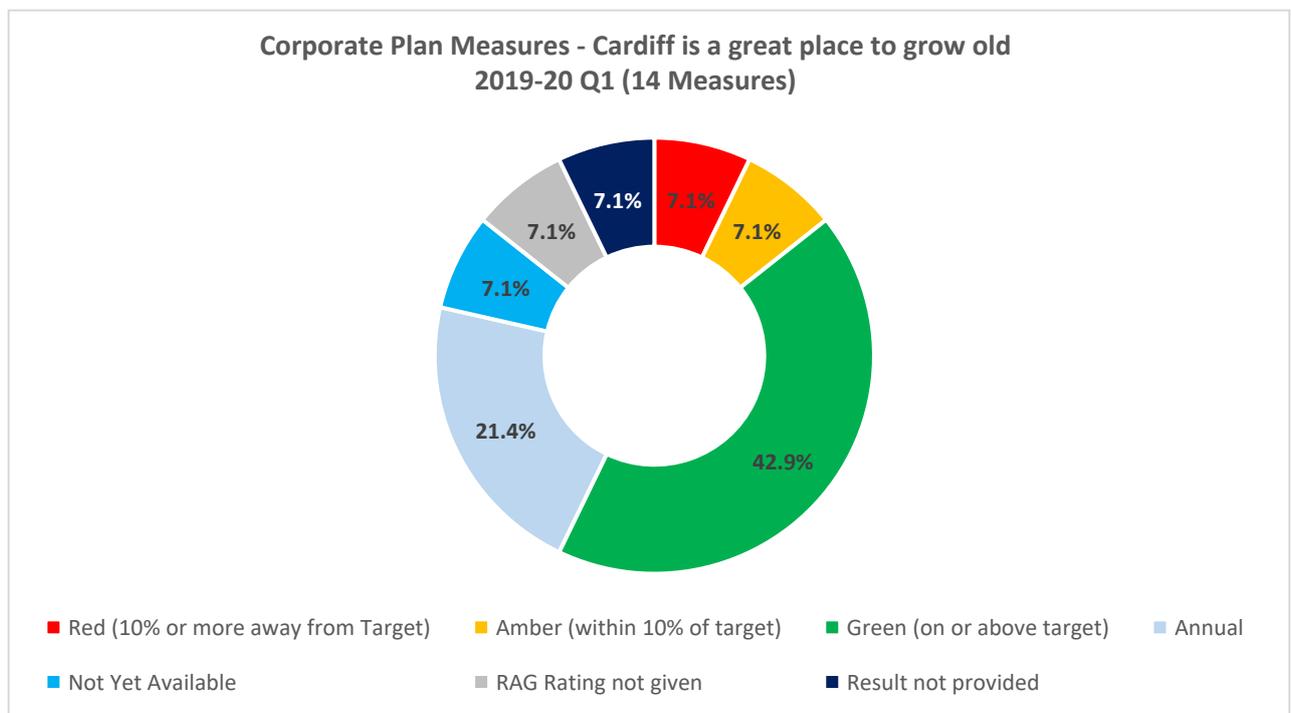
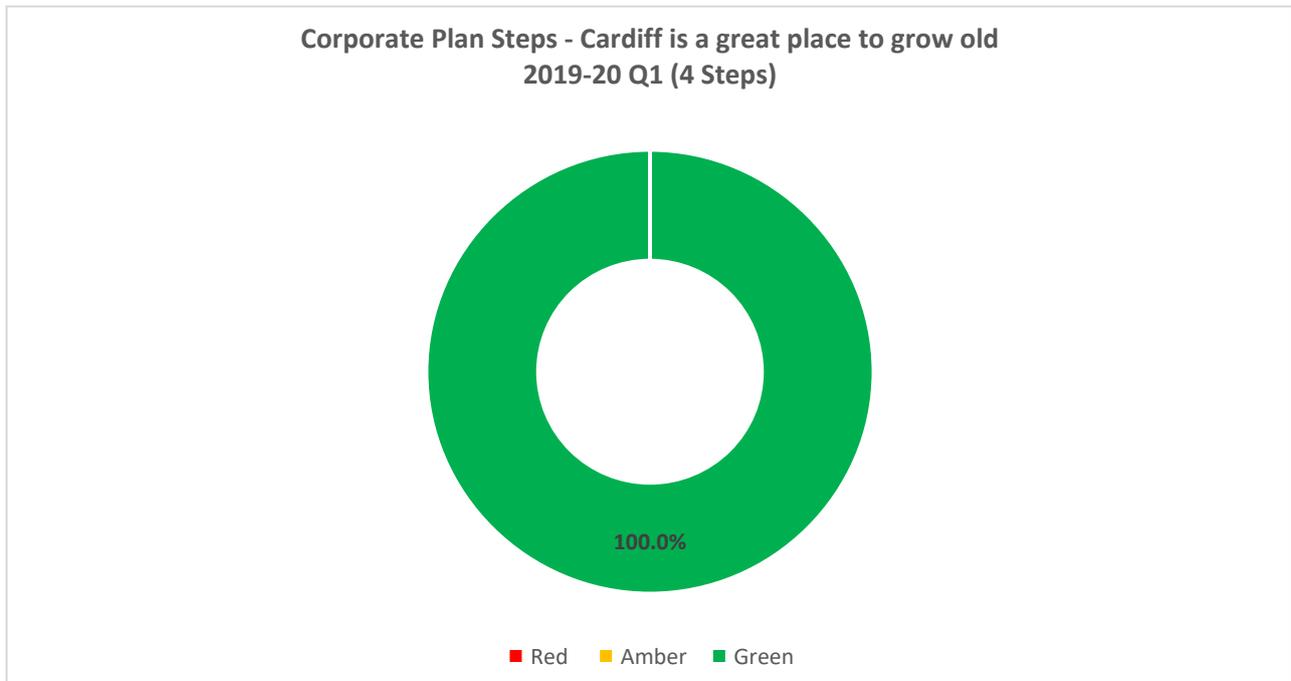
29. Cabinet will formally consider the Children's 3-year strategy in Quarter 2 2019-20.
30. The new 2030 vision for Education in Cardiff will be launched in Quarter 3 2019-20.

## Well-being Objective: 1.2

### Cardiff is a great place to grow older - Summary



- **Joining up Social Care, Health and Housing**
- **Age Friendly and Dementia Friendly City**



## Well-being Objective: 1.2

### Cardiff is a great place to grow older



#### • **Joining up Social Care, Health and Housing**

31. The **Get Me Home Service Support** (First Point of Contact Hospitals) pilot has now been evaluated. Since the project has commenced, the team have supported 184 patients with assisted discharge or helped independent living once they return home. Based on this analysis the service is being rolled out to eight more wards at the University Hospital Wales.
32. A Get Me Home Plus Service was also piloted and the learning from the review and pilot are being joined to have one clear Discharge to Assess pathway so people with longer term needs receive reablement in their home.
33. The **Care-Ready Older person specification** has been agreed and is being used as a key document to instruct design teams preparing new older persons developments. Plans for the refurbishment works for Worcester Court are underway before consultation with residents will commence. Concept plans for Broadlands House have been completed and consultation with residents has begun.
34. The Sandown Court refurbishment scheme was completed to the RNIB Cymru Six Standards Accreditation, which focuses on the various different aspects of accessibility. Cardiff Council has officially been awarded the Platinum Level Visibly Better for Sandown Court. This is a hallmark of good practice which is recognised by Welsh Government.

#### • **Age Friendly and Dementia Friendly City**

35. Work continued with the Alzheimer's Society Partnership Programmes to raise awareness with all Council Directorates of the Corporate Commitment to Dementia Friendly Cardiff. 'Reading Well' books on prescription for mental health was launched at Central Library Hub on 26<sup>th</sup> June. Work continues with the Alzheimer's Society Partnership Programmes to develop the digital **Dementia Friends e-module training** with videos currently pending translation. Networking to encourage **businesses to become Dementia Friendly** and sign the pledge has taken place.
36. Contacts have been made with **community groups**, and work is underway to develop events to be held over the summer. Work has begun between Grand Avenue Day Centre and Windsor Clive School in Ely to develop an intergenerational programme with primary school aged children. School children from St Mellons Church in Wales Primary School also visited Minehead Road Day Centre in the lead up to Easter parading their Easter Bonnets.

#### **Key challenges and issues**

37. There are challenges associated with the fragility of the Domiciliary Care market. The recommissioning of domiciliary care is progressing and the new service is scheduled to be in place by November 2020.
38. There is steady but slow progress in relation to the Regulation and Inspection of Social Care (Wales) Act (**RISCA**) 2016. Promotion of the requirement for registration of social care staff including joint events with Social Care Wales (SCW) and links to SCW website continues. Enquiries regarding registration with Social Care Wales have shown considerable interest although registration figures for external providers remain low.

## Well-being Objective: 1.2

### Cardiff is a great place to grow older



Promotion and take up of qualification opportunities is positive. Work with Social Care Wales and our providers to promote and stress the importance of registration and explain clearly the consequences of non-compliance to the sector continues.

39. There are ongoing capacity issues with contractors for disabled facilities grants. On a monthly basis, Framework contractors are informing us that they are currently struggling to recruit and retain certain trades and this is adversely affecting delivery times for some disabled facilities grants.
40. Performance in relation to delayed transfers of care declined this quarter. The expected drop in numbers following winter pressures did not happen and the Directorate have set up weekly monitoring meetings and will be developing an action plan during Quarter 2.

#### **Forward Planning**

41. It is planned that the Re-tendering for Domiciliary Care Services (for Cardiff Council) will go to Cabinet in Quarter 3 2019-20.

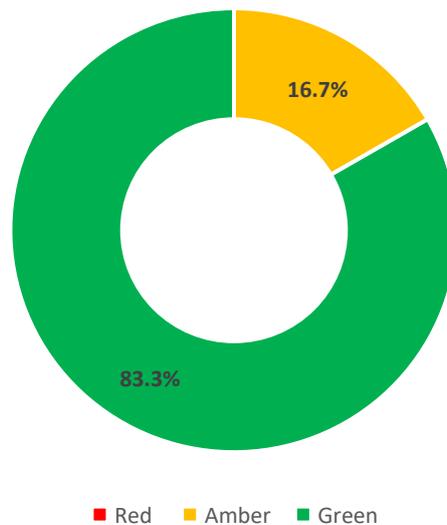
## Well-being Objective: 1.3

### Supporting people out of poverty - Summary

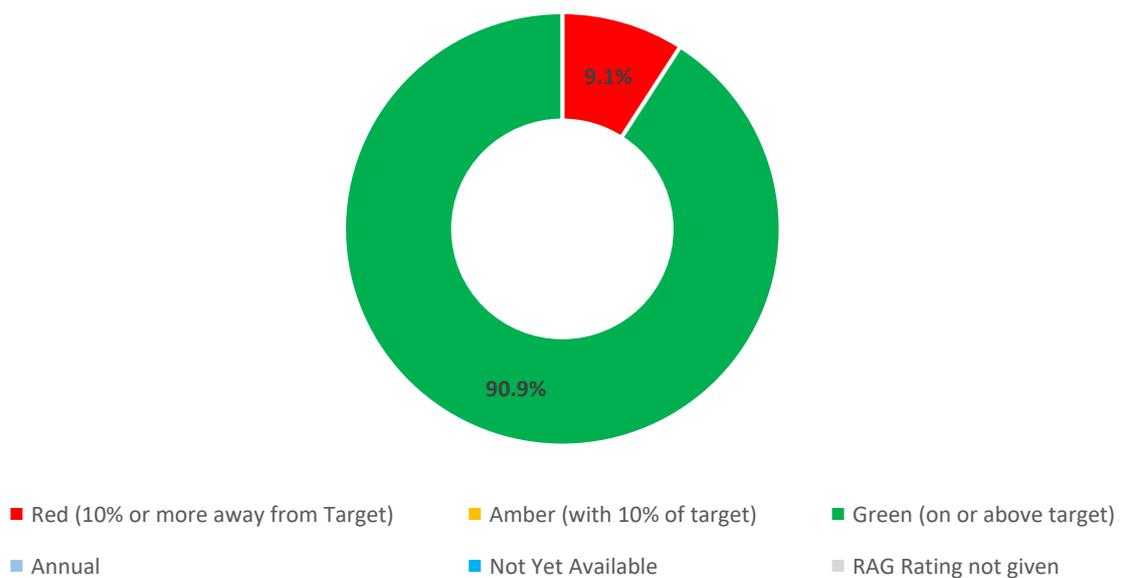


- A Living Wage City and Supporting the Foundational Economy
- Helping People into Work
- Tackling Homelessness and Rough Sleeping

Corporate Plan Steps - Supporting people out of poverty  
2019-20 Q1 (6 Steps)



Corporate Plan Measures - Supporting people out of poverty  
2019-20 Q1 (11 Measures)



## Well-being Objective: 1.3

### Supporting people out of poverty



- **A Living Wage City and Supporting the Foundational Economy**

42. A draft Living Wage City action plan has been developed and was discussed at the Living Wage Leadership Group with the aim for accreditation during Living Wage Week in November 2019.
43. The successful piloting of guidance and templates together with ongoing research in relation to the Socially Responsible Procurement Policy has raised questions around the benefits that a toolkit would provide and the status of this will be kept under review. Discussions are ongoing with Bristol Council around how they have implemented a generic UK methodology for calculating the value of community benefits and the aim is now to roll this out in Cardiff in late 2019.

- **Helping People into Work**

44. Into Work Services are run across 40 locations and in Quarter 1, additional services were added at Llanrumney Boxing Club, Ty Danescourt, Ty Seren, and Grass Roots. A recent publicity campaign took place for the whole of the Into Work Advice Service, social media was used, including Facebook, Twitter, Instagram and Snapchat advertising to attract people, in particular young people, who wouldn't ordinarily access the service. Performance against all Corporate Plan performance indicators in this area is on target.
45. A review of digital access was undertaken and due to increased demand for support with Universal Credit, more volunteers are being recruited across the Hubs especially Ely and Central Hub. The money advice team visit 19 different locations across the city including food banks and local churches to offer advice, guidance and support.
46. The number of paid opportunities for **apprentices and trainees** at the end of Quarter 1 is 106 against an annual target of 125. The budget has been agreed for corporate apprentices and trainees and information has been drafted in preparation for circulation across the Council.

- **Tackling Homelessness and Rough Sleeping**

47. The Multi-Disciplinary Team (MDT) around rough sleepers to include substance misuse, probation and mental health services is now fully operational and draft aims and objectives agreed. The Single Persons Gateway (SPG) database is now in place and will allow full performance monitoring. The Wales Accord for Sharing Personal Information (WASPI) has been drafted.
48. Good progress has been made on the begging pathway, the Police Street-Safe officer will be based with the MDT one day per week. There has been a significant reduction in the number of tents in the city during the quarter.
49. Huggard Pods are now in use and an additional three places have been added to Ty Nos. Two dedicated Emergency Overnight Stay officers are working with clients in emergency accommodation in order to better understand needs of people using this accommodation regularly.

## Well-being Objective: 1.3

### Supporting people out of poverty



#### Key challenges and issues

50. The issues facing Cardiff with homelessness and rough sleeping are well known, with increasing rough sleepers on the streets of the city centre, and tent encampments around the city. The city centre services are now facing unprecedented pressure. As noted above, there is a multi-agency approach and a number of projects in place to try to address these issues. The number of people positively moved on from accommodation was 23 against a Quarter 1 target of 38. This is attributable to a delay in move-ons through the system, a situation that is expected to improve in coming quarters.
51. Due to the significant construction activity in Cardiff, there are recruitment issues for trades people both in house and contractors. This is having an impact on a range of areas including, voids (turnaround times), new builds and Disabled Facilities Grants. There are risks associated with Brexit and this will be monitored over the coming Quarters.

#### Forward Planning

52. In order to support the Rough Sleeper Strategy, a feasibility study will be completed for the creation of Satellite pods in two locations in the city on a pilot basis.
53. Living Wage week in November is referred to in para 42.

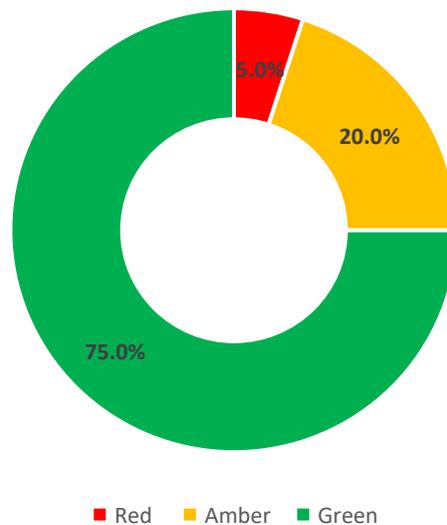
## Well-being Objective: 1.4

### Safe, confident and empowered communities - Summary

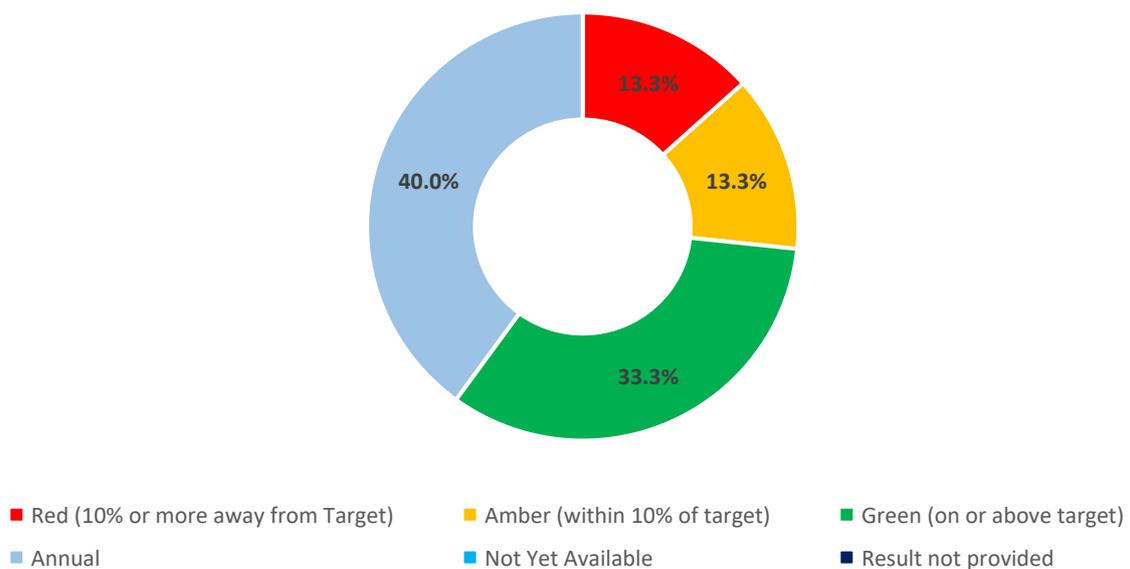


- Investing in Local Communities
- Safe and Inclusive Communities
- Supporting Sports, Leisure, Culture and Green Spaces

Corporate Plan Steps - Safe, confident & empowered communities  
2019-20 Q1 (20 Steps)



Corporate Plan Measures - Safe, confident & empowered communities  
2019-20 Q1 (15 Measures)



## Well-being Objective: 1.4

### Safe, confident and empowered communities



- **Investing in Local Communities**

54. Consultation has taken place on the lower Llanrumney estate regeneration plans and design work for Year 1 Neighbourhood Renewal Schemes is taking place. Demolition of the remainder of the Maelfa shopping centre is complete and site clearance is underway.
55. Construction work at the Cardiff Royal Infirmary is progressing well. Whitchurch & Rhydpennau consultation is completed and reports created allowing for scoping of service planning. Library/Hub staff have completed Hub training and four Community Inclusion officers have been recruited.

- **Safe and Inclusive Communities**

56. The **Exploitation Strategy** has been developed and the final draft of the '**Wales Safeguarding Procedures**' has been completed and is due to be launched at the National Safeguarding Week in November.
57. The percentage of Council staff completing the Level 1 online module of the National Training Framework on violence against women, domestic abuse and sexual violence was 57% against an annual target of 100%. There continues to be a personalised approach to encourage staff completions and further roll-out to schools is planned.
58. Cardiff Council, Vale of Glamorgan Council and Cardiff and Vale University Health Board presented their first integrated **Commissioning Strategy for Adult Learning Disability Services** for the people living in Cardiff and the Vale of Glamorgan to Cabinet on 16<sup>th</sup> May 2019. The Strategy was officially launched on 18<sup>th</sup> June during Learning Disability Week.
59. A review of the **Youth Offending Service (YOS)** including policies and procedures has been slightly delayed. The draft YOS Annual Plan was shared with Youth Offending Management Board at an exception meeting on 30<sup>th</sup> July. Prevention interventions are currently being delivered in a number of primary and secondary schools across Cardiff exploring issues such as Anti-Social Behaviour, knife crime, healthy relationships, internet safety and sexting and harmful sexual behaviour. YOS is also exploring referral to YOS prevention services for all young people excluded from schools in Cardiff.
60. The Re-offending Panel has met once and is planned monthly from this point. Information gained from the first meeting indicated a number of areas YOS need to explore further, including relationships with partner organisations, such as access to mental health services. These new initiatives are not yet fully embedded in practice and need to be tested in the medium to longer term.
61. The Council continues to make preparations for managing the impact of the **UK leaving the European Union on 31st October**.
62. In response to any civil contingencies emerging from a disruptive or no deal **Brexit**, Operation Yellowhammer was successfully delivered and Emergency Officers are using the South Wales Resilience Team to brief each other on any potential issues such as community cohesion. As the likelihood of a No Deal Brexit has increased, preparations have begun to revisit Directorate Business Continuity Plans including an assessment of supply chains. This work will report in Quarter 2.

## Well-being Objective: 1.4

### Safe, confident and empowered communities



63. In relation to EU Citizen Settlement Scheme, a Cardiff EUSS preparedness self-assessment has been undertaken and an action plan developed. Considerable work has been ongoing with public services and community partners to establish an effective network in relation to community tensions and issues surrounding extremism, hate crime and harmful narratives.
64. To ensure a joined up response across the city's public services the Cardiff Public Services Board Brexit Response Group has met and will continue to meet regularly in in run up to the 31<sup>st</sup> October.
- **Supporting Sports, Leisure, Culture and Green Spaces**
65. The number of young people enrolled in **Welsh medium education** has increased by 197 between January 2018 and January 2019. The Local Authority has received a capital grant of £6 million from Welsh Government to further expand Welsh medium places across the city.
66. The Council also supported the successful Tafwyl festival and the National Urdd Eisteddfod. Discussions have been held with the Wales Millennium Centre to host 'Paned a clonc' (Welsh conversation) sessions open to all organisations to support the use of the Welsh Language.
67. A response was provided to the **Sport Wales** consultation for the new Vision for Sport and Physical Activity for Wales and a network group of key stakeholders to align Cardiff to the new national vision and the Wellbeing of Future Generations Act has been established.

### Key Challenges and issues

68. **Social worker vacancies** in Children's Services for Quarter 1 is 31.6%. This represents a decline in performance when compared to Quarter 1 of the previous year and is above the end of year target of 24%. Agency expenditure is also presenting itself as a key pressure in 2019/20 Budget Monitoring Position with expenditure projected to be higher than in 2018/19.
69. The **UK leaving the EU** has been assessed by the Council to have a negative impact on the Council's ability to deliver services, community cohesion and on the city's economy in both the immediate future and over the medium to long term. The UK Government have committed to leave the EU by the 31 October with or without a deal. This has substantially escalated the possibility of the **UK leaving without a deal**, and it is widely considered to be the form which will have the biggest impact on the economy, public services and community cohesion and therefore requires the greatest degree of preparation.

### Forward Planning

70. The **Signs of Safety implementation plan** has been reviewed and will be refreshed during Quarter 2 and Strength based training is being rolled out across Adult Services and has been positively received. The Children's Services "**Delivering Excellent Outcomes**" Strategy is complete and will be presented to Cabinet in Quarter 2 2019-20.

## Well-being Objective: 1.4

### Safe, confident and empowered communities



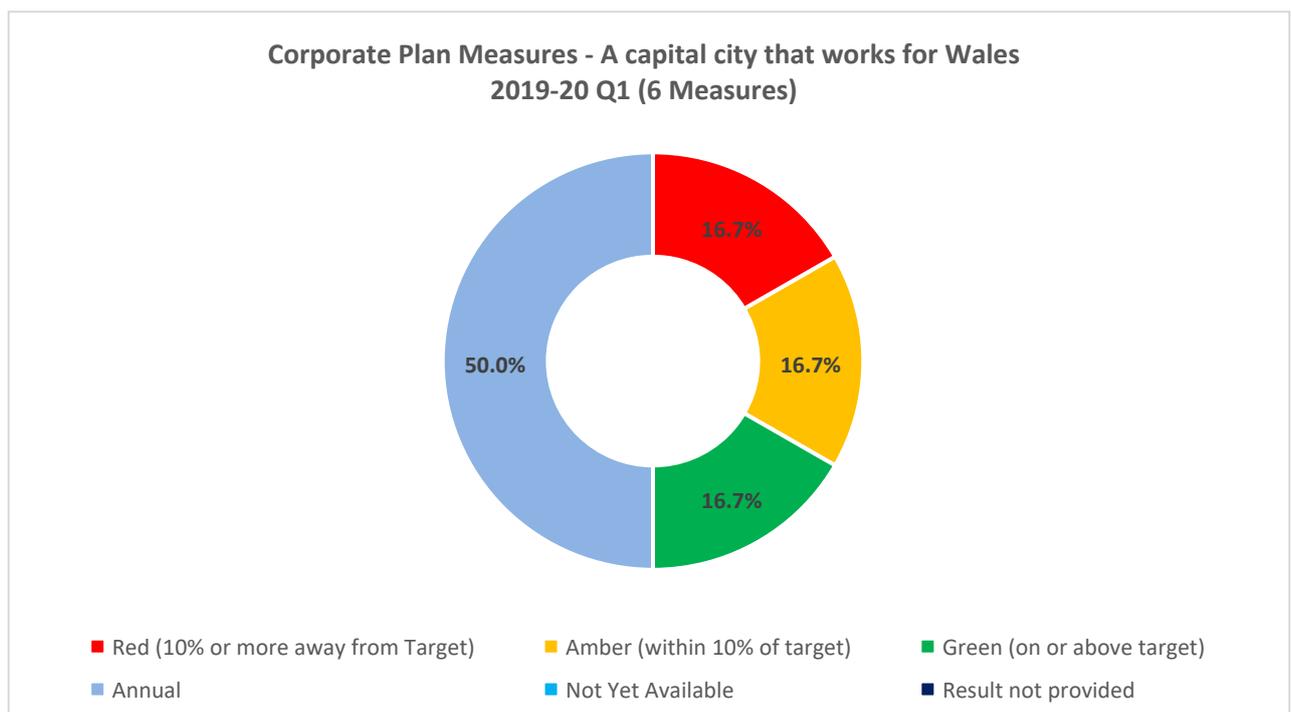
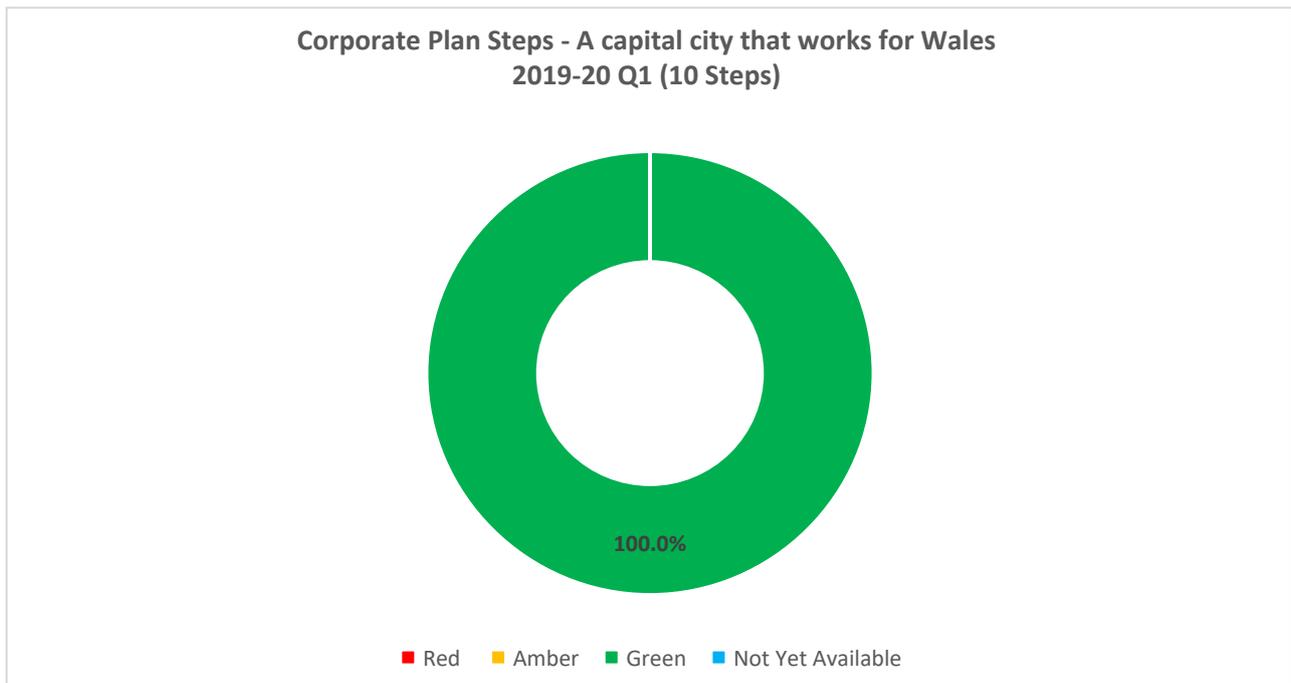
71. Following concerns expressed by the Community and Adult Services Scrutiny Committee around poor progress in delivering the **Community Services Review** a further update following a root and branch review of progress will be completed in Quarter 3.
72. The **Drugs and Young People's Action Plan** will be presented to Scrutiny Committees in Quarter 3 2019-20, following on from this, work will be undertaken to implement, monitor and review the actions, with updates provided to Scrutiny committees as required.

## 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



73. A new economic strategy for the city was adopted in April 2019 that provides a blueprint for the city's economic development priorities. The strategy focussed on geographic areas of development, key sectors, and underpinning themes to drive growth.
- **Business Capital**
74. The city has continued to attract and develop new jobs, with record numbers of people now in work in Cardiff. The Council is also actively seeking and supporting investment directly, which has included working with Monzo Bank to support their investment in Cardiff bringing in **over 300 new jobs** in the fin-tech sector, as well as supporting over 200 new jobs in related sectors across the city.
75. The city is also continuing to attract investment in commercial space, reflecting the current lack of Grade A office space in the city and the latent demand. To that end Quarter 1 in 2019-20 has seen a 109,000 ft<sup>2</sup> of Grade A office development breaking ground at John Street in Cardiff. The refurbishment of Hodge House and Fusion Point will also bring forward more Grade A office space in the city centre in coming months. Anticipated developments around Central Square and Central Quay are also expected to ensure the Council remains on target with regard to the amount of Grade A office space committed in the city.
- **Sporting and Cultural Capital City**
76. Cardiff has already successfully hosted a number of **major events** in 2019, including major concerts in the Principality Stadium and Cricket World Cup 2019 matches. The city also hosted the 2019 Creative Cities Convention to support both the development of the creative industries in the city as well as contributing towards increased activity in the businesses events sector through the newly established Cardiff Business Events Partnership. In addition, the city has successfully secured a number of major sporting events, including Nitro World Games for 2020 at the Principality Stadium and the 2020 Guinness PRO14 final. Cardiff Castle also hosted Tafwyl in June attended by over 40,000 visitors, whilst further 32,500 attended a three day music event in the Castle at the end of June.
77. Sound Diplomacy's Music Ecosystem Study report was presented to Cabinet in April 2019 that outlined a series of recommendations for the development of a **Music Strategy** for the city. Following this work is now underway to establish a Music Board for the city to support the wider development of the sector.
- **Connected Capital**
78. The **Metro Central** development continues apace with construction of the new bus station announced to commence with a building completion date of . A business case has been submitted to Central Government for contribution towards the Metro Central project (including the upgrade of Central Train Station) and confirmation has been received of a UK Government commitment of £58m, which in addition to the Welsh Government commitment discharges all the match funding requirements of unlocking the £40m City Deal contribution to the Metro Central development.

#### Key challenges and issues

79. Recent analysis of Foreign Direct Investment into Wales and the UK shows a fall in investment linked to uncertainty over Brexit. There is also anecdotal evidence that suggests that domestic businesses have held

## Well-being Objective: 2.1

### A Capital City that Works for Wales



back investment decisions in light of the uncertainty related to Brexit. In addition, there are risks relating to the low take up of the EU Settlement Scheme. As of August 2019 estimates suggest that less than a third of eligible residents have applied for the scheme, with a potential impact on the city's workforce. In addition, the complex issue of supply chain impacts remain difficult to quantify, and there is potential that some sectors may be impacted adversely.

80. Recent national data has also shown a contraction in economic output. If these trends persist the country will officially be in recession, and with regional and city economies closely linked with national trends this is likely to impact on the city's economic performance.
81. There are budget pressures in Culture, Venues and Events relating to the need for the Council to manage road closures largely due to an increase in the number of protests and parades in the city. Furthermore, the commercial income that offsets budget pressures generally across the sector may be impacted by a recession if national economic trends persist.

#### **Forward Planning**

82. The city's economic priorities over the forthcoming year include the establishment of a new Industrial Strategy for Cardiff East, securing the necessary approvals for the delivery of the Indoor Arena, and taking forward steps for the next phase of development of the International Sports Village, Dumballs Road and the Canal Quarter.
83. The Music Board to support the delivery of a Music Strategy will also be established, as part of a wider commitment outlined in the Economic Strategy to develop a more competitive creative industries cluster. Cabinet will also be asked to consider proposal for the future provision of cultural facilities, including New Theatre.

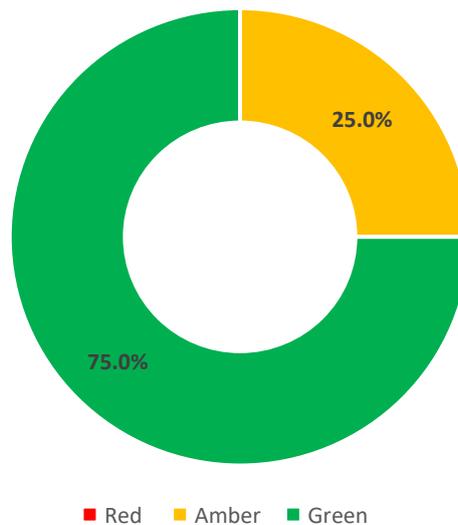
## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way - Summary

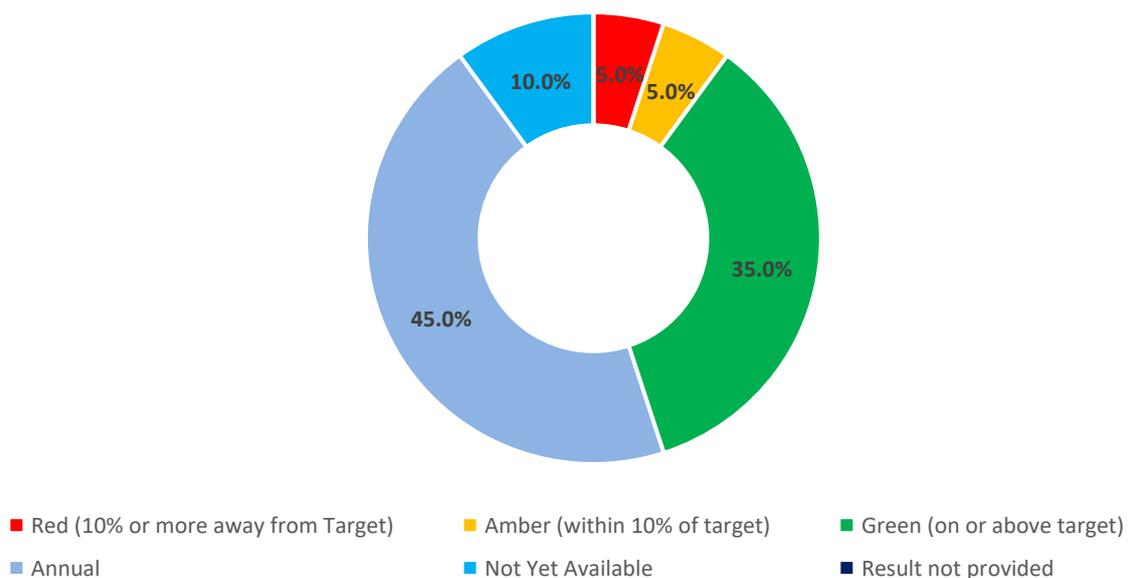


- Housing
- Transport and Clear Air
- Waste, Recycling and Clean Streets

Corporate Plan Steps - Cardiff grows in a resilient way  
2019-20 Q1 (24 Steps)



Corporate Plan Measures - Cardiff grows in a resilient way  
2019-20 Q1 (20 Measures)



## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



- **Housing**

84. The delivery of 6,500 **affordable homes through the LDP process** by 2026 is progressing. Between 2014 and 2019, 1,010 have been completed and 3,035 were granted planning permission. The number of completions against the target contained in the LDP and Corporate Plan reflects the strategic housing sites allocated in the Local Development Plan that have not come forward at rates originally set out by developers. The nature of the programme of delivery also means that higher numbers will be delivered in the later years of the plan.
85. A major application is being verified for North East Cardiff (LDP Site F) for circa 2,500 homes, district centre, primary and secondary schools, transportation and green infrastructure. Land is also progressing south of Creigiau for circa 650 new homes and detailed phases of Plas Dwr (LDP Site C), St Edeyrn's (LDP Site G), Junction 33 (LDP Site D) and Churchlands (LDP Site F) are all being progressed and implemented.
86. In relation to the delivery of 2,000 Council homes a Cabinet report outlining the **Housing Development Programme** was approved in June and identified the sites proposed for the programme, along with approval to roll onto the next phases of the development for the Cardiff Living Programme. A developer (United Living) has been appointed for the Caldicot Road scheme which will see 16 new council homes for rent. By the end of Quarter 1, a total of 109 new Council homes were handed over with a further 191 being built on site.

- **Transport and Clear Air**

87. The headline themes and major projects contained within the Council's **Transport White Paper** were launched by the Leader at the Welsh Governments Active Travel Conference, receiving positive press coverage.
88. Regular steering and working group meetings have been established with Transport for Wales and the Welsh Government to progress the **Metro programme** of line and station improvements, new stations and enhancements.
89. The Council's **Active Travel** agenda is progressing with 20mph schemes completed in Grangetown and South East Cardiff. Traffic Regulation Order processes are underway for Penylan and have been completed in Canton West. New crossings at St Andrew's Place and Cathays Terrace have been commissioned and construction of a cycle track is in progress. Additional rental stations for Next Bike have been installed to support the rollout of additional fleet and it is anticipated that there will be 1,000 bikes on the system by the end of the summer. Engagement work has begun with 10 schools in Cardiff to pilot a method of developing School Active Travel plans; it is clear from initial engagement that many schools experience significant issues with traffic and parking generated by the school commute.
90. The final plan to ensure the Council can achieve compliance with the EU limit value for nitrogen dioxide was approved by Cabinet in June, and has been submitted to the Welsh Government. Whilst legal requirements have been fulfilled, acceptance of the plan and associated measures by Welsh Government remains, with a decision, including funding commitments, expected at the end of July.
91. Procurement for electric vehicle fleet vehicles and associated charging infrastructure is being finalised and residential chargers are being commissioned during July. A data collection exercise to inform electric taxi opportunities is currently underway.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



92. Highways enhancements have been completed with surface treatment and footway construction, an engineering assessment is ongoing to establish the programme of work for 2019-20.

- **Waste, Recycling and Clean Streets**

93. A social media campaign began in June to complement the operational work of the waste education team to improve how citizens manage their waste. Under a new **'Everyone in Cardiff is Doing It!'** brand, the campaign's main objectives is to maximise recycling and to reduce contamination. The campaign will continue to run over the summer, phased in monthly themes.

94. A fundamental review of Lamby Way and Bessemer Recycling Centres has identified that the Bessemer Recycling Centre provides an optimal location for the **re-use centre** in terms of management of citizen interaction.

95. The **'Love Where You Live'** community engagement project has continued with 18 new litter champions joining and new litter picking equipment to support local volunteers in Llanishen and Rhiwbina, making a total of 10 hubs across the city with this equipment.

#### Key Challenges and Issues

96. In the delivery of new homes, the low rates of completion means that targets are not being met at this stage. Capacity within the building sector, particularly in Cardiff is stretched and the uncertainty and risks associated with Brexit means that already price increases have been observed in material costs. However, as noted in para 84, the nature of the programme of delivery also means that higher numbers will be delivered in the later years of the plan.

97. As noted in para 90, the Council has submitted its proposal to ensure air quality is within legal limits, specifically on Castle Street, following the legal direction from Welsh Government. The delivery of the package of interventions contained in the Council's proposal is dependent on funding from the Welsh Government, including a number of interventions in the city centre transport system.

98. **To achieve the challenging target of 64% of waste recycled in 2019-20** a fundamental review of recycling and associated costs to deliver recycling outcomes is underway and will be used to support informed decision making on recycling operations. Following the review, the service will develop a robust model for recycling in Cardiff, including in-year monitoring. Reviews are also underway of 'post sort' operations and of the city-wide rollout of bottles and jars to ascertain the outcomes of the investment in these operations.

99. The percentage of total recycling and waste collections reported as missed by the customer was 0.12% and this is significantly above the set target of less than 0.01%. Resourcing bank holiday periods and vehicle breakdowns have affected the ability to complete collections as scheduled. A review of the service and consultations with staff are underway to ensure consistency and continuity of service for Bank Holiday Mondays.

## Well-being Objective: 3.1

### Cardiff grows in a Resilient Way



100. There are challenges around public perception of cleanliness in the city in particular in wards around the city centre where levels of street cleanliness need to improve. A corporate response to this issue has been established with a locality working group for Street Scene services established. In order to establish a model based on evidence of local demand work is ongoing to analyse a wide range of data across Council services. This data-led approach will inform a tailored and integrated Street Scene service to improve outcomes and remove concerns. The team are looking at two pilot areas to establish the locality of concerns and identify how tailored and integrated service can achieve improved outcomes.
101. For the delivery of a 7.5 Megawatt Solar Farm at Lamby Way, there is a risk that the contractors will not be able to sign up to the terms of the contract. Whilst this risk is relatively low it is highlighted here, since a failure to sign would mean that the Council would need to go back out to procurement, which would incur a substantial delay to the project.
102. In relation to the development of a District Heat Network in Cardiff Bay a heat purchase agreement with Viridor has yet to be reached and this is currently delaying our UK Government grant application, which we hope to now submit in September.

#### **Forward Planning**

103. The Council's Transport and Clean Air White Paper will be considered by Cabinet in Quarter 3 2019-20.
104. Cabinet will consider a report on the Food Strategy in Quarter 3 2019-20.
105. Cabinet will consider the Biodiversity and Resilience of Ecosystems Duty Paper in Quarter 2 2019-20.
106. Cabinet will consider a report on the Local Development Plan and Local Development Plan Annual Monitoring Plan in Quarter 3 2019-20.

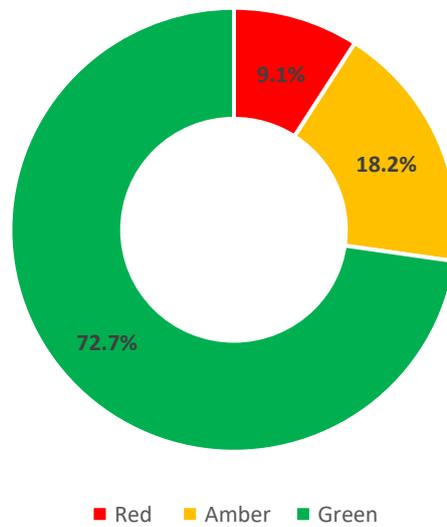
## Well-being Objective: 4.1

### Modernising & Integrating Our Public Service –Summary

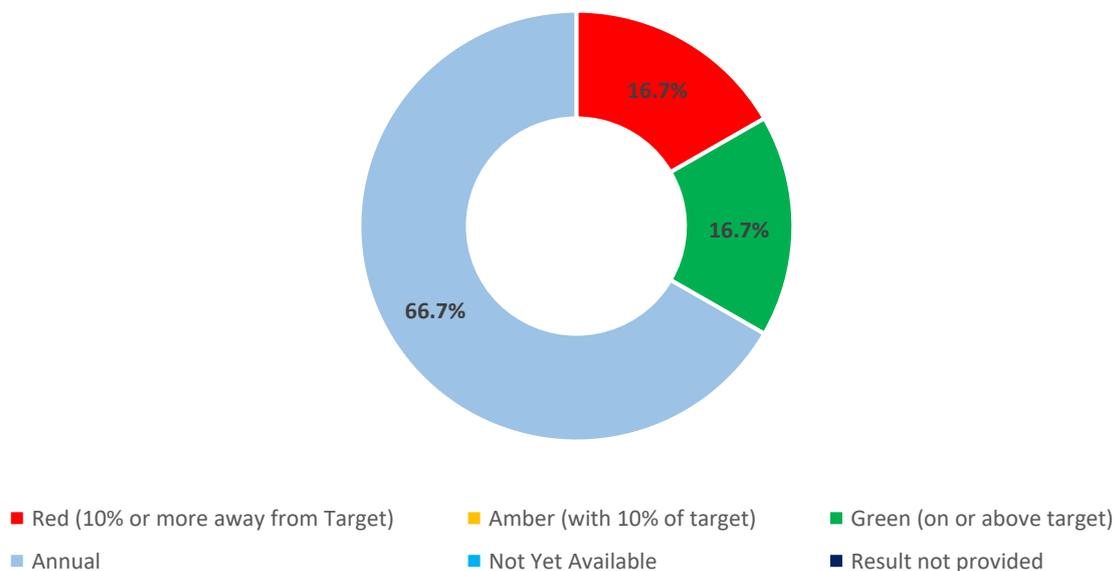


- Assets and Property
- Digital Ambition
- Workforce Development
- Overall Organisational Performance

Corporate Plan Steps - Modernising & integrating our public service  
2019-20 Q1 (11 Steps)



Corporate Plan Measures - Modernising & integrating our public service  
2019-20 Q1 (12 Measures)



## Well-being Objective: 4.1

### Modernising & Integrating Our Public Service



- **Assets and Property**

107. The Council remains on track to achieve the targets in the Property Strategy 2015/20, and consultation on a new five year strategy has begun with Members and Service Areas.
108. The One Front Door 'consent for works' process has begun to be rolled out across the non-school estate and will be fully rolled out by the end of the financial year. A Preventative Maintenance Programme for 2019-20 has been completed.

- **Digital Ambition**

109. All priorities for the digital strands within the Digital Strategy have been identified and aspirations/priorities have been agreed with stakeholders that were engaged in the process and timelines are being developed with identified owners. Data has been updated for all the developed priority strands, with plans presented to Digital Board.

- **Workforce Development**

110. The Attendance and Wellbeing Policy has been reviewed and adjusted and all Council staff have been advised of the changes via a letter from the Chief Executive. Physio sessions at Lamby Way and massage physio sessions continue and work is in progress to increase the Council's Occupational Health and Counselling provisions to reduce waiting times. On-site massage sessions for staff across Council locations continue to be positive with around 200 sessions taking place in Quarter 1. Health and Well-Being messages continue to be sent out to staff.
111. The Council has continued to provide work experience opportunities, with 202 days of work experience provided to young people. Targeted advertising has taken place to LGBT communities and Welsh Language.
112. Modules for Customer Service Training have been developed, and the first course will be delivered in conjunction with Cardiff and Vale College in early July.

#### Key challenges and issues

113. **Corporate Landlord – Schools:** Despite good recent progress, a key challenge remains to attract schools to choose to use Building Services rather appointing their own external contractors for discretionary spend. Good progress is being made regarding the establishment of the Corporate Landlord model. New framework contractors appointed. The Schools Building Handbook has been updated and re-issued. The One Front Door process has been established, including the 'Landlord Consent' process. Progress now needs to be made on a new fee charging model.
114. **Corporate Landlord – Non-Schools:** Following an initial focus on Schools, the Corporate Landlord approach now needs to be rolled out across the Non-Schools Estate. This includes a need for Service Areas to conform to the principles of Corporate Landlord. A new Handbook will be provided to building managers setting out responsibilities and procedures for securing works.

## Well-being Objective: 4.1

### Modernising & Integrating Our Public Service



115. It should also be noted that Budget Pressure in Facilities Management is driven by additional costs in relation to utilities and security, primarily.
116. **Sickness Absence:** Quarter 1 figure for sickness absence is 2.67 FTE days lost against an annual target of 9.5 days, and is forecasting at year-end to be 11.48 FTE days lost. The Quarter 1 result shows a decline in performance when compared to the same period in the previous year. Short-term sickness accounts for 28% of sickness absence, compared to 29% in the previous year. However, cases of long-term sickness both at four weeks to 12 months and 12 months + have both increased when compared to Quarter 1 of the previous year.
117. As noted above, the Attendance & Well-Being Policy has been reviewed and some adjustments made from April 2019, with letters sent to all staff advising of the changes. Work towards the Gold Level of the Corporate Health Standard Award has continued with regular Health & Well-Being messages sent to staff, health awareness sessions and the onsite massage service continuing in a number of Council venues. Further work is underway to look at reducing long-term sickness cases via earlier referral to Occupational Health services for example, Physiotherapy, Occupational Health Nurse, and Counselling. Further options are being investigated to introduce measures to address long-term sickness cases with early interventions, for example developing a fast track physiotherapy referral for sickness absence related to Musculoskeletal disorders (MSD) inclusive of back pain, one of the largest causes of sickness absence in the Council.
118. **The percentage of draft committee minutes published on the Council website within ten working days of the meeting being held was 48% and this is significantly below the set target of 80%.** Performance is due to the requirement to prioritise support for Education appeals, and it is unlikely that performance will fully recover from this position. A review of the target is recommended.

#### Forward Planning

119. In relation to assets and property, a draft Capital Preventative Maintenance Programme for 2020-21 will be prepared by Quarter 3.
120. Cabinet will formally consider a report on Core Offices in Quarter 3.

## **Appendix B:**

**2019-20**

### **Quarter 1 Performance Report Appendix High level summary by Well-being Objective**

### Corporate Plan Steps Assessment Criteria

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

#### **Red**

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

#### **Amber**

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

#### **Green**

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

### Corporate Plan KPIs Assessment Criteria

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

Key:

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

**Direction of Travel (Prior Year)** - The “direction of travel” will be indicated for each KPI (where available). This is identified by comparing the current quarter against the same reporting period in the previous financial year. For example the Quarter 1 result for 2019-20 will be compared to the Quarter 1 result for 2018-19. An annual result for 2019-20 will be compared to the annual result for 2018-19.

Improved



Maintained



Declined



## Well-Being Objective: Cardiff is a great place to grow up

57.1%

42.9%

Steps	Target completion date	RAG Status			
<b>Becoming a Child Friendly City</b>					
Promote and fulfil children’s rights by building a Child Friendly City in partnership with UNICEF UK (E&LL)	Between 2018 and 2021	Q1 Green	Q2	Q3	Q4
<b>Every school in Cardiff is a great school</b>					
Deliver the new schemes within the £284m ‘Band B’ programme of school investment to: <ul style="list-style-type: none"> <li>Increase the number of school places available;</li> <li>Improve the condition of school buildings;</li> <li>Improve the teaching and learning environment</li> </ul> (E&LL)	Between April 2019 and 2024	Q1 Yellow	Q2	Q3	Q4
Deliver a strengthened programme of academic and vocational provision for learners educated outside of mainstream settings to improve learner outcomes during the academic year (E&LL)	2018-19 and beyond	Q1 Yellow	Q2	Q3	Q4
Reshape and enhance specialist provision and services for pupils with additional learning needs to ensure sufficient, high-quality provision is available to meet the current and projected need (E&LL)	2018 to 2022.	Q1 Yellow	Q2	Q3	Q4
Support Cardiff schools to move towards a new curriculum, and to respond to new qualification and assessment frameworks (E&LL)	From Autumn 2019 until 2022	Q1 Yellow	Q2	Q3	Q4
Address the maintenance backlog in schools, as part of a wider programme of Asset and Estate management, targeting increased investment in schools that require priority action (E&LL and ED)	By March 2020	Q1 Green	Q2	Q3	Q4
Support young people into education, employment or training by delivering the Cardiff Commitment, with a focus upon: <ul style="list-style-type: none"> <li>Creating school/business partnerships that target skills development in the key economic growth sectors of the Cardiff Capital Region</li> <li>Introducing targeted programmes of support and mentoring for young people</li> <li>Rolling out the ‘Open Your Eyes’ careers week to seven secondary school clusters</li> </ul> (E&LL and ED)	During the academic years 2018-19 and 2019-20	Q1 Green	Q2	Q3	Q4
Launch the ‘Cardiff 2030 Vision for Education’ (E&LL)	By December 2019	Q1 Green	Q2	Q3	Q4

Steps	Target completion date	RAG Status			
<b>Supporting Vulnerable Children and Families</b>					
Improve mental health and emotional well-being for young people by working in partnership to deliver an integrated approach to Children and Young People Emotional and Mental Health Support (E&LL, P&C and SS)		Q1	Q2	Q3	Q4
Develop a new delivery model for an integrated Early Help and Prevention service for families, children and young people, with the aim of reducing the impact of adverse childhood experiences on their well-being: <ul style="list-style-type: none"> <li>• Launching the new delivery model that will bring together a variety of multi-agency provision across three distinct services – Family Gateway, Family Help and Family Support</li> <li>• Reviewing the current arrangements within the Multi-Agency Safeguarding Hub (MASH) to take account of the new Early Help Service</li> </ul> (P&C and SS)	By March 2020  By June 2019	Q1	Q2	Q3	Q4
Enable more children to be placed nearer to home by: <ul style="list-style-type: none"> <li>• Developing a comprehensive placement commissioning strategy to map need against resources and influence the local market to provide a range of provision to meet the needs of Children Looked After</li> <li>• Increasing the number of Local Authority foster carers (including kinship carers)</li> <li>• Increasing the range of local residential provision by commissioning 20 new placements</li> <li>• Working with the regional adoption service to increase the number of adoptive placements</li> </ul> (SS)	By March 2020	Q1	Q2	Q3	Q4
Develop a place-based approach to enhancing well-being and protection for vulnerable children and families, trialling new ways of working in an area of the city (SS)	By March 2020	Q1	Q2	Q3	Q4
Ensure the best outcomes for children and young people for whom the Council has a responsibility by: <ul style="list-style-type: none"> <li>• Increasing the accommodation and support for care leavers</li> <li>• Improving the care planning arrangements for Children Looked After by reducing the time taken to progress cases through the court process</li> <li>• Improving transition and progression into education, employment or training for care leavers</li> <li>• Improving educational outcomes for Children Looked After</li> </ul> (SS)	By March 2020  By March 2020	Q1	Q2	Q3	Q4
Support young carers and care leavers with a range of interventions, including into work support, trialling assistance with transport needs and wider well-being provision (SS)		Q1	Q2	Q3	Q4

## Well-Being Objective: Cardiff is a great place to grow up

10.0%	6.7%	50.0%	33.3%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set	RAG rating not given	Not provided
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
<b>Becoming a Child Friendly City</b>							
The number of schools that have received an award (Bronze, Silver or Gold) within the Rights Respecting Schools Programme (E&LL) (Ref TBC)	Q1	Q2	Q3	Q4	39		New indicator
	39						
<b>Every School in Cardiff is a Great School</b>							
The percentage of schools inspected by Estyn, during the seven-year inspection cycle ending as at the last academic year, where standards or current performance were judged to be Good or Excellent (E&LL)	Q1	Q2	Q3	Q4	80%		New indicator
	72%						
The percentage of pupils achieving the Core Subject Indicator at the end of Key Stage 2 (E&LL)	Q1	Q2	Q3	Q4	90.5%		Annual
The attainment gap in the Core Subject Indicator at the end of Key Stage 2 for those eligible for Free School Meals and those not (E&LL)	Q1	Q2	Q3	Q4	9 percentage points		Annual
The average Capped Nine Points Score achieved by Key Stage 4 pupils (E&LL)	Q1	Q2	Q3	Q4	379.4 points		Annual
The attainment gap in the Capped Nine Points Score at the end of Key Stage 4 for those eligible for Free School Meals and those not (E&LL)	Q1	Q2	Q3	Q4	55 points		Annual
The percentage of Year 11 leavers making a successful transition from compulsory schooling to education, employment or training – all pupils (E&LL)	Q1	Q2	Q3	Q4	98.5%		Annual
The percentage of Year 11 leavers making a successful transition from compulsory schooling to education, employment or training – pupils educated other than at school (E&LL)	Q1	Q2	Q3	Q4	90%		Annual

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The proportion of pupils achieving 3 'A' levels at grade A* to C (E&LL)					70%		Annual
The percentage attendance – Primary School (E&LL)					95%		Annual
The percentage attendance – Secondary School (E&LL)					94.2%		Annual
The percentage of children securing one of their first three choices of school placement – Primary (E&LL)	97%				96%	Provisional result at Q1	↑
The percentage of children securing one of their first three choices of school placement – Secondary (E&LL)					82%	Not yet available	Annual
<b>Asset and Estate Management</b>							
The proportion of Priority 1a Schools Asset Improvement works completed in the financial year, in accordance with the responsibilities of schools and corporate landlord (E&LL)					80%		Annual
<b>Supporting Vulnerable Children and Families – Improving Outcomes for all our Children</b>							
The percentage attendance of looked after pupils whilst in care in secondary schools (SS)					95%		Annual
The percentage of all care leavers in education, training or employment 12 months after leaving care (SS)					62%		Annual
The percentage of Year 11 leavers making a successful transition from compulsory schooling to education, employment or training for Children Looked After by Cardiff Council (E&LL)					90%		Annual
The percentage of Children Looked After by Cardiff Council who achieve the minimum expected level of attainment at the end of Key Stage 2 (KS2 CSI Wales or equivalent) (E&LL)					87%		Annual

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
Of the total number of Children Looked After - Number of Children Looked After placed with parents (SS)	154				No target, but under constant review		New indicator
Of the total number of Children Looked After - Number of Children Looked After in kinship placements (SS)	113				Increase where appropriate		New indicator
Of the total number of Children Looked After - Number of Children Looked After fostered by Local Authority foster carers (SS)	100				Increase actual to 110		New indicator
Of the total number of Children Looked After - Number of Children Looked After fostered by external foster carers (SS)	387				Reduce as a percentage of overall population	41% of overall CLA population compared with 44% at 31.3.19	New indicator
Of the total number of Children Looked After - Number of Children Looked After placed in residential placements (SS)	75				Reduce and increase provision in Cardiff	75 compared with 72 at 31.3.19	New indicator
Of the total number of Children Looked After - Number of Children Looked After supported to live independently (SS)	44				No target		New indicator
Of the total number of Children Looked After - Number of Children Looked After placed for adoption (SS)	46				No target		New indicator
Of the total number of Children Looked After - Number of Children Looked After in other circumstances (SS)	15				No target	Includes family centre / mother and baby units, residential accommodation not subject to Children's Home Regulations, prison, secure units and those missing from placement.	New indicator
The percentage of Children Looked After in regulated placements who are placed in Cardiff (SS)	57.00%				60%	385 / 676 143 placed in neighbouring authorities. 15 not placed in Cardiff or a neighbouring	

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
						authority, are placed with a relative carer. 133 children are placed further afield for reasons of safeguarding, needing a specialist placement or availability of placements.	
Number of people supported through the Family Gateway (P&C)	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	No target	The number of enquiries and well-being contacts	New indicator
	1681						
Number of people supported by the Family Help Team (P&C)	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	No target	202 households	New indicator
	306						
Number of people supported by the Family Support Team (SS)	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	No target		New indicator
	526						

## Well-Being Objective: Cardiff is a great place to grow older

100%

Steps	Target completion date	RAG Status			
<b>Joining up Social Care, Health and Housing Services</b>					
Empower people to remain independent at home and reduce reliance on intensive interventions by preventing hospital admissions, accelerating safe hospital discharge and supporting assisted living. Key activities will include: <ul style="list-style-type: none"> <li>Commencing a phased implementation of the new model of Community Resource Team, including the Get Me Home Plus Service, to improve and expand the provision to enable people to remain independent at home</li> <li>Developing a new way of delivering domiciliary care that fully reflects local and community provision and the priorities of the Older Persons Housing Strategy</li> <li>Implementing the 'Discharge to Assess' model, building on the success of the First Point of Contact (FPoC), enabling more people to be discharged safely through the development of night care services. (SS)</li> </ul>	By March 2021  By March 2021	Q1	Q2	Q3	Q4
Deliver the Older Persons Housing Strategy to support independent living, fully understanding their housing needs and aligning work between Council and Health Services including: <ul style="list-style-type: none"> <li>Working to build and refurbish 'care-ready' schemes for older people;</li> <li>Developing an Older Persons &amp; Accessible Homes Unit to provide person-centred</li> <li>information, advice and assistance</li> <li>Developing innovative models of care, support and nursing services</li> </ul> (P&C)		Q1	Q2	Q3	Q4
<b>Creating Age Friendly Communities</b>					
Address social isolation and enhance quality of life of older people by developing inter-generational working with schools, Hubs, community groups, and private sector partners.  (P&C, SS and E&LL)		Q1	Q2	Q3	Q4
<b>Dementia Friendly City</b>					
As a Dementia Friendly City, support those affected to contribute to, and participate in, mainstream society by: <ul style="list-style-type: none"> <li>Undertaking Dementia Friends training across the Authority with the aim of 100% compliance amongst Council staff</li> <li>Developing e-module training in collaboration with the Alzheimer's Society that will be delivered through the Cardiff Academy</li> <li>Encouraging businesses to pledge their commitment to becoming Dementia Friendly by delivering the Council's awareness and engagement programme;</li> <li>Developing a dementia-focused website to support those</li> </ul>	By April 2021  By March 2020	Q1	Q2	Q3	Q4

Steps	Target completion date	RAG Status			
with dementia, carers, families as well as businesses who want to better support those with dementia; • Delivering locality-focused dementia awareness events. (SS)	By March 2020				

## Well-Being Objective: Cardiff is a great place to grow older

7.1%	7.1%	42.9%	21.4%	7.1%	7.1%	7.1%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set	RAG rating not given	Not provided
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
<b>Managing Demand: Joining up Social Care, Health and Housing</b>							
Adults who are satisfied with the care and support they receive (SS)	Q1	Q2	Q3	Q4	80%		Annual
Adults reporting that they felt involved in any decisions made about their care and support (SS)	Q1	Q2	Q3	Q4	80%		Annual
The percentage of clients who felt able to live independently in their homes following support from Independent Living Services (P&C)	98%				95%	87 / 89 people surveyed The number of people responding to surveys varies from quarter to quarter	↓
The percentage of adults who completed a period of reablement and have a reduced package of care and support six months later (SS)	Q1	Q2	Q3	Q4	N/A	RAG not appropriate	Annual
The number of people who accessed the Community Resource Team (SS)	551				1,400	576 contacts (551 people). Annual target of 1,400, quarterly target 350 each quarter.	New indicator
The total hours of support provided by the Community Resource Team (SS)					30,000	In development	New indicator
The percentage of new cases dealt with directly at First Point of Contact (FPoC) with no onward referral to Adult Services (P&C)	75.07%				70% - 80%	524 new cases with no onward referral	↑
The average number of calendar days taken to deliver a Disabled Facilities Grant (from initial contact to certified date) (P&C)	196				180	Previously only monitored annually	New Indicator

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The percentage of Telecare calls resulting in an ambulance being called out (R)	7.00%				6% - 10%	RAG not appropriate	Not appropriate
The percentage of people who feel reconnected into their community through interventions by the Day Opportunities team (P&C)	90.00%				80%	36 / 40 people surveyed felt reconnected	↑
The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over (SS)	0.93				2.33	June figures from WG due in July	↓
<b>Supporting People: Age Friendly and Dementia Friendly City</b>							
The percentage of Council staff completing Dementia Friends training (SS)					40%	The e-module becomes mandatory in September 2019	New indicator
The number of businesses pledging their commitment to work towards becoming Dementia Friendly (SS)	7				40		New indicator
The number of Dementia Friendly City events held (SS)	162				200		New indicator

## Well-Being Objective: Supporting People out of Poverty

16.7%

83.3%

Steps	Target completion date	RAG Status			
<b>Living Wage City and Supporting the Foundational Economy</b>					
Act as an advocate for the Real Living Wage initiative and promote its adoption by the city's employers (R)		Q1	Q2	Q3	Q4
Support the Foundational Economy by implementing the Socially Responsible Procurement Policy, helping ensure that local people and local communities benefit from the money the Council spends on goods and services (R)		Q1	Q2	Q3	Q4
<b>Helping People into Work</b>					
Better support people into work by further integrating employment support services. This will include: <ul style="list-style-type: none"> <li>Ensuring that the Gateway into employment is accessible across the city</li> <li>Ensuring that Into Work Advice Services and Adult Community Learning fully align with the new Gateway</li> <li>Providing effective employer engagement and assistance into self-employment</li> <li>Promoting and extending volunteering opportunities (P&amp;C)</li> </ul>	By September 2019  By October 2019.	Q1	Q2	Q3	Q4
Create more paid apprenticeships and trainee opportunities within the Council (R)		Q1	Q2	Q3	Q4
Ensure support is available to mitigate potentially negative consequences associated with the roll-out of Universal Credit by: <ul style="list-style-type: none"> <li>Providing digital access and assistance across the city</li> <li>Working with private landlords to identify how the Council can help them with the change</li> <li>Working with Jobcentre Plus, Registered Social Landlords and other partners to ensure that vulnerable individuals get the budgeting support they need</li> <li>Further developing the telephone advice line for customers (P&amp;C)</li> </ul>	By March 2020	Q1	Q2	Q3	Q4
<b>Tackling Homelessness and Rough Sleeping</b>					
Deliver the Rough Sleeper Strategy, and the Homelessness Strategy, to address rough sleeping in the city by: <ul style="list-style-type: none"> <li>Extending the 'No First Night Out' policy:</li> <li>Extending the capacity of the Housing First scheme to make better use of the private rented sector</li> <li>Building on the multi-agency team around rough sleepers</li> </ul>		Q1	Q2	Q3	Q4

Steps	Target completion date	RAG Status			
to include substance misuse, probation and mental health services <ul style="list-style-type: none"> <li>Implementing the diversionary pathway for anti-social behaviour and begging in partnership with South Wales Police</li> </ul> (P&C)					

## Well-Being Objective: Supporting People out of Poverty

9.1%	90.9%						
Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set	RAG rating not given	Not provided
Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
<b>Socially Responsible Employers</b>							
The number of opportunities created for paid apprenticeships and trainees within the Council (R)	Q1 106	Q2	Q3	Q4	125		↑
<b>Tackling Poverty</b>							
The number of interventions which supported people receiving Into Work advice through the Gateway (P&C)	Q1 14,722	Q2	Q3	Q4	43,000		↑
The number of clients who have been supported into employment having received tailored support through the Gateway (P&C)	Q1 335	Q2	Q3	Q4	623		↑
The number of employers which have been assisted by the Council's employment support service (P&C)	Q1 36	Q2	Q3	Q4	200	Q1 2019-20 figure was affected by when Jobs Fairs they have taken place i.e. April 2018 and March 2019, therefore the figures are not reported in the same relevant periods. There are no concerns about meeting this target.	↓
The number of customers supported and assisted with their claims for Universal Credit (P&C)	Q1 681	Q2	Q3	Q4	1,500	Still well above target for the year,	↓

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
						despite the DWP contract being awarded to CAB. We continue to support anyone in need, and will continue this going forward.	
Additional weekly benefit identified for clients of the City Centre Advice Team (P&C)	Q1 £4.6m	Q2	Q3	Q4	£13m		↑
<b>Tackling Homelessness and Rough Sleeping</b>							
The number of multi-agency interventions that supported rough sleepers into accommodation (P&C)	Q1 45	Q2	Q3	Q4	168	Work continues to support people into accommodation	↓
The percentage of households threatened with homelessness successfully prevented from becoming homeless (P&C)	Q1 73.28%	Q2	Q3	Q4	70%	288 people successfully prevented from becoming homeless	↑
The percentage of people who experienced successful outcomes through the Homelessness Reconnection Service (P&C)	Q1 89.66%	Q2	Q3	Q4	70%	26 / 29 people achieved a positive outcome	↑
The percentage of clients utilising Housing First for whom the cycle of homelessness was broken (P&C)	Q1 88.89%	Q2	Q3	Q4	60%	16 / 18 clients utilising their tenancies. The 2 clients who failed to maintain their tenancy are still engaged with the	↓

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
						project and are in emergency accommodation, working towards gaining another tenancy.	
The number of people positively moved on from second-stage accommodation (P&C)	<b>Q1</b> 23	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	150	A current delay in move-ons throughout the system, is expected to improve in coming quarters	New indicator

## Well-Being Objective: Safe, Confident and Empowered Communities



Steps	Target completion date	RAG Status			
<b>Investing in Local Communities</b>					
Invest in the regeneration of local communities by: <ul style="list-style-type: none"> <li>Delivering a new three-year programme of Neighbourhood Renewal Schemes</li> <li>Completing Phase 2 of the Maelfa redevelopment scheme</li> <li>Implementing priority schemes identified in the Estate Regeneration Programme</li> <li>Progressing opportunities for funding through the Targeted Regeneration Investment Programme</li> </ul> (P&C)	By Summer 2020	Q1	Q2	Q3	Q4
Continue to deliver the Community Well-being Hubs programme, in collaboration with partners, including: <ul style="list-style-type: none"> <li>Progressing plans for Youth Hubs in the City Centre, Butetown and Ely</li> <li>Working with the Health Board on the Cardiff Royal Infirmary and other Wellbeing Hubs</li> <li>Exploring opportunities for investment in Community Well-being Hubs</li> <li>Ensuring people are connected with local service providers and activities in their neighbourhood through Community Inclusion Officers</li> </ul> (P&C)		Q1	Q2	Q3	Q4
<b>Safe and Inclusive Communities</b>					
Ensure children and adults are protected from risk of harm and abuse by: <ul style="list-style-type: none"> <li>Implementing the Child and Adult Exploitation Strategy to encompass new and emerging themes of child and adult exploitation</li> <li>Initiating regional discussions with the Vale of Glamorgan Council to develop a joint regional Child and Adult Exploitation Strategy</li> <li>Implementing the new All Wales Adult Safeguarding Procedures – in consultation with staff and partners – to ensure that adults at risk are protected from harm.</li> </ul> (SS)	By March 2020	Q1	Q2	Q3	Q4
	By March 2020				
Continue the implementation of a strengths-based approach to social work practice to put individuals, families and communities at the centre of their own well-being by: <ul style="list-style-type: none"> <li>Refreshing the Signs of Safety Implementation Plan to embed strengths-based practice in partnership with families to support children to remain at home, supported by a safety plan</li> <li>Establishing and embedding strengths-based practice in Adult Services</li> </ul> (SS)	By March 2020	Q1	Q2	Q3	Q4
	By March 2022				

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Implement the Cardiff and Vale Regional Partnership Board transformational proposals for a 'Healthier Wales' by 2021 to further develop prevention and resilient communities to keep people independent and connected for as long as possible (SS)					
Implement the Council's Corporate Safeguarding Policy to ensure an effective approach to implementation is embedded across the Council (SS)	By March 2020				
Continue to develop and support the workforce by: <ul style="list-style-type: none"> <li>Implementing the requirements of the Regulation and Inspection of Social Care (Wales) Act (RISCA) 2016 and ensuring that all internal and external domiciliary care workers are appropriately qualified and registered</li> <li>Delivering a reduction in agency workforce and vacancies in the Children's Social Workers workforce by implementing a recruitment and retention strategy and refreshed workforce plan</li> </ul> (SS)	By March 2020				
Deliver a three-year plan that combines service and financial planning for Adults and Children's Social Services (SS)					
Support people with learning disabilities and mental health issues to be more independent by: <ul style="list-style-type: none"> <li>Implementing a Regional Learning Disabilities Commissioning Strategy</li> <li>In collaboration with the University Health Board, implementing the recommendations of the Community Services Review on the future model of the service</li> </ul> (SS)	By March 2020 By March 2020				
Complete a service review of the Youth Offending Service and review the effectiveness of interventions by the service, in order to reduce offending / re-offending rates (SS)	By 2020				
Deliver the actions identified in the Cardiff & Vale of Glamorgan Violence against Women, Domestic Abuse and Sexual Violence Strategy 2018-2023 including the commissioning of a regional service for male victims (P&C)					
Deliver a co-ordinated local response to the UK leaving the European Union, including: <ul style="list-style-type: none"> <li>Putting in place local support to enable EU Citizens in Cardiff to access the EU Citizen Settlement Scheme</li> <li>Responding to any civil contingencies emerging from a disruptive or 'No Deal' Brexit</li> <li>Ensuring a cross-public service approach to services and communications through the Cardiff Public Services Board</li> </ul> (P&C and R)	By April 2019				

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Implement the Welsh Government Cohesion Action Plan and review local delivery (P&C)	From 2019-20				
Implement the Home Office Counter Extremism Strategy and review local delivery (P&C)	From 2019-20				
Develop an action plan to deliver the outcomes of the Young People and Drugs Joint Scrutiny Committee Report within six months of the Scrutiny report being approved (P&C)					
Drive up standards in the private rented housing sector by taking enforcement action against rogue agents and landlords letting and managing properties (R)					
<b>Supporting Sports, Leisure, Culture and Green Spaces</b>					
Promote and support the growth of the Welsh Language to help meet the Welsh Government's 'Cymraeg 2050: A Million Welsh Speakers' Strategy by: <ul style="list-style-type: none"> <li>Delivering Cardiff Council's commitments in the city-wide Bilingual Cardiff Strategy 2017-2022;</li> <li>Expanding the provision of Welsh-medium education and promoting Welsh in English-medium education</li> </ul> (P&C and E&LL)					
Work with partners to develop strategic plans for the development of sport and physical activity that secure increases in participation, attract investment and ensure sustainability of provision (ED)	By March 2020				
Work with our network of 'Friends of' and volunteer groups to engender a sense of ownership within local communities in the management and development of our parks and green spaces, and to secure improvements in local environmental quality (ED)					
Work in partnership with Welsh Water to re-open the Lisvane and Llanishen Reservoir sites for recreational purposes and reintroduce sailing to the Llanishen reservoir (ED)					

## Well-Being Objective: Safe, Confident and Empowered Communities

13.3%	13.3%	33.3%	40.0%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set	RAG rating not given	Not provided
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
<b>Safeguarding and Supporting Vulnerable People</b>							
The percentage of Council staff completing Safeguarding Awareness Training (SS)	Q1	Q2	Q3	Q4	100%	Provisional result whilst work is ongoing to improve the collation method of this PI. This and future results may not be comparable to previous years.	↑
	49.80%						
The percentage of Council staff completing the Level 1 online module of the National Training Framework on violence against women, domestic abuse and sexual violence (P&C)	Q1	Q2	Q3	Q4	100%	Continued personalised approach to encourage staff completions	↑
	57.00%						
The percentage of adult protection enquiries completed within seven days (SS)	Q1	Q2	Q3	Q4	99%		↑
	97.70%						
Number of domiciliary care workers registered with Social Care Wales (SS)	Q1	Q2	Q3	Q4	250	Whole workforce - 220	New indicator
	125						
The percentage of Children's Services social work vacancies (SS)	Q1	Q2	Q3	Q4	24%	On average 56 / 178 posts are vacant over the quarter	↓
	31.60%						
The percentage of children re-offending within six months of their previous offence (SS)	Q1	Q2	Q3	Q4	N/A	Baseline to be established	New annual indicator
<b>Regenerating Local Communities and Citizen-Centred Services</b>							
The percentage of customers satisfied with completed regeneration projects (P&C)	Q1	Q2	Q3	Q4	75%	17 / 17 people surveyed	↑
	100%						

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The number of visitors to libraries and Hubs across the city (P&C)	635,192				3.3m		↑
The percentage of customers who agreed with the statement 'Overall the Hub met my requirements/ I got what I needed' (P&C)	99%				95%	1686 / 1709 people surveyed agreed	↑
The number of visits (page views) to the Volunteer Portal (P&C)	20,074				55,000		↑
<b>Supporting Sports, Leisure, Culture and Green Spaces</b>							
The number of Green Flag parks and open spaces (ED)					13		Annual
The number of volunteer hours committed to parks and green spaces (ED)					18,000		Annual
The number of visits to Local Authority sport and leisure centres during the year per 1,000 population where the visitor will be participating in physical activity (ED)					2% increase		Annual
The number of staff with Welsh language skills (P&C)					20% increase by 2021-22		Annual
The number of staff attending Welsh courses (P&C)					10% increase by 2021-22		Annual

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

100%

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
<b>Connected Capital</b>					
Work with the UK Government and Welsh Government to implement a programme of investments over the next five years to deliver investment and capacity improvements at Cardiff Central Station which sits at the heart of the South Wales Metro and the Integrated Transport Hub (ED)					
<b>Business Capital</b>					
Grow the city centre as a location for businesses and investment delivering an additional 300,000 ft <sup>2</sup> of 'Grade A' office space (ED)	By 2021				
Bring forward a new mixed-use development at Dumballs Road through the delivery of 2,000 homes (ED)	By 2022				
Deliver an Industrial Strategy for Cardiff East, which will support the progression of the Cardiff Parkway development (ED)					
Work with Cardiff Capital Region partners to ensure that City Deal investment supports the economic development opportunities of the city-region (ED)					
<b>Sporting and Cultural Capital City</b>					
Progress delivery of a new Indoor Arena to attract premier national and international events (ED)					
Develop a new vision and masterplan for Cardiff Bay including taking forward delivery of the next phase of development for the International Sports Village (ED)	By 2020 By 2019				
Launch a new masterplan for the Cardiff Canal Quarter (ED)	By April 2020				
Develop a sustainable events portfolio which builds on Cardiff's event hosting credentials. This will include the development of a 'signature event' and establishing Cardiff as a Music City over the next 5 years (ED)					
Support the development of the creative sector and help unlock investment opportunities by working with partners across the sector to support the growth of creative enterprises through the establishment of a Creative Accelerator programme (ED)					

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

16.7%	16.7%	16.7%	50.0%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set	RAG rating not given	Not provided
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
<b>Business Capital</b>							
The number of new jobs created (ED)	Q1	Q2	Q3	Q4	500		New indicator
	548						
The number of jobs safeguarded (ED)	Q1	Q2	Q3	Q4	500		New indicator
	0						
The amount of 'Grade A' office space committed to in Cardiff (sq. ft.) (ED)	Q1	Q2	Q3	Q4	300,000 square feet	This is a rolling 2 year target	Annual
The number of staying visitors (ED)	Q1	Q2	Q3	Q4	2% increase		Annual
Total visitor numbers (ED)	Q1	Q2	Q3	Q4	2% increase		Annual
<b>Sporting and Cultural Capital City</b>							
Attendance at Council Venues (formerly Commercial) (ED)	Q1	Q2	Q3	Q4	903,000		
	208,351						

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

25%

75%

Steps	Target completion date	RAG Status			
<b>Housing</b>					
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)	By 2026	Q1	Q2	Q3	Q4
Deliver 2,000 new Council homes, of which at least 1,000 will be delivered by May 2022 (P&C)		Q1	Q2	Q3	Q4
Convene regular Design Review Meetings to consider and make recommendations to development proposals submitted to the Local Planning Authority, publish an annual Design Review Monitoring Report, and complete the Supplementary Planning Guidance programme (PTE)		Q1	Q2	Q3	Q4
<b>Transport and Clean Air</b>					
Deliver a 7.5 Megawatt Solar Farm at Lamby Way generating renewable energy and supporting carbon-neutral aspirations – subject to the approval of a final business case in April 2019 (PTE)	By September 2019	Q1	Q2	Q3	Q4
Ensure the Council can achieve compliance with the EU Limit Value for Nitrogen Dioxide (NO <sub>2</sub> ) in the shortest possible time by: <ul style="list-style-type: none"> <li>Completing the feasibility study to identify the preferred measure(s)</li> <li>Submitting the Final Plan – including the full business case for the preferred option – to Welsh Government</li> </ul> (PTE)	By 30th June 2019	Q1	Q2	Q3	Q4
Launch a new Transport & Clean Air Vision for the city and develop a Clean Air Strategy, including Active Travel solutions (PTE)	By September 2019	Q1	Q2	Q3	Q4
Deliver a prioritised programme of highways enhancements through minor road repairs and full-scale resurfacing to address concerns such as potholes, and deteriorating roads and pavements (PTE)		Q1	Q2	Q3	Q4
Support Transport for Wales with the implementation of the Cardiff Metro, increasing the quality of public transport infrastructure, the frequency of train journeys and the deployment of new train/tram extensions and stations across Cardiff (PTE)		Q1	Q2	Q3	Q4

Steps	Target completion date	RAG Status			
		Q1	Q2	Q3	Q4
Develop an Electric Vehicles Strategy, including the delivery of new electric buses (PTE)	By December 2019				
Progress the City Centre Transport Masterplan through achievable and deliverable transport projects. Projects will focus on delivering the sustainable transport infrastructure improvements and transport deliverables outlined in the Masterplan, Transport Strategy, the new Transport & Clean Air Vision, and Local Development Plan (PTE)	From 2019 through to 2021				
Support the delivery of the Council's Active Travel agenda by: <ul style="list-style-type: none"> <li>Implementing 20mph speed limits across the city, completing Grangetown and developing plans for Splott, Butetown, Canton and Penylan (subject to funding)</li> <li>Improving the cycling and walking networks by delivering prioritised routes within the Active Travel Integrated Network Map, including phase 1 of the Cycle Superhighway</li> <li>Expanding the on-street cycle hire scheme to 1,000 bikes</li> <li>Working with the Active Travel Advisory Groups</li> </ul> (PTE)	During 2019-20  By 2021  By July 2019.				
Ensure every school in Cardiff has developed an Active Travel plan – including training and/or infrastructure improvements (PTE)	By 2022				
Support the delivery of high-quality and well-connected communities – as described by the Council's Master Planning Principles – ensuring that: <ul style="list-style-type: none"> <li>Supporting infrastructure, such as sustainable transport, schools, community facilities and green spaces, are delivered at all new strategic housing developments</li> <li>New housing developments are informed by good design and infrastructure planning</li> <li>Community infrastructure improvements on strategic sites are communicated to the public</li> </ul> (PTE)					
Secure a contract for the delivery of a heat network to serve areas of the Bay and City Centre, subject to successful national Government Capital Grant Award and Cabinet approval of a final business case (PTE)	By October 2019				
Continue to engage with the Pensions Committee to deliver an environmentally-friendly pension policy (R)					

Steps	Target completion date	RAG Status			
<b>Waste, Recycling and Clean Streets</b>					
Work with Welsh Government and Local Authorities to jointly explore a new programme of regional recycling infrastructure over the next three years, focused on delivering facilities to improve and extend the capability and capacity for the sustainable treatment of “difficult to recycle” materials (PTE)		Q1	Q2	Q3	Q4
Meet our recycling targets by working with Welsh Government and WRAP (Waste & Resources Action Programme) to: <ul style="list-style-type: none"> <li>Develop and deliver short-term recycling objectives</li> <li>Develop a long-term sustainable approach to the collection of residual wastes, recyclables and food waste</li> </ul> (PTE)	By June 2019 By March 2020	Q1	Q2	Q3	Q4
Develop a citizen-based strategic plan for new and existing recycling centres, and promote improved recycling to 80% in centres (PTE)	By March 2020	Q1	Q2	Q3	Q4
Develop and deliver targeted interventions to promote recycling in communities to support achieving the 64% recycling target (PTE)	For 2019-20	Q1	Q2	Q3	Q4
Enhance and expand existing partnership(s) to support re-use in Cardiff (PTE)	By March 2020	Q1	Q2	Q3	Q4
Establish for roll-out an area-based model for cleansing and enforcement to support efficient and effective service delivery (PTE)	By June 2019	Q1	Q2	Q3	Q4
Develop and deliver an extended campaign for ‘Love Where You Live’ to encourage local volunteering, and engage with citizens and businesses on concerns in their communities (PTE)	By September 2019	Q1	Q2	Q3	Q4
Develop and implement a comprehensive programme in the Council’s Street Scene services to drive productivity and performance improvements, with better co-ordination of highways maintenance, waste management and cleansing to improve the public realm (PTE)	From April 2019	Q1	Q2	Q3	Q4
Develop a Cardiff Food Strategy for approval and implement the approved action plan (PTE)	By May 2019	Q1	Q2	Q3	Q4

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

5.0%	5.0%	35.0%	45.0%	10.0%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set	RAG rating not given	Not provided
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
<b>Housing</b>							
Total number of new Council homes completed and provided (P&C)	Q1 109	Q2	Q3	Q4	400 cumulative		↑
The percentage of householder planning applications determined within agreed time periods (PTE)	Q1 89.91%	Q2	Q3	Q4	>85%	Variations between reporting periods are due to differences in workload, complexity of applications and available resources within any period.	↓
The percentage of major planning applications determined within agreed time periods (PTE)	Q1 100.00%	Q2	Q3	Q4	>60%		↑
The percentage of affordable housing at completion stage provided in a development on greenfield sites (PTE)	Q1	Q2	Q3	Q4	30% (LDP)		Annual
The percentage of affordable housing at completion stage provided in a development on brownfield sites (PTE)	Q1	Q2	Q3	Q4	20% (LDP)		Annual
<b>Transport and Clean Air</b>							
Proportion of people travelling to work by sustainable transport modes (2026 target 50:50) (PTE)	Q1	Q2	Q3	Q4	46.6%		Annual
The number of schools supported to develop an Active Travel Plan (PTE)	Q1	Q2	Q3	Q4	40		Annual

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
The percentage reduction in carbon dioxide emissions from Council buildings (PTE)	Q1	Q2	Q3	Q4	2%		Annual
The level of nitrogen dioxide (NO <sub>2</sub> ) across the city (PTE)	Q1	Q2	Q3	Q4	35µg/m <sup>3</sup>		Annual
<b>Waste and Recycling</b>							
The percentage of total recycling and waste collections reported as missed by customer (PTE)	Q1	Q2	Q3	Q4	<0.01%	Resourcing bank holiday periods and vehicle breakdown impacting on the ability to complete collections as scheduled	New indicator
	0.12%						
The percentage of municipal waste collected and prepared for re-use and/ or recycled (PTE)	Q1	Q2	Q3	Q4	64%	NRW Validation	
The maximum permissible tonnage of biodegradable municipal waste sent to landfill (PTE)	Q1	Q2	Q3	Q4	<33,557 tonnes	NRW Validation	
The number of Street Scene investigation actions per month (PTE)	Q1	Q2	Q3	Q4	6,000 (500 per month)		New indicator
	4,908						
The number of Street Scene legal enforcement actions per month (PTE)	Q1	Q2	Q3	Q4	3,600 (300 per month)	The team currently has resource issues and are in the process of recruitment	New Indicator
	841						
<b>Clean Streets</b>							
The percentage of principal (A) roads that are in overall poor condition (PTE)	Q1	Q2	Q3	Q4	5%		Annual
The percentage of non-principal/classified (B) roads that are in overall poor condition (PTE)	Q1	Q2	Q3	Q4	7%		Annual

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
The percentage of non-principal/classified (C) roads that are in overall poor condition (PTE)					7%		Annual
The percentage of highways land inspected by the Local Authority found to be of a high or acceptable standard of cleanliness (PTE)	96.54%				90%	Ex. KWT surveys	↑
The percentage of reported fly-tipping incidents cleared within five working days (PTE)	98.46%				90%	Incorrect location of incidents, as reported by the public, has caused a delay in locating and clearing fly-tipping in Q1. Compounded by incidents of specific waste type not being reported meaning incorrect removal vehicle initially being sent to clear fly-tipping; vehicle breakdowns also impacting on ability to clear in a timely manner.	↓
The percentage of reported fly-tipping incidents which lead to enforcement activity (PTE)	81.67%				70%	Increase in incidents where no evidence is found (to enable enforcement action to be taken) suggests fly tippers are ensuring evidence is removed	↓

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
						before tipping takes place.	

## Well-Being Objective: Modernising and Integrating our Public Services



Steps	Target completion date	RAG Status			
<b>Assets and Property</b>					
Modernise the Council's estate and reduce the footprint through rationalisation and investment in maintenance (ED)		Q1	Q2	Q3	Q4
Develop a new five-year Property Strategy (ED)	By March 2020	Q1	Q2	Q3	Q4
Take forward delivery of the Core Office Strategy (ED)		Q1	Q2	Q3	Q4
<b>Digital Ambition</b>					
Progress the seven strands of the Council's Digital First Agenda, with a focus on:		Q1	Q2	Q3	Q4
<ul style="list-style-type: none"> <li>Identifying priorities for the 'Connected Citizen Strategy'</li> <li>Working with stakeholders to identify the priorities of the remaining 'connected' strands (R)</li> </ul>	By June 2019				
	By December 2019				
<b>Workforce Development</b>					
Improve the health and well-being of our employees by continuing to monitor sickness absence, and proactively provide support for employees and managers (R)		Q1	Q2	Q3	Q4
Work towards the Gold Level Corporate Health Standard Award (R)	By March 2020	Q1	Q2	Q3	Q4
Continue to deliver the Agency Workers Charter and embed corporate processes to review Agency Worker placements at 12 and 18 months (R)		Q1	Q2	Q3	Q4
Ensure that the Council's workforce is representative of the communities it serves (R)		Q1	Q2	Q3	Q4
Ensure the Council delivers a high-quality customer service across the organisation by delivering the seven priorities recommended in the Customer & Leadership report (R)	By March 2020	Q1	Q2	Q3	Q4
Deliver the Council's priorities within the Strategic Equality Plan 2016-2020 and launch a new Strategic Equality Plan (P&C)	By April 2020	Q1	Q2	Q3	Q4
<b>Overall Organisation Performance</b>					
Support people and communities to be more engaged with the work of the Council (P&C)		Q1	Q2	Q3	Q4

## Well-Being Objective: Modernising and Integrating our Public Services

16.7%	16.7%	66.6%
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Red (10% or more away from Target)	Amber (within 10% of target)	Green (on or above target)	Annual	Not Yet Available	New PI, baseline being set	RAG rating not given
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Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
	Q1	Q2	Q3	Q4			
Reduce the gross internal area (GIA) of buildings in operational use (ED)					3%		Annual
Reduce the total running cost of occupied operational buildings (ED)					1.7%		Annual
Reduce the maintenance backlog (ED)					£4m		Annual
Capital income generated (ED)					£15m		Annual
The number of customer contacts to the Council using digital channels (R)	286,697				+5% on 2018-19		↑
The percentage of staff that have completed a Personal Review (excluding school staff) (R)					100%		Annual
The number of working days/shifts per FTE Local Authority employee lost due to sickness absence (R)	11.48				9.5	Q1 actual figure is 2.67 FTE days lost, with a year-end forecast of 11.48. This is 1.98 above the annual target of 9.5.	↓
Maintaining customer/citizen satisfaction with Council services (R)					75%		Annual
The percentage of draft committee minutes published on the Council website within ten working days of the meeting being held (G&L)	48.00%				80%	Performance is due to the requirement to prioritise the support for Education	↑

Performance Indicator	Result				Target	Narrative update	Direction of Travel (Prior Year)
						appeals. it is unlikely that performance will fully recover from this position and a review of the target should be undertaken	
The total number of webcast hits (Full Council, Planning Scrutiny and Audit Committees, Cabinet) (G&L)	Q1	Q2	Q3	Q4	5,500		Annual
The number of Facebook Followers (R)	Q1	Q2	Q3	Q4	24,000		New indicator
	22,300						
The percentage of voter registration (G&L)	Q1	Q2	Q3	Q4	90%		Annual

## Appendix C: Public Accountability Measure (PAM) Performance 2018-19

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## **1. The Public Accountability Measures Framework**

### **1.1. Introduction**

The national Performance Measurement Framework for Local Government in Wales identifies a set of 31 national performance measures against which the delivery of local public services is measured. These are known as Public Accountability Measures (PAMs). Performance against this data set is published incrementally by Data Cymru, as and when it becomes available over the course of the year.

This document provides a briefing on Cardiff's comparative performance against the first data set release for 2018-19, covering performance against 19 of the 31 indicators.

### **1.2. Current status of the Framework**

The total number of measures available for national comparison has changed significantly between financial years 2014-15 and 2018-19 (reducing from 41 to 31 measures in 2018-19) making comparisons difficult.

This has been further compounded by wholesale changes to the data set in 2017-18, with the introduction of 10 new measures, and the deletion of 12 existing long-standing measures. In 2018-19 a further 4 long-standing measures were deleted and 12 new measures introduced, with one existing measure (NEET) having amended guidance issued, meaning previous historical data for this measure was no longer comparable. The total number of Measures in the PAM data set for 2018-19 was 31.

The PAM results are published by Data Cymru when they become available from source. Sources range from Welsh Government, Welsh Local Government Association, Local Authorities, Careers Wales, Keep Wales Tidy, to Natural Resources Wales.

Of the 31 PAM measures:

- 15 out of 31 measures are existing measures and as such have previous historical data available to enable us to gauge if performance has improved, been maintained or declined when compared to 2017-18. 14 of these results are currently available in from the first release (July 2019) - PAM/030 (Recycling) will be made available in November 2019 (total 15).
- Whilst historical data is not available for all 31 measures (due to a number of new measures that were introduced to the dataset in 2018-19) information in respect of Wales average, Quarter and Rank will be available. Currently this is 19 out of 31 measures (14 existing measures' results plus 5 new measures) as released in Data Cymru's first tranche. Again, PAM/030 will be available later in the year (20 measures).
- The results for a further 8 new measures are outstanding and will available be later in 2019-20. These will have Wales average, Quarter and Rank but will not have comparable historical data:
  - Pupils assessed in Welsh, Foundation Phase
  - Year 11 pupils studying Welsh (first language)

## PAM Performance Briefing 2018-19: Cardiff Council

- Additional Affordable Housing Units
  - Homes that meet the Welsh Housing Quality Standard (WHQS)
  - Quality Indicators achieved by the Library Service
  - National Exercise Referral Scheme (NERS) clients who completed the scheme
  - NERS clients whose health had improved
  - Residual Household waste per person
- 
- It is not known if the 3 Social Services measures' (Delayed Transfers of Care, Assessment for Children within statutory timescales and Children who are Looked After who have had three or more placements) results will be published by Welsh Government. If they are this will complete the basket of 31 measures.

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## 2. Overall Performance 2018-19

### 2.1. Summary of Cardiff's Overall Performance

In 2018-19 Cardiff Council has seen performance (where comparable historical data is available):

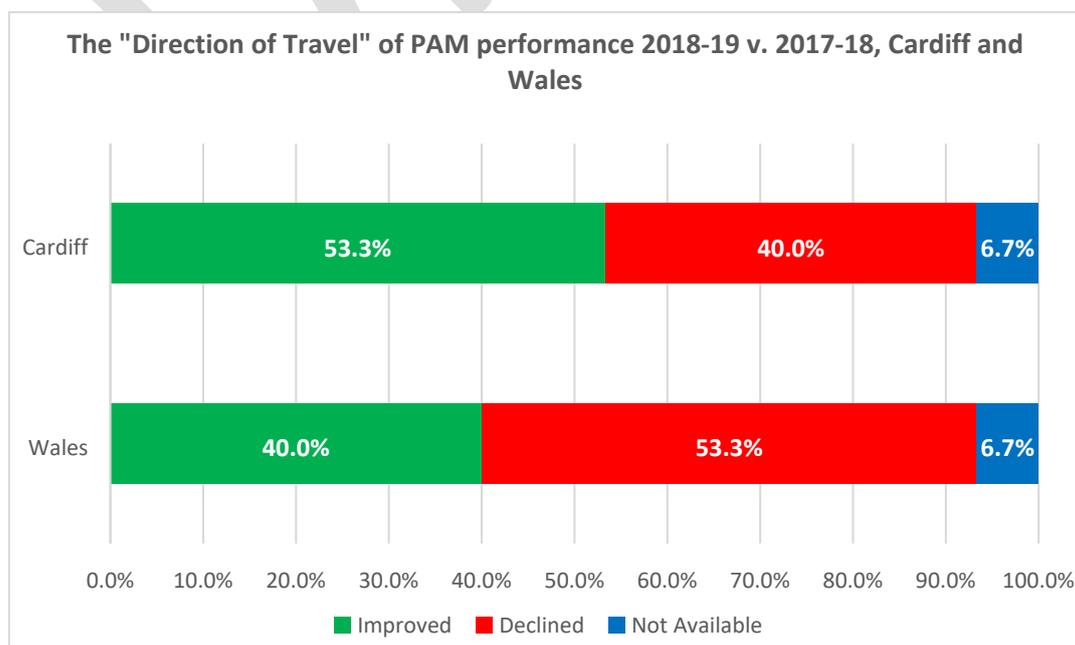
- Cardiff had 57.9% of measures (11 / 19) placed in the top 2 quartiles compared to 46.7% (7 / 15) in 2017-18.
- Cardiff's performance has improved in 53.3% of measures (8 / 15) compared to the national picture of 40.0%
- Cardiff's performance has declined in 40.0% of measures (6 / 15) compared to the national picture of 53.3%
- One indicator is currently not available for comparison (Waste reused, recycled or composted)

### 2.2 Overall Performance of PAMs for Cardiff and Wales, 2018-19

Of the 19 results were available for consideration through the July 2019 release 15 results were comparable to previous years.

Where comparable results were available **Cardiff's performance had improved in 53.3%** of these compared to the **national picture of 40.0%** - please see the chart at Fig 1 below that compares Cardiff's "direction of travel" of performance against that of Wales as a whole.

Fig 1



### 2.3 Direction of travel in 2018-19 – individual measures

The tables at Fig 2 below shows those measures that have comparable historical data and whether performance in 2018-19\* improved or declined when compared to the results for 2017-18.

\*PAM/030 Waste Recycled, Reused or composted will be available November 2019

**Fig 2 Measures that Improved or Declined during 2018-19**

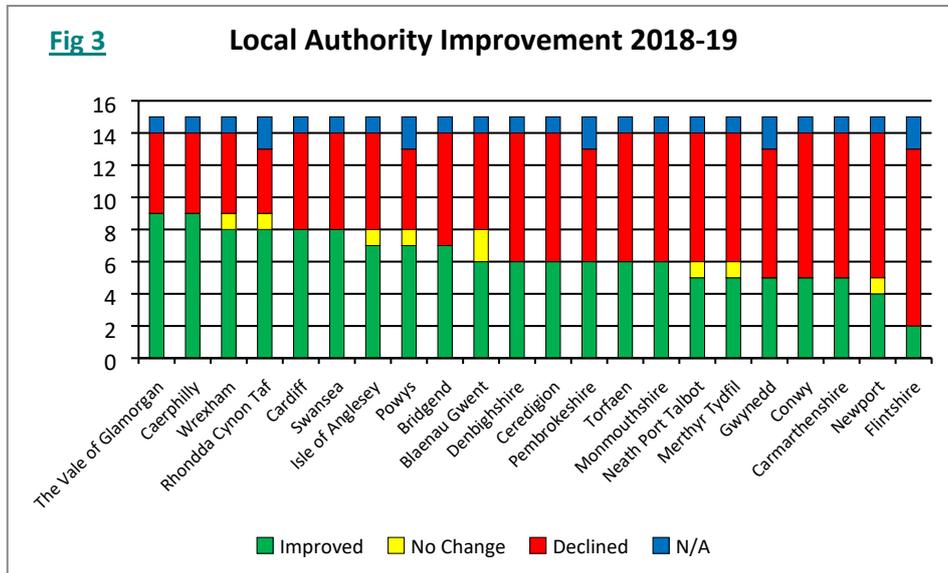
<b>Performance Improved</b>	<b>Ref.</b>	<b>Page</b>
Households threatened with homelessness successfully prevented from being homeless	PAM/012	15
Empty private sector properties brought back into use	PAM/013	25
Visits to sports and leisure facilities	PAM/017	8
Planning applications determined in required time periods	PAM/018	27
A Roads in overall poor condition	PAM/020	31
B Roads in overall poor condition	PAM/021	33
C Roads in overall poor condition	PAM/022	35
Food establishments “broadly compliant”	PAM/023	37

<b>Performance Declined</b>	<b>Ref.</b>	<b>Page</b>
Working days (FTE) lost due to sickness absence	PAM/001	39
Pupil attendance at Primary School	PAM/007	10
Pupil attendance at Secondary School	PAM/008	11
Cleanliness of Roads	PAM/010	22
Days to deliver a Disabled Facilities Grant	PAM/015	17
Appeals against planning applications decisions dismissed	PAM/019	29

<b>New PAMs</b>	<b>Ref.</b>	<b>Page</b>
Year 11 leavers not in education, training or employment	PAM/046	13
Average Capped 9 Score – Year 11	PAM/032	14
Average Days for Repairs (Council Housing Stock)	PAM/037	19
Rent lost due to properties being empty	PAM/039	21
Average days taken to clear Fly-tipping incidents	PAM/035	24

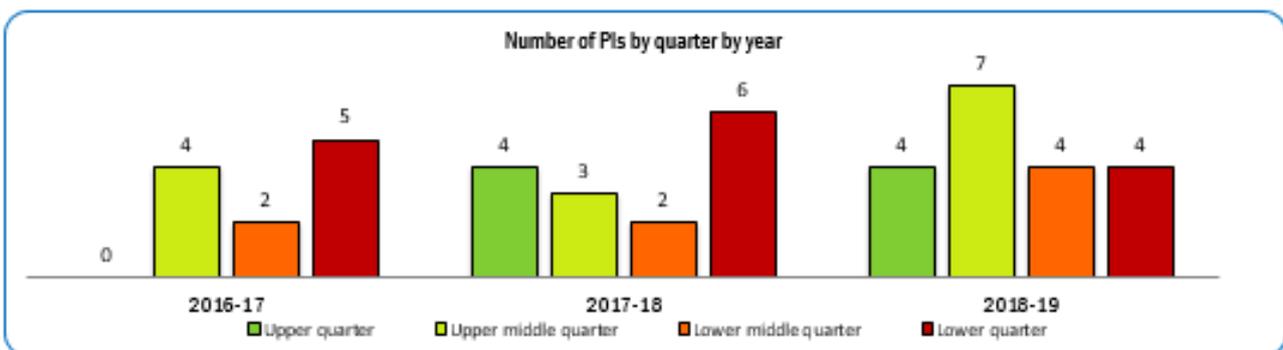
### 2.4 Local Authority Improvement

The chart at Fig 3 below summarises the number of measures (by Local Authority) where performance has Improved, been Maintained, Declined or the result is not available as at July 2019 – “direction of travel”. **Cardiff** came **joint 3<sup>rd</sup>** in terms of areas where performance had improved albeit with 3 other authorities:



### 2.5 Placement of Cardiff’s results in Quarters

Each result was placed within one of 4 “quartiles” (or quarters) depending on their performance compared to that of the other 21 local authorities – the Upper Quarter being the best performing quartile. For the 2018-19 PAM results **Cardiff** had **57.9%** of measures (11 / 19) placed in the **top 2 quarters** compared to **46.6%** (7 / 15) in 2017-18.



N.B. Wholesale changes to dataset took place between 2016-17 and 2018-19.

**PAM Performance Briefing 2018-19: Cardiff Council**

**2.6 Summary of Cardiff's PAM Performance 2018-19 (where results are available) – 19 indicators**

Ref	Measure <i>*Only 11 Local Authorities out of 22 have Housing Stock</i>	Result	Wales Average	Rank (Out of 22 Authorities)	Quarter (1 being the best performing)	Year on Year performance v. 2017-18	
						PI Value	Quarter position
PAM/001	Working days lost to sickness absence (per employee)	11.5	10.5	19	4		
PAM/032	Average Capped 9 Score (Year 11)	366.0	349.5	3	1	New	New
PAM/007	Pupil attendance - Primary schools	94.8%	94.6%	7	2		
PAM/008	Pupil attendance - Secondary schools	94.0%	93.9%	10	2		
PAM/046	Year 11 leavers not in education, training or employment (NEET)	1.7%	1.6%	14	3	New	New
PAM/010	Streets that are clean	91.0%	94.0%	19	4		
PAM/035	Average days taken to clear Fly-tipping incidents	1.1	2.2	3	1	New	New
PAM/020	Principal A Roads in overall poor condition	3.5%	3.9%	10	2		
PAM/021	Principal B Roads in overall poor condition	4.7%	4.5%	13	3		
PAM/022	Principal C Roads in overall poor condition	5.8%	14.0%	7	2		
PAM/023	Food establishments 'broadly compliant' with food hygiene standards	94.5%	95.7%	16	3		
PAM/012	Households successfully prevented from becoming homeless	76.5%	67.9%	2	1		
PAM/013	Empty private properties brought back into use	3.7%	4.6%	12	3		
PAM/015	Average number of days taken to deliver a Disabled Facilities Grant	188.4	207.3	6	1		
PAM/037*	Average days to complete repairs	23.0	15.1	11	4	New	New
PAM/039*	Rent lost due to properties being empty	1.6%	2.1%	5	2	New	New
PAM/018	Planning applications determined in time	90.9%	88.0%	9	2		
PAM/019	Planning appeals dismissed	68.4%	67.6%	11	2		
PAM/017	Visits to leisure centres per 1,000 population	7,829.3	9,258.6	19	4		

**Key (Compared to position in 2017-18)**

<b>Quarters</b>	1	Upper	2	Upper Middle	3	Lower Middle	4	Lower
<b>PI Value</b>		Improved		Declined		Maintained		
<b>Quarter position</b>		Improved (by 1 quarter)		Maintained		Declined (by quarter)		

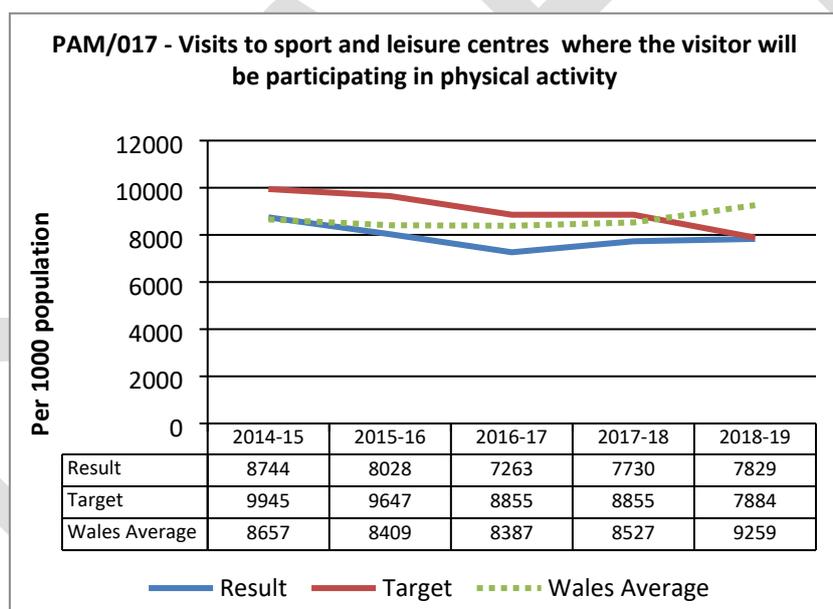
### 3. Service Improvement - Cardiff's Performance by Directorate

#### 3.1 Economic Development

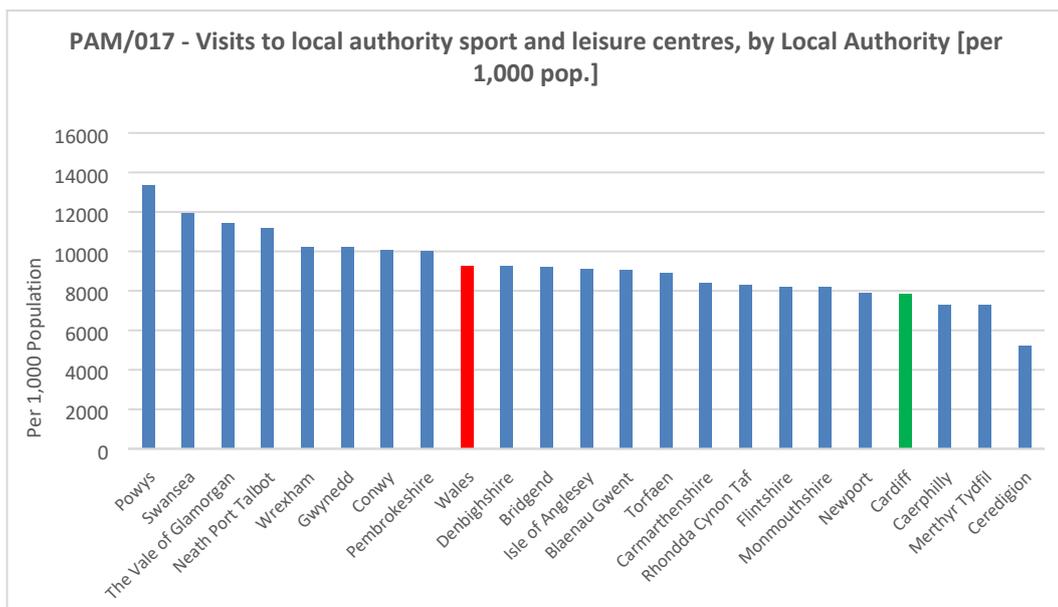
- Visits to local authority sport and leisure centres per 1000 pop (PAM/017)

Performance of this measure improved to 7,829 in 2018-19 compared to 7,729 in 2017-18, but was well below the Wales average of 9,259. The performance of this measure means that Cardiff remained in the 4<sup>th</sup> (or lower) quarter; Cardiff's rank declined from 17<sup>th</sup> in 2017-18 to 19<sup>th</sup> in 2018-19.

PAM/017	Result	Wales Average	Quarter	Rank
2014-15	8,744	8,657	2	8
2015-16	8,028	8,409	3	13
2016-17	7,263	8,387	4	20
2017-18	7,729	8,527	4	17
<b>2018-19</b>	<b>7,829</b>	<b>9,259</b>	<b>4</b>	<b>19</b>



**PAM Performance Briefing 2018-19: Cardiff Council**



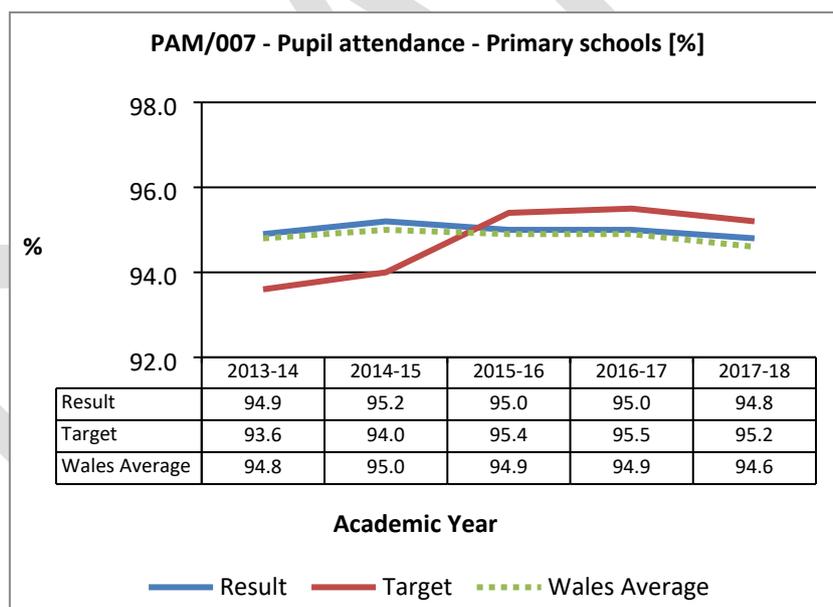
<b>PAM/017</b>	<b>Result</b>	<b>Numerator</b> Number of visits to local authority sport and leisure facilities for physical activity	<b>Denominator</b> Total population
<b>Cardiff (Ranked 19<sup>th</sup>)</b>	7,829	2,840,127	362,756
1 <sup>st</sup> (Powys)	13,340	1,767,691	132,515
22 <sup>nd</sup> (Ceredigion)	5,201	380,061	73,076

### 3.2 Education & Lifelong Learning

- **Primary School attendance (PAM/007) - (Academic Year 2017-18)**

Performance has declined marginally to 94.8% in Cardiff Primary schools in 2018-19 (Academic Year 2017-18) when compared to 95.0% in 2017-18 (Academic Year 2016-17). Performance was above the Wales average in Primary attendance (94.6%) and Cardiff was placed in the 2<sup>nd</sup> quarter and improved its ranking from 8<sup>th</sup> to 7<sup>th</sup> for this measure. The Wales average declined between the two Academic Years from 94.9% to 94.6%.

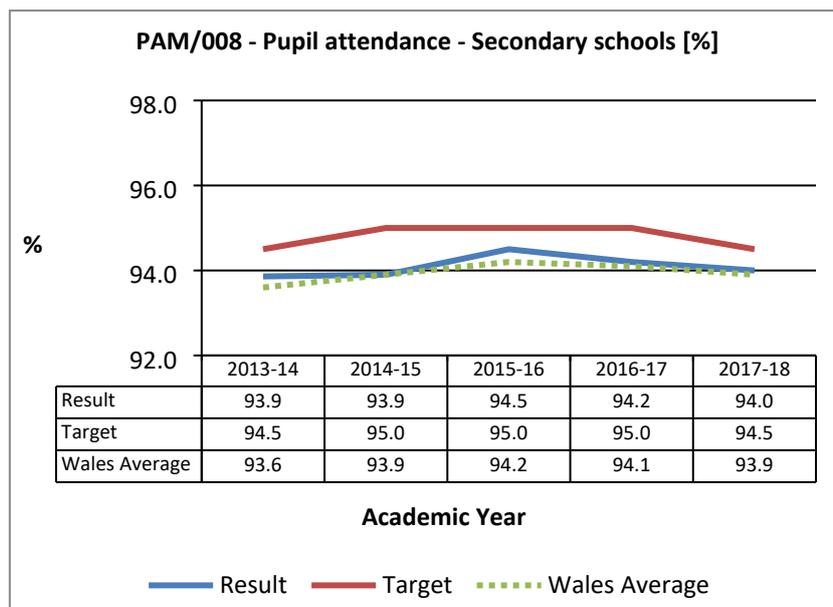
PAM/007 (Primary) Academic Year	Result	Wales Average	Quarter	Rank
2013-14	94.9%	94.8%	2	7
2014-15	95.2%	95.0%	1	5
2015-16	95.0%	94.9%	2	9
2016-17	95.0%	94.9%	2	8
<b>2017-18</b>	<b>94.8%</b>	<b>94.6%</b>	<b>2</b>	<b>7</b>



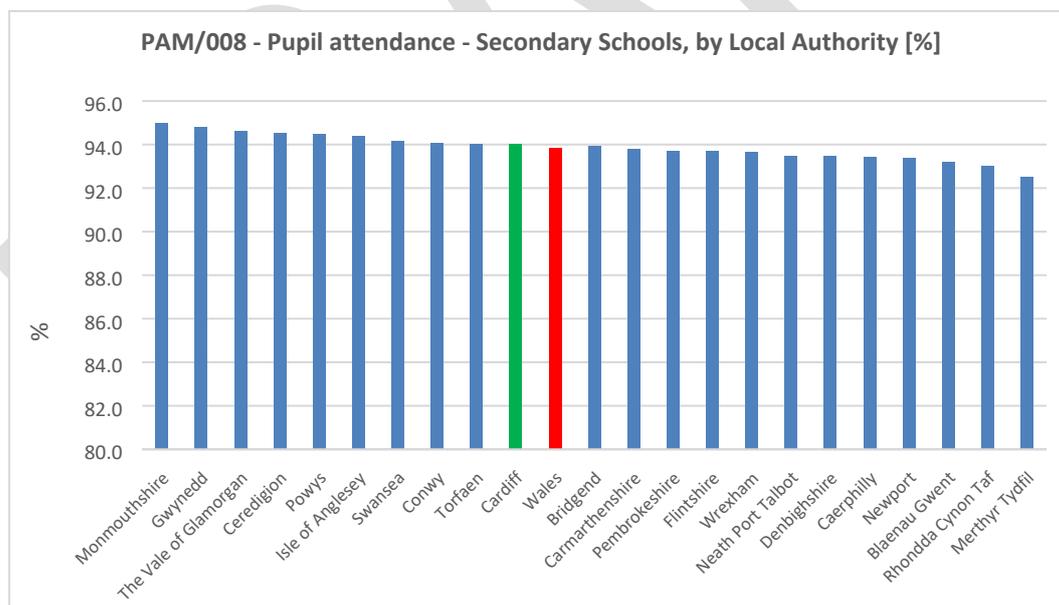
The result of the Local Authority ranked 1<sup>st</sup> (out of the 22 authorities – 95.2%) was 0.4 percentage points better than that of Cardiff's result (94.8%). Their total number of primary school sessions possible was 2.04m compared to Cardiff's 9.48m. The results, from the authorities ranked 1<sup>st</sup> to that ranked 22<sup>nd</sup>, ranged from 95.2% (1<sup>st</sup>) to 93.9% (ranked 22<sup>nd</sup>).



## PAM Performance Briefing 2018-19: Cardiff Council



The result of the Local Authority ranked 1<sup>st</sup> (out of the 22 authorities - 95.0%) was 1.0 percentage points better than that of Cardiff's result (94.0%). Their total number of secondary school sessions possible was 1.16m compared to Cardiff's 5.20m. The results from the authorities ranked 1<sup>st</sup> to 22<sup>nd</sup> ranged from 95.0% (ranked 1<sup>st</sup>) to 92.5% (ranked 22<sup>nd</sup>).



PAM/008	Result	No. sessions missed by all secondary school pupils	No. sessions possible for all secondary school pupils
<b>Cardiff (Ranked 10<sup>th</sup>)</b>	<b>94.0%</b>	310,841	5,209,211
1 <sup>st</sup> (Monmouthshire)	95.0%	58,524	1,167,538
22 <sup>nd</sup> (Merthyr Tydfil)	92.5%	63,999	855,649

## PAM Performance Briefing 2018-19: Cardiff Council

- Year 11 leavers not in education, training or employment (NEET – PAM/046, formerly PAM/009) - (Academic Year 2017-18)

Whilst this measure was introduced to the PAM data set in 2017-18 the guidance that sits behind the calculation of the result changed between years and as such the result for 2018-19 is no longer comparable to that of 2017-18.

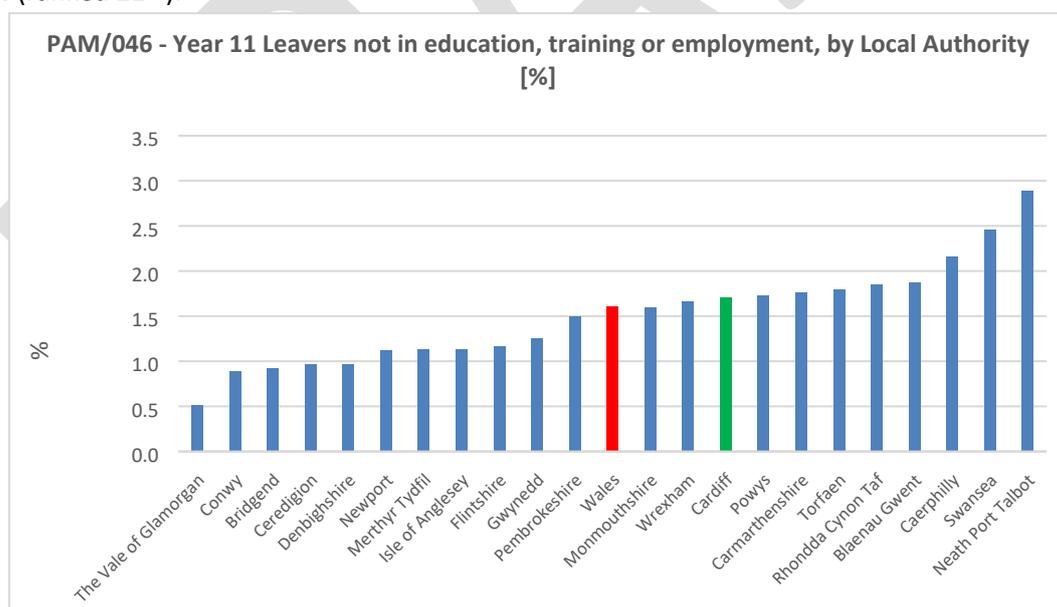
Cardiff's result of 1.7% is marginally below the Wales Average of 1.6%, placing Cardiff in the 3rd Quarter and with a rank of 14 out the 22 local authorities.

PAM/046	Result	Wales Average	Quarter	Rank
2018-19	1.7%	1.6%	3	14

The result of the Local Authority ranked 1<sup>st</sup> was 0.51% (7 leavers known to be NEET out of 1,363 school leavers) compared to Cardiff's result of 1.71% (54 known to be NEET).

Cardiff had the largest number of school leavers in Wales – 3,153. The authority with the second highest number of school leavers was Rhondda Cynon Taff with 2,432 – their result was 1.85% (45 school leavers).

The results, from the authorities ranked 1<sup>st</sup> to that ranked 22<sup>nd</sup>, ranged from 0.51% (ranked 1<sup>st</sup>) to 2.89% (ranked 22<sup>nd</sup>).



PAM/046	Result	Numerator Number of Year 11 leavers known not to be in education, training or employment	Denominator Number of Year 11 leavers
<b>Cardiff (Ranked 14<sup>th</sup>)</b>	<b>1.7%</b>	<b>54</b>	<b>3,153</b>
1 <sup>st</sup> (Vale of Glamorgan)	0.5%	7	1,363
22 <sup>nd</sup> (Neath Port Talbot)	2.9%	43	1,485

## PAM Performance Briefing 2018-19: Cardiff Council

- **Average Capped 9 Score for pupils in Year 11 (PAM/032) - 2018-19 result (Academic Year 2017-18)**

The Capped 9 score for each learner is calculated using:

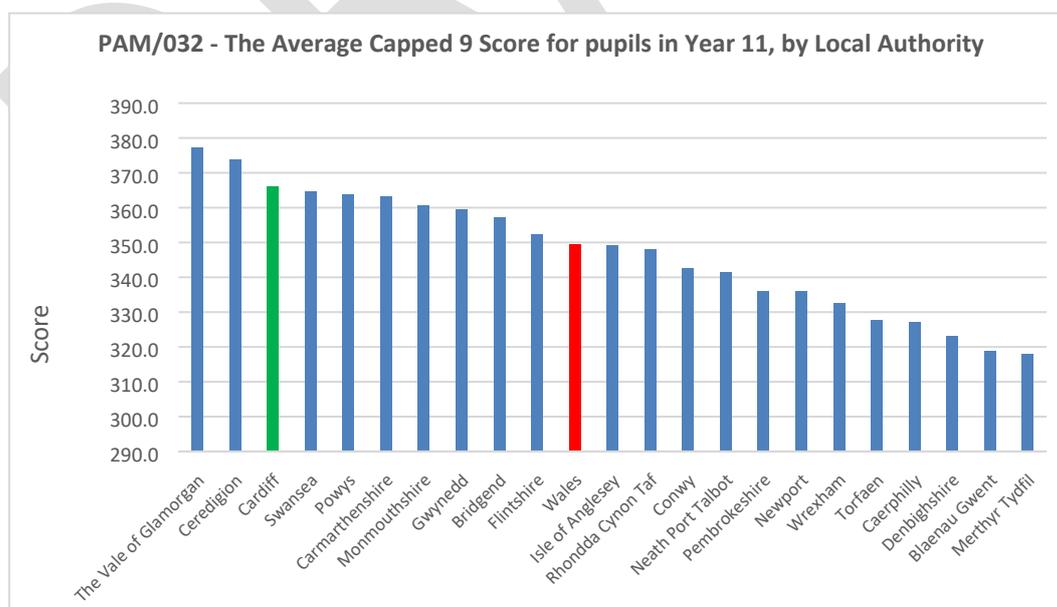
- The best (highest grade) result in GCSE English language or Welsh first language (literature qualifications are not included here)
- The best result in GCSE Mathematics – Numeracy
- The best result in GCSE Mathematics
- The best two results in Science, either GCSE (equivalents will not be counted).
- The best four results in other subjects. GCSE or equivalent, including any Science or literature qualifications that have not been included in any of the categories above.

The average points score is then calculated as the average of all the scores achieved by each learner in year 11 in a local authority maintained secondary, middle or special school and PRU and other EOTAS settings.

This is a new measure and as such does not have comparable historical data to evidence our “direction of travel”.

Cardiff’s result for this new measure was 366.0, above the Wales average of 349.5, placing Cardiff in the top quarter and ranked 3<sup>rd</sup>.

PAM/032	Result	Wales Average	Quarter	Rank
2018-19	366.0	349.5	1	3



PAM/032	Score
Cardiff (Ranked 3 <sup>rd</sup> )	366.0
1 <sup>st</sup> (Vale of Glamorgan)	377.1
22 <sup>nd</sup> (Merthyr Tydfil)	317.9

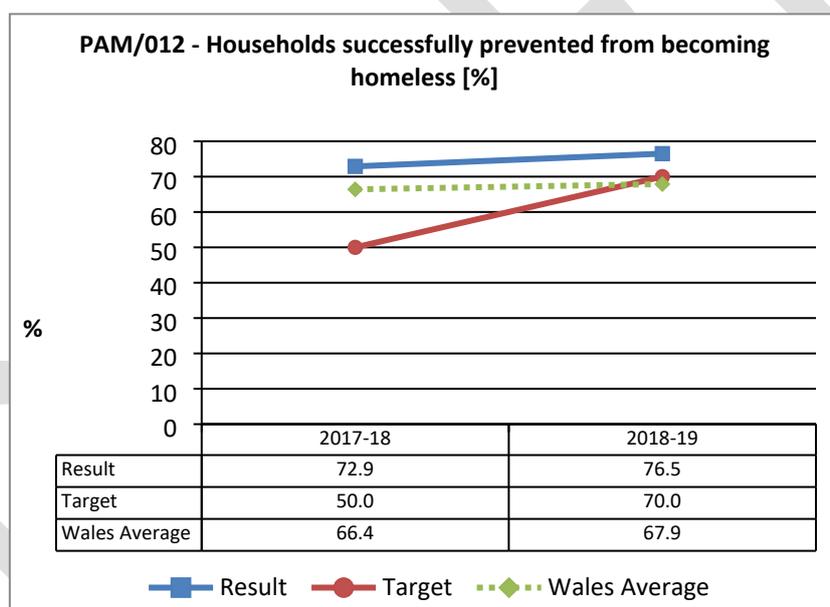
## People & Communities

- Households successfully prevented from becoming homeless (PAM/012)**

This measure was introduced to the PAM data set in 2017-18 and as such only has two year's comparable historical data to evidence our "direction of travel".

Cardiff's result improved to 76.5% in 2018-19 compared to 72.9% in 2017-18, and is well above the Wales Average of 67.9%, placing the result in the top Quarter and ranked 2nd out the 22 local authorities.

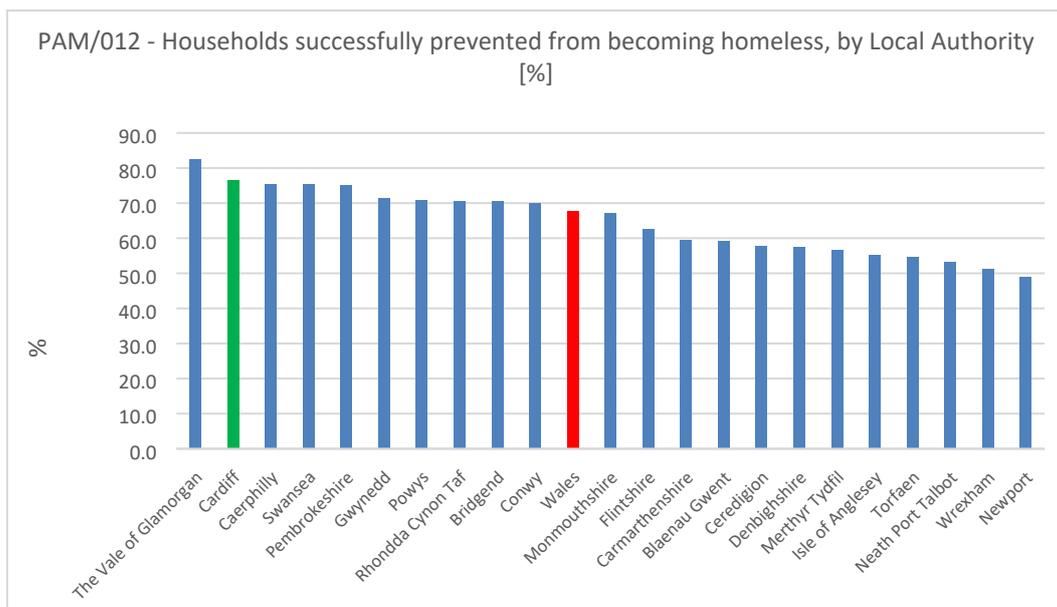
PAM/012	Result	Wales Average	Quarter	Rank
2017-18	72.9%	66.4%	1	3
<b>2018-19</b>	<b>76.5%</b>	<b>67.9%</b>	<b>1</b>	<b>2</b>



Cardiff had the highest number of households threatened with homelessness (2,235) in Wales. Cardiff had 6 times the number of households threatened than the Authority that was ranked 1st, Vale of Glamorgan (with 342).

Swansea had the second highest number of households threatened with 1,173 – they successfully prevented 75.4% of their households (885 households) from becoming homeless. They were ranked 4th.

**PAM Performance Briefing 2018-19: Cardiff Council**



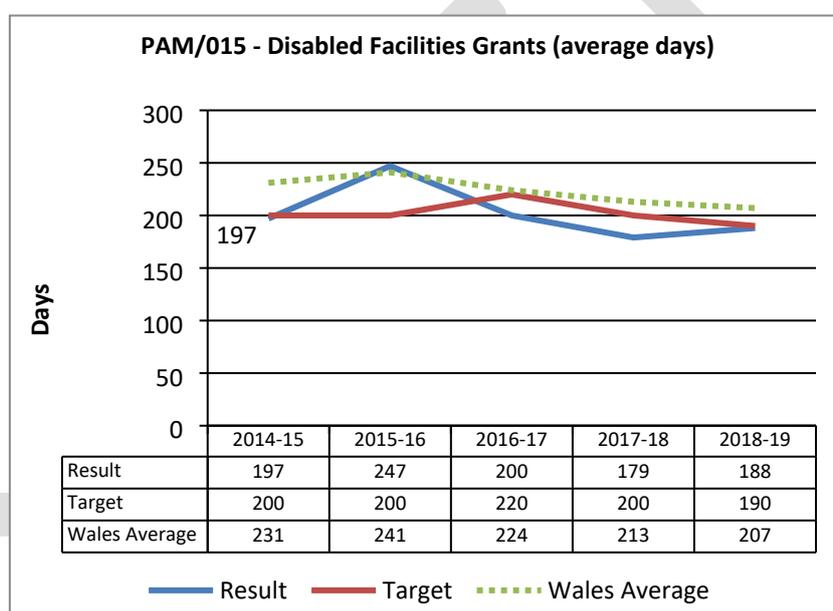
<b>PAM/012</b>	<b>Result</b>	<b>Numerator</b> Number of households from becoming homeless	<b>Denominator</b> Number of households threatened with homelessness
<b>Cardiff (Ranked 2<sup>nd</sup>)</b>	<b>76.5%</b>	<b>1,707</b>	<b>2,235</b>
1 <sup>st</sup> (Vale of Glamorgan)	82.4%	282	342
22 <sup>nd</sup> (Newport)	48.9%	243	498

## PAM Performance Briefing 2018-19: Cardiff Council

- The average number of calendar days taken to deliver a Disabled Facilities Grant (PAM/015)

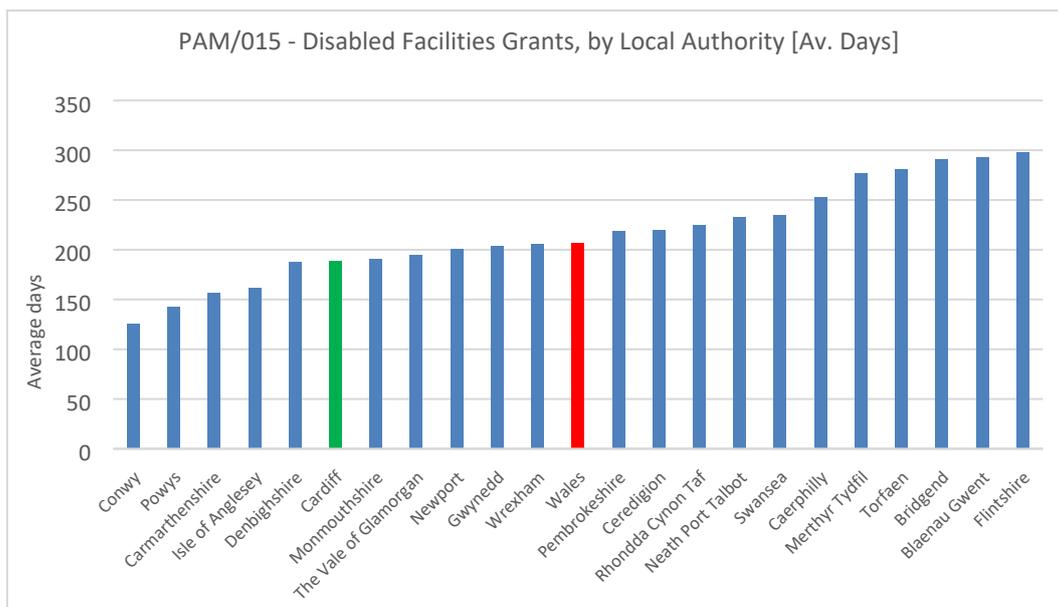
Performance for this measure declined to 188 calendar days during 2018-19 compared to 179 in 2017-18. Performance is better than the Wales Average of 207 days. Cardiff's performance is in the top quarter and ranks 6<sup>th</sup> out of the 22 Local Authorities.

PAM/015	Result	Wales Average	Quarter	Rank
2014-15	197	231	2	7
2015-16	247	241	3	13
2016-17	200	224	2	7
2017-18	179	213	1	6
<b>2018-19</b>	<b>188</b>	<b>207</b>	<b>1</b>	<b>6</b>



Cardiff delivered by far the largest number of Disabled Facilities Grants (1,027) during 2018-19 – 8 times the number delivered by the authority ranked 1st (Conwy with 121 delivered), 12 times the number of the authority ranked second (Powys with 85 delivered) and more than 5 times as many as that of the third (Carmarthenshire with 185 delivered).

**PAM Performance Briefing 2018-19: Cardiff Council**



<b>PAM/015</b>	<b>Result</b>	<b>Numerator</b> Number of calendar days taken to deliver all DFGs during the financial year	<b>Denominator</b> Number of DFGs delivered during the financial year
<b>Cardiff (Ranked 6<sup>th</sup>)</b>	<b>188</b>	<b>193,499</b>	<b>1,027</b>
1 <sup>st</sup> (Conwy)	126	15,192	121
22 <sup>nd</sup> (Flintshire)	298	10,142	34

## PAM Performance Briefing 2018-19: Cardiff Council

- **Average number of days to complete repairs (Council Housing Stock) PAM/037**

This is a new measure and as such does not have comparable historical data to evidence our “direction of travel”. Only 11 Local Authorities have housing stock and therefore able to report on this measure.

Cardiff’s result for this new measure was 23 days, well below the Wales average of 15.1 days, placing Cardiff in the bottom quarter and ranking it 11 out of the 11 Councils that have housing stock.

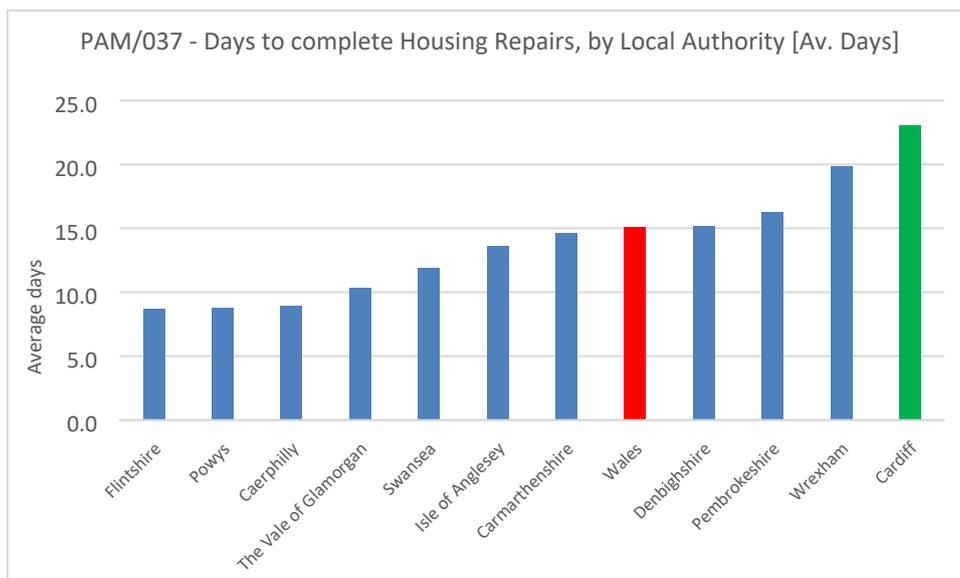
PAM/037	Result	Wales Average	Quarter	Rank
2018-19	23.0 days	15.1 days	4	11 / 11

Cardiff delivered 55,925 repairs during the year – 2<sup>1/2</sup> times the number undertaken by the authority that was ranked 1st (Flintshire with 21,054 repairs).

Swansea had the largest housing stock with 13,528, Cardiff second with 13,457 and Wrexham third with 11,156. The amounts of housing stock ranged from the 3,377 in Denbighshire to 13,528 in Swansea. Those authorities with Housing Stock:

<i>Amounts of Housing Stock (StatsWales August 2018)</i>	
<b>Local Authority</b>	<b>Total Housing Stock</b>
Swansea	13,528
Cardiff	13,457
Wrexham	11,156
Caerphilly	10,801
Carmarthenshire	9,091
Flintshire	7,219
Pembrokeshire	5,683
Powys	5,333
Vale of Glamorgan	3,922
Isle of Anglesey	3,807
Denbighshire	3,377

**PAM Performance Briefing 2018-19: Cardiff Council**



<b>PAM/037</b>	<b>Result</b>	<b>Numerator</b> Number of days to complete all repairs during the year	<b>Denominator</b> Number of repairs completed during the year
<b>Cardiff (Ranked 11<sup>th</sup>)</b>	<b>23.0 days</b>	<b>1,288,105</b>	<b>55,925</b>
1 <sup>st</sup> (Flintshire)	8.7 days	182,490	21,054
5 <sup>th</sup> (Swansea)	11.9 days	321,531	27,042
8 <sup>th</sup> (Denbighshire)	15.2 days	128,011	8,440

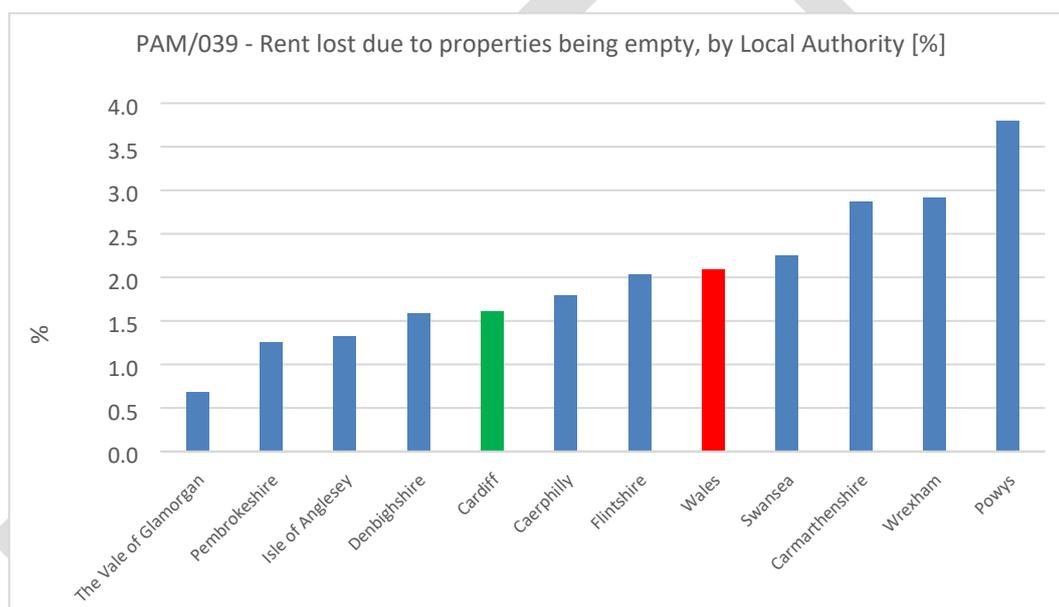
## PAM Performance Briefing 2018-19: Cardiff Council

- **Rent lost due to properties being empty (PAM/039)**

This is a new measure and as such does not have comparable historical data to evidence our “direction of travel”. Only 11 Local Authorities have housing stock and therefore able to report on this measure.

Cardiff’s result for this measure in 2018-19 was 1.6%, above the Wales average of 2.1%, placing Cardiff in 2<sup>nd</sup> Quarter and ranked 5<sup>th</sup> out of the 11 local authorities with Housing Stock.

PAM/039	Result	Wales Average	Quarter	Rank
2018-19	1.6%	2.1%	2	5 / 11



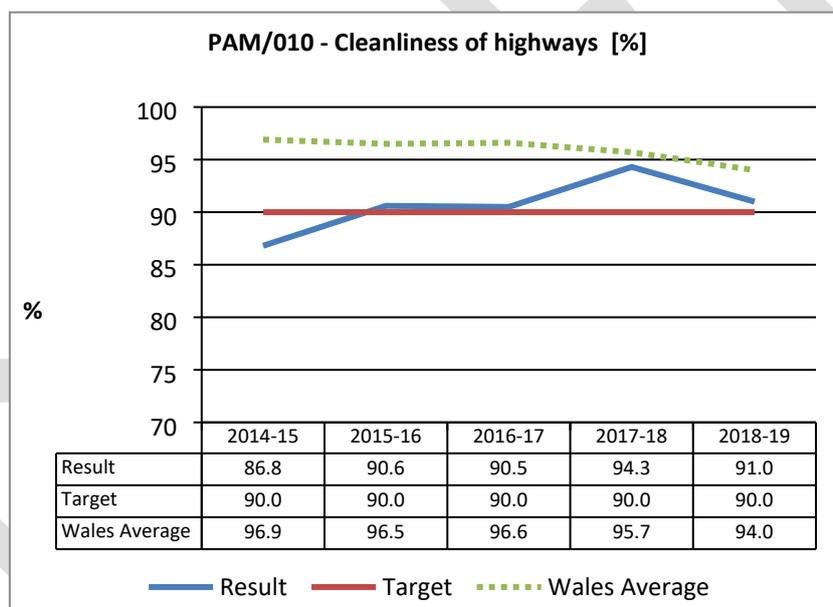
PAM/039	Result	Numerator Amount of rent lost due to properties being empty	Denominator Rent debit for the year
<b>Cardiff (Ranked 5<sup>th</sup>)</b>	<b>1.6%</b>	<b>£1.2m</b>	<b>£74.6m</b>
1 <sup>st</sup> (Vale of Glamorgan)	0.7%	£0.1m	£18.6m
11 <sup>th</sup> (Powys)	3.8%	£0.8m	£23.4m

## Waste Management

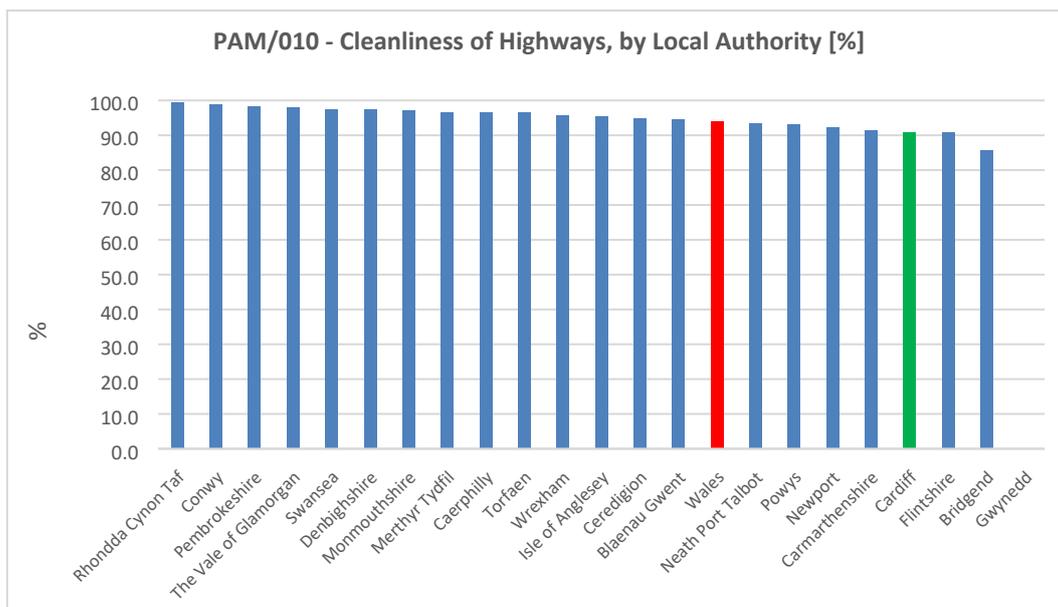
- Highways inspected of a high or acceptable standard of cleanliness (PAM/010)

Performance in this measure has declined to 91.0% in 2018-19 compared to 94.3% in 2017-18 and the result is below the Wales average of 94.0%. Cardiff's standing within the 22 Local Authorities has declined moving back to the 4<sup>th</sup> quarter and from being ranked 13<sup>th</sup> to 19<sup>th</sup>.

PAM/010	Result	Wales Average	Quarter	Rank
2014-15	86.8%	96.9%	4	22
2015-16	90.6%	96.5%	4	20
2016-17	90.5%	96.6%	4	20
2017-18	94.3%	95.7%	3	13
<b>2018-19</b>	<b>91.0%</b>	<b>94.0%</b>	<b>4</b>	<b>19</b>



**PAM Performance Briefing 2018-19: Cardiff Council**



<b>PAM/010</b>	<b>Result</b>	<b>Numerator</b> No. of inspections of highways undertaken that had a high or acceptable level of cleanliness	<b>Denominator</b> % of highways inspected of a high or acceptable standard of cleanliness
<b>Cardiff (Ranked 19<sup>th</sup>)</b>	<b>91.0%</b>	<b>4,477</b>	<b>4,918</b>
1 <sup>st</sup> (Rhondda Cynon Taf))	99.4%	1,034	1,040
21 <sup>st</sup> * (Bridgend)	85.7%	535	624

## PAM Performance Briefing 2018-19: Cardiff Council

- Average number of working days taken to clear fly-tipping incidents (PAM/035)**

This is a new measure and as such does not have comparable historical data to evidence our “direction of travel”.

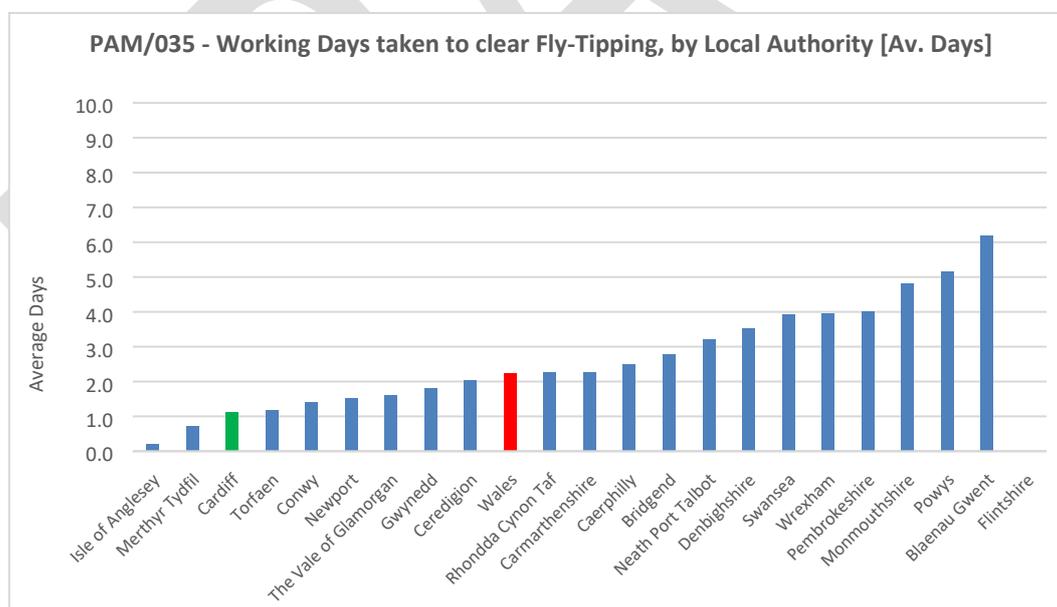
Cardiff’s result was 1.1 days in 2018-19, above the Wales average of 2.2 days. This result was placed in the top quarter and ranked 3<sup>rd</sup>.

PAM/035	Result	Wales Average	Quarter	Rank
2018-19	1.1 days	2.2 days	1	3

Cardiff cleared the largest number of fly-tipping incidents during 2018-19 (5,219). The local authority with the next largest clearance rate was Rhondda Cynon Taf with 3,150 – on average they took 2.3 working days to clear a fly-tipping incident.

The authority that had the smallest number of incidents was Monmouthshire – they cleared 243 incidents on average within 4.8 working days.

Cardiff had to clear 3 times the number of incidents than the authority that was ranked 1st (Isle of Anglesey with 1,713 incidents – cleared on average within 0.2 working days). Only 21 local authorities submitted a result for this measure (Flintshire did not).



PAM/035	Result	Numerator Number of working days taken to clear fly-tipping incidents	Denominator Number of fly-tipping incidents cleared
Cardiff (Ranked 3 <sup>rd</sup> )	1.1 days	5,834	5,219
1 <sup>st</sup> (Isle of Anglesey)	0.2 days	355	1,713
21 <sup>st</sup> (Blaenau Gwent)	6.2 days	4,940	798

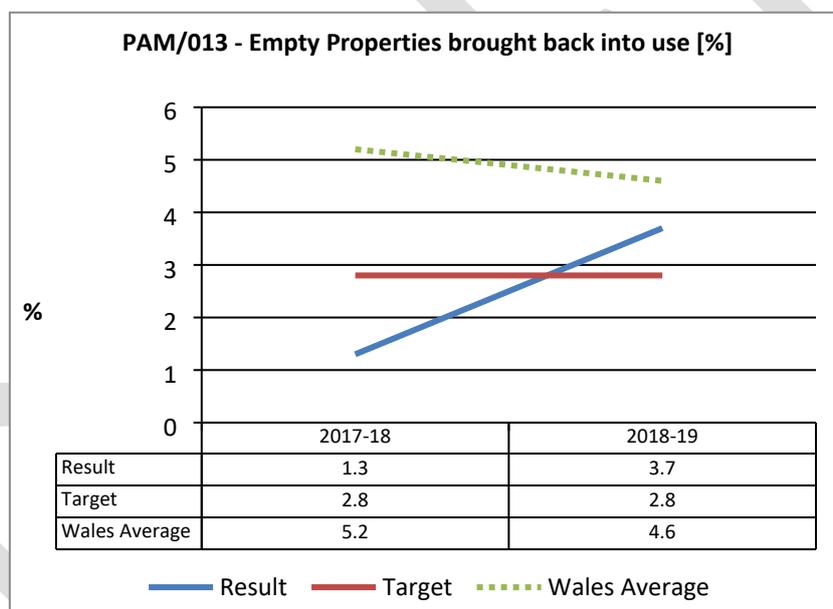
Planning, Transport & Environment

- **Empty Private Properties brought back into use (PAM/013)**

This measure was introduced to the PAM data set in 2017-18 and as such only has two year’s comparable historical data to evidence our “direction of travel”. Only 21 authorities submitted results for this measure – \* Flintshire did not submit.

The result for this measure for 2018-19 for Cardiff improved to 3.7% compared to 1.3% in 2017-18; however this is below the Wales average of 4.6%. This result improves Cardiff’s place to the 3<sup>rd</sup> quarter and Cardiff’s rank has improved from joint 20<sup>th</sup> in 2017-18 to 12<sup>th</sup>.

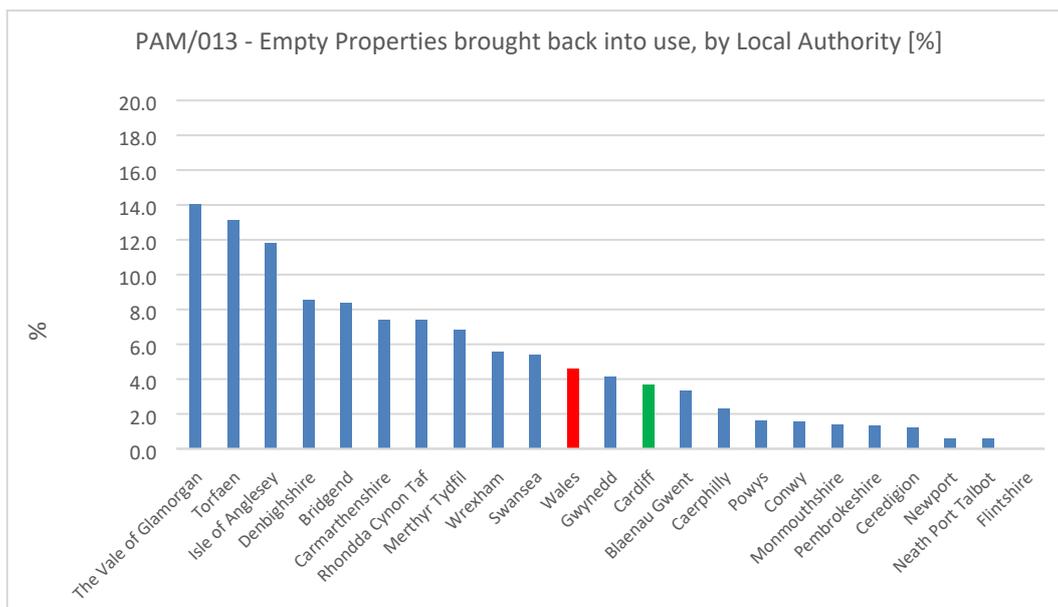
PAM/013	Result	Wales Average	Quarter	Rank
2017-18	1.3%	5.2%	4	20
<b>2018-19</b>	<b>3.7%</b>	<b>4.6%</b>	<b>3</b>	<b>12</b>



Rhondda Cynon Taf (RCT) had the highest number of private sector properties that had been vacant for more than 6 months (2,885, ranked 7<sup>th</sup>) compared to Cardiff (1,568), and the Vale of Glamorgan (789) who were ranked 1<sup>st</sup>.

RCT brought 7.4% of their private sector properties back in to use during 2018-19. RCT also brought the most properties back into use (213) compared to Cardiff’s 58 properties).

**PAM Performance Briefing 2018-19: Cardiff Council**



<b>PAM/013</b>	<b>Result</b>	<b>Numerator</b> Number of empty private sector properties brought back into use	<b>Denominator</b> Number of private sector properties that had been vacant for more than 6 months
<b>Cardiff (Ranked 12<sup>th</sup>)</b>	<b>3.7%</b>	<b>58</b>	<b>1,568</b>
1 <sup>st</sup> (Vale of Glamorgan)	14.1%	111	789
21 <sup>st</sup> *(Neath Port Talbot)	0.6%	9	1,586

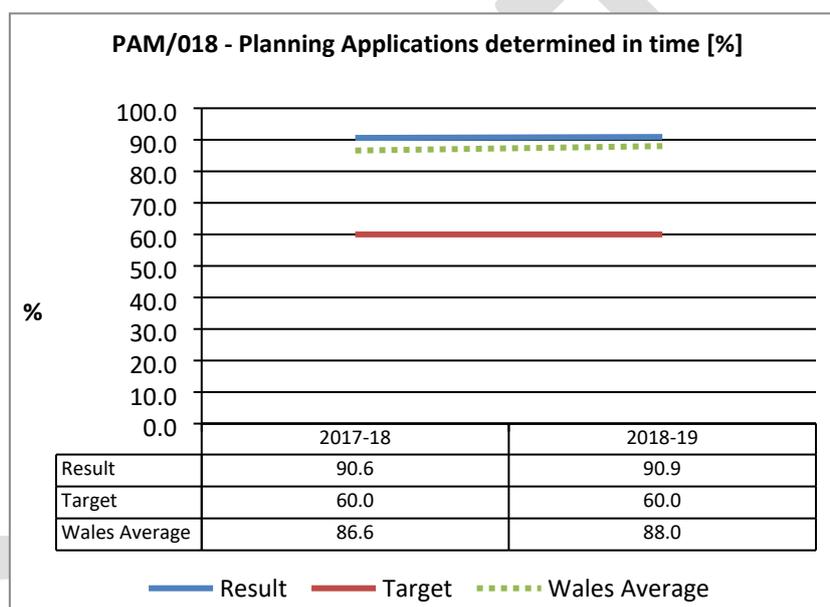
## PAM Performance Briefing 2018-19: Cardiff Council

- **Planning applications determined in time (PAM/018)**

This measure was introduced to the PAM data set in 2017-18 and as such only has two year's comparable historical data to evidence our "direction of travel".

Cardiff's result of 90.6% is above the Wales Average of 88.0%, placing Cardiff in the 2<sup>nd</sup> Quarter and ranking them 9<sup>th</sup> out the 22 local authorities.

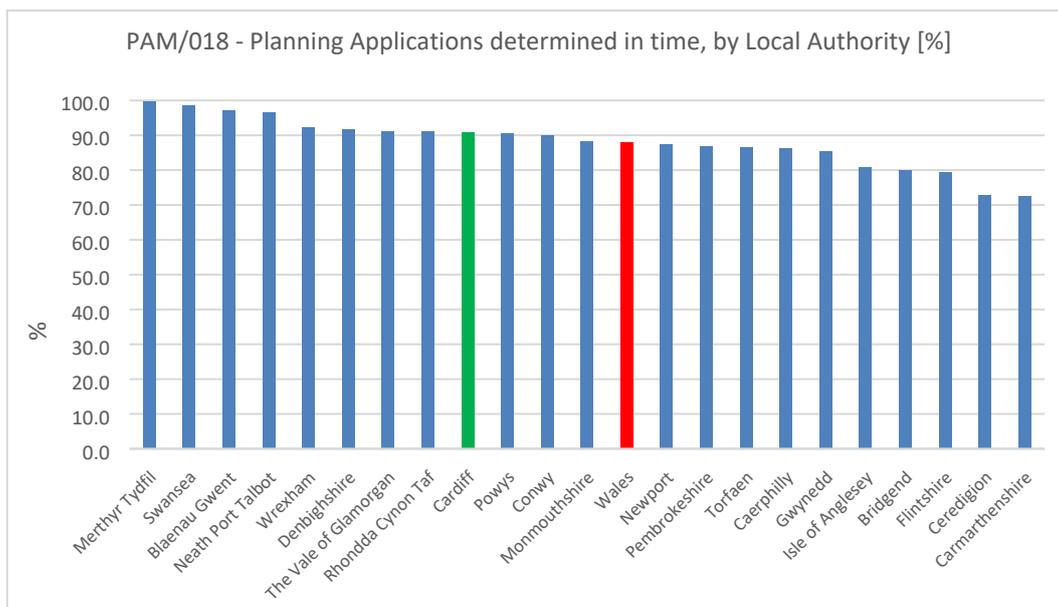
PAM/018	Result	Target	Wales Average	Quarter	Rank
2017-18	90.6%	60.0%	88.6%	2	9
<b>2018-19</b>	<b>90.9%</b>	<b>60.0%</b>	<b>88.0%</b>	<b>2</b>	<b>9</b>



Cardiff had the largest number of planning applications to be determined (2,541) and also determined the largest number of applications (within required time periods) of the 22 local authorities – 2,309. Swansea determined the second highest with 1,873 (a result of 98.5% and ranked 2nd).

Cardiff had nearly eight times the number of applications to determine than the authority ranked 1st - Merthyr Tydfil with a result was 99.7% (329 out of 330 applications). The Local Authority with the smallest number of applications to be determined was Blaenau Gwent with 294 – they determined 97.3% of their applications in time (286), and were ranked 3rd.

**PAM Performance Briefing 2018-19: Cardiff Council**



<b>PAM/018</b>	<b>Result</b>	<b>Numerator</b> Number of all planning applications determined within required time periods	<b>Denominator</b> Number of planning applications determined during the year
<b>Cardiff (Ranked 9<sup>th</sup>)</b>	<b>90.9%</b>	<b>2,309</b>	<b>2,541</b>
1 <sup>st</sup> (Merthyr Tydfil)	99.7%	329	330
22 <sup>nd</sup> (Carmarthenshire)	72.6%	886	1,221

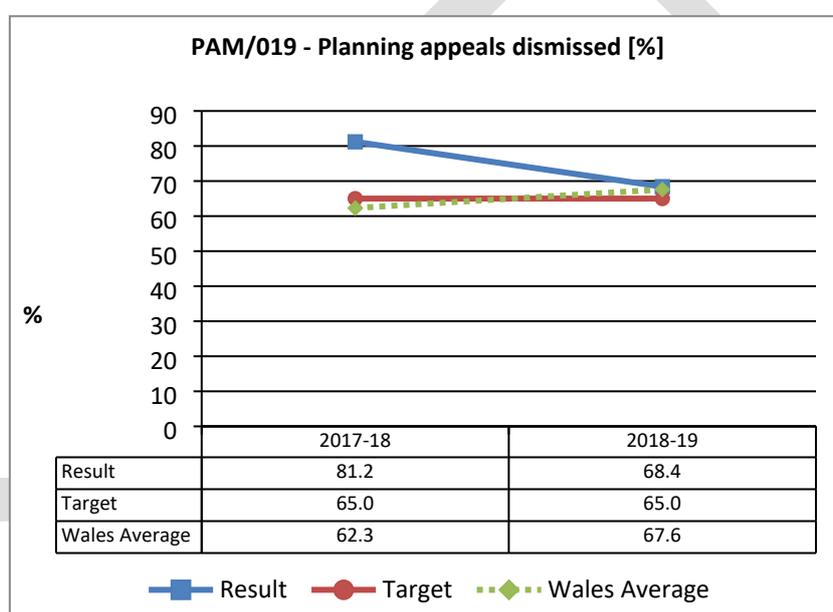
## PAM Performance Briefing 2018-19: Cardiff Council

- **Planning appeals dismissed (PAM/019)**

This measure was introduced to the PAM data set in 2017-18 and as such only has two year’s comparable historical data to evidence our “direction of travel”. “Dismissed” means that the Welsh Minister or appointed Inspector upheld our decision as the Local Planning Authority.

Cardiff’s result declined to 68.4% in 2018-19 from 81.2% in 2017-18 and was only marginally above the Wales Average of 67.6%, placing the result in Quarter 2 and ranking the result as 11<sup>th</sup> out the 22 local authorities.

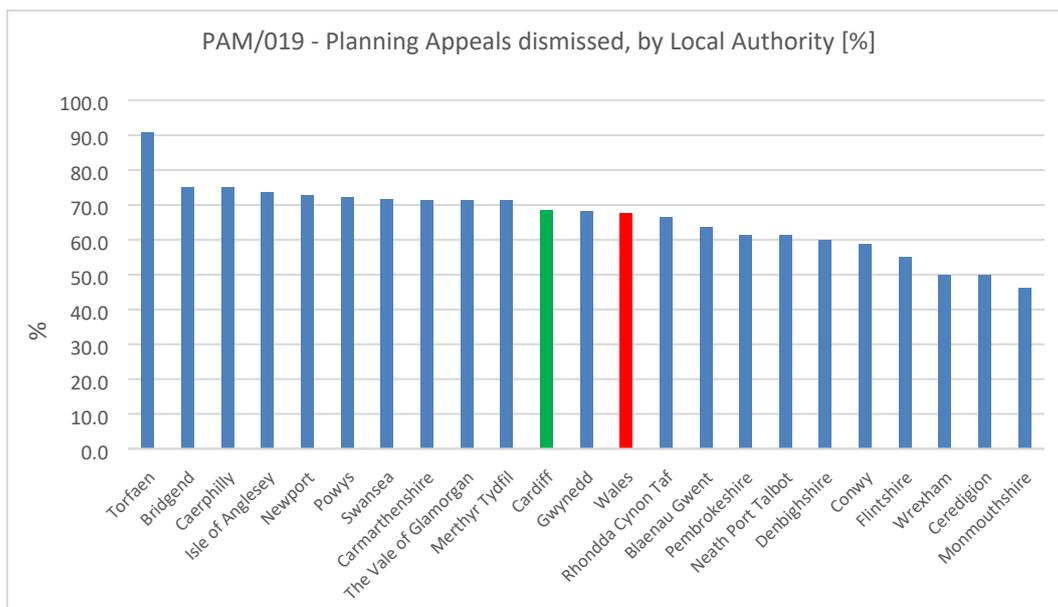
PAM/019	Result	Wales Average	Quarter	Rank
2017-18	81.2%	62.3%	1	4
<b>2018-19</b>	<b>68.4%</b>	<b>67.6%</b>	<b>2</b>	<b>11</b>



Cardiff had 39 out of 57 decisions “upheld” - the second highest number of planning appeals dismissed; Swansea had the highest with 68 / 95 – ranked 7<sup>th</sup> with a result of 71.6%. The number of appeals dismissed ranged from 4 (Ceredigion 50%) to 68 (Swansea, 71.6%).

Cardiff had nearly four times the number of appeals dismissed than Torfaen, twice that of Bridgend (joint 2<sup>nd</sup>) and three times that of Caerphilly (joint 2<sup>nd</sup>). Monmouthshire had the lowest result with 46.2% - 6 out of 13.

**PAM Performance Briefing 2018-19: Cardiff Council**



<b>PAM/019</b>	<b>Result</b>	<b>Numerator</b> Number of appeals against planning application decisions dismissed	<b>Denominator</b> Number of planning appeals decided during the year
<b>Cardiff (Ranked 11th )</b>	<b>68.4%</b>	<b>39</b>	<b>57</b>
1 <sup>st</sup> (Torfaen)	90.9%	10	11
22 <sup>nd</sup> (Monmouthshire)	46.1%	6	13

## PAM Performance Briefing 2018-19: Cardiff Council

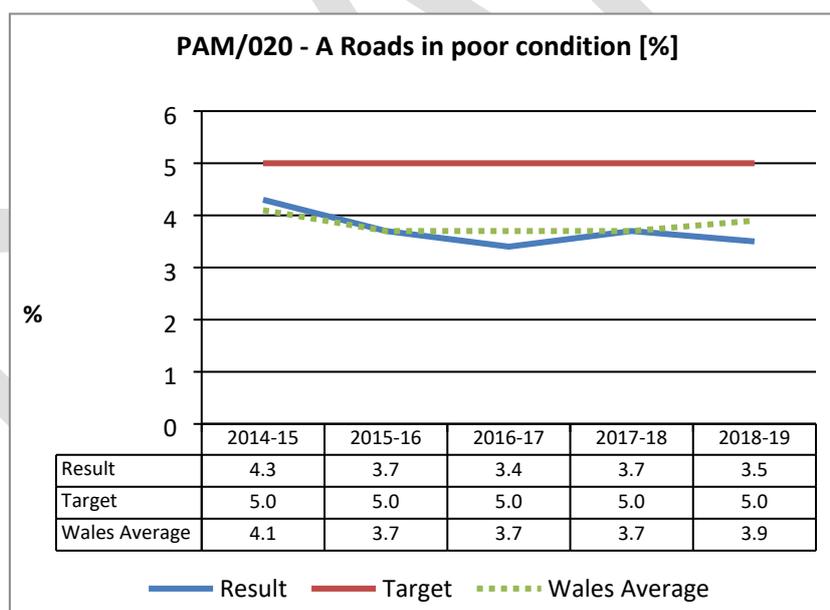
- Principal (A) Roads in overall poor condition (PAM/020) –

The figures are derived from Scanner surveys (formerly known as SCANNER surveys) carried out during the financial year.

The results for this, and the following 2 measures, represents the percentage of the road network length that is equal to or above the RED threshold i.e. in poor overall condition requiring planned maintenance soon ( within a year or so on a ‘worst first’ basis.

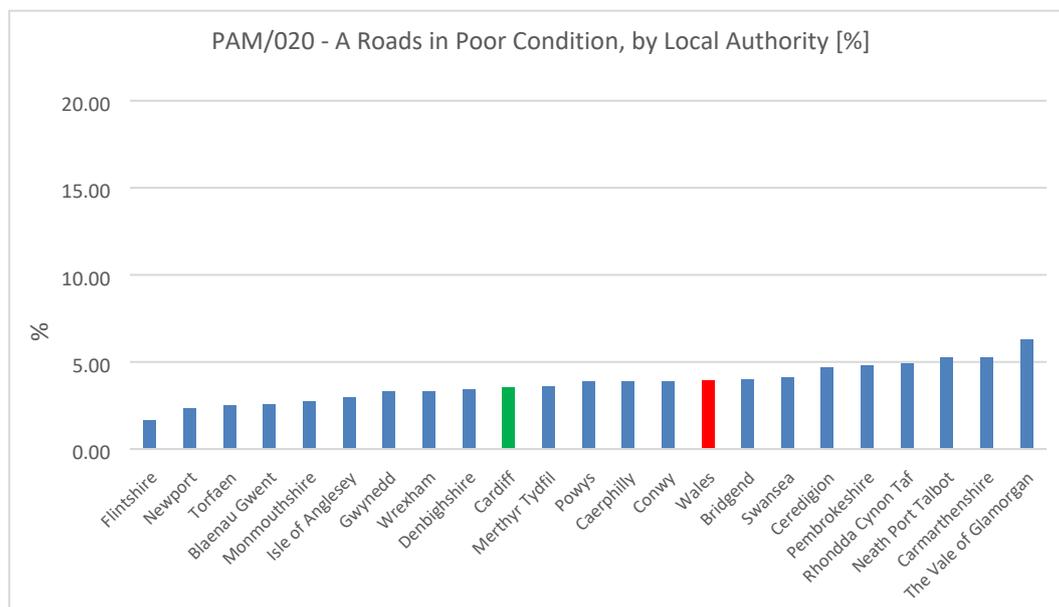
Cardiff’s performance of this measure improved to 3.5% in 2018-19 compared to 3.7% in 2017-18. The result is better than the Wales average (3.9%). Improvement has also been seen in Cardiff’s rank from 13<sup>th</sup> to 10<sup>th</sup> and also in the quarter moving from the 3<sup>rd</sup> to the 2<sup>nd</sup>.

PAM/020	Result	Wales Average	Quarter	Rank
2014-15	4.3%	4.1%	3	15
2015-16	3.7%	3.7%	3	14
2016-17	3.4%	3.7%	3	15
2017-18	3.7%	3.7%	3	13
<b>2018-19</b>	<b>3.5%</b>	<b>3.9%</b>	<b>2</b>	<b>10</b>



## PAM Performance Briefing 2018-19: Cardiff Council

Flintshire (ranked 1<sup>st</sup>) had 291.4km surveyed and had 4.83km of A Roads found to be in poor condition – a result of 1.7% compared to Cardiff’s 3.5%.

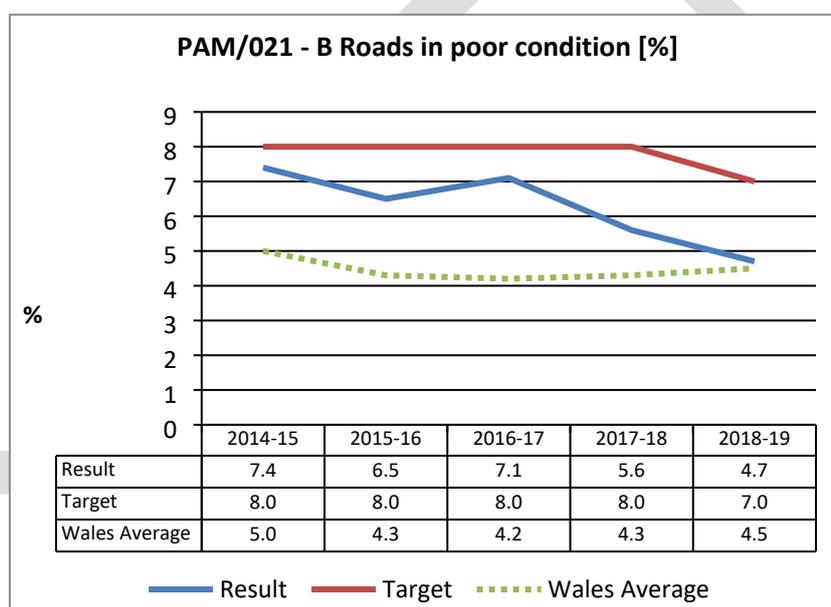


PAM/020	Result	Numerator Km of principal A roads in overall poor condition	Denominator Km of principal A roads surveyed
<b>Cardiff (Ranked 10<sup>th</sup>)</b>	<b>3.5%</b>	<b>5.86</b>	<b>166.07</b>
1 <sup>st</sup> (Flintshire)	1.7%	4.83	291.40
22 <sup>nd</sup> (Vale of Glamorgan)	6.3%	8.52	135.32

- **Non-principal/classified (B) roads in overall poor condition (PAM/021)**

Performance of this measure improved to 4.7 % in 2018-19 compared to 5.6% in 2017-18. The result is marginally below the Wales average (4.5%). As a result there has been an improvement in where the result is placed – to the 3<sup>rd</sup> quarter and an improvement in rank to 13<sup>th</sup>.

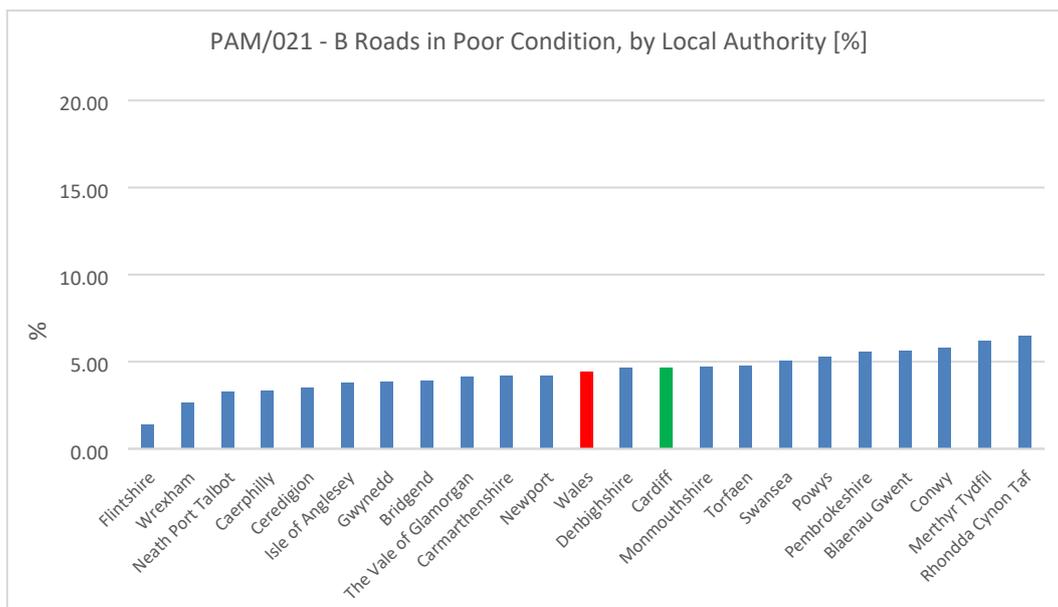
PAM/021	Result	Wales Average	Quarter	Rank
2014-15	7.4%	5.0%	4	20
2015-16	6.5%	4.3%	4	20
2016-17	7.1%	4.2%	4	21
2017-18	5.6%	4.3%	4	19
<b>2018-19</b>	<b>4.7%</b>	<b>4.5%</b>	<b>3</b>	<b>13</b>



**Flintshire (ranked 1<sup>st</sup>)** had **150.06km surveyed** (more than **three times** that of **Cardiff**) and had 2.11km of B roads found to be in poor condition – a result of **1.4%**.

**Caution** needs to be exercised when only comparing percentage results as when data groups (e.g. the number of roads in the network) are small, and expressed as a percentage this can potentially exaggerate the impact of small fluctuation in that data. For example, Merthyr Tydfil (ranked 21<sup>st</sup>) had 20.95km surveyed with only 1.30km found to be overall in poor condition but with a result of 6.2%.

**PAM Performance Briefing 2018-19: Cardiff Council**



<b>PAM/021</b>	<b>Result</b>	<b>Numerator</b> Km of B roads in overall poor condition	<b>Denominator</b> Km of B roads surveyed
<b>Cardiff (Ranked 13<sup>th</sup>)</b>	<b>4.7%</b>	<b>1.93</b>	<b>41.26</b>
1 <sup>st</sup> (Flintshire)	1.4%	2.11	150.06
22 <sup>nd</sup> (Rhondda Cynon Taf)	6.5%	8.50	131.38

## PAM Performance Briefing 2018-19: Cardiff Council

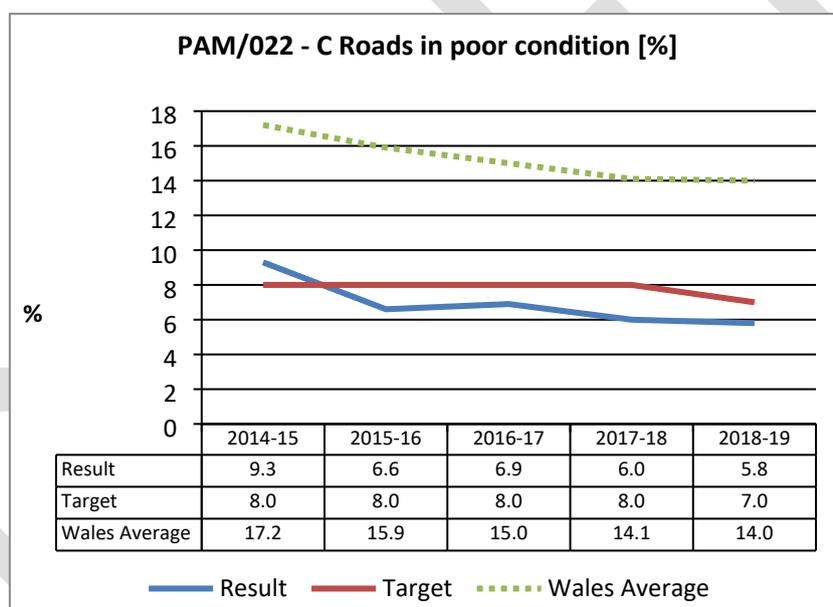
- **Non-principal/classified (C) roads in overall poor condition (PAM/022)**

Performance of this measure improved further in 2018-19 to 5.8% compared to 6.0 % in 2017-18.

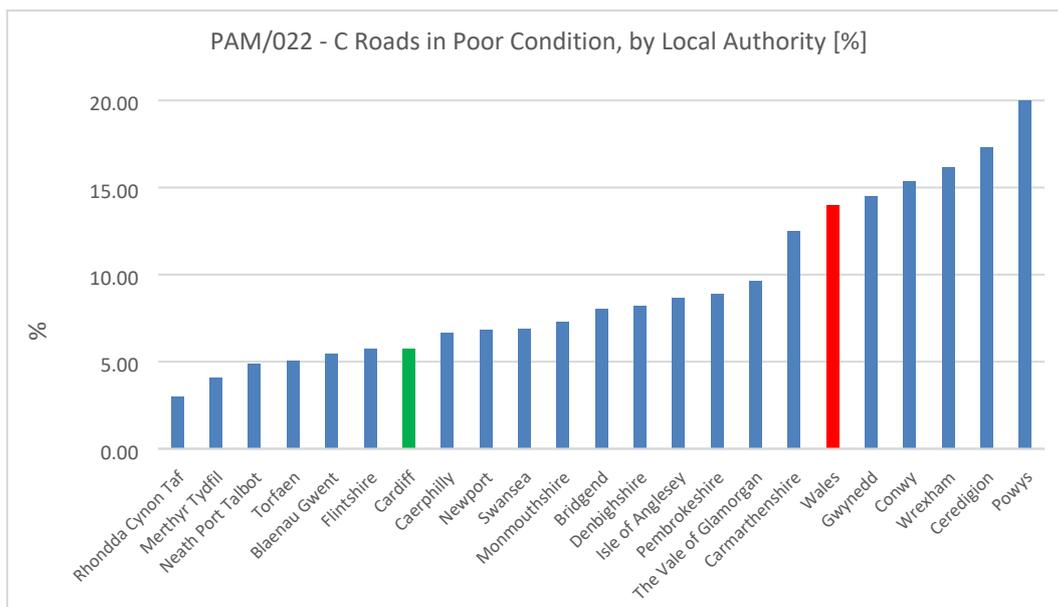
The result is well above the Wales average (14.1%). Cardiff result is now in the 2<sup>nd</sup> quarter and whilst performance has improved in the result rank-wise Cardiff has declined from 5<sup>th</sup> to 7<sup>th</sup>.

(Rankings can be impacted on not just by Cardiff's performance but by the performance of the other 21 authorities.)

PAM/022	Result	Wales Average	Quarter	Rank
2014-15	9.3%	17.2%	1	6
2015-16	6.6%	15.9%	1	4
2016-17	6.9%	15.0%	2	8
2017-18	6.0%	14.1%	1	5
<b>2018-19</b>	<b>5.8%</b>	<b>14.0%</b>	<b>2</b>	<b>7</b>



**PAM Performance Briefing 2018-19: Cardiff Council**



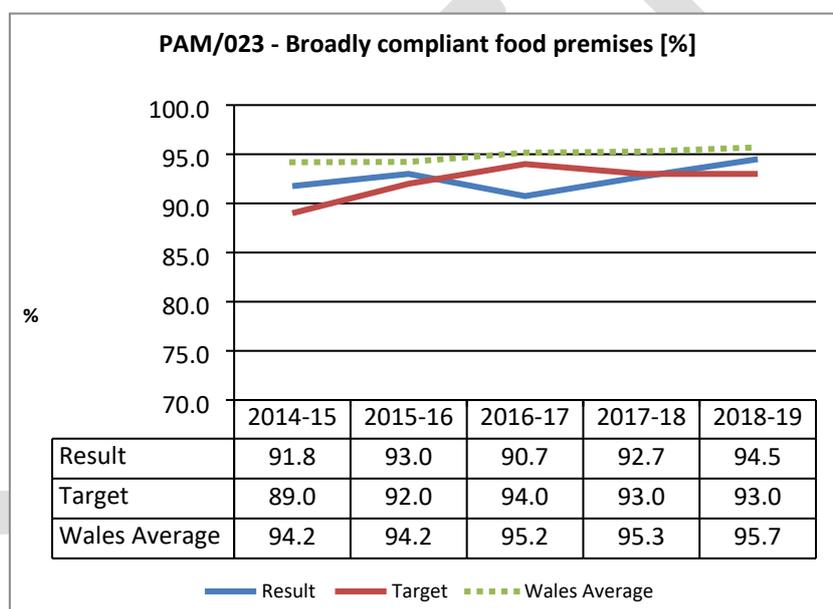
<b>PAM/022</b>	<b>Result</b>	<b>Numerator</b> Kilometres of C roads in overall poor condition	<b>Denominator</b> Kilometres of C roads surveyed
<b>Cardiff (Ranked 7<sup>th</sup>)</b>	<b>5.8%</b>	<b>10.21</b>	<b>176.98</b>
1 <sup>st</sup> (Rhondda Cynon Taf)	3.0%	4.33	144.88
22 <sup>nd</sup> (Powys)	21.6%	891.58	4,122.59

## PAM Performance Briefing 2018-19: Cardiff Council

- **Food establishments which are ‘broadly compliant’ with food hygiene standards (PAM/023)**

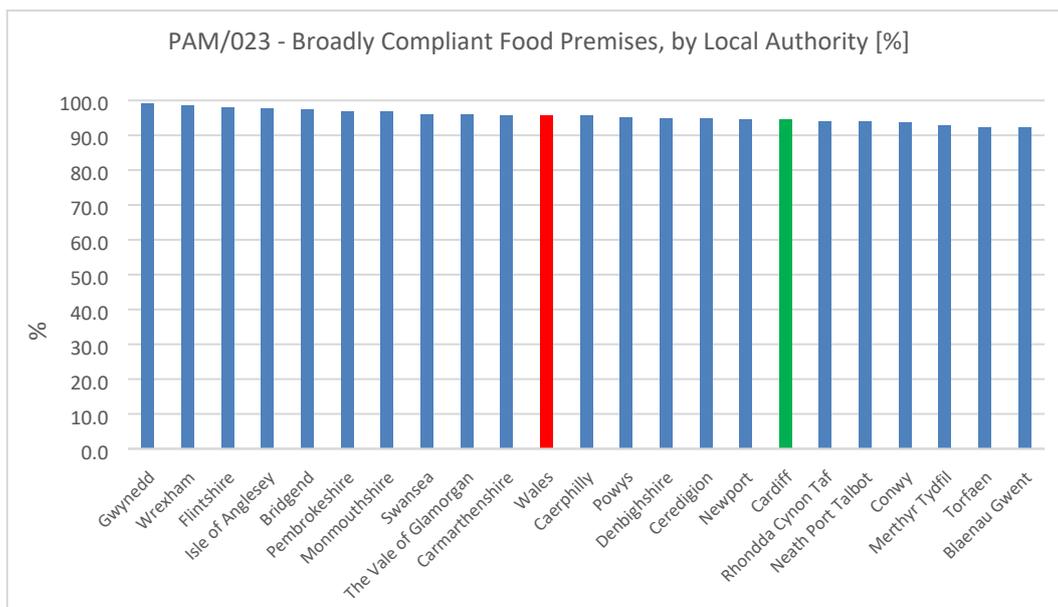
Performance in this measure improved to 94.5% in 2018-19 compared to 92.7% in 2017-18 but is below the Wales average of 95.7%. This result improves Cardiff’s position to the 3<sup>rd</sup> quarter and to be ranked 16<sup>th</sup>.

PAM/023	Result	Wales Average	Quarter	Rank
2014-15	91.8%	94.2%	4	18
2015-16	93.0%	94.2%	3	14
2016-17	90.7%	95.2%	4	21
2017-18	92.7%	95.3%	4	18
<b>2018-19</b>	<b>94.5%</b>	<b>95.7%</b>	<b>3</b>	<b>16</b>



Cardiff had the largest number of trading food establishments, across Wales with 3,299. Merthyr Tydfil had the lowest number of establishments with 543.

**PAM Performance Briefing 2018-19: Cardiff Council**



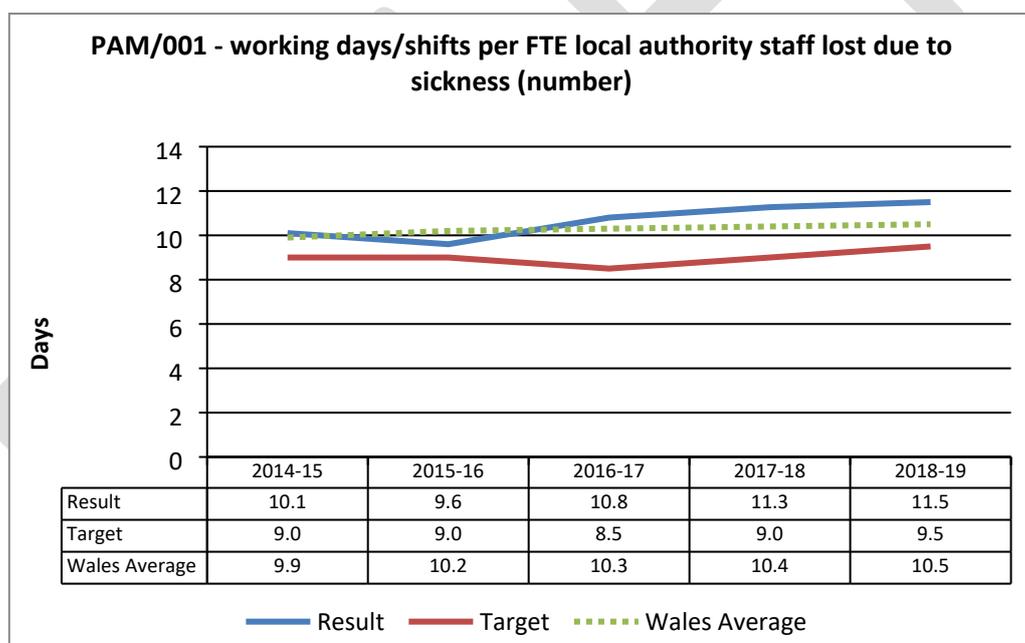
<b>PAM/023</b>	<b>Result</b>	<b>Numerator</b> Number of food establishments which are 'broadly compliant' with food hygiene standards	<b>Denominator</b> Number of food establishments trading at 31 March
<b>Cardiff (Ranked 16<sup>th</sup>)</b>	<b>94.5%</b>	<b>3,119</b>	<b>3,299</b>
1 <sup>st</sup> (Gwynedd)	99.2%	2,071	2,088
22 <sup>nd</sup> (Blaenau Gwent)	92.3%	562	609

Resources

- The number of working days lost to sickness absence per employee (PAM/001)

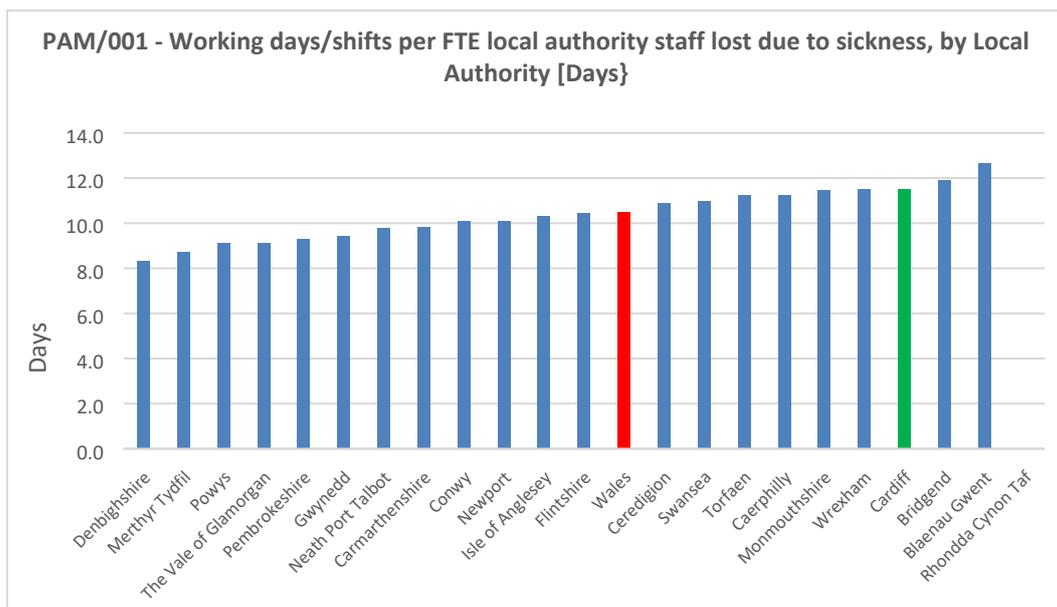
The performance in this measure declined in 2018-19 to 11.5 days compared to 11.3 in 2017-18. The result was below the Wales average of 10.5 days – Cardiff remained in the 4<sup>th</sup> quarter and remained ranked 19<sup>th</sup> out of the 22 local authorities.

PAM/001	Result	Wales Average	Quarter	Rank
2014-15	10.1	9.9	3	12
2015-16	9.6	10.2	1	4
2016-17	10.8	10.3	3	15
2017-18	11.3	10.4	4	19
<b>2018-19</b>	<b>11.5</b>	<b>10.5</b>	<b>4</b>	<b>19</b>



Denbighshire (ranked 1st) lost 8.3 days. They had an average FTE of 3,683.8 compared to Cardiff's 10,897 – the highest in Wales. Merthyr Tydfil had the lowest average FTE (1757.0) and were ranked 2<sup>nd</sup>. Only 21 authorities submitted results for this measure (Rhondda Cynon Taf did not submit\*)

**PAM Performance Briefing 2018-19: Cardiff Council**



	<b>Result</b>	<b>Numerator</b> Number of working days/shifts lost to sickness absence during the year	<b>Denominator</b> Average number of full-time equivalent (FTE) employees
<b>Cardiff (Ranked 19<sup>th</sup>)</b>	<b>11.5</b>	<b>125,586</b>	<b>10,897.0</b>
1 <sup>st</sup> (Denbighshire)	8.3	30,676	3,683.8
21 <sup>st</sup> * (Blaenau Gwent)	12.7	29,751	2,350.7

**ACQUISITION OF PROPERTIES FOR HOUSING REVENUE  
ACCOUNT PURPOSES.****HOUSING AND COMMUNITIES (COUNCILLOR LYNDA THORNE)****AGENDA ITEM: 7**

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**Appendix 1 of this report is not for publication as it contains exempt information of the description contained in paragraphs 14 and 21 of Schedule 12A of the Local Government Act 1972.**

**Reason for this Report**

1. To seek approval for the purchase of residential properties from the open market within the parameters of the approved Housing Revenue Account capital programme and delegated authority for implementation.

**Background**

2. For many years Cardiff has experienced high demand for two, three and four bedroom social rented family homes and accessible flats across all areas of the City. In August 2019 there were over 7700 applicants waiting to be housed whilst in the financial year 2018/19 only 1500 properties became available for letting.
3. As detailed in Capital Ambition the Council has set an ambitious target to deliver 1,000 new council homes by 2022 and also within this timescale to have established a pipeline of sites capable of delivering a total of 2,000 new homes in the longer term.
4. The purchase of suitable homes from the market is one of a number of delivery routes being used to achieve this objective. Other delivery routes include the Cardiff Living Partnership, council building schemes and package deals.
5. Properties may be purchased from the residential market under Part II of the Housing Act 1985. The properties purchased are usually ex-council properties sold through the Right To Buy. The Council will, however, also consider the purchase of other suitable properties to meet housing need.

6. A total of 44 properties have been purchased from the market to date and a further 11 have had offers accepted awaiting completion dates (Appendix 1). It is important that the Council is able to respond quickly to opportunities in the market to ensure that suitable properties are secured.

## Issues

7. The process for undertaking a property purchase includes a requirement to seek and apply external valuation advice. This advice enables the Council to establish an offer price which will also take into account the cost of works required to bring the property up to Welsh Housing Quality Standards (WHQS). The total cost is benchmarked against Welsh Government Acceptable Cost Guidelines (ACG's) for new build to determine viability.
8. Once the offer is accepted, an External Valuer is instructed to inspect the property and provide a Home Buyer Report, confirming the valuation of the property and any necessary repairs or structural issues.
9. The property purchase also attracts a Land Purchase Tax, the cost of which is included in the viability assessment which is benchmarked against the Welsh Government ACG costs.
10. To date the authority to commit expenditure to purchase properties has been sought through a series of Officer Decision Reports. Each decision report is limited to a value of £1 million. 5 reports have been approved so far and a 6<sup>th</sup> is currently being prepared. Purchase outside of the financial limit of each decision is not within current delegations and the full level of commitment, whilst captured in the overall HRA capital programme budget, is not considered cumulatively as each separate decision is progressed.
11. Currently the purchase of property is authorised by the Director of Economic Development using delegation reference DE2 within Section 4F (Delegations to Specific Officers) of the scheme of delegations, which allows the authorisation of 'acquisitions of land or an interest in land where the value is not more than £1,000,000 and where:
  - (i) Member consultation and advice from the Section 151 Officer and the Monitoring Officer has agreed to the exercise of the delegation;
  - (ii) The Council's offer represents no more than market value as determined by a qualified valuer; and
  - (iii) The amount offered is on price alone,Subject to compliance with the Procedure Rules for the Acquisition or Disposal of Land, and  
Provided that this power may not be sub-delegated other than in accordance with delegation CP2 below.'

12. In order to ensure full clarity of the financial commitment being made for the property purchase element of the Council's overall target, authority is being sought to complete the purchase of the total number of properties identified within the HRA Business Plan. The value and number of properties purchased will not exceed that agreed within the latest HRA Business Plan with the flexibility to bring capital spend forward.
13. This will represent the purchase of circa 160 properties in total. Although there is a large housing need for all types of properties, through the buy-backs procedure there is a real focus on acquiring larger family homes (3 & 4 bed homes) as well as ground floor accessible flats and also properties suitable for a specialist housing provision. These type of properties are not delivered through traditional build routes in large numbers and therefore the buy-backs procedure can help to address these gaps in housing need.

### **Reason for Recommendation**

14. To continue to purchase suitable properties and to retain them within the Council's housing stock to help meet housing need and to achieve the delivery of this element of the 1,000 new homes target.

### **Financial Implications**

15. The Capital Programme for the HRA as included within the approved HRA annual budget and the annual HRA Business Plan provides for a level of property acquisition/open market buy backs. It is essential that such buy backs represent value for money and are subject to a due diligence and viability assessment process with purchases at no more than market value as evidenced by a qualified valuer. A detailed programme should be kept including likely expenditure in year in order to support monitoring of expenditure and resource requirements in line with the approved budget.

### **Strategic Estates Implications**

16. The Council's in-house surveyor is content to review the external advice obtained for the purposes of the Council's Procedure Rules for the Acquisition and Disposal of Land.

### **Legal Implications**

17. The Council is empowered under Part II of the Housing Act 1985 to acquire housing for the provision of housing accommodation. The costs of adapting a property to lettable condition may be incurred pursuant to the Council's social well-being powers under section 2 of the Local Government Act 2000.
18. When acquiring properties, the Council is required to obtain value for money. The Procedure Rules for the Acquisition or Disposal of Land (set out within Part 4 of the Constitution) address this by requiring the purchase price of any property to be approved by the Council's Valuer.

19. Under the Scheme of Delegations, the Director of Economic Development is authorised to approve the acquisition of property valued up to £1 million, subject to certain conditions (set out in paragraph 11 of the report). The Cabinet has reserved power to approve the purchase of property in any case not covered by officer delegations, and may resolve to delegate its powers in respect of any particular matter to a senior officer at Assistant Director level or above.
  
20. The Well-being of Future Generations (Wales) Act 2015 requires the Council to consider how the proposals will contribute towards meeting its well-being objectives (set out in the Corporate Plan). Members must also be satisfied that the proposals comply with the sustainable development principle, which requires that the needs of the present are met without compromising the ability of future generations to meet their own needs.

**HR Implications**

21. There are no HR implications for this report.

**RECOMMENDATIONS**

Cabinet is recommended to:

1. Note the contents of the report;
  
2. Approve the continued purchase of residential properties from the open market in accordance with the HRA business plan and approved Capital Programme; and
  
3. Delegate authority to the Assistant Director, Housing and Communities, to approve the purchase of appropriate properties (pursuant to recommendation 2 above), subject to advice from the Council’s Valuer, the Section 151 Officer and the Director of Governance and Legal Services; and compliance with the Procedure Rules for the Acquisition or Disposal of Land.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>SARAH MCGILL</b> <b>Corporate Director People &amp; Communities</b>
	20 September 2019

*The following appendix is attached*

Appendix 1: Details of the purchases that have taken place to date.

*The following Background Papers have been taken into account:*

Housing Revenue Account Business Plan 2019/20

By virtue of paragraph(s) 14, 21 of Part(s) 4 and 5 of Schedule 12A of the Local Government Act 1972.

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## **STREET NAMING POLICY**

### **STRATEGIC PLANNING AND TRANSPORT (COUNCIILLOR CARO WILD)**

**AGENDA ITEM: 8**

#### **Reason for this Report**

1. To recommend the Street Naming Policy to Council for approval. Cardiff Council (“the Council”) has statutory responsibilities and powers, within the context of adoptive legislation, for the naming of streets, alteration of street names and indication of street names. The Council also has additional discretionary powers to provide a number or name to a property.
2. Street naming and numbering has a number of important functions, for example, wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly.
3. Street naming is also a key element of place-making, and it is important in the context of the Council’s commitments to the Well-being of Future Generations (Wales) Act 2015, Welsh Language Standards and Historic Environment (Wales) Act 2016. Ensuring that the naming of new streets in Cardiff reflects local heritage, with names for new developments which are historically, culturally and linguistically linked, will help to deliver on the national well-being goal, ‘A Wales of vibrant culture and thriving Welsh Language’.

#### **Background**

4. The Council’s current approach relating to street naming in the city centre, core routes into the city centre and the Cardiff Bay area, is that street naming is bilingual with both Welsh and English on street name plates. There is a historical precedent for this approach and the guiding principle is that these streets are shared public spaces, as opposed to the city’s more residential streets. This maintains consistency with other shared public spaces under the Council’s control such as parks and public buildings and allows residents to navigate the capital’s busiest streets in the language of their choice. Outside of this area, existing street names are not bilingual and the Council had previously not established a policy for naming streets. The new policy aims to bring together the approaches.

5. This Street Naming Policy has been developed to provide advice and guidance to developers and existing property owners, setting out how the Council controls the naming and numbering of streets and properties under the provisions of the Public Health Act 1925 – Sections 17 to 19.
6. The Council has a commitment to ensure that it works towards parity between the number of Welsh street names and English street names across the city. Monitoring of street names will be carried out.
7. In line with the Council's commitment to the Welsh Language Standards, there are important Welsh language considerations in relation to new street names. The policy set out in the document is that for new street names, a Welsh name should be adopted which is "consistent with the local heritage and history of the area". In exceptional circumstances, the use of street names in other languages may be considered "where a street name would clearly reflect and be congruent with specific local historical, cultural and linguistic associations and considerations and following consultation with the Street Names Panel and local communities/stakeholders".
8. The policy does not apply to existing streets, apart from those considered 'bilingual' by the Council, as outlined in point 4. The naming panel will consider and review bilingual names as appropriate. With the exception of these streets, existing street names will remain in the 'known' existing language to mitigate potential confusion (e.g. English only or Welsh only). This removes the need for English to Welsh and Welsh to English translations for street names. The only potential exceptions to this policy may be arterial routes into the city centre and the Cardiff Bay area which have historically had Welsh names which are not currently represented on street name signs (for example, City Road/Heol y Plwca).
9. The Council has statutory responsibilities and powers to maintain accurate and updated lists of the names of towns, villages, communities and wards as well as new developments. The policy also sets out the corporate requirements around the Corporate Address Gazetteer, which is the primary address register used in the delivery of Council services.
10. Guidance for developers is provided in the policy, which sets out the process which should be followed in naming and numbering new developments, including consultation with the Bilingual Cardiff Welsh Place/Street Names Panel. The naming panel provides expertise to facilitate, advise and suggest options for all naming matters concerning new developments. The policy also outlines the protocols which should be followed in numbering new developments, renaming/renumbering existing properties/streets and activating new addresses.
11. On receipt of applications for street naming, following advisory input from the Street Names Panel, consultation will be carried out with the cabinet member whose portfolio this falls under and Royal Mail, plus all wards members and community councils, where appropriate. Any decisions in respect of street naming applications shall be made in line with the Council's Scheme of Delegations. In the event of concerns being raised

regarding an application for a proposed street name, the officer with delegated authority will work with the relevant parties and cabinet member to identify a suitable alternative. If it is not possible to reach an agreement, the decision may be referred to Cabinet.

## **Issues**

12. Public consultation has been carried out on the policy. The Council's commitments under the Well-Being of Future Generations (Wales) Act 2015 require that the sustainable development principle is applied to all of the Council's activities through the five ways of working, which emphasises the need for Collaboration and Involvement in developing and appraising proposals and policies. Consultation with stakeholders and the public was undertaken using, for example, online communication and contact through key services such as libraries and hubs, as well as direct contact with key stakeholder groups.
13. The public consultation received 2,248 responses. Key results include:
  - Three in five (60.8%) respondents agreed with the proposal to ensure the Council works towards parity between the number of Welsh street names and English street names across the City. Almost a quarter (23.6%) disagreed with the proposal.
  - An overwhelming majority of respondents (93.8%) agreed that preference is given to naming schemes and streets with an historical and local context.
  - A number of respondents provided suggestions for involving local communities in the street naming process.
  - Three in five (61.5%) respondents thought the proposed street naming policy would have a positive effect on the Welsh language. This included 25.3% who felt it would have a very positive effect. Three in ten (30.1%) felt the policy would have no effect at all.
14. The full consultation report is attached in Appendix 1. Changes to the policy as a result of the consultation are outlined in Appendix 2.
15. Provision is made in the policy for local discretion in identifying street names. Cardiff has a significant historical background and therefore to ensure preservation of this heritage, preference will be given to naming schemes with an historical and local context. The Council has a naming panel with external expertise to facilitate, advise and suggest options for all naming matters concerning new developments.

## **Local Member consultation**

16. Consultation with local members was held in advance of the public consultation. Two email responses were received from local members, which are included in the consultation report (Appendix 1).

## **Reason for Recommendations**

17. To ensure that the allocation of new or amended street and property names and/or numbers are logical and applied in a consistent manner. This will facilitate the effective delivery of services from both a public and private sector perspective, particularly ensuring that the emergency services can locate any address they may be required to attend.
18. In the context of the Council's commitments to the Well-being of Future Generations Act and Welsh Language Standards, ensuring that the naming of new streets in Cardiff reflects local heritage, with names for new developments which are historically, culturally and linguistically linked, will help to deliver on the national well-being goal, 'A Wales of vibrant culture and thriving Welsh Language'.

## **Financial Implications**

19. There are no financial implications arising from implementing the recommendations of this report. Any administrative costs arising from the street naming policy will be funded from existing resources.

## **Legal Implications**

20. The Council has a number of statutory responsibilities and powers with respect to naming streets, as set out in the report. The report recommends the approval of a Street Naming Policy ("the Policy") which seeks to give guidance on the process.

The Council has powers to name streets (and number properties located thereon). Some of these powers are contained in the following provisions:

- a) Towns Improvement Clauses Act 1847 (sections 64 and 65) (for numbering of properties and Street naming).
- b) Public Health Act 1925 (sections 17 to 19) (for notification of Street Names and name plates).
- c) Section 21 of the Public Health Act Amendment Act 1907 (for alteration of names of Streets).

With respect to any decision, the Council should ensure it is in accordance with its governance procedures. In doing so, the Council must also be mindful of the following requirements:

### **Equality Duty.**

The Council has to satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties) – the Public Sector Equality Duties (PSED). These duties require the Council to have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of 'protected characteristics'. The 'Protected characteristics' are: • Age • Gender reassignment • Sex • Race – including ethnic or national origin, colour or nationality • Disability • Pregnancy and maternity • Marriage and

civil partnership • Sexual orientation • Religion or belief – including lack of belief.

Consideration has been given to the requirements to carry out Equality Impact Assessments ('EIA') and an EIA is attached as appendix 4 to this report so that the decision maker may understand the potential impacts of the proposals in terms of equality. This assists the decision maker to ensure that it is making proportionate and rational decisions having due regard to the public sector equality duty.

Where a decision is likely to result in a detrimental impact on any group sharing a Protected Characteristic, consideration must be given to possible ways to mitigate the harm. If the harm cannot be avoided, the decision maker must balance the detrimental impact against the strength of the legitimate public need to pursue the recommended approach. The decision maker must be satisfied that having regard to all the relevant circumstances and the PSED, the proposals can be justified, and that all reasonable efforts have been made to mitigate the harm.

It is noted that Equality Impact Assessments (which include consideration of views and information obtained through consultation) is attached as appendix 4 to this report. The decision maker must consider and have due regard to the Equality Impact Assessment prior to making the decisions recommended in the report.

#### Well Being of Future Generations (Wales) Act 2015 - Standard legal imps

The Well-Being of Future Generations (Wales) Act 2015 ('the Act') places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language, and is globally responsible.

In discharging its duties under the Act, the Council has set and published well-being objectives designed to maximise its contribution to achieving the national well-being goals. The well-being objectives are set out in Cardiff's Corporate Plan 2019-22. When exercising its functions, the Council is required to take all reasonable steps to meet its well-being objectives. This means that the decision makers should consider how the proposed decision will contribute towards meeting the well-being objectives and must be satisfied that all reasonable steps have been taken to meet those objectives.

The well-being duty also requires the Council to act in accordance with a 'sustainable development principle'. This principle requires the Council to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that Council decision makers must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, the Council must:

- Look to the long term

- Focus on prevention by understanding the root causes of problems
- Deliver an integrated approach to achieving the 7 national well-being goals
- Work in collaboration with others to find shared sustainable solutions
- Involve people from all sections of the community in the decisions which affect them

The decision maker must be satisfied that the proposed decision accords with the principles above; and due regard must be given to the Statutory Guidance issued by the Welsh Ministers, which is accessible using the link below: <http://gov.wales/topics/people-and-communities/people/future-generations-act/statutory-guidance/?lang=en>

General

The decision maker should also have regard to, when making its decision, to the Council’s wider obligations under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards.

The report also sets out the consultation has been undertaken with the public. Any consultation must be adequate and fair. The carrying out of consultation gives rise to a legitimate expectation that the outcome of the consultation should be considered as part of the decision making process.

**HR Implications**

21. There are no HR implications for this report.

**RECOMMENDATIONS**

Cabinet is recommend to

- 1) approve the street naming policy attached to this report
- 2) recommend to Council that the street naming policy be adopted.

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>ANDREW GREGORY</b> <b>Director of Planning, Transport &amp; Environment</b>
	20 September 2019

*The following appendices are attached:*

- Appendix 1 Street Naming Policy Consultation Report
- Appendix 2 Street Naming Policy –post-consultation changes.
- Appendix 3 Draft Street Naming Policy
- Appendix 4 Equality Impact Assessment

# Street Naming Policy Consultation

Consultation on a new Street Naming Policy for  
Cardiff Council

July 2019



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

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#gweithiogydangilydd  
#workingtogether

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# Street Naming Policy

## Consultation on a new Street Naming Policy for Cardiff Council

### Background

Street naming and numbering has a number of important functions, for example, wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. Under law, the Council has statutory responsibilities and powers to give names and numbers to streets and properties and display street names.

Street naming is also a key element of place-making, and it is important in the context of the Council's commitments to the Well-being of Future Generations Act, Welsh Language Standards and Historic Environment (Wales) Act 2016.

The aim of the Council's Street Naming Policy is to provide advice and guidance to developers and existing property owners. The responses to this survey will help the Council to understand whether the policy clearly sets out the processes for developing naming/renaming streets, what opportunities there are for communities to be involved and the impacts of the policy on the Welsh Language.

### Methodology

- The electronic survey was available to complete online from Monday 28th January to Monday 11<sup>th</sup> March 2019.
- Links to the survey were available via Cardiff council's dedicated web pages [www.cardiff.gov.uk/haveyoursay](http://www.cardiff.gov.uk/haveyoursay).
- The survey was advertised via a banner on the council's website homepage which had 53,189 visits during the consultation period.
- The survey was promoted as a 'Quick Link' on the council's Intranet pages.
- An email was sent out Via 'Staff Information' which goes to 8,182 email addresses across the council.
- A communication campaign was conducted via social media. Cardiff Council's Twitter and Facebook accounts have a combined audience of 89,000 followers (78k Twitter, 11k Facebook).
- Promotional Posters were displayed across the council's 19 city-wide Hubs and Libraries.
- A direct link to the survey was emailed to approximately 5,000 members of the Citizens Panel (more information can be found in Appendix A)

## Respondents

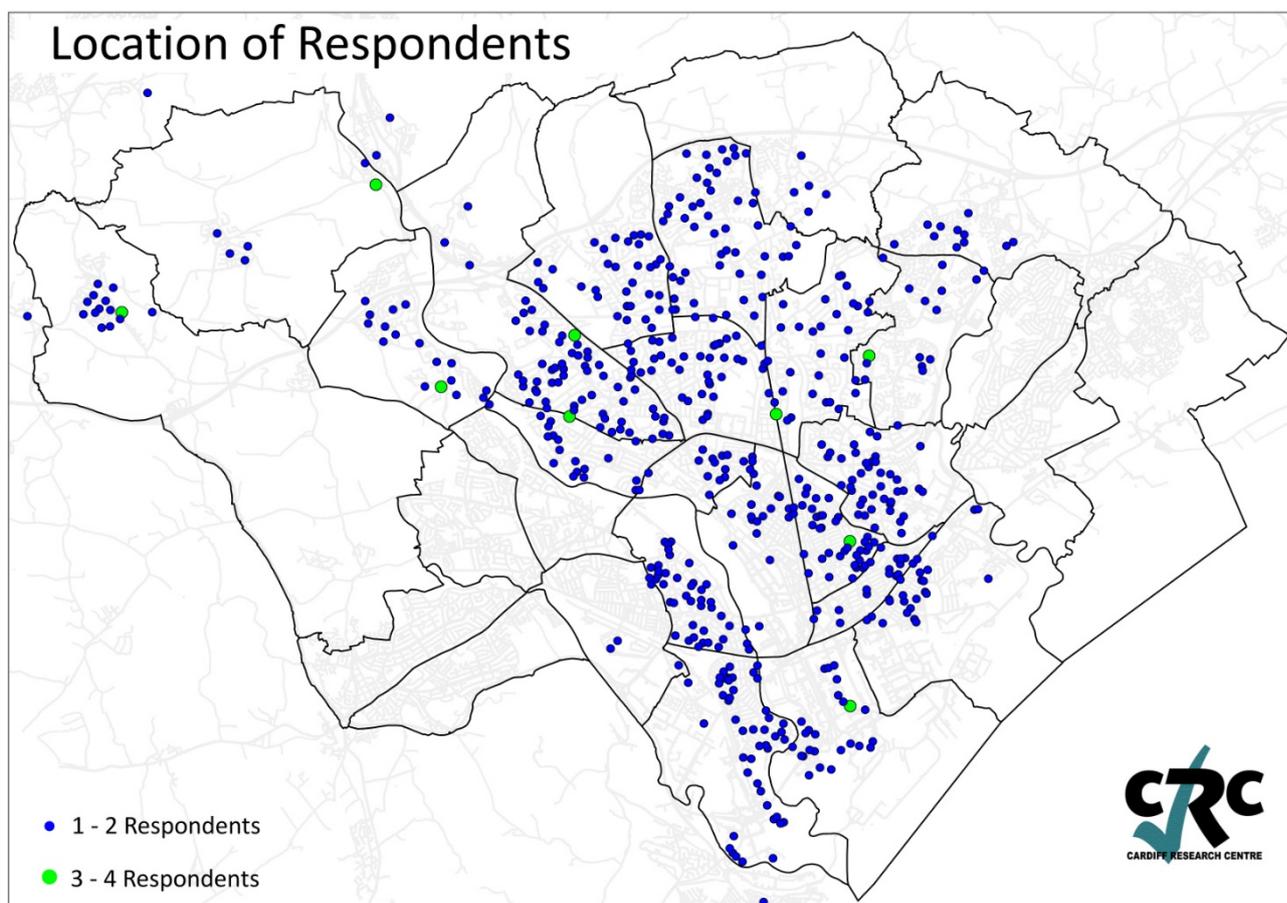
There were 2,248 responses received over the consultation period. In addition, there were also two emails received from Local Councillors (see appendix B) and three from local residents (see appendix C).

During the consultation period a letter/petition was also received (see appendix D) regarding new developments, Streets in the City Centre and Restoring Welsh Language names to streets that already exist that have monolingual English names. Several copies of the letter were sent to the Council with a combined total of 120 unique signatories although 41 of these were from individuals residing outside of the Local Authority, from as far afield as Glasgow. A slightly amended version of the letter with additional comments included was also sent by one individual (see appendix E).

In addition, a letter regarding the consultation was received from the Welsh Language Commissioner (See Appendix F).

Cardiff has an estimated population of 362,800 and 98,300 people commuting into the City to work each day. The place of residence of respondents (who provided a valid postcode) from across Cardiff can be seen in the map below:

Map 1

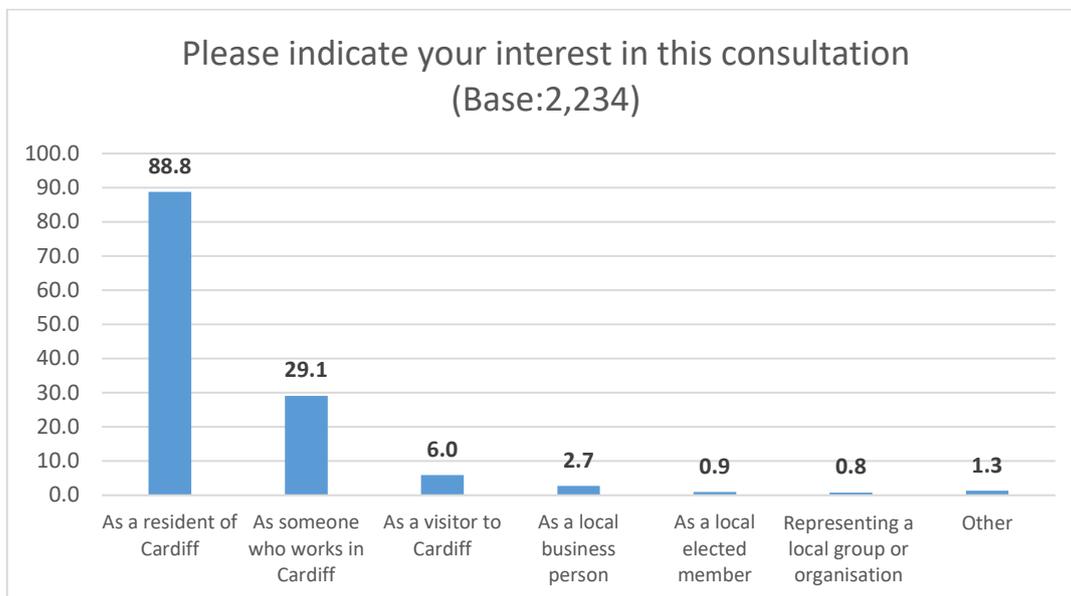


As can be seen in the 'About You' section of the report, the Welsh language skills of those participating in the survey are much higher than for the Cardiff population as a whole, suggesting that a disproportionate number of Welsh speakers have completed the survey. This is especially true for those residing outside of Cardiff. In addition, ethnic minorities and those age under 35 and 75+ were underrepresented by the survey, whereas those aged 35-74 were overrepresented.

## Results

### 1. Please indicate your interest in this consultation:

Almost nine in ten (88.8%) respondents reside within the Local Authority, a further three in ten (29.1%) work in Cardiff. 95.5% of respondents who answered the question lived and / or worked in Cardiff.



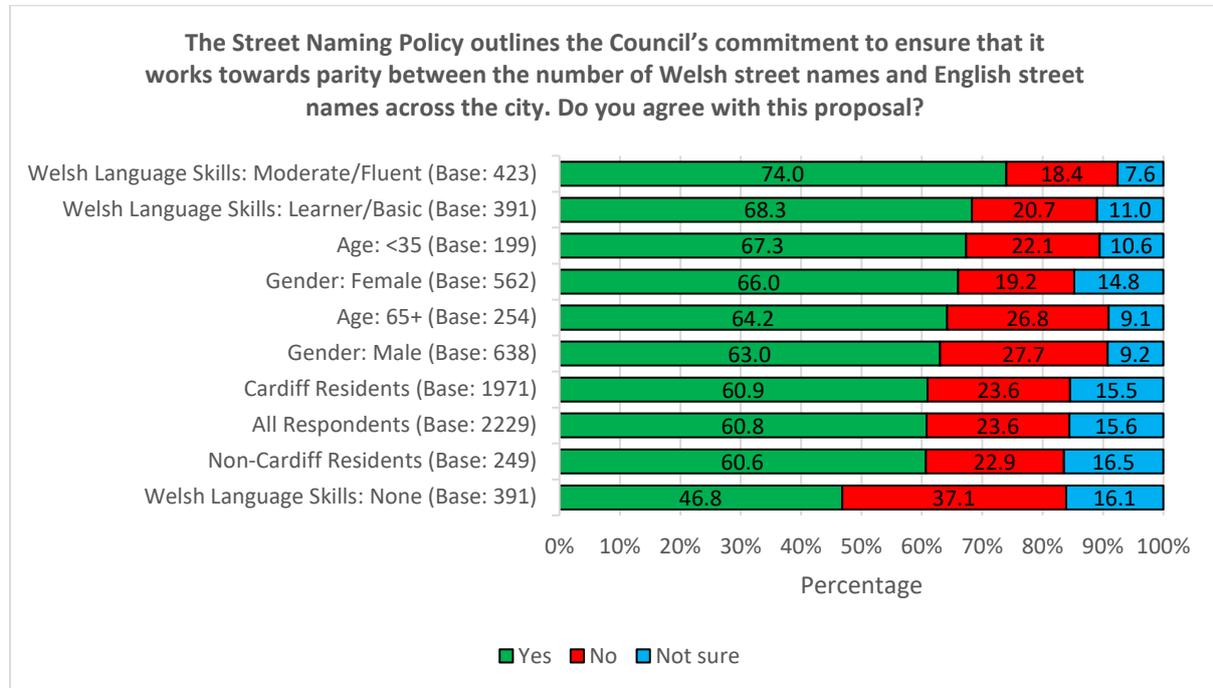
*NB. Percentages do not sum to 100% because respondents could select more than one option*

### 2. The Street Naming Policy outlines the Council's commitment to ensure that it works towards parity between the number of Welsh street names and English street names across the city. Do you agree with this proposal?

Three in five (60.8%) respondents agreed with the proposal to ensure the Council works towards parity between the number of Welsh street names and English street names across the City. In contrast, almost a quarter (23.6%) disagreed with the proposal.

	No.	%
Yes	1,355	60.8
No	527	23.6
Not sure	347	15.6
Total	2,229	100.0

Agreement with the proposal was highest amongst those with Moderate/Fluent Welsh Language Skills (74.0%), followed by those with Learner/Basic Welsh Language Skills (68.3%). In contrast, less than a half (46.8%) of respondents with no Welsh Language Skills agreed with the proposals. In fact, almost two-fifths (37.1%) of this group disagreed with the proposal, as did over a quarter of males (27.7%) and those aged 65+ (26.8%).

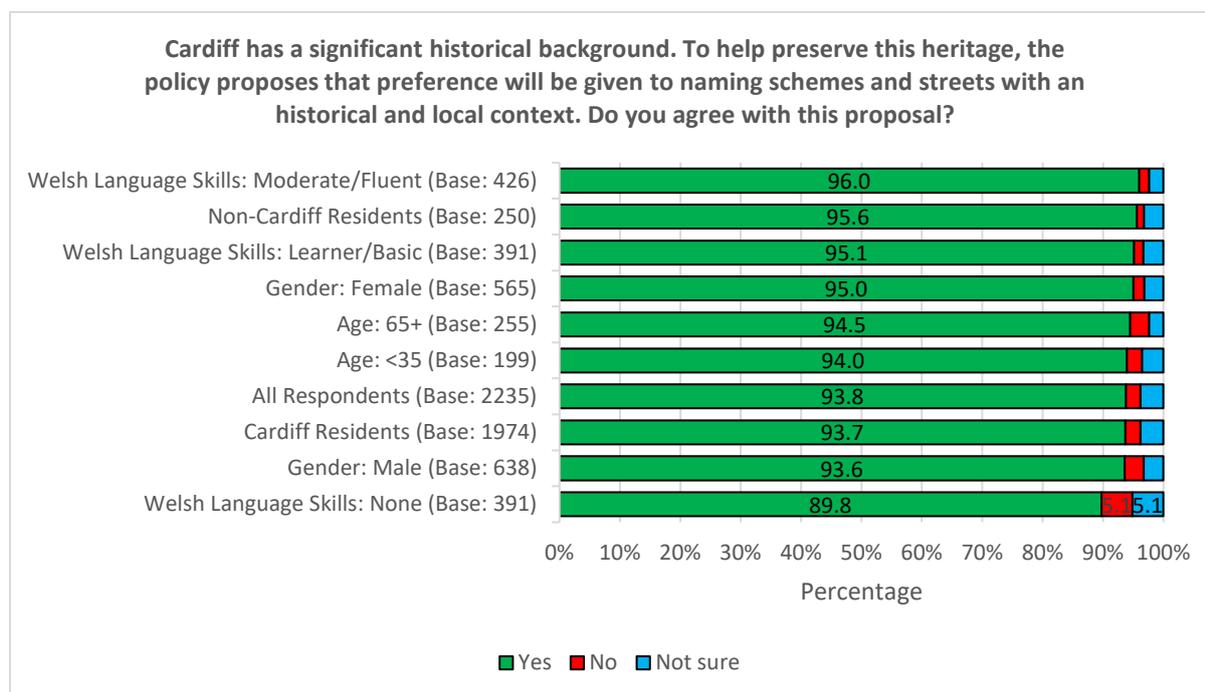


**3. Cardiff has a significant historical background. To help preserve this heritage, the policy proposes that preference will be given to naming schemes and streets with an historical and local context. Do you agree with this proposal?**

The overwhelming majority of respondents (93.8%) agreed that preference is given to naming schemes and streets with an historical and local context.

	No.	%
Yes	2,097	93.8
No	53	2.4
Not sure	85	3.8
<b>Total</b>	<b>2,235</b>	<b>100.0</b>

Again, agreement was greatest by those with Moderate/ Fluent Welsh Language Skills (96.0%), and lowest for those with no Welsh Language Skills although this was still as high as 89.8%.



**4. Cardiff Council has a naming panel which advises on naming in new developments. The panel includes Council officers and representatives from organisations who can advise on history and language when names are being identified. Community involvement may also be valuable in identifying names which reflect historical and local context. Are there any local community groups/organisations that you think should be involved in the naming process?**

Over a third (34.6%) of respondents to this question felt that Heritage/History groups should be involved in the naming process, this was followed by local community organisations/affected residents (31.4%) and Welsh Language groups (20.0%).

Theme	No. of comments	%
Heritage / History	152	34.6
Local Community Orgs / Affected residents	138	31.4
Welsh Language	88	20.0
Educational	84	19.1
Age Related	57	13.0
Religious	30	6.8
Menter Caerdydd	26	5.9
Tourism Based	15	3.4
Civic Society	18	4.1
BAME Community Environmental	14	3.2
Politicians	10	2.3
Any	8	1.8

Arts Based	3	0.7
LGBT Community	3	0.7
Heath	2	0.5
Rotary	2	0.5
Misc.	55	12.5
Total Respondents	439	-

*NB. Percentages do not sum to 100% because answers could fall into more than one category*

Respondents were then asked to leave their details if they'd like to be involved in local street naming, these details have been forwarded to the relevant Council department.

**5. The Street Naming Policy sets out a number of protocols for naming and numbering new development schemes and re-naming and re-numbering existing developments. Do the protocols clearly explain the processes which should be followed?**

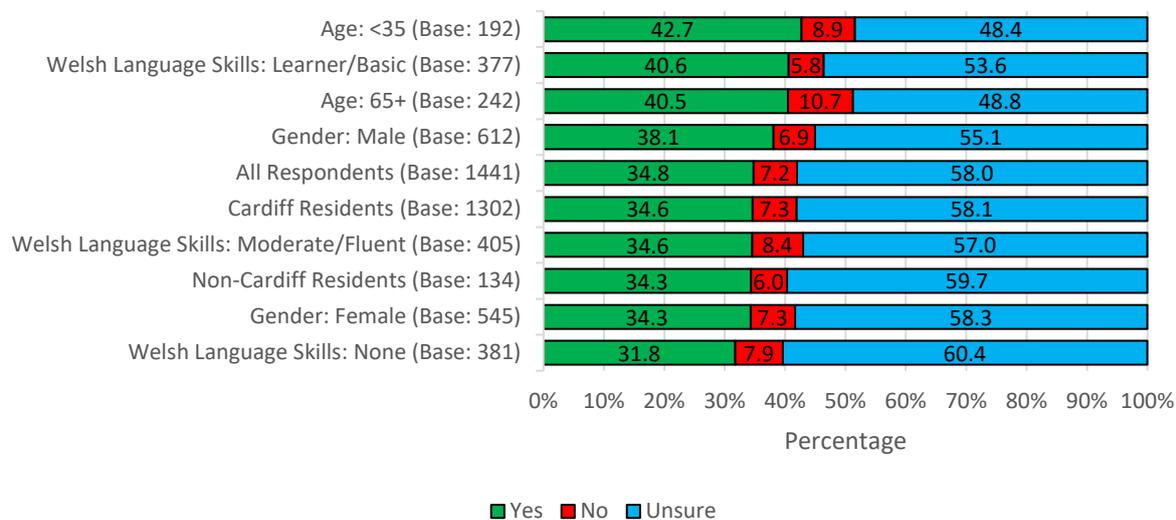
Almost three-fifths (58.0%) were unsure whether the protocols clearly explain the process which should be followed, while a third (34.8%) felt that they are clearly explained.

	No.	%
Yes	501	34.8
No	104	7.2
Not sure	836	58.0
Total	1,441	100.0

Over two-fifths of responses from those aged under 35 (42.7%), with learner / basic Welsh Language skills (40.6%) and those aged 65+ (40.5%) felt that the protocols clearly explain the process which should be followed. However, one in ten (10.7%) of those aged 65+ felt that the protocol did not clearly explain the process.

The Street Naming Policy sets out a number of protocols for naming and numbering new development schemes and re-naming and re-numbering existing developments.

Do the protocols clearly explain the processes which should be followed?



**6. The Street Naming Policy identifies a number of partners and operational stakeholders (such as the emergency services and utilities companies) who will be notified on completion of an application for Street Naming and Numbering. Are there any other partners who should be included in this list?**

One in four (23.5%) respondents to this question felt that local residents/businesses/general public should be notified on completion of an application for street naming and numbering. This was followed by delivery companies (18.1%) and Sat Nav systems (14.9%).

Theme	No. of comments	% of comments
Local Residents / Businesses / General Public	52	23.5
Delivery Companies	40	18.1
Sat Nav Systems	33	14.9
Community Councils / Groups	28	12.7
Nursing Homes / Care Workers / GP's / Hospitals / NHS	20	9.0
Educational Services	14	6.3
Post Office	12	5.4
Transport Companies (Bus / Taxi's Bikes etc.)	12	5.4
Local Councillor's and MP's	7	3.2
Historical Groups	7	3.2
Council Departments	6	2.7
Hub / Library Services	5	2.3
Other	22	10.0
Misc.	20	9.0
<b>Total Respondents</b>	<b>221</b>	<b>-</b>

*NB. Percentages do not sum to 100% because answers could fall into more than one category*

## 7. Any other comments on the Street Naming Policy?

Respondents were asked to leave any other comments they had regarding the Street Naming Policy. The themes covered, along with a sample of the comments, can be seen below:

<i>*In total 436 valid comments were received which comprised of 335 English comments and 101 Welsh comments</i>			
Theme	No. of comments	% of comments	Example Comments
Should reflect local heritage/relevant to location/community	105	24.1	<ul style="list-style-type: none"> <li>I think it's a brilliant idea to bring history and Welsh culture in the streets of Cardiff.</li> <li>We should honour Cardiff born sportsmen such as Billy Boston, Clive Sullivan and Joe Erskine. Also, commemorate black and other ethnic sectors of the community who have contributed so much to Cardiff's history</li> <li>Naming should reflect the historical heritage of the area, or persons relating to that area. Not just Welsh language to fit in with current political goals.</li> <li>I feel strongly that place names in English or Welsh should reflect the history and heritage of the area.</li> <li>Take a worldly approach reflecting Cardiff's long international background.</li> <li>We must not lose our heritage - as a tourist guide the names of Streets and Places are very important for me to tell the whole story of Cardiff.</li> <li>It is crucial that street names reflect local history and are in Welsh.</li> </ul>
Street Names Should be Welsh Only / Welsh Given Priority	79	18.1	<ul style="list-style-type: none"> <li>There should be only Welsh Street names.</li> <li>There should be a strong bias and presumption towards Welsh street names, going as far as requiring all new streets, or newly renamed streets, to be given Welsh names.</li> <li>All streets should be in Welsh, we are the capital city and this would be an example to other cities/towns and will help the Welsh language thrive.</li> <li>I think Welsh names should be used as it gives Wales a unique identity. If possible names relevant to the development or area.</li> </ul>

			<ul style="list-style-type: none"> <li>• Ideally, all NEW street names should be in Welsh so as to give Cardiff an identity that is different from cities in England.</li> <li>• This is a wonderful opportunity to strengthen the Welsh-language identity of the capital city of Wales, so although 'parity between Welsh-language and English-language names' sounds fair it doesn't take into account the imbalance in the existing names. We have far too many meaningless English-language street names in 'modern' developments.</li> </ul>
Ability to use/pronounce/understand the Welsh Language	41	9.4	<ul style="list-style-type: none"> <li>• There are enough unpronounceable Welsh street names in Cardiff. I do not want to see any more.</li> <li>• In new housing developments make sure the names can be pronounced and within the city names that visitors can understand.</li> <li>• There is no point in trying to promote the Welsh language through street names that few people can pronounce or spell.</li> <li>• To please be aware that although Welsh should be protected, naming streets that no-one can pronounce or understand outside of Wales is no help to anyone in a UK wide community/economy.</li> </ul>
More Details Required	31	7.1	<ul style="list-style-type: none"> <li>• Will this be renaming existing street names, if so why?</li> <li>• Haven't seen it.</li> <li>• It is unclear who actually initiates new street naming - Council or developer. This should be made clear.</li> </ul>
Street Names Should be English Only / English Given Priority	30	6.9	<ul style="list-style-type: none"> <li>• The Welsh language variants should be removed from all street names and signs. The language has been dead for hundreds of years and is no longer used by anyone. Our national language in Wales is English and all signs should be in only English to avoid confusion, and to help prevent wasted taxpayer money on translations for something that is totally superfluous.</li> <li>• Although I understand the implications with the Welsh language I think English should</li> </ul>

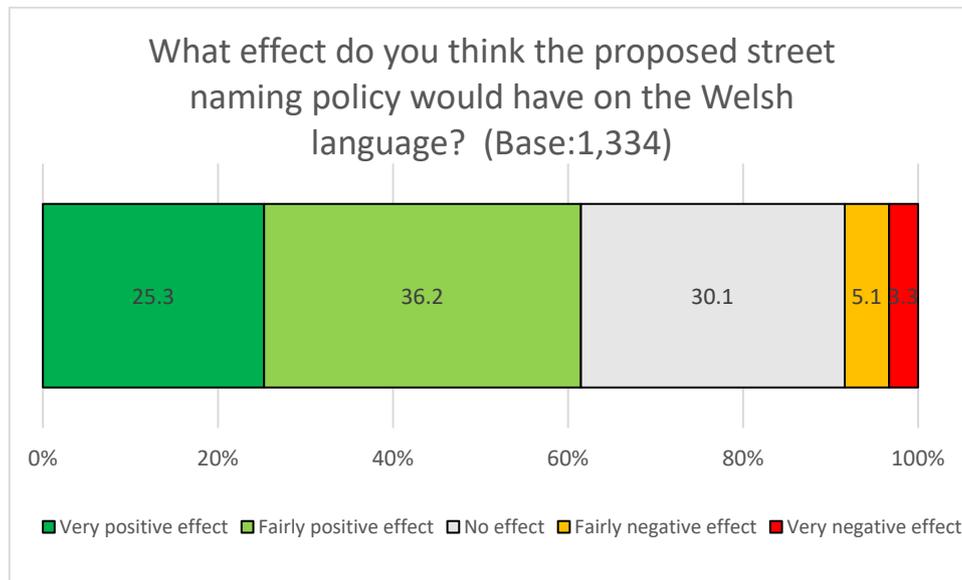
			<p>always be given priority. I have witnessed first-hand with road signs near accidents because of the Welsh priority. At The pub on the corner of Newport rd. Beresford rd. road signs were in Welsh first and lorry drivers got confused and caused near crashes</p> <ul style="list-style-type: none"> <li>• I strongly disagree that we should be using any Welsh in our street names. Cardiff is an English speaking city and anyone coming from other parts of Wales can speak and read English well enough. It is disgraceful that Welsh is being forced onto our city when no-one uses it or needs to use it to get by.</li> </ul>
Against Welsh Language Street Naming	28	6.4	<ul style="list-style-type: none"> <li>• I do not agree that there should be more Welsh language street names.</li> <li>• Do not believe in naming streets in Welsh for the sake of it.</li> <li>• Crazy over complicated process/system. Ridiculous bias to Welsh in a city where majority do not speak Welsh, only done because it is politically correct to do so.</li> </ul>
In Favour of the Street Naming Policy	24	5.5	<ul style="list-style-type: none"> <li>• Welcome the progressive policy.</li> <li>• It's brilliant to see the Council's commitment to adopt Welsh language street names for new streets.</li> <li>• Great to see the capital taking such a strong and positive attitude especially considering the horrendous names on a number of estates that have been in the news!</li> </ul>
Involve local communities/history groups/young people in decision making	20	4.6	<ul style="list-style-type: none"> <li>• More community involvement.</li> <li>• Cardiff Young people should have a say and be involved in this.</li> </ul>
Naming should be split 50/50	14	3.2	<ul style="list-style-type: none"> <li>• It should be 50% of English and Welsh names from now on. Not looking at existing names but looking forward to the future.</li> <li>• Any new names should reflect the Welsh heritage of the Capital - and be bilingual.</li> </ul>

Waste of money /time	12	2.8	<ul style="list-style-type: none"> <li>• Please do not waste rate payers' money changing existing signs into bilingual signs.</li> <li>• Why are we wasting time on this? Use the money to fix pot holes. Name new streets something in Welsh in all the many developments that are being erected around Cardiff. My god, there are homeless people on the streets of Cardiff and you guys are wasting time naming streets.</li> </ul>
Clear / Good street signs are important	11	2.5	<ul style="list-style-type: none"> <li>• Street names should be easy to read, say and spell.</li> <li>• Signage should be well positioned, plentiful and unobscured.</li> </ul>
Names should not reference Royals / Politicians	11	2.5	<ul style="list-style-type: none"> <li>• Please do not use councillor's names as street names.</li> <li>• Serving Councillors, AM's, MP's and Lord's names should be excluded alongside living stars of film, TV, Radio and stage, no matter their contribution.</li> </ul>
Local Councillor's / Community Councillor's / MP's need to be consulted	4	0.9	<ul style="list-style-type: none"> <li>• Local Members must be consulted.</li> </ul>
Misc. / Other	62	14.2	<ul style="list-style-type: none"> <li>• Ban the word "chase" in street names.</li> <li>• I'd like to have a street named.</li> <li>• Keep Fanny Street!</li> <li>• Yellow signs are erected for new developments on the highway, but are often not removed after the development is complete.</li> <li>• A good idea would be to prevent new developers pretending that they are in an area when in fact they are not.</li> </ul>

*NB. Percentages do not sum to 100% because answers could fall into more than one category*

## 8. What effect do you think the proposed street naming policy would have on the Welsh language?

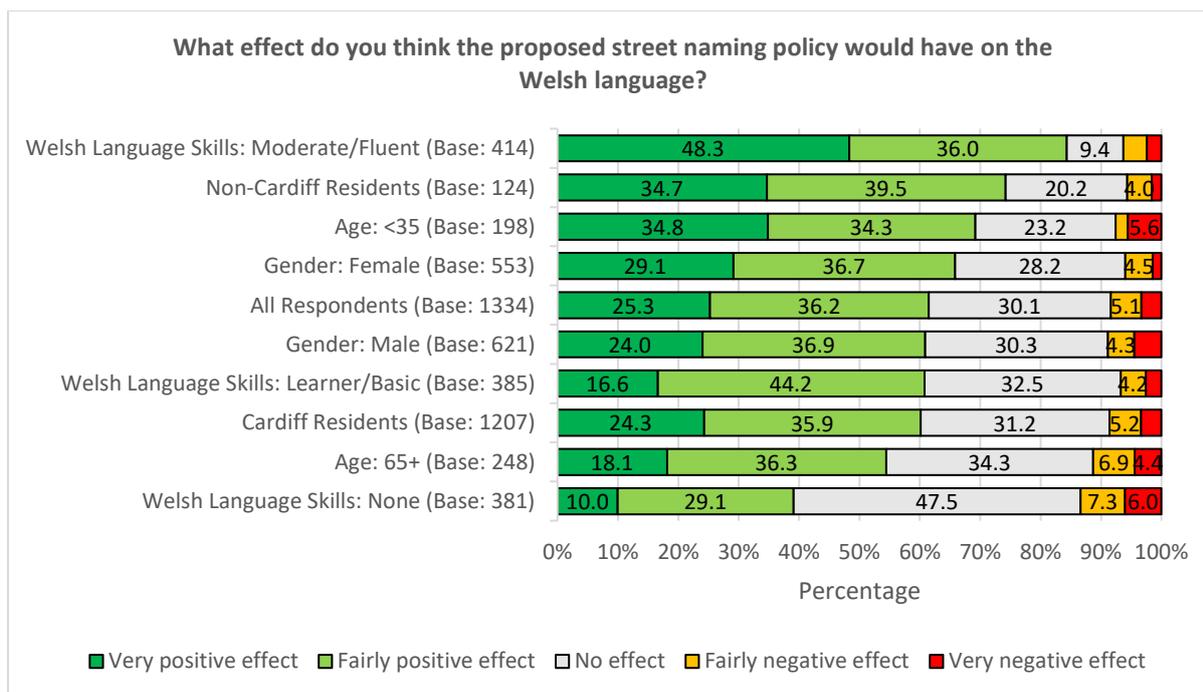
Three in five (61.5%) respondents thought the proposed street naming policy would have a positive effect on the Welsh language. This included 25.3% who felt it would have a very positive effect. Three in ten (30.1%) felt the policy would have no effect at all.



However, when broken down by sub-group, it can be seen that there was a large disparity in the opinions of respondents, in particular when analysed by Welsh Language ability.

Over four-fifths (84.3%) of respondents with Moderate/Fluent Welsh Language Skills felt that the proposed street naming policy would have a positive effect on the Welsh Language, including 48.3% that claimed it would have a very positive effect. However, this fell to three-fifths (60.8%) for those with Learner/Basic skills and to just two-fifths (39.1%) for those with no Welsh Language Skills. In addition, almost half (47.5%) of those with no skills thought it would have no effect.

Meanwhile, whereas three-quarters (74.2%) of non-Cardiff residents felt the proposal would have a positive effect, this figure drops to three-fifths (60.2%) for those residing in Cardiff.



### 9. How could positive effects be increased, or negative effects be mitigated?

Respondents were asked to identify how positive effects could be increased, or negative effects be mitigated. The themes covered, along with a sample of the comments, can be seen below:

*In total 571 valid comments were received which comprised of 442 English comments and 129 Welsh comments			
Theme	No. of comments	% of comments	Example Comments
Priority for Welsh street names	158	27.7	<ul style="list-style-type: none"> <li>You could have a policy not for parity with English street names but for Welsh street names to become the majority, the norm; this is Wales after all - not to mention Wales' capital city.</li> <li>There should be a requirement for all new streets, or newly renamed streets to be given Welsh names.</li> <li>Wherever possible new developments should have Welsh language names rather than names decided by house builders.</li> <li>Increase welsh names or welsh translations of street names for a more positive effect, always try to offer welsh alternatives to existing names in order to encourage use of language.</li> <li>Welsh street names only. We're in Wales.</li> </ul>

			<ul style="list-style-type: none"> <li>• Give priority to use of Welsh language. This is Wales and further development of the Welsh language must be encouraged.</li> <li>• As much as possible our Welsh language and Cardiff multi-cultural heritage should be reflected in street names over English.</li> </ul>
Ability to use/pronounce/understand the Welsh Language	122	21.4	<ul style="list-style-type: none"> <li>• Support for those who don't know how to say the names in Welsh.</li> <li>• By teaching people how to pronounce the Welsh names properly</li> <li>• A clue to how we Welsh non-speakers should understand or vocalise the Welsh name....It might help to educate us.</li> <li>• Choose names that are easy to pronounce to non-first language speakers</li> <li>• People with issues about the use of Welsh, may not understand the translation and local context.</li> <li>• Pick Welsh names that are fairly easy to pronounce</li> <li>• New home owners provided with letter/form on how to pronounce the Welsh name, why it was chosen and what it means.</li> </ul>
Should reflect local heritage/relevant to location/community	109	19.1	<ul style="list-style-type: none"> <li>• Should be more reflective of welsh culture and history rather than Welsh Language.</li> <li>• Ensure local they reflect the make up at that time of the local community.</li> <li>• Use words and names with positive connotations, or that highlights people who has had a positive impact in the local community.</li> <li>• The street name needs to reflect the local heritage/location. In some cases it will have a positive effect, other times not so much.</li> <li>• Street name boards to include a few words describing person or historic locality behind the street name.</li> <li>• Create a document/map giving historical/linguistic reasons behind Welsh names.</li> </ul>
Must be Bilingual	61	10.7	<ul style="list-style-type: none"> <li>• Bi-lingual to be the priority, not half and half English versus Welsh. The languages should</li> </ul>

			<p>not be pitted against one another that is a legacy of the past. Bi-lingual signage is best for the use of both languages, doesn't discriminate between the two, and is also beneficial to Cardiff as a city seeking to be a cultural centre that attracts tourism from outside Wales and the UK. Bi-lingual signage assists visitors who may only speak English in addition to their first language, while also allowing them so see the Welsh form of the places they are visiting.</p> <ul style="list-style-type: none"> <li>• I don't believe that the majority of residents would welcome welsh only signage. As they don't speak the language it will make navigating new estates etc. more difficult that necessary and therefore appear negative. Bi-lingual signage would make it easier for visitors and non welsh speakers to navigate while still providing a sense of place</li> <li>• All signs are bilingual. Welsh place names are well thought out and link to the history of the area.</li> <li>• Where possible at least one street sign should have the English translation included below. This will have a (small but positive) effect in broadening the knowledge and meaning of Welsh words.</li> </ul>
Priority for English Street names	43	7.5	<ul style="list-style-type: none"> <li>• Positive effects would be increased by the total removal of the Welsh Language on signs. Negative effects could be mitigated by making sure if it has to be on there it is in braille only.</li> <li>• Name streets in the language spoken by the vast/huge majority of people in Wales "English"</li> <li>• Stick to English names.</li> <li>• The point is, street names in welsh are pointless. Those promoting the constant use of it , constantly exaggerate the numbers who can speak it. People would be wandering the streets wondering what street they were on. But of course, as long as Plaid Cymru are happy, that's all that matters.</li> </ul>

Publicise info/translation/relevance and history of name	31	5.4	<ul style="list-style-type: none"> <li>• A plaque near a street sign the historical significance if any, especially in the city centre and tourist areas.</li> <li>• Information for residents, local schools, businesses etc. on the history of the street name.</li> <li>• Page on the council website with new street names reason behind then and how to say them phonetically if welsh names.</li> </ul>
Involve local communities/history groups/young people in decision making	28	4.9	<ul style="list-style-type: none"> <li>• By taking local opinion into account as per the policy and not enforcing Welsh street names where local opinion is strongly against doing so.</li> <li>• Involve Welsh Medium Schools within naming processes.</li> <li>• People need to be happy, ask some of the general public for ideas, especially young people, they are the future &amp; they may come up with some good ones!</li> </ul>
Language priority on bilingual signs	23	4.0	<ul style="list-style-type: none"> <li>• English name on top - welsh bottom. This is ideal for visitors to our city.</li> <li>• There is no consistency - some places Welsh first/above and English below. Drive round a corner - it's the opposite. As a driver - your eye goes to the place where you think the words/spelling in the language you prefer is. So for instance the last street sign - ahh English first, so when I get nearer the next sign it's not above it, as a driver concentrating on the road ahead, behind, either side and hazards (children), then the concentration of looking/reading a sign - if it's even legible - causes chaos and possible slowing of traffic or hindering others, a higher chance of accidents.</li> <li>• Making sure that the Welsh name is clearly marked on top of the English name.</li> </ul>
Do not force Welsh on people	22	3.9	<ul style="list-style-type: none"> <li>• By not trying to force people to use Welsh, when the vast majority do not do so.</li> <li>• There are very few Welsh speakers in Cardiff and many anti Welsh language Welsh people.</li> </ul>

			<p>Forcing Welsh language names on people will not help this.</p> <ul style="list-style-type: none"> <li>• Stop trying to force the language on people who couldn't care less.</li> </ul>
Equal 50/50	20	3.5	<ul style="list-style-type: none"> <li>• 50/50 for new names.</li> <li>• As a long as there is a 50/50 split I think "no effect" is the best outcome.</li> </ul>
Not bilingual	12	2.1	<ul style="list-style-type: none"> <li>• Each street should only have one language to name it e.g. not a Welsh and an English version for the same street as has the potential for confusion. There are exceptions of course, - Queen Street in Cathays and other major streets could be named bilingually but I think the default option for most streets should be that they are named in one language or another only.</li> <li>• Welsh street names should be in Welsh only and English street names should be in English only. Having bilingual signs makes it harder to read and causes confusion when looking for a street with an English name.</li> </ul>
Waste of money /time	11	1.9	<ul style="list-style-type: none"> <li>• Just stop wasting money and time and don't do it. No one cares about welsh street names, hardly anyone cares about the welsh language, it's just a policy driven agenda for a few. The majority of people couldn't care less whether the street name is in English or welsh and actually find welsh street names harder to remember which is logical because it's hardly anyone in Cardiff's first language.</li> <li>• Street names should not be a tool for the Welsh language. Cardiff is predominantly English speaking or Ethnic. Money is being wasted by having dual language on signs.</li> </ul>

Negative effect on other languages/cultures	7	1.2	<ul style="list-style-type: none"> <li>• Why does there need to be a positive effect? More people in Cardiff speak Somali than Welsh. What about the negative effect on other languages and cultures? I.e. Butetown has a long history with Somali immigrants, will their heritage be included in then naming process? In re to place making.. again does the gentrification of the Cardiff Bay area not negatively effect and impact those communities who have lived there?</li> <li>• Non Welsh speakers will feel not included.</li> </ul>
Misc.	64	11.2	<ul style="list-style-type: none"> <li>• Please take extra care to make sure the names work perfectly in Welsh, it is a national embarrassment that so many signs in an official language of Wales are often misspelled, poorly translated or sometimes pure nonsense!</li> <li>• Careful planning</li> <li>• Replacing street names signs which are damaged or even just cleaning them. No sign can be recognised clearly.</li> <li>• A vote?</li> </ul>

*NB. Percentages do not sum to 100% because answers could fall into more than one category*

**10. Please explain how you believe the proposed policy could be amended to increase positive effects on the use of the Welsh language?**

Respondents were asked to suggest amendments to the proposed policy in order to increase positive effects on the use of the Welsh language. The themes covered, along with a sample of the comments, can be seen below:

<i>*In total 486 valid comments were received which comprised of 382 English comments and 104? Welsh comments</i>			
Theme	No. of comments	% of comments	Example Comments
Street Names Should be Welsh Only / Welsh Given Priority	83	17.1	<ul style="list-style-type: none"> <li>• All street names should be in Welsh.</li> <li>• Ensure that all NEW street names in Cardiff are in Welsh to create a new and fresh identity that is different from cities in England.</li> <li>• No more English names.</li> <li>• Use more welsh names rather than English.</li> <li>• Only welsh language street names for new streets.</li> </ul>
Reflecting local heritage/relevant to location/community	67	13.8	<ul style="list-style-type: none"> <li>• Using words that have historical context to teach people heritage or maybe relate geographically to the location.</li> <li>• I agree that street names should reflect the area or adopt old street names that were once in place, close to the development and that Welsh names should be prioritised.</li> <li>• I believe street naming should be related to local historical and cultural context not to pay lip service to the Welsh language.</li> <li>• More welsh names connected to history. Rhiwbina is the clear example of this. Places connected to the industrial past and historical past.</li> <li>• Historical or community context for name choice information given.</li> </ul>

Waste of money / time / not important	56	11.5	<ul style="list-style-type: none"> <li>• The Welsh language is being thrust on the people of Wales at huge cost. There are far more worthy causes to spend valuable resources than the Welsh language. A language should survive on its own merits and if it doesn't then that should be accepted.</li> <li>• There is no benefit to increasing the use of Welsh language - just creates more complexity and bureaucracy which creates more government waste in an already stretched system.</li> <li>• Spend the money on disadvantaged populations in the city and just name new streets as they come up.</li> <li>• Just forget it and leave it for Welsh speaking areas.</li> <li>• Most people only speak English even those that speak a bit of Welsh speak English do why go to the extra cost.</li> </ul>
The policy would reinforce the welsh language	47	9.7	<ul style="list-style-type: none"> <li>• The greater use of Welsh names would promote a stronger national identity and allow Welsh language to flourish and recognition of Welsh iconic figures.</li> <li>• Identifying the Welsh Language with the places we live.</li> <li>• By keeping Welsh language alive in naming more streets in Welsh and keeping past history in street naming.</li> <li>• To use a cliché: it will raise the profile of the Welsh language in the capital city and help ensure that everyone understands that the Welsh language has a continuous history in the city.</li> </ul>

Would encourage / help people to learn the language	43	8.8	<ul style="list-style-type: none"> <li>• If all street names were Welsh, it would make people more aware of Welsh... and perhaps spur them into learning it.</li> <li>• As people will know the translation of a street name and it is also educational for children or adults learning Welsh.</li> <li>• If school pupils and students that opt to study Welsh are given preference in terms of the naming of streets, this could serve as a motivation to increase engagement with the Welsh language.</li> <li>• Seeing street names means that learners have more exposure to Welsh.</li> </ul>
Ability to use/pronounce/understand the Welsh Language	34	7.0	<ul style="list-style-type: none"> <li>• Help with the pronunciation (maybe as smaller wording underneath in brackets).</li> <li>• Pronouncing welsh words, place names and historical figures.</li> <li>• Ensure that place names are chosen based on the region's history and wherever possible that English names can be translated into Welsh and vice versa.</li> </ul>
Bilingual Signage	29	6.0	<ul style="list-style-type: none"> <li>• Full bi-lingual signage.</li> <li>• Dual Signage, Bilingual Information</li> </ul>
Involve local communities/history groups/young people in decision making	27	5.6	<ul style="list-style-type: none"> <li>• Ask people who live in the areas their preference and include them in the decision making process rather than informing them of what is going to happen.</li> <li>• Ask the school children as they are the future but include all schools not just welsh medium. Also, you should liaise with the elderly - they have a lot to input.</li> </ul>

Stop forcing the welsh language on people	24	4.9	<ul style="list-style-type: none"> <li>Forcing Welsh upon people does not win hearts and minds.</li> <li>I believe that forcing Welsh on to a population composed of mainly English speakers will have few if any positive effects on the use of the Welsh language.</li> </ul>
Street Names Should be English Only / English Given Priority	19	3.9	<ul style="list-style-type: none"> <li>It shouldn't be, all streets should have ENGLISH names!</li> <li>Two ways, drop the welsh language which is dead on its feet anyway and learn from England.</li> </ul>
Against Welsh Language Street Naming	13	2.7	<ul style="list-style-type: none"> <li>Don't rename streets.</li> <li>Drop the idea to changing any existing streets. Stick to new developments if you really must do it at all.</li> </ul>
More Details Required	13	2.7	<ul style="list-style-type: none"> <li>I'm not familiar enough with the policy to make a comment on this.</li> <li>I have no idea! I don't know what this policy is...</li> </ul>
The residents of Cardiff don't speak Welsh	7	1.4	<ul style="list-style-type: none"> <li>I do not believe there is a need to increase welsh language in Cardiff - the majority speak English and always will!</li> <li>By not using welsh language street names in a predominantly English speaking city (using welsh names is getting peoples backs up against the welsh language.</li> </ul>
In Favour of the Street Naming Policy	4	0.8	<ul style="list-style-type: none"> <li>I think current proposal strike the right balance.</li> </ul>
Clear / Good street signs are important	4	0.8	<ul style="list-style-type: none"> <li>Heritage signs maintained well and well sign posted off motorway. Signs should be clean.</li> </ul>

Produce a Leaflet / Booklet	2	0.4	<ul style="list-style-type: none"> <li>• Publish a leaflet with phonetic pronunciation of Welsh street names, with some information about the 'history' of the street.</li> </ul>
Existing Street Names Should Remain As They Are	2	0.4	<ul style="list-style-type: none"> <li>• I think streets that have existing names should keep their existing names rather than be changed but have a bilingual sign. For example "Marine Terrace" in Criccieth is also called "Min-y-Mor" and its street sign shows both.</li> </ul>
Misc.	91	18.7	<ul style="list-style-type: none"> <li>• I don't think there should be Gerrymandering to promote fake positive effects-if Welsh is a viable language it will prosper naturally.</li> <li>• Keep it simple.</li> <li>• Thumbnail sketches of individuals behind new news on dedicated local authority website page.</li> <li>• It cant.</li> <li>• Tough question. Difficult decisions on which welsh words and names to use.</li> </ul>

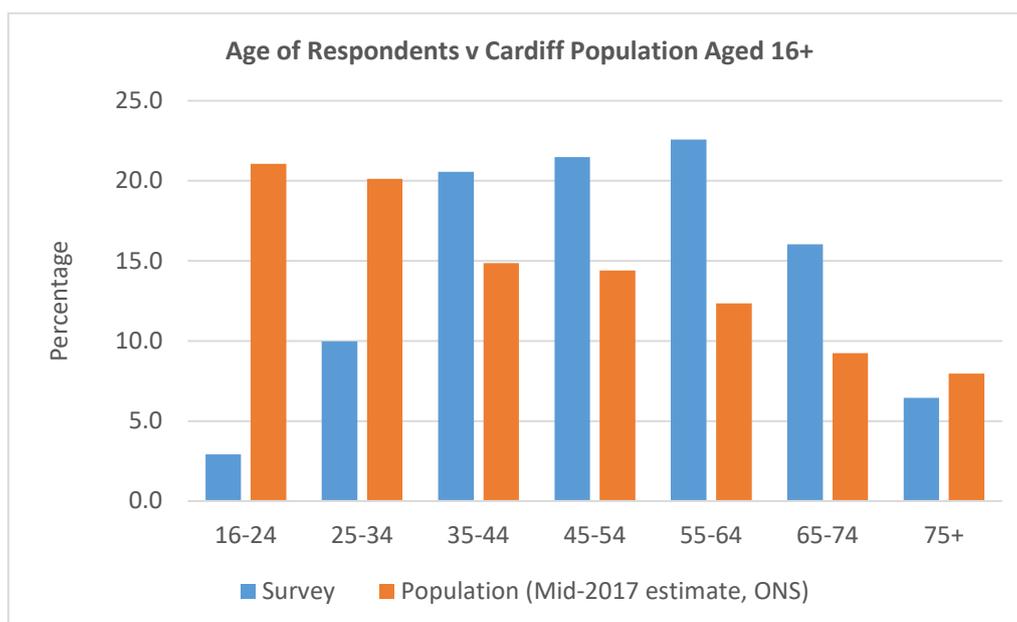
*NB. Percentages do not sum to 100% because answers could fall into more than one category*

## About You

This section contains information on those participating in the survey. The main areas of note are:

- Those age under 35 and 75+ were underrepresented by the survey, whereas those aged 35-74 were overrepresented.
- Respondents to the survey from outside Cardiff (85.6%) were more likely to consider themselves to be Welsh than those residing in Cardiff (75.1%).
- The Welsh language skills of those participating in the survey are much higher than for the Cardiff population as a whole, suggesting that a disproportionate number of Welsh speakers have completed the survey. This is especially true for those residing outside of Cardiff.
  - Only 32.5% of all respondents stated that they had no Welsh language skills, with this figure falling to just 20.0% for non-Cardiff residents. However, according to the 2011 Census, almost nine-tenths (87.2%) of Cardiff residents aged 16+ stated that they had no skills in Welsh. In addition, according to the 2017/18 National Survey for Wales, 76% of those aged 16+ in Cardiff cannot speak Welsh, while only 11% speak Welsh and 13% have some Welsh speaking ability.
- Ethnic minorities were underrepresented by the survey – 93.9% of respondents who provided an ethnic group identified themselves as White: Welsh/English/Scottish/Northern Irish/British; significantly above the comparative figure of 82.1% for the Cardiff population aged 16+ (2011 Census).

### 12. What was your age on your last birthday?



**13. Are you...?**

	Survey		Mid-2017 Population Estimate (% of those Aged 16+)
	No.	%	
Male	639	52.8	49.0
Female	570	47.1	51.0
Other	2	0.2	-
Prefer not to say	46	-	-
<b>Total</b>	<b>1,257</b>	<b>100.0</b>	<b>100.0</b>

NB. Percentages exclude those that answered 'Prefer not to say'

**14. How many children live in your household?**

	Age under 4		Aged 4 - 18	
	No.	%	No.	%
0	850	89.7	752	75.0
1	69	7.3	122	12.2
2	22	2.3	89	8.9
3	0	0.0	21	2.1
4	3	0.3	7	0.7
5+	4	0.4	11	1.1
<b>Total</b>	<b>948</b>	<b>100.0</b>	<b>1,002</b>	<b>100.0</b>

**15. Do you identify as a disabled person?**

	No.	%
Yes	106	8.6
No	1,069	86.5
Prefer not to say	61	4.9
<b>Total</b>	<b>1,236</b>	<b>100.0</b>

**16. Please tick any of the following that apply to you:**

	<b>No.</b>	<b>%</b>
Long-standing illness or health condition (e.g. Cancer, HIV, diabetes or asthma)	132	40.7
Mobility impairment	67	20.7
Deaf / Deafened / Hard of hearing	64	19.8
Mental health difficulties	46	14.2
Visual impairment	26	8.0
Learning impairment / difficulties	9	2.8
Wheelchair user	7	2.2
Other	11	3.4
Prefer not to say	69	21.3
<b>Total Respondents</b>	<b>324</b>	<b>-</b>

NB. Percentages do not sum to 100% because respondents could select more than one option

**17. Do you regard yourself as belonging to any particular religion?**

	<b>No.</b>	<b>%</b>
Yes	473	38.2
No, no religion	662	53.5
Prefer not to say	103	8.3
<b>Total</b>	<b>1,238</b>	<b>100.0</b>

**18. If yes, please specify:**

	<b>No.</b>	<b>%</b>
Christian (Including Church in Wales, Catholic, Protestant and all other Christian denominations)	434	91.9
Buddhist	8	1.7
Muslim	5	1.1
Hindu	2	0.4
Sikh	1	0.2
Jewish	0	0.0
Other	13	2.8
Prefer not to say	9	1.9
<b>Total</b>	<b>472</b>	<b>100.0</b>

**19. How would you describe your sexual orientation?**

	No.	%
Heterosexual/straight	911	76.6
Gay man	55	4.6
Bisexual	53	4.5
Gay woman/Lesbian	13	1.1
Other	6	0.5
Prefer not to say	152	12.8
Total	1,190	100.0

**20. Do you consider yourself to be Welsh?**

	No.	%
Yes	917	76.0
No	289	24.0
Total	1,206	100.0

	Cardiff Residents		Non-Cardiff Residents	
	No.	%	No.	%
Yes	825	75.1	89	85.6
No	273	24.9	15	14.4
Total	1,098	100.0	104	100.0

**21. How would you describe your Welsh language skills?**

	No.	%
Fluent	331	27.3
Moderate	96	7.9
Basic	229	18.9
Learner	163	13.4
None	394	32.5
Total	1,213	100.0

	Cardiff Residents		Non-Cardiff Residents	
	No.	%	No.	%
Fluent	280	25.4	49	46.7
Moderate	90	8.2	6	5.7
Basic	209	18.9	20	19.0
Learner	154	13.9	9	8.6
None	371	33.6	21	20.0
Total	1,104	100.0	105	100.0

## 22. What is your ethnic group?

Ethnic Group	Survey		Census 2011 (% of Those Aged 16+)
	No.	%	
<b>White:</b>	<b>1,120</b>	<b>97.6</b>	<b>86.7</b>
Welsh/English/Scottish/Northern Irish/British	1,078	93.9	82.1
Irish	8	0.7	0.9
Gypsy or Irish Traveller	1	0.1	0.1
Other	33	2.9	3.7
<b>Mixed/Multiple Ethnic Groups:</b>	<b>13</b>	<b>1.1</b>	<b>2.2</b>
White and Black African	1	0.1	0.4
White and Black Caribbean	3	0.3	0.8
White and Asian	5	0.4	0.5
Other	4	0.3	0.5
<b>Asian/Asian British:</b>	<b>8</b>	<b>0.7</b>	<b>7.3</b>
Bangladeshi	1	0.1	1.1
Chinese	0	0.0	1.2
Indian	4	0.3	2.3
Pakistani	2	0.2	1.5
Other	1	0.1	1.2
<b>Black/African/Caribbean/Black British:</b>	<b>6</b>	<b>0.5</b>	<b>2.0</b>
African	3	0.3	1.2
Caribbean	2	0.2	0.4
Other	1	0.1	0.4
<b>Other Ethnic Group:</b>	<b>1</b>	<b>0.1</b>	<b>1.7</b>
Arab	0	0.0	1.1
Any other ethnic group	1	0.1	0.6
Prefer not to say	53	-	-
<b>Total</b>	<b>1,201</b>	<b>100.0</b>	<b>100.0</b>

NB. Percentages exclude those that answered 'Prefer not to say'

# **Appendix A – Citizen’s Panel**

# Join the Cardiff Citizens' Panel and have your say on the future of the city!



## What is Cardiff Citizens' Panel?

Cardiff's Citizen's Panel is currently made up of **5,000** representative members of the public across the city. The Panel is used to inform Cardiff Council and other public services about public opinion and can help provide views on a wide range of issues.

What are the benefits of being on the Citizens' Panel?

-  **You can help shape local decision making Your**
-  **views are heard by decision makers**
-  **You can find out new ideas and plans for Cardiff**
-  **You are representing your community**
-  **You can take part in focus groups and events**

## What do Panel members do?

Panel members complete up to five questionnaires a year - you can choose to complete either paper questionnaires sent to your home or electronic surveys on our website.

Panel members are also invited to attend group discussions or workshops on particular issues they're interested in. Recent examples of topics include the consultation on the Ask Cardiff Survey 2017, Keep Cardiff Moving 2017, Budget Consultation 18/19, Employment Services and Building Resilient Communities Survey and 'Let's Talk' survey for Cardiff and the Vale of Glamorgan.



## What happens to the feedback Panel members provide?

All Panel responses are written up into a report to let decision makers know public opinion. You will also receive regular feedback with a summary of results of the questionnaire and how these results are being used to influence decision making.

## What about confidentiality?

The information you provide will be used to ensure that the Cardiff Citizens' Panel is representative and so that we can invite you to community events run by the Council and its partners working in Cardiff. It will be processed in accordance to the Data Protection Act, with all information treated in the strictest of confidence and will not be sold or handed on to any other organisation for marketing purposes. We will keep your details on file but will delete those details should you ask us to in writing.

## How long would I be a Citizens' Panel Member for?

We ask that you join the Panel for three years at which point we will 'refresh' the Panel to give other members the opportunity to give their views.

## What if I change my mind about being on the Panel?

If you join the Panel but then decide you no longer want to take part, just let us know!

## How do I join the Cardiff Citizen's Panel?

To join the Panel you must be over 18 and live in the Cardiff local authority area - if you qualify, please complete our application form online at

<http://www.cardiff.gov.uk/citizenspanel>

or email

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

to request a copy.

# **Appendix B - Councillor Comments**

In addition to the consultation there were also two emails received from Local Councillors:

**Comment 1**

“What is unclear is that where a new site consisting of say 20 roads is constructed, how the Welsh/English ratio in naming is calculated. My instinctive choice would be 50/50. But the Council’s policy is unclear to me. There needs to be a proportional approach.”

**Comment 2 (In response to the comment above)**

“I would echo the comments and observations of my colleague”

# **Appendix C – Local Resident Comments**

There was also 2 emails received from local residents:

### Comment 1

“Dear friend,

Just a note to say that the new policy of giving Welsh names only to all new streets being built in Cardiff is excellent. Keep at it!”

### Comment 2

“Dear Friends,

I would like to congratulate you on the intention to ensure Welsh language names on new streets. I very much hope as well that we’ll be able to see the familiar Welsh language names on signs that are already used on old streets.

Yours sincerely”

### Comment 3

“I agree with the Council’s intention to work ‘towards parity of usage between Welsh street names and English street names across the city’. I also agree with the intention to adopt ‘a Welsh name that’s consistent with the heritage and local history of an area’ for each street. Cardiff has a rich toponymic heritage and in the areas of new developments, there are plenty of historic Welsh names (farmsteads and fields).

However, I would like to make another important point, that being that the Welsh place names are part of Cardiff English speakers’ heritage as well (and part of the heritage of other language speakers). Welsh names have been borrowed by Cardiff English for centuries, and Prof Peter Wynn Thomas has noted that they form part of the ‘most important body of examples of quite a rare phenomenon: words that were borrowed from Welsh into English’. (The situation with regard to borrowing in the other direction is very different, of course; the English influence on Welsh is expansive in numerous ways.)

In this category of historic names that have been lent to Cardiff English is Cardiff itself and names such as *Cyncoed*, *Gabalfa*, *Lisvane*, *Maindy*, *Mynachdy*, *Pentrebane*, *Radyr*, *Rhiwbina*, *Roath*, *Wentloog* and a number of other names. The way in which these names have been borrowed, from Welsh to English, and adapted with regard to pronunciation and/or spelling, is an unique part of the English language culture in Cardiff. In that respect, Welsh names have enriched that culture.

Although Welsh street names are not as common as English streets in Cardiff, there are examples of using Welsh names in a number of areas. In Grangetown, you have streets such as *Coedcae*, *Llanbradach*, *Clydach*, and *Abercynon* (through the influence of the Bute family), amongst others. In Splott, there are streets called *Aberystwyth* and *Aberdovey*, for instance, and in Gabalfa you have *Aberteifi* and *Aberporth* as street names. Prof. Nicholas Coupland (1984) has discussed how the people of Cardiff would pronounce these names in a variety of ways that is unique to the city.

To summarise, history shows that Welsh names have become the property of everybody in the city, and a unique part of Cardiff English. As well as affording us the opportunity to safeguard historic Welsh names, this policy would allow the people of Cardiff that do not speak Welsh to own that inheritance in their own way.

Coupland, Nicholas. 1984. Social and linguistic considerations in the pronunciation of Welsh place-names in Cardiff. *Papurau Gwaith Ieithyddol Cymraeg Caerdydd / Cardiff Working Papers in Welsh Linguistics*, 3, 31–44

Thomas, Peter Wynn. 1992. Ynganiadau gwael a llygriadau: ffurfiau Saesneg ar enwau priod Cymraeg. *Papurau Gwaith Ieithyddol Cymraeg Caerdydd / Cardiff Working Papers in Welsh Linguistics*, 8, 71–92”

# **Appendix D – Letter / Petition**

A total of 120 unique signatories were received in relation to the letter / petition:

Dear Cardiff Council,

We welcome the council's decision to ensure that all new streets to be built in Cardiff will have a Welsh only name. However, I feel there is room for the council to improve this draft policy, by adding a number of clauses to strengthen it and which will be a clear reflection of local heritage, linguistically and historically:

#### New developments

**The council should ensure that all new developments have a Welsh only name, including estates and new areas.**

**The council should insist that development companies have Welsh language names for any development, at the beginning of the development process, in order to resolve the issue of developments having temporary names that become common names for new developments, such as the Regency Park example to the north of the city.**

**The council also needs to look at the wider effect of its planning policy and how that undermines the general principle.**

#### Streets in the City Centre

**The section concerning the 'bilingual' street names on the main routes into the city centre and the Cardiff Bay area should be revisited.**

**It should be ensured that all streets in these areas show the historical Welsh language names, which are not currently shown on signs. For example, 'Heol y Fuwch Goch' should be used for 'Womanby Street': Heol y Plwca for 'City Road'**

#### Restoring Welsh language Names to streets that already exist that have monolingual English names

**I also believe that a process should be in place to reconsider monolingual English street names that exist already.**

Yours faithfully,

# **Appendix E – Letter / Petition**

A slightly amended version of the letter with additional comments included was also sent by one individual:

Dear Cardiff Council,

I welcome the council's decision to ensure that all new streets to be built in Cardiff will have a Welsh only name. However, I feel there is room for the council to improve this draft policy, by adding a number of clauses to strengthen it and which will be a clear reflection of local heritage, linguistically and historically:

#### New developments

**The council should ensure that all new developments have a Welsh only name, including estates and new areas.**

**The council should insist that development companies have Welsh language names for any development, at the beginning of the development process, in order to resolve the issue of developments having temporary names that become common names for new developments, such as the 'Regency Park' example to the north of the city.**

**The council also needs to look at the wider effect of its planning policy and how that undermines the general principle.**

#### Streets in the City Centre

**The section concerning the 'bilingual' street names on the main routes into the city centre and the Cardiff Bay area should be revisited.**

**It should be ensured that all streets in these areas show the historical Welsh language names, which are not currently shown on signs. For example, 'Heol y Fuwch Goch' should be used for 'Womanby Street': Heol y Plwca for 'City Road'**

#### Restoring Welsh language Names to streets that already exist that have monolingual English names

**I also believe that a process should be in place to reconsider monolingual English street names that exist already. E.g.:**

Caewal Road = **Heol Cae Wal**

St Michael's Road = **Heol Sant Mihangel.**

**Incorrect or monoglot English signs should be corrected. E.g. Yr Aes = Yr Ais. Thornhill Crematorium = Amlogfa'r Ddraenen. Llandaff = Llandaf**

**Place names on signs shouldn't be abbreviated. E.g.: Pen y Bont = Pen-y-bont ar Ogwr**

**Cardiff City Emblem.** Welsh needs to be placed above the English.

**Any name or sign when it's absolutely essential to use both languages: Welsh should be placed first. That is: above the English, or to the left.**

# **Appendix F – Welsh Language Commissioner Letter**



Matthew Wakelam  
[Cynlluniateithio@caerdydd.gov.uk](mailto:Cynlluniateithio@caerdydd.gov.uk)

11/03/2019

Dear Matthew Wakelam,

### Street Naming Policy Consultation

I'm writing to congratulate you on the Street Naming Policy that you are currently consulting upon. I welcome your intention to give Welsh names only to streets in new developments and to establish a panel to give you expert and strategic advice as you undertake the task. I also welcome your intention to give bilingual names to the main routes into the city centre, to areas within the city centre and Cardiff Bay and I encourage you to be ambitious when creating any new Welsh names. This policy provides the perfect opportunity to coin forms which will educate users about the rich history of the Welsh language in Cardiff instead of merely translating the English forms in current circulation.

In relation to point 1.2.3 in particular, the policy would be further strengthened by including a direct reference to the Welsh Language Commissioner's responsibility to standardise Welsh Place-names and including a hyperlink to the [List of Standardised Welsh Place-names](#) published on our website. It would also be valuable to refer to the [Guidelines for Standardising Welsh Place-names](#) that guide our panel's work: although these Guidelines deal mainly with settlement names, they do include principles that are equally relevant to street and property names. In addition, some street names will include the names of other settlements or locations in Cardiff and beyond so it's important to ensure that those elements are spelt consistently. We would encourage you to reference these resources in a prominent place on your website and refer to them as part of your planning processes in order to raise developers' awareness of them. I would also like to draw your attention to the guidance section on our website that includes advice for developers and local authority officers relating to naming new development and including place-names on signage.

Including a reference to the [List of Historic Place-names](#) would also strengthen the policy further. I'm aware that several local authorities refer developers to this list early on in the

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Siambrau'r Farchnad  
5-7 Heol Eglwys Fair  
Caerdydd CF10 1AT

0345 6033 221  
post@comisiynyddygyymraeg.cymru  
Croesewir gohebiaeth yn y Gymraeg a'r Saesneg

comisiynyddygyymraeg.cymru

Welsh Language Commissioner  
Market Chambers  
5-7 St Mary Street  
Cardiff CF10 1AT

0345 6033 221  
post@welshlanguagecommissioner.wales  
Correspondence welcomed in Welsh and English

welshlanguagecommissioner.wales



Comisiynydd y  
Gymraeg  
Welsh Language  
Commissioner

planning process in order for them to seek suitable historic names before unsuitable marketing names start to gain currency. I should emphasise, however, that this is a list of *historic* names and that the forms will not have been standardised. We would be more than willing to advise you regarding how to represent these names in modern and standardised Welsh should you require.

I would also like to suggest that the advice in 4.6 regarding renaming properties could be strengthened by emphasising that there may be historic or linguistic significance to the existing names of properties and that you will urge people to reconsider renaming some historic names. This is common practice in some local authorities and although the problem is not as apparent in an urban area like Cardiff there is a risk that some important names could be lost. The annex to the [Historic Environment Records in Wales: Compilation and Use](#) document provides further guidance on how to consult the List of Historic Place-names when considering renaming applications. Your proposed naming panel may also be able to advise you regarding which names are of special historic significance.

I wrote to the Chief Executive in 2018 to note my eagerness to review the entries in the List of Standardised Place-names on-line for Cardiff. Indeed, it would be timely for you to ensure that they are current and correct before you start to implement this policy. Dr Eleri James, the senior officer responsible for the standardisation project, would be more than willing to discuss this further with you: [eleri.james@cyg-wlc.cymru](mailto:eleri.james@cyg-wlc.cymru).

I look forward to learning what your next steps will be in relation to this work and I would appreciate it if you would send Eleri James an update once this policy has received the necessary approval and is in operation. We will be very interested in learning more about the implementation of the policy and its results in due course.

Yours sincerely,

**Meri Huws**  
Welsh Language Commissioner

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## Appendix 2

### Street Naming Policy consultation: comments and amendments to the text of the policy

From	Comments	Response	Amended policy text (changes in underlined font)
Welsh Language Commissioner	In relation to point 1.2.3 in particular, the policy would be further strengthened by including a direct reference to the Welsh Language Commissioner's responsibility to standardise Welsh Place-names and including a hyperlink to the <a href="#">List of Standardised Welsh Placenames</a> published on our website. It would also be valuable to refer to the <a href="#">Guidelines for Standardising Welsh Place-names</a> that guide our panel's work: although these Guidelines deal mainly with settlement names, they do include principles that are equally relevant to street and property names. In addition, some street names will include the names of other settlements or locations in Cardiff and beyond so it's important to ensure that those elements are spelt consistently. We would encourage you to reference these resources in a prominent place on your website and refer to them as	Recommend that reference is included in the policy and on website, as per suggestion.	1.2.3. The Council has statutory responsibilities and powers to maintain accurate and updated lists of the names of towns, villages, communities and wards as well as new developments. In each case, the Council will ensure that the lists are of a high standard and will conduct an audit of the list that it maintains to ensure standardisation where necessary. <u>Additionally, the Welsh Language Commissioner has responsibility for standardising Welsh place-names.</u> <u>Useful reference documents include the <a href="#">List of Standardised Welsh Placenames</a> and the <a href="#">Guidelines for Standardising Welsh Place-names</a>, both published on the Welsh Language Commissioner's <a href="#">website</a>.</u>

	part of your planning processes in order to raise developers' awareness of them. I would also like to draw your attention to the guidance section on our website that includes advice for developers and local authority officers relating to naming new development and including place-names on signage.		
Welsh Language Commissioner	Including a reference to the <a href="#">List of Historic Place-names</a> would also strengthen the policy further. I'm aware that several local authorities refer developers to this list early on in the planning process in order for them to seek suitable historic names before unsuitable marketing names start to gain currency. I should emphasise, however, that this is a list of historic names and that the forms will not have been standardised. We would be more than willing to advise you regarding how to represent these names in modern and standardised Welsh should you require.	Recommend that reference is included in the policy and on website, as per suggestion.	3.1.1. Cardiff has a significant historical background and therefore to ensure preservation of this heritage, preference will be given to naming schemes with an historical and local context. The Council has a naming panel with external expertise to facilitate, advise and suggest options for all naming matters concerning new developments (see also 1.2.1). <u>Appropriate resources, such as the <a href="#">List of Historic Place-names</a>, should also be referred to.</u>
Welsh Language Commissioner	I would also like to suggest that the advice in 4.6 regarding renaming properties could be strengthened by emphasising that there may be historic or linguistic significance to the existing names of properties and that you will urge people to	Recommend that policy text is amended to refer to historically/ linguistically significant names and to include reference to the Historic Environment Records, as per suggestion.	4.6.1 The name of an existing named property may be changed. The proposed name must not already be in use by any other property, nor sound too similar to any other property name, in the area. A detailed check will be undertaken on receipt of the

	<p>reconsider renaming some historic names. This is common practice in some local authorities and although the problem is not as apparent in an urban area like Cardiff there is a risk that some important names could be lost. The annex to the <a href="#">Historic Environment Records in Wales: Compilation and Use document</a> provides further guidance on how to consult the List of Historic Place-names when considering renaming applications. Your proposed naming panel may also be able to advise you regarding which names are of special historic significance.</p>		<p>application to avoid duplication and names that could be construed as offensive, discriminatory or obscene, or are open to misinterpretation, will not be accepted. <u>Where existing names have particular historic or linguistic significance, renaming may be discouraged.</u> Further guidance is available in the annex to the <a href="#">Historic Environment Records in Wales: Compilation and Use document</a>.</p>
Welsh Language Commissioner	<p>I wrote to the Chief Executive in 2018 to note my eagerness to review the entries in the List of Standardised Place-names on-line for Cardiff. Indeed, it would be timely for you to ensure that they are current and correct before you start to implement this policy. Dr Eleri James, the senior officer responsible for the standardisation project, would be more than willing to discuss this further with you: <a href="mailto:eleri.james@cyg-wlc.cymru">eleri.james@cyg-wlc.cymru</a>.</p>	Work is underway through Bilingual Cardiff – no direct implications for draft policy.	
Welsh Language Commissioner	<p>I look forward to learning what your next steps will be in relation to this work and I would appreciate it if you</p>	Noted	

	would send Eleri James an update once this policy has received the necessary approval and is in operation. We will be very interested in learning more about the implementation of the policy and its results in due course.		
Cymdeithas yr Iaith – template email	Dear Cardiff Council,  I welcome the council's decision to ensure that all new streets to be built in Cardiff will have a Welsh only name. However, I feel there is room for the council to improve this draft policy, by adding a number of clauses to strengthen it and which will be a clear reflection of local heritage, linguistically and historically:	Noted	
Cymdeithas yr Iaith – template email	New developments  The council should ensure that all new developments have a Welsh only name, including estates and new areas.  The council should insist that development companies have Welsh language names for any development, at the beginning of the development process, in order to resolve the issue of developments	Recommend that policy text is amended to reflect the Council position of encouraging the use of Welsh names and seeking to ensure that names reflect local historical/cultural/linguistic heritage through encouraging developers to consult with local communities.	<b>3.2 Use of Unofficial Marketing Titles</b>  <u>3.2.1 In order to ensure that naming reflects the local historical, cultural and linguistic heritage, the Council will encourage developers to consult with local communities at an early stage in the development process. Where naming is considered at an early stage, it may be inappropriate to use unofficial marketing titles.</u>

	<p>having temporary names that become common names for new developments, such as the 'Regency Park' example to the north of the city.</p>		<p>3.2.2 The Council will not adopt unofficial 'marketing' titles or themes used by developers for the sale of new properties, unless an historical or local context has been agreed in advance (see also 3.1.1). In such cases the agreed theme will be adopted as the basis of the approved street naming scheme.</p> <p>3.2.3. The adoption of 'marketing' titles will not be permitted in creating attractive 'unofficial' locality or village names.</p> <p>3.2.4. It is therefore advisable for developers to be cautious in the use of development names for marketing purposes if the name has not been agreed in advance.</p> <p>3.2.5. It should also be pointed out in literature distributed to prospective purchasers that any marketing names are subject to approval and therefore may change.</p>
<p>Cymdeithas yr Iaith – template email</p>	<p>The council also needs to look at the wider effect of its planning policy</p>	<p>Discussed with Bilingual Cardiff, – no direct implications for draft policy.</p>	<p>N/A</p>

	and how that undermines the general principle.		
Cymdeithas yr Iaith – template email	<p>Streets in the City Centre</p> <p>The section concerning the 'bilingual' street names on the main routes into the city centre and the Cardiff Bay area should be revisited.</p> <p>It should be ensured that all streets in these areas show the historical Welsh language names, which are not currently shown on signs. For example, 'Heol y Fuwch Goch' should be used for 'Womanby Street': Heol y Plwca for 'City Road'</p>	Discussed with Bilingual Cardiff and there are no direct implications for wording in the draft policy, however the naming panel will in due course review all the existing bilingual street names in the city as well as suggesting any new names to be adopted, for instance where bilingual names in the Centre and Bay are required to be consistent with the new policy.	N/A
Cymdeithas yr Iaith – template email	<p>Restoring Welsh language Names to streets that already exist that have monolingual English names</p> <p>I also believe that a process should be in place to reconsider monolingual English street names that exist already.</p>	The policy confirms that bilingual names will be used for certain streets and areas of the city. The naming panel will consider any issues that arise concerning bilingual street names in these areas. It follows therefore that there will be no monolingual names in these areas. Outside of these areas, predominantly in the city's residential streets, the policy proposes that streets will remain as they are now in the 'known' language.	N/A

Dr Dylan Foster Evans	<p>I agree with the Council's intention to work 'towards parity of usage between Welsh street names and English street names across the city'. I also agree with the intention to adopt 'a Welsh name that's consistent with the heritage and local history of an area' for each street. Cardiff has a rich toponymic heritage and in the areas of new developments, there are plenty of historic Welsh names (farmsteads and fields). However, I would like to make another important point, that being that the Welsh place names are part of Cardiff English speakers' heritage as well (and part of the heritage of other language speakers). Welsh names have been borrowed by Cardiff English for centuries, and Prof Peter Wynn Thomas has noted that they form part of the 'most important body of examples of quite a rare phenomenon: words that were borrowed from Welsh into English'. (The situation with regard to</p>	Noted.	N/A

borrowing in the other direction is very different, of course; the English influence on Welsh is expansive in numerous ways.) In this category of historic names that have been lent to Cardiff English is Cardiff itself and names such as *Cyncoed*, *Gabalfa*, *Lisvane*, *Maindy*, *Mynachdy*, *Pentrebane*, *Radyr*, *Rhiwbina*, *Roath*, *Wentloog* and a number of other names. The way in which these names have been borrowed, from Welsh to English, and adapted with regard to pronunciation and/or spelling, is an unique part of the English language culture in Cardiff. In that respect, Welsh names have enriched that culture. Although Welsh street names are not as common as English streets in Cardiff, there are examples of using Welsh names in a number of areas. In Grangetown, you have streets such as *Coedcae*, *Llanbradach*, *Clydach*, and *Abercynon* (through the influence of the Bute family), amongst others. In Splott, there are streets called *Aberystwyth* and *Aberdovey*, for instance, and in

Gabalfa you have *Aberteifi* and *Aberporth* as street names. Prof. Nicholas Coupland (1984) has discussed how the people of Cardiff would pronounce these names in a variety of ways that is unique to the city. To summarise, history shows that Welsh names have become the property of everybody in the city, and a unique part of Cardiff English. As well as affording us the opportunity to safeguard historic Welsh names, this policy would allow the people of Cardiff that do not speak Welsh to own that inheritance in their own way. Coupland, Nicholas. 1984. Social and linguistic considerations in the pronunciation of Welsh place-names in Cardiff. *Papurau Gwaith Ieithyddol Cymraeg Caerdydd / Cardiff Working Papers in Welsh Linguistics*, 3, 31–44

Thomas, Peter Wynn. 1992. Ynganiadau gwael a llygriadau: ffurfiau Saesneg ar enwau priod Cymraeg. *Papurau Gwaith Ieithyddol Cymraeg Caerdydd / Cardiff Working Papers in Welsh Linguistics*, 8, 71–92”

Consultation report	Three in five (60.8%) respondents agreed with the proposal to ensure the Council works towards parity between the number of Welsh street names and English street names across the City. In contrast, almost a quarter (23.6%) disagreed with the proposal.	No changes proposed to policy.	N/A
	The overwhelming majority of respondents (93.8%) agreed that preference is given to naming schemes and streets with an historical and local context.	No changes proposed to policy.	N/A
	Over a third (34.6%) of respondents felt that Heritage/History groups should be involved in the naming process, this was followed by local community organisations/affected residents (31.4%) and Welsh Language groups (20.0%)	Noted and recommend that further discussion is needed as to how stakeholder groups/individuals can be involved in the process of street naming. Suggest that the Street Naming Panel offers an appropriate mechanism for this.	N/A
	Almost three-fifths (58.0%) were unsure whether the protocols clearly explain the process which should be followed, while a third (34.8%) felt that they are clearly explained.	A process map has been provided in the Policy.	Process map added to policy document (Appendix 2).
	One in four (23.5%) respondents felt that local residents/businesses/general public should be notified on completion of an application for street naming and numbering. This was followed by	Noted and recommend that further discussion takes place with relevant Council stakeholders to inform operational procedure as	N/A

	delivery companies (18.1%) and Sat Nav systems (14.9%).	appropriate. No changes proposed to policy.	
	Free text responses - How could positive effects on the Welsh language be increased, or negative effects be mitigated?	The response to the consultation included a number of suggestions for increasing positive effects and mitigating negative effects, including supporting the use of the Welsh language through providing help with the pronunciation of street names. Whilst no changes to the policy wording have been made as a result of this feedback, the feasibility of taking forward some suggestions as actions will be explored with appropriate stakeholders. For example, developing a pronunciation guide which would be available on the Council's website, exploring opportunities to involve stakeholders (e.g. local communities, local history groups, children and young people) in the street naming process and providing background information about the development of new street names on the Council's website.	N/A
Councillor response 1:	What is unclear is that where a new site consisting of say 20 roads is	No changes proposed to policy. Provision is made for local	N/A

Councillor response 2:	constructed, how the Welsh/English ratio in naming is calculated. My instinctive choice would be 50/50. But the Council's policy is unclear to me. There needs to be a proportional approach  I would echo the comments and observations of my colleague	discretion in identifying street names, with preference to be given to naming schemes with an historical and local context in order to support Cardiff's historical and linguistic heritage.	
Other amends	Historic Environment Act could be referenced in policy.	Reference added as suggested.	1.1.5 Street naming is also a key element of place-making, and it is important in the context of the Council's commitments to the Well-being of Future Generations Act, and <u>Welsh Language Standards and Historic Environment (Wales) Act 2016</u> .
Other amends	Remove full hyperlink from text and add link to 'website'	Amendment made as suggested.	2.2.3 For the appropriate fees, please refer to the Council's <a href="#">website</a> .
Other amends	Include reference to circumstances in which the use of street names in other languages may be considered.	Amendment made as suggested.	<b>1.2 Welsh Language Considerations</b> 1.2.1. Since the Council has the right to decide on the names of new streets, it recognises the importance of considering local opinion. The policy in relation to new street names will therefore be to adopt a Welsh name that is consistent with the local

			<p>heritage and history of the area. This will remove the issues of English to Welsh translations for street names. The Council will also utilise the external academic expertise of the Bilingual Cardiff Welsh Place/Street Names Panel when deciding on new names. Names will need to be decided in line with the Council's governance procedures. <u>The use of street names in other languages may be considered in exceptional circumstances, where a street name would clearly reflect and be congruent with specific local historical, cultural and linguistic associations and considerations and following consultation with the Street Names Panel and local communities/stakeholders.</u></p>
<p>Other amends</p>	<p>Clarify the decision making process for street naming and numbering.</p>	<p>Amendment made as suggested.</p>	<p><u>1.5.5 On receipt of applications for street naming, following advisory input from the Street Names Panel consultation will be carried out with Royal Mail and the cabinet member whose portfolio this falls under, plus all</u></p>

			<p><u>wards members and community councils, where appropriate. For more detail, please see Appendix 2 (Street Naming and Numbering Process Map).</u></p> <p><u>Any decisions in respect of street naming applications shall be made in line with the Council's Scheme of Delegations.</u></p> <p><u>In the event of concerns being raised regarding an application for a proposed street name not being accepted, the officer with delegated authority will work with the relevant parties and cabinet member to identify a suitable alternative. If it is not possible to reach an agreement, the decision may be referred to Cabinet.</u></p>
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CYNGOR CAERDYDD  
CARDIFF COUNCIL

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POLISI  
ENW  
STRYDOEDD

STREET  
NAMING  
POLICY

MAI 2019  
MAY 2019

## CYNNWYS

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## **1 Cyflwyniad**

### **1.1 Datganiad Polisi**

- 1.1.1. Nod y ddogfen hon yw cynnig cyngor ac arweiniad i ddatblygwyr a rhai sydd eisoes yn berchnogion ar eiddo ynghylch polisi Enwi a Rhifo Strydoedd Cyngor Caerdydd (“Y Cyngor”).
- 1.1.2. Mae enwi a rhifo strydoedd ac eiddo yng Nghaerdydd wedi ei reoli gan y Cyngor dan ddarpariaethau Deddf Iechyd y Cyhoedd 1925 – Adrannau 17 i 19 (Enwi Strydoedd a Newid a Dangos Enwau Strydoedd).
- 1.1.3. Diben y rheolaeth hon yw sicrhau bod dyrannu enwau a/neu rifau strydoedd ac eiddo newydd neu ddiwygio enwau a rhifau, yn rhesymegol ac yn cael ei wneud mewn modd cyson.
- 1.1.4 Mae gan enwau a rhifau strydoedd nifer o swyddogaethau pwysig, er enghraifft, dod o hyd i lefydd, dosbarthu'r post yn effeithiol a sicrhau bod y gwasanaethau brys yn gallu dod o hyd i eiddo yn gyflym.
- 1.1.5 Mae enwi strydoedd hefyd yn rhan allweddol o greu lle, ac mae'n bwysig yng nghyd-destun ymrwymiad y Cyngor i Ddeddf Llesiant Cenedlaethau'r Dyfodol, Safonau'r Gymraeg a Deddf yr Amgylchedd Hanesyddol (Cymru).
- 1.1.6 Yn hanesyddol mae'r Cyngor wedi gweithredu'r safonau canlynol parthed enwi strydoedd:
  - Yng nghanol y ddinas, llwybrau craidd i ganol y ddinas ac ardal Bae Caerdydd (gweler Atodiad 1 Map Ffiniau), mae enwi strydoedd yn ddwyieithog gyda'r Gymraeg a'r Saesneg ar arwyddion enwau strydoedd. Mae cynsail hanesyddol dros yr ymagwedd yma a'r egwyddor arweiniol yw bod y strydoedd hyn yn strydoedd a rennir, o'u cymharu â strydoedd preswyl yn unig y ddinas. Mae hyn yn cynnal cysondeb â mannau cyhoeddus a rennir eraill sydd dan reolaeth y Cyngor megis parciau ac adeiladau cyhoeddus ac mae'n galluogi trigolion i fynd a dod ar hyd strydoedd y ddinas yn eu dewis iaith.
  - Y tu allan i'r ardal yma, does dim rheidrwydd i enwau strydoedd sy'n bod eisoes i fod yn ddwyieithog.
- 1.1.7 Mae ymrwymiad ar y Cyngor i sicrhau ei fod yn gweithio tuag at nifer cyfartal rhwng nifer y strydoedd ag enwau Cymraeg a'r nifer sydd ag enwau Saesneg ar draws y ddinas. Caiff enwau strydoedd eu moitro.

### **1.2 Ystyriaethau'r Gymraeg**

- 1.2.1. Gan fod gan y Cyngor hawl i bennu enwau strydoedd newydd, mae'n cydnabod pwysigrwydd ystyried y farn leol. Y polisi parthed enwau strydoedd newydd felly fydd mabwysiadu enw Cymraeg sydd yn gyson â threftadaeth a hanes yr ardal. Bydd hyn yn dileu'r problemau o ran cyfieithiadau o'r Saesneg i'r Gymraeg ar enwau strydoedd. Bydd y Cyngor hefyd yn defnyddio arbenigedd academaidd

allanol Panel Enwau Llefydd/Strydoedd Caerdydd Ddwyeithog wrth bennu enwau newydd. Bydd angen pennu enwau yn unol â gweithdrefnau llywodraethiant y Cyngor. Mewn amgylchiadau eithriadol gellid ystyried enwau strydoedd mewn ieithoedd eraill, lle byddai enw stryd yn amlwg yn adlewyrchu ac yn gydnaws â chysylltiadau hanesyddol, diwylliannol ac ieithyddol penodol yn lleol ac yn dilyn ymgynghori â'r Panel Enwi Strydoedd a chymunedau/rhanddeiliaid lleol.

- 1.2.2. Ac eithrio'r enwau a ystyrir yn 'ddwyeithog' gan y Cyngor o dan 1.1.6, ni fydd unrhyw newid i enwau strydoedd sydd eisoes yn bodoli a bydd y rhain yn aros yn yr iaith 'wybyddus' er mwyn osgoi problemau.
- 1.2.3. Mae gan y Cyngor gyfrifoldebau statudol a grymoedd i gynnal rhestrau cywir a chyfredol o enwau trefi, pentrefi, cymunedau a wardiau yn ogystal â datblygiadau newydd. Ym mhob achos, bydd y Cyngor yn sicrhau bod y rhestrau o safon uchel a bydd yn cynnal arolwg o'r rhestr y mae'n ei chynnal er mwyn sicrhau cysondeb lle bo'n angenrheidiol. Yn ychwanegol at hynny, mae cyfrifoldeb ar Gomisiynydd y Gymraeg dros safoni enwau lleoedd Cymraeg. Mae dogfennau defnyddiol yn cynnwys [Rhestr o Enwau Llefydd Safonol Cymru](#) a [Canllawiau Safoni Enwau Llefydd](#), y ddau wedi eu cyhoeddi ar [Gwefan](#).
- 1.2.4 Bydd unrhyw arwyddion enw stryd yn dangos y Gymraeg uwch law'r Saesneg pan fo angen adnewyddu arwydd neu angen arwydd newydd.

### **1.3 Llesiant Cenedlaethau'r Dyfodol**

- 1.3.1. Pwrpas Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015 yw gwella llesiant cymdeithasol, economaidd, amgylcheddol a diwylliannol Cymru. Mae'n gosod saith nod llesiant cenedlaethol, gan gynnwys 'Cymru â diwylliant bywiog lle mae'r Gymraeg yn ffynnu'. Bydd sicrhau bod enwi strydoedd yng Nghaerdydd yn adlewyrchu treftadaeth leol, gydag enwau ar gyfer datblygiadau newydd sydd â chysylltiad o ran hanes, diwylliant ac iaith, yn chwarae rhan bwysig yn cyflawni'r nod llesiant hwn.

### **1.4 Pwysigrwydd Enwi a Rhifo Strydoedd**

- 1.4.1. Mae enwi a rhifo strydoedd yn galluogi hunaniaeth unigryw i gael ei phriodoli i stryd ac yn sgil hynny unrhyw eiddo cysylltiedig y gellir mynd iddo o'r stryd honno.
- 1.4.2. Mae cofrestru eiddo yn dod yn fater cynyddol bwysig. Mae cynnal safon uchel, gyson a chynhwysfawr ar gyfer enwi a rhifo strydoedd neu enwi eiddo yn hanfodol oherwydd ei fod yn galluogi:
  - Y Gwasanaethau Brys i ddod o hyd i eiddo yn gyflym – gall oedi beryglu bywyd a chostio arian
  - Dosbarthu'r post yn effeithiol
  - Ymwelwyr i ddod o hyd i'w cyrchfan

- Cyflenwi dibynadwy o ran gwasanaethau a chynnyrch
- Cadw cofnodion darparwyr gwasanaeth mewn modd effeithiol
- Cwmnïau i dderbyn cyfeiriad at ddibenion swyddogol wrth ddarparu gwasanaethau telathrebu, yswiriant, bancio, graddio credyd ac yn y blaen.

1.4.3 Dylid cyfeirio at Bolisi KP5 y Cynllun Datblygu Lleol (CDLI): Dylunio Cynaliadwy o Ansawdd, sydd yn amlinellu'r gofynion ar ddatblygiadau newydd o ran bod yn ddarllenadwy ac o greu lle, er mwyn sicrhau eu bod yn "gwneud cyfraniad cadarnhaol i greu cymunedau, llefydd a gofodau arbennig" (CDLI 2006 – 2026, t.64). Mae Canllaw Dylunio Preswyl CCA (Ionawr 2017) hefyd yn manylu ar y materion y dylai dyluniad ar gyfer datblygiad preswyl newydd yng Nghaerdydd fynd i'r afael a nhw wrth geisio caniatâd cynllunio.

## **1.5 Pwy sydd yn gyfrifol am Enwi a Rhifo Strydoedd?**

- 1.5.1. Mae cyfrifoldeb a grymoedd statudol ar y Cyngor, o fewn cyd-destun deddfwriaeth fabwysiadol, dros enwi a rhifo strydoedd, diwygio enwau strydoedd a dangos enwau strydoedd. Mae grymoedd yn ôl disgresiwn gan y Cyngor hefyd i roi rhif neu enw ar eiddo.
- 1.5.2. Dylid nodi nad oes cyfrifoldebau statudol gan y Post Brenhinol na grymoedd chwaith un ai i enwi stryd neu i enwi, rhifo, ailenwi neu ail-rifo eiddo.
- 1.5.3. Yr unig gyfrifoldeb sydd gan y Post Brenhinol yw dyroddi cod post yn dilyn cydgysylltu a derbyn hysbysiad ynghylch manylion cyfeiriad newydd neu ddiwygiedig gan y Cyngor.
- 1.5.4. Fel yr awdurdod enwi a rhifo statudol mae'r Cyngor yn gwneud gwiriadau priodol gyda'r Rhestr Gyfeiriadau Gorfforaethol ac ymgynghori'n ehangach a chydgysylltu â'r Post Brenhinol sydd yn gyfrifol am y Ffeil Cyfeiriad Cod Post (FfCCP) parthed eiddo newydd a/neu enwau strydoedd. Mae hyn yn lleihau dyblygu a dryswch ac yn sicrhau y caiff ymagwedd gyson a diamwys ei mabwysiadu ar draws Caerdydd.
- 1.5.5 Ar dderbyn cais i enwi stryd, yn dilyn cyngor gan y Panel Enwi Strydoedd fe ymgynghorir â'r Post Brenhinol a'r aelod cabinet sy'n gyfrifol am y portffolio hwn, ynghyd â'r hol aelodau ward a'r cynghorau cymuned, lle bo'n briodol. Am ragor o fanylion, ewch i Atodiad 2 (Map Proses Enwi a Rhifo Strydoedd). Caiff unrhyw benderfyniadau parthed ceisiadau enwi strydoedd eu gwneud yn unol â Chynllun Dirprwyo'r Cyngor. Os codir pryderon ynghylch enw stryd arfaethedig yn cael ei wrthod, bydd y swyddog sydd â'r awdurdod dirprwyol yn gweithio gyda'r partiön perthnasol a'r aelod cabinet i ganfod enw amgen. Os na fydd yn bosibl dod i gytundeb, mae'n bosib y caiff y mater ei gyfeirio i'r Cabinet.

## **2 Enwi a Rhifo Strydoedd – Canllaw i Ymgeiswyr**

### **2.1 Pryd dylid Gwneud Cais**

2.1.1. Y rhai ddylai wneud ceisiadau ar gyfer gwasanaethau Enwi a Rhifo Strydoedd yw:

- Unigolion neu sefydliadau sydd yn dymuno ychwanegu enw i eiddo â rhif yn unig sydd eisoes yn bod
- Unigolion neu sefydliadau sydd yn dymuno ailenwi eiddo ag enw sydd eisoes yn bod
- Unigolion neu ddatblygwyr yn codi eiddo newydd sydd yn cynnwys eiddo preswyl, safleoedd masnachol, unedau diwydiannol a'u tebyg
- Unigolion neu ddatblygwyr sydd yn dymuno diwygio gosodiadau datblygiadau newydd sydd eisoes wedi mynd drwy'r broses enwi a rhifo ffurfiol
- Unigolion neu ddatblygwyr sydd yn ymgymryd ag addasu eiddo sydd eisoes yn bod a fydd yn arwain at greu eiddo preswyl newydd neu safleoedd busnes. Bydd hyn yn cynnwys adeiladau sydd eisoes yn bod sydd yn cael eu rhannu'n fflatiau neu'n swyddfeydd, ydlannau sy'n cael eu trosi'n breswylfeydd a hollti unedau masnachol.
- Preswylwyr sydd yn dymuno ailenwi stryd
- Unigolion a busnesau sydd yn ceisio cadarnhad o gyfeiriad.

2.1.2. Dylai ymgeiswyr ymgynghori â'r Cyngor ar y cyfle cyntaf er mwyn osgoi oedi posib. Dylid cyflwyno ceisiadau cyn gynted ag y bo modd wedi cymeradwyo caniatâd cynllunio a/neu reoliadau adeiladu yn ffurfiol.

### **2.2. Sut mae Gwneud Cais a Chostau**

2.2.1 Dylid gwneud ceisiadau ar-lein yma <https://priffyrddcaerdydd.startraqdome.com/login/new>. Bydd gofyn i ymgeiswyr gofrestru ar y system ac yna dewis 'Enwi a Rhifo Strydoedd' o'r rhestr ar y gwymplen.

2.2.2. Rhaid i bob cais am wasanaethau Enwi a Rhifo Strydoedd gynnwys cynllun lleoliad o raddfa briodol (i raddfa heb fod yn llai na 1:1250) ac yn achos datblygiadau newydd, cynllun gosodiad yn dangos rhifau plotiau a safle'r eiddo parthed y nodweddion daearyddol o'i gwmpas.

2.2.3 Mae'r costau ar gyfer gwasanaethau Enwi a Rhifo Strydoedd wedi eu seilio ar nifer y strydoedd, blociau, unedau a lloriau yn y datblygiad. Ar gyfer y ffioedd priodol, gweler [Enwi a Rhifo Strydoedd](#).

### **3 Enwi a Rhifo Strydoedd ar gyfer Datblygiadau Newydd**

#### **3.1 Egwyddor Gyffredinol**

- 3.1.1. Mae cefndir hanesyddol sylweddol gan Gaerdydd ac felly er mwyn sicrhau y caiff y dreftadaeth hon ei chadw, rhoddir ffafriaeth i gynlluniau enwi sydd â chyd-destun hanesyddol a lleol. Mae gan y Cyngor banel enwi gydag arbenigedd allanol er mwyn hwyluso, cynghori ac awgrymu dewisiadau ar gyfer pob mater sy'n ymwneud ag enwi ar ddatblygiadau newydd (gweler hefyd 1.2.1). Dylid cyfeirio hefyd at adnoddau priodol megis [Enwau Llefydd Hanesyddol](#).
- 3.1.2. Os na ellir sefydlu cysylltiad hanesyddol uniongyrchol â'r tir i'w ddatblygu yna gellir edrych ar ardaloedd gerllaw am syniadau.
- 3.1.3. Os na ellir pennu unrhyw gyd-destun hanesyddol neu leol, a bod y datblygiad arfaethedig yn cynnwys rhwydwaith o strydoedd neu adeiladau, gellir awgrymu thema. Unwaith eto, dylid cymryd gofal er mwyn sicrhau y bydd unrhyw thema arfaethedig yn cyflawni'r protocolau sydd yn y ddogfen hon.

#### **3.2 Defnyddio Enwau Marchnata Answyddogol**

- 3.2.1. Er mwyn sicrhau bod enwi yn adlewyrchu'r dreftadaeth hanesyddol, ddiwylliannol ac ieithyddol yn lleol, bydd y Cyngor yn annog datblygwyr i ymgynghori â chymunedau lleol ar adeg gynnar yn y broses ddatblygu. Pan gaiff enwi ei ystyried fel cam cynnar, efallai na fydd yn briodol defnyddio teitlau marchnata answyddogol.
- 3.2.2. Ni chaniateir mabwysiadu teitlau 'marchnata' er mwyn creu lleoliadau deniadol 'answyddogol' neu enwau ar bentrefi.
- 3.2.3. Cynghorir datblygwyr felly i fod yn ochelgar wrth ddefnyddio enwau datblygiadau i ddibenion marchnata os nad yw'r enw wedi ei gytuno ymlaen llaw.
- 3.2.4. Dylid hefyd gynnwys mewn llenyddiaeth a gaiff ei ddsbarthu i ddarpar brynwyr fod unrhyw enwau marchnata yn amodol ar gael eu cymeradwyo ac felly y gallent newid.

#### **3.3. Themâu a Gaiff eu Cynnig**

- 3.3.1. Dylai datblygwr sydd yn cynnig thema ar gyfer datblygiad newydd ystyried y canlynol:
  - Dylai'r enw(au) stryd neu adeilad fod â chyd-destun hanesyddol neu leol a brofwyd ac â chysylltiad uniongyrchol â'r safle datblygu neu'r ardal gerllaw
  - Gall enwi strydoedd neu adeiladau ar ôl unigolion penodol fod yn fater ychydig yn oddrychol. Y polisi felly fydd ond i gynnwys enw unigol neu enw

person, un ai yn y presennol neu'r gorffennol, mewn cynlluniau enwi a gymeradwywyd os gellir sefydlu cyswllt gwaddol neu hanesyddol

- Yr unig eithriad fydd mewn sefyllfaoedd lle y cyfeirir at leoliadau daearyddol hanesyddol fel enwau priod h.y. Parc Kimberley, Coed John ayb. Ni fydd y cynllun enwi eiddo neu strydoedd yr un fath neu'n debyg i unrhyw enwau sydd eisoes yn bodoli yng Nghaerdydd er mwyn osgoi dryswch posib
- Pan na ellir sefydlu unrhyw gyd-destun hanesyddol neu leol a bod rhwydwaith o strydoedd neu adeiladau i gael eu creu, gall y datblygwr gyflwyno awgrym o thema, gyda'r rhesymau priodol, i'w hystyried gan y Cyngor
- Dylid osgoi unrhyw enwau strydoedd neu adeiladau sy'n esthetaidd anaddas, er enghraifft Tŷ Hyll, Ffordd y Gwaith Nwy, cyfeiriadau at Dwll a Tomen/Domen ayb. Dylid osgoi enwau strydoedd neu adeiladau a gaiff eu hawgrymu y gellir eu camddehongli'n fwriadol, er enghraifft Heol Hwrdd, Rhodfa Feddw, Stryd y Cweiar ayb. Pan fo rhesymau hanesyddol cymhellol dros gadw neu gynnwys elfen o'r fath mewn enw stryd, rhaid sicrhau cytundeb ar ragoriaethau hyn trwy ymgynghori â'r panel enwi.
- Ni dderbynnir ar unrhyw gyfrif enwau a gaiff eu hawgrymu ar gyfer strydoedd neu adeiladau y gellid hystyried eu bod yn groes i Ddeddf Cydraddoldeb 2010 neu eu dehongli yn dramgwyddus neu anllad.
- Os yw'n bosib, dylid osgoi enwau isradd (e.e. enwi rhes o adeiladau o fewn stryd sydd eisoes ag enw yn 'Teras.....').

## **4 Cymeradwyo Cynlluniau Enwi a Rhifo**

### **4.1 Enwau Strydoedd**

4.1.1. Dylai pob enw stryd newydd ddechrau gydag un o'r rhagddodiaid canlynol yn achos enwau Cymraeg (neu ôl-ddodiaid yn achos enwau Saesneg) yn y cyddestun canlynol, fodd bynnag nid yw hon yn rhestr gyflawn ac mewn amgylchiadau eithriadol gellid caniatáu rhai gwahanol.

<b>Rhagddodiaid</b>	<b>Cyfieithiad Saesneg</b>	<b>Ystyr</b>
Heol	Road	Ar gyfer unrhyw brif heol neu ffordd drwodd
Rhodfa / Coedlan	Avenue	Ar gyfer unrhyw heol neu ffordd drwodd
Rhodfa	Drive	Ar gyfer unrhyw heol neu ffordd drwodd
Stryd / Heol	Street	Ar gyfer unrhyw heol neu ffordd drwodd
Ffordd / Heol	Way	Ar gyfer unrhyw heol neu ffordd drwodd
Llwyn	Grove	Ar gyfer ffyrdd preswyl
Stablau	Mews	Ar gyfer ffyrdd preswyl
Plas / Maes	Place	Ar gyfer ffyrdd preswyl
Tai	Villas	Ar gyfer ffyrdd preswyl
Gerddi	Gardens	Ar gyfer ffyrdd preswyl (gyhyd nad oes dryswch gyda man agored lleol)
	Close	Ar gyfer ffordd bengaead yn unig
Cwrt / Llys	Court	Ar gyfer ffordd bengaead a blociau preswyl yn unig
Pen	End	Ar gyfer ffordd bengaead yn unig
Cylch	Circle	Ar gyfer ffyrdd sydd â'r un man cychwyn a gorffen
Cilgant	Crescent	Ar gyfer ffordd siâp cilgant
Sgwâr	Square	Ar gyfer sgwâr yn unig
Teras / Rhodfa	Terrace	Ar gyfer teras o dai
Bryn / Rhiw	Hill	Ar gyfer ffordd ar fryn yn unig
Crib	Ridge	Ar gyfer ffordd ar fryn yn unig
Rhiw / Tyle	Rise	Ar gyfer ffordd ar fryn yn unig
Rhes / Stryd	Row	Ar gyfer strydoedd preswyl mewn amgylchiadau priodol
Bro / Glyn	Vale	Ar gyfer strydoedd preswyl mewn amgylchiadau priodol
Golwg	View	Ar gyfer strydoedd preswyl mewn amgylchiadau priodol
Comin	Common	Ar gyfer ffyrdd mewn amgylchiadau priodol

Rhodfa	Parade	Ar gyfer ffyrdd mewn amgylchiadau priodol
Parc	Park	Ar gyfer ffyrdd mewn amgylchiadau priodol
Trem	Reach	Ar gyfer ffyrdd mewn amgylchiadau priodol
Lôn / Lôn Gefn	Lane	Ar gyfer unrhyw ffordd neu ffordd drwodd mewn ardal wledig (neu mewn amgylchiadau priodol)
Dôl	Meadow	Ar gyfer unrhyw ffordd neu ffordd drwodd mewn ardal wledig
Dôl	Mead	Fel dewis amgen i'r uchod
Coedlan / Glyn	Dene	Ar gyfer ffyrdd a chyswllt hanesyddol â dyffryn coediog
Glanfa	Wharf	Ar gyfer ffyrdd sy'n gyfochrog neu gerllaw dyfrffyrdd y gellir eu llywio
Cylchfan	Circus	Ar gyfer cylchfan fawr
Ffordd / Rhodfa	Walk	Ar gyfer llwybrau i gerddwyr
Llwybr	Path	Ar gyfer llwybrau i gerddwyr
Llwybr Troed	Footpath	Ar gyfer llwybrau i gerddwyr
Rhandy	Annexe	Ar gyfer datblygiad sengl
Pont	Bridge	Mewn amgylchiadau priodol
Ffordd Osgoi	Bypass	Ar gyfer ffyrdd mewn amgylchiadau priodol
Cornel	Corner	Ar gyfer ffyrdd mewn amgylchiadau priodol
Cwrs	Course	Ar gyfer ffyrdd mewn amgylchiadau priodol
Crib	Crest or Ridge	Ar gyfer ffyrdd mewn amgylchiadau priodol
Croesfan	Crossing	for roads in appropriate circumstance
Pant	Dale	for roads in appropriate circumstance
Ystâd	Estate	Mewn amgylchiadau priodol
Ffordd Gyflym	Expressway	Ar gyfer ffyrdd mewn amgylchiadau priodol
Cae	Field	Ar gyfer ffyrdd mewn amgylchiadau priodol
Gwastatir	Flats	Mewn amgylchiadau priodol
Rhyd	Ford	Ar gyfer ffyrdd mewn amgylchiadau priodol
Coed (or Coedwig)	Forest	Mewn amgylchiadau priodol
Gardd (or Gerddi)	Garden(s)	Mewn amgylchiadau priodol
Porth	Gateway or Port	Mewn amgylchiadau priodol
Lawnt (or Clwt)	Green	Mewn amgylchiadau priodol
Llwyn or Gelli	Grove	Mewn amgylchiadau priodol

Harbwr	Harbour	Mewn amgylchiadau priodol
Trum	Heights	Mewn amgylchiadau priodol
Ynys	Isle or Island	Mewn amgylchiadau priodol
Cnwc	Knoll or Hillock	Mewn amgylchiadau priodol
Loc	Lock	Mewn amgylchiadau priodol
Porthordy (or Porthdy or Caban)	Lodge	Mewn amgylchiadau priodol
Maenor (Maenordy)	Manor	Mewn amgylchiadau priodol
Melin	Mill	Mewn amgylchiadau priodol
Mynydd	Mount	Mewn amgylchiadau priodol
Perllan	Orchard	Mewn amgylchiadau priodol
Trosffordd	Overpass	Mewn amgylchiadau priodol
Parcfordd	Parkway	Mewn amgylchiadau priodol
Tramwyfa	Passage	Mewn amgylchiadau priodol
Tyrpeg (or Tollborth)	Turnpike (or Pike)	Mewn amgylchiadau priodol
Pinwydd	Pines	Mewn amgylchiadau priodol
Trwyn (or Penrhyn)	Point or Peninsula	Mewn amgylchiadau priodol
Gorffwysfa	Rest	Mewn amgylchiadau priodol
Glan	Shore	Mewn amgylchiadau priodol
Ffynnon /Ffynhonnau	Well(s)	Mewn amgylchiadau priodol
Esgair	Spur (of hill/mountain)	Mewn amgylchiadau priodol
Copa	Summit	Mewn amgylchiadau priodol
Tanffordd	Underpass	Mewn amgylchiadau priodol
Traphont	Viaduct	Mewn amgylchiadau priodol
Golygfa	Vista	Mewn amgylchiadau priodol
Golwg (or Trem)	View	Mewn amgylchiadau priodol
Ffrwd	Spring(s)	Mewn amgylchiadau priodol
Allt	Hill (large wooded hill)	Mewn amgylchiadau priodol
Rhos	Moor; Heath	Mewn amgylchiadau priodol
Sŵn	Sound(s) or Chime	Mewn amgylchiadau priodol
Basn	Basin	Mewn amgylchiadau priodol
Capel	Chapel	Mewn amgylchiadau priodol
Arglawdd or Torlan	Embankment or Bank (of River)	Mewn amgylchiadau priodol
Morfa or Cors	Salt marsh or inland marsh	Mewn amgylchiadau priodol
Gwastadeddau	Levels	Mewn amgylchiadau priodol

4.1.2. Nid yw defnyddio Gogledd, De, Dwyrain neu Gorllewin fel rhagddodiad fel rheol yn dderbyniol. Fodd bynnag, cydnabyddir y gall fod yn briodol gwneud hynny mewn amgylchiadau eithriadol er mwyn hwyluso adnabod.

## 4.2 Trefn Rhifo Eiddo

### 4.2.1. Defnyddir y protocolau canlynol gyda chynlluniau datblygu newydd:

- Caiff ffyrdd pengaead byr a datblygiadau bychan eu rhifo'n olynol gan ddilyn cyfeiriad y cloc. Caiff datblygiad ffyrdd pengaead hwy unwaith eto eu rhifo gyda'r eiddo odrif eiddo eu dyrannu i'ch ochr chwith a'r eiddo eilrif i'r dde.
- Lle nad oes trefn rhifo stryd yn bodoli, mewn ardaloedd gwledig yn bennaf, bydd yn briodol dyrannu enwau eiddo a gytunir. Serch hynny, bydd pob enw eiddo a gymeradwywyd yn derbyn cyfeiriad y stryd ddynodedig agosaf er mwyn galluogi'r gwasanaethau brys i ddod o hyd i eiddo yn gyflym
- Bydd datblygiadau mewn-lenwi (eiddo newydd a gaiff eu codi rhwng eiddo sy'n bodoli eisoes neu ar dir eiddo sy'n bodoli eisoes) ar stryd sydd wedi ei rifo yn derbyn yr un rhif tŷ â'r eiddo sy'n dod o flaen yr eiddo mewn-lenwi gyda'r rhif wedi ei ddilyn gan olddodiad 'A', 'B'. Er enghraifft 24A, 24B ayb
- Caiff eiddo, yn enwedig eiddo ar safle sydd ar gornel, yn cael eu rhifo neu eu henwi yn unol â'r stryd lle cyrchir ac y lleolir prif fynedfa'r eiddo. Ni chaniateir camddefnyddio enwau neu rifau eiddo er mwyn sicrhau cyfeiriad mwy mawreddog neu i osgoi cyfeiriad y tybir fod iddo gysylltiadau annymunol
- Gall blociau fflatiau gael enw ond bydd pob fflat unigol yn cael eu rhifo'n olynol. Gall y panel enwi gynghori ar enwi o fewn datblygiadau
- Dylid enwi neu rifo pob eiddo masnachol ac eithrio mewn amgylchiadau os mai enw'r busnes neu sefydliad yw'r unig fodd o adnabod yr eiddo.

## 4.3 Canolfannau Siopa, Parciau Manwerthu ac Ystadau Diwydiannol

4.3.1. Er mwyn lleihau dryswch, bydd cyfeiriad pob eiddo masnachol yn gyfeiriad cynaliadwy y gellir ei ail-ddefnyddio, waeth beth yw'r busnes neu'r sefydliad sy'n meddiannu'r eiddo. Caiff rhifau uned priodol eu dyrannu a fydd yn aros yn gyson hyd yn oed pe digwydd i'r busnes sy'n meddiannu'r eiddo newid. Dylid dangos rhif yr uned yn amlwg ar bob adeilad.

### 4.3.2. Canolfannau Siopa, Arcedau neu Rodfeydd:

Caiff enw ei gytuno a bydd gofyn i bob siop neu uned o'i fewn gael ei rif unigol ei hun. Defnyddir y stryd lle pennir y ceir prif fynedfa'r adeilad fel stryd y cyfeiriad swyddogol. Caiff pwyntiau mynediad amgen eu cofnodi yn Rhestr Gyfeiriadau Gorfforaethol y Cyngor a'u darparu i bartneriaid rhanddeiliol mewnol ac allanol.

#### 4.3.3. Parciau Manwerthu a Chanolfannau Siopa Awyr Agored:

Caiff enw ei gytuno â'r Cyngor ar gyfer y parc neu'r ganolfan siopa. Bydd y protocolau fel y diffinnir hwy uchod. Er enghraifft: Uned A, Sgwâr James, Trelái.

#### 4.3.4. Ystadau Diwydiannol:

Lle bo'n briodol caiff enw ei roi ar ystâd ddiwydiannol. Bydd gofyn i bob uned neu iard gael rhif unigryw. Bydd y protocolau uchod yn berthnasol.

4.3.5. Os yw'r ganolfan siopa, arcêd, rhodfa neu Barc Manwerthu yn cynnwys mwy nag un stryd ag enw swyddogol, ac y pennwyd bod angen i'r strydoedd hyn gael enwau priodol, caiff yr eiddo eu rhifo yn unol â'r stryd lle ceir mynediad iddynt. Felly caiff lleoliad cymeradwy ei ddyrannu i gynorthwyo adnabod.

4.3.6. Dylid nodi fod enwau ar gyfer Canolfannau Siopa, Parciau Manwerthu ac Ystadau Diwydiannol ayb yn amodol ar yr un egwyddorion â'r rhai a amlinellir ar gyfer enwau strydoedd ac adeiladau sydd wedi eu gosod ger bron yn adrannau 2 a 3. Argymhellir cysylltu a'r tîm Enwi a Rhifo Strydoedd ar y cyfle datblygu cyntaf posib fel y gellir cytuno ar gynlluniau enwi a rhifo o'r dechrau'n deg.

### 4.4 Cychwyn Cyfeiriadau Newydd

4.4.1. Pan fo datblygiad newydd wedi ei gymeradwyo, caiff cyfeiriadau eu creu gan y Cyngor fel endidau 'dros dro'. Caiff manylion y datblygiad arfaethedig eu rhannu â'r Post Brenhinol a fydd wedyn yn 'cadw a chofnodi' y cyfeiriadau ar eu cronfa ddata 'Heb Eu Codi Eto'. Er mwyn osgoi problemau gyrru post at eiddo nad sy'n bodoli, nid yw'r cyfeiriadau hyn yn mynd yn fyw tan i'r eiddo gael ei feddiannu neu hyd nes y byddont bron â chael eu cwblhau ac felly yn gallu derbyn gwasanaethau post.

4.4.2. Wrth i bob eiddo ddynesu at gael ei gwblhau bydd gofyn i'r datblygwr hysbysu'r Post Brenhinol er mwyn sicrhau fod y cofnodion priodol yn cael eu symud o'u cronfa ddata 'Heb Eu Codi Eto' i'r Ffeil Cyfeiriad Cod Post (FfCCP) gan ei wneud ar gael i'w ddefnyddio'n gyffredinol ac i gyfeirio ato drwy'r Deyrnas Gyfunol.

### 4.5 Ychwanegu Enw i Eiddo Sydd Eisoës â Rhif

4.5.1. Gellir caniatáu dyrannu enw eiddo os oes cynllun rhifo eisoës ar waith. Bydd yr enw yn ychwanegol at y rhif ac nid yn ei le. Ni ddylai'r enw fod yn cael ei ddefnyddio gan eiddo arall, na swnio'n rhy debyg i unrhyw enw eiddo arall, yn yr ardal. Ar dderbyn y cais, caiff gwiriad manwl ei wneud er mwyn osgoi dyblygu ac ni chaiff enwau y gellid eu hystyried yn dramgwyddus, yn wahaniaethol neu anllad, neu'n agored i gael eu camddehongli, eu derbyn.

### 4.6 Ailenwi Eiddo Sydd Eisoës Ag Enw

4.6.1. Gellir newid enw eiddo sydd eisoës ag enw. Ni ddylai'r enw arfaethedig fod yn cael ei ddefnyddio gan eiddo arall, na swnio'n rhy debyg i unrhyw enw eiddo arall, yn yr ardal. Ar dderbyn y cais, caiff gwiriad manwl ei wneud er mwyn osgoi

dyblygu ac ni chaiff enwau y gellid eu hystyried yn dramgwyddus, yn wahaniaethol neu anllad, neu'n agored i gael eu camddehongli, eu derbyn. Lle bo arwyddocâd hanesyddol neu ieithyddol penodol i enwau sydd yn bod eisoes, ni fydd ailenwi'n cael ei gefnogi. Mae canllawiau pellach ar gael yn yr atodlen i'r [Cofnodion Amgylchedd Hanesyddol](#).

#### **4.7 Addasu Adeilad sy'n Sefyll Eisoes**

- 4.7.1. Bydd addasu neu rannu eiddo preswyl sy'n arwain at un pwynt mynediad ar gyfer cyrchu'r holl fflatiau eu rhifo, yn hytrach na'u disgrifio neu dadogi llythyren arnynt. Er enghraifft, Fflat 1 yn hytrach na Fflat Llawr Cyntaf neu Fflat A.
- 4.7.2. Bydd eiddo a gaiff ei gyfuno yn defnyddio rhifau'r eiddo gwreiddiol pan ddefnyddir rhifau eiddo. Er enghraifft, cyfuno dau eiddo yn 4 Stryd Fawr a 6 Stryd Fawr neu Uned 1 Ystâd Masnachu ac Uned 2 Ystâd Masnachu yn ôl eu tro.

#### **4.8 Ailenwi Strydoedd**

- 4.8.1. Mae addasu enw stryd yng Nghaerdydd yn cael ei wneud o fewn darpariaethau Deddf Iechyd y Cyhoedd 1925, Adran 118 – Addasu enw stryd.
- 4.8.2. Trwy orchymyn gall y Cyngor newid enw unrhyw stryd, neu ran o stryd, neu aseinio enw i unrhyw stryd, neu ran o stryd, nad yw wedi derbyn enw.
- 4.8.3. Os digwydd bod angen newid enw stryd sydd eisoes yn bod neu y rhoddir enw ar stryd nad yw wedi derbyn enw yn y gorffennol, yna ymgynghorir â'r preswylwyr presennol.
- 4.8.4. Pan fo preswylwyr yn gwneud cais i enwi neu ailenwi stryd sydd eisoes yn bod a phan fo dau draean o'r preswylwyr yn gytûn, gellir gwneud cais i newid enw stryd. Bydd angen i'r cais nodi rhesymau penodol parthed y cais a fydd yn cynnwys y dewis enw newydd. Rhaid i'r enw newydd lynu at yr egwyddorion sydd wedi eu nodi yn y polisi hwn.

#### **4.9 Ail-rifo eiddo/adeiladau sy'n bodoli'n barod neu ailenwi stryd**

- 4.9.1. Caiff ail-rifo eiddo neu fwy nag un eiddo ei ystyried pan fo newidiadau sydd yn (neu sydd yn debygol o arwain at) greu problemau o ran dosbarthu gwasanaethau neu faterion a nodwyd gan y gwasanaethau brys. Gall y broses gymryd llawer o amser ac arwain at gost ychwanegol, tarfu neu anghyfleustra i feddianwyr unigol, ac felly dylid ei osgoi lle bynnag y bo modd.
- 4.9.2. Ar gyfer datblygiadau newydd mewn strydoedd sydd yn bod eisoes mae'n well defnyddio rhagddodiaid, neu ail-rifo ambell eiddo yn unig yn well nag ail-rifo stryd gyfan. Ond, nid yw hyn wastad yn bosib a bydd ailenwi ac ail-rifo strydoedd yn ôl disgrisiwn y Cyngor.

#### **4.10 Hysbysiadau o Wybodaeth ar Newid Cyfeiriad i Bartneriaid Mewnol ac Allanol**

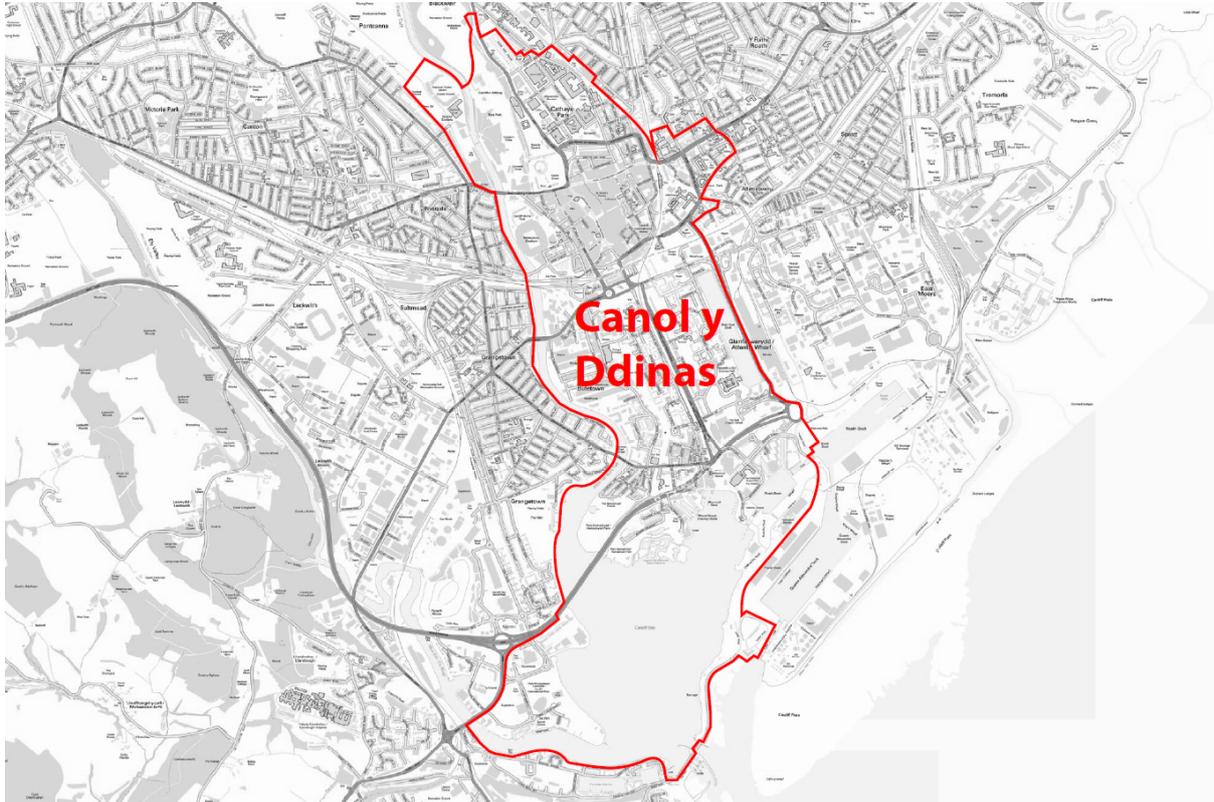
4.10.1 Ar gwblhau cais Enwi a Rhifo Stryd, bydd y Cyngor yn cynnwys y partneriaid canlynol fel rhan o'r broses hysbysu ffurfiol. Nid rhestr ddi-hysbydd mohoni a gellir ychwanegu partneriaid ychwanegol yn ôl yr angen.

- Pob Gwasanaeth Mewnol yn y Cyngor
- Heddlu De Cymru
- Ymddiriedolaeth Gwasanaeth Ambiwylans Cymru
- Gwasanaeth Tân ac Achub De Cymru
- GIG Cymru
- Arolwg Ordnans
- Post Brenhinol
- Asiantaeth y Swyddfa Brisio
- Y Gofrestrfa Tir
- Dŵr Cymru
- Severn Trent
- Y Rhestr Tir ac Eiddo Cenedlaethol
- Gwasanaethau Etholiadol
- Open Reach
- Cyfleustodau
- Western Power.

## **5 Rhestr Gyfeiriadau Gorfforaethol Cyngor Caerdydd**

- 5.1.1. Mae dwy brif ffynhonnell ar gyfer gwybodaeth am gyfeiriadau yn cael eu defnyddio ledled y DG.
- 5.1.2. Fel awdurdod lleol, mae gofyn i'r Cyngor reoli a chynnal Rhestr gyfeiriadau a Strydoedd Corfforaethol gyda diweddariadau cyson yn cael eu darparu i hyb canolog y Rhestr Gyfeiriadau a Strydoedd Cenedlaethol.
- 5.1.3. Y Rhestrau Cyfeiriadau a Strydoedd Corfforaethol, a gaiff eu rheoli a'u cynnal gan yr holl awdurdodau lleol ac unedig ledled Cymru, Lloegr a'r Alban, yw congllfeini datblygiad parhaus a chyflawniad y rhaglen seilwaith cyfeiriadau cenedlaethol ar gyfer Gwledydd Prydain.
- 5.1.4. Caiff y Rhestr Cyfeiriadau a Strydoedd Cenedlaethol eu rheoli gan GeoPlace (partneriaeth atebolrwydd cyfyngedig sector cyhoeddus rhwng y Gymdeithas Llywodraeth Leol a'r Arolwg Ordnans) gan ddarparu data pendant a chyfredol ar gyfeiriadau gofodol a strydoedd sy'n eiddo cyhoeddus.
- 5.1.5. Caiff y Rhestrau Cenedlaethol eu cydnabod yn gydrannau allweddol ar gyfer datblygu cofrestr gynhwysfawr o gyfeiriadau a gwybodaeth stryd cywir ar gyfer y sectorau cyhoeddus a phreifat.
- Mae'r Rhestrau Corfforaethol yn cydymffurfio â Safon Brydeinig BS7666 – Setiau Data Gofodol ar gyfer Cyfeiriadu Daearyddol Rhan 1 a 2 a Chanllawiau Confensiwn Mewnbynnu Data Cenedlaethol fel y cytunwyd gan yr awdurdodau cynnal dynodedig.
- 5.1.7. Gall y cyfeiriadau sydd wedi eu cynnwys yn y Rhestr Gyfeiriadau Gorfforaethol fod yn wahanol i'r rhai a ddelir gan y Post Brenhinol gan fod gofyn iddynt fod yn sail i ofynion ac anghenion busnes gwahanol.
- 5.1.8. Mae ffeil cyfeiriadau cod post (FfCCP) y Post Brenhinol wedi ei chreu'n benodol i gynorthwyo cyflawni gwasanaethau cyflenwi'r post ac nid yw'r Post brenhinol yn derbyn cyfrifoldeb nac atebolrwydd ar ddefnyddio'r FfCCP i unrhyw ddiben arall neu ddiben a fwriedir ac eithrio er mwyn cyflenwi'r gwasanaethau hynny.
- 5.1.9. Bwriad y Rhestr Gyfeiriadau Gorfforaethol yw hwyluso cyflenwi cywir ar yr holl wasanaethau ac mae wedi ei seilio ar leoliad daearyddol gwirioneddol yr eiddo ond mae hefyd yn cynnwys y dref bost fel ag a ddefnyddir gan y Post Brenhinol.
- 5.1.10. Ar ben hynny, mae'r Rhestr Gyfeiriadau Gorfforaethol yn cynnwys gwrthrychau eraill nad oes a wnelont â'r post megis tir datblygu ac amaethyddol, coetiroedd, parciau, eglwysi, cyfleusterau cyhoeddus, i enwi ond rhai ohonynt nad sydd wedi eu cynnwys o fewn y FfCCP.
- 5.1.11. Rhestr Gyfeiriadau Gorfforaethol y Cyngor yw'r brif gofrestr o gyfeiriadau a ddefnyddir gan wasanaethau'r Cyngor.

## Atodiad 1 – Ffiniau Canol y Ddinas a'r Bae



## Atodiad 2 Map Proses Enwi a Rhifo Strydoedd

1. Cofrestrwch ar gyfer system ar-lein Priffyrdd Caerdydd:  
<https://cardiffhighways.startraqdome.com/login/new>
2. Cyflwynwch gais ar-lein ar gyfer:
  - Creu enw(au) stryd newydd
  - Datblygiad newydd / Cyfeiriad(au) newydd
  - Enw(au) a/neu rifau eiddo newydd
  - Diwygiad i osodiad datblygiad
  - Ailenwi stryd bresennol ar gais y preswylwyr
  - Newidiadau i eiddo presennol
  - Ailenwi a/neu ailrifo eiddo presennol
  - Cadarnhau cyfeiriad
3. Bydd ffioedd yn cael eu cadarnhau'n ysgrifenedig i'r ymgeisydd dros e-bost.
4. Pan dderbynnir taliad, gall y weithred Cyfeirnod Stryd ddechrau.
5. Lle y bo'n briodol, dylid cynnal ymgynghoriad gyda rhanddeiliaid a chymunedau lleol cyn gynted â phosib, yn unol â Pholisi Enwi Strydoedd y Cyngor.
6. Caiff ceisiadau sy'n cynnwys ffyrdd/strydoedd newydd eu hanfon at Banel Enwi Strydoedd/Lleoedd Cymraeg Caerdydd Ddwylieithog er mwyn derbyn cyngor ac awgrymiadau ymgynghorol.
7. Yn dilyn ymchwil briodol, caiff adborth gan y Panel ei basio i'r Swyddog Enwi a Rhifo Strydoedd a fydd yn ymgynghori â'r Post Brenhinol / yr Aelod Cabinet priodol / Aelodau Ward Lleol.
8. Yn dilyn cymeradwyaeth gan y Post Brenhinol/Aelodau Ward Lleol/Cynghorau Cymuned, bydd yr enwau a'r rhifau'n cal cynllun llain a rhif.
9. Yn dilyn ymgynghori â'r Post Brenhinol / Aelodau Ward Lleol / Cynghorau Cymuned, bydd yr enwau a'r rhifau'n cal cynllun llain a rhif.
10. Bydd Adroddiad Awdurdodi'n cael ei gwblhau, gan ddyrannu'r enwau ffordd newydd yn swyddogol.

11. Ar ôl cael cymeradwyaeth a chod post gan y Post Brenhinol, bydd y Cyngor yn rhoi gwybod i randdeiliaid mewnol ac allanol.
12. Anfonir cadarnhad e-bost i'r ymgeisydd.
13. Caiff y cais ei gau.

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Equality Impact Assessment  
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**Policy/Strategy/Project/Procedure/Service/Function Title: Parking Standards and Managing Transport Impacts Supplementary Planning Guidance (SPG)**

**New/Existing/Updating/Amending: New**

**Who is responsible for developing and implementing the Policy/Strategy/Project/Procedure/Service/Function?**

Name: Paul Carter

Job Title: Operational Manager

Service Team: Transport Policy

Service Area: Planning, Transport and Environment

Assessment Date: August 2019

**1. What are the objectives of the Policy/Strategy/Project/ Procedure/ Service/Function?**

The objectives of the Street Naming Policy are to ensure that Cardiff Council can meet the statutory responsibilities and powers it has, within the context of adoptive legislation, for the naming of streets, alteration of street names and indication of street names. The Council also has additional discretionary powers to provide a number or name to a property.

Street naming and numbering has a number of important functions, for example, wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly.

Street naming is also a key element of place-making, and it is important in the context of the Council's commitments to the Well-being of Future Generations (Wales) Act 2015, Welsh Language Standards and Historic Environment (Wales) Act 2016. Ensuring that the naming of new streets in Cardiff reflects local heritage, with names for new developments which are historically, culturally and linguistically linked, will help to deliver on the national well-being goal, 'A Wales of vibrant culture and thriving Welsh Language'.

**2. Please provide background information on the Policy/Strategy/Project/Procedure/Service/Function and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]**

This Street Naming Policy has been developed to provide advice and guidance to developers and existing property owners, setting out how the Council controls the naming and numbering of streets and properties under the provisions of the Public

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Health Act 1925 – Sections 17 to 19.

In line with the Council's commitment to the Welsh Language Standards, there are important Welsh language considerations in relation to new street names. The Council has a commitment to ensure that it works towards parity between the number of Welsh street names and English street names across the city. Monitoring of street names will be carried out.

Guidance for developers is provided in the policy, which sets out the process which should be followed in naming and numbering new developments, including consultation with the Bilingual Cardiff Welsh Place/Street Naming Panel. The naming panel provides external expertise to facilitate, advise and suggest options for all naming matters concerning new developments. The policy also outlines the protocols which should be followed in numbering new developments, renaming/renumbering existing properties/streets and activating new addresses.

Consultation has been carried out on the policy. The Council's commitments under the Well-Being of Future Generations (Wales) Act 2015 require that the sustainable development principle is applied to all of the Council's activities through the five ways of working, which emphasises the need for Collaboration and Involvement in developing and appraising proposals and policies. Consultation with stakeholders and the public was undertaken using, for example, online communication and contact through key services such as libraries and hubs, as well as direct contact with key stakeholder groups.

The public consultation received 2,248 responses. Key results include:

- Three in five (60.8%) respondents agreed with the proposal to ensure the Council works towards parity between the number of Welsh street names and English street names across the City. Almost a quarter (23.6%) disagreed with the proposal.
- An overwhelming majority of respondents (93.8%) agreed that preference is given to naming schemes and streets with an historical and local context.
- A number of respondents provided suggestions for involving local communities in the street naming process.
- Three in five (61.5%) respondents thought the proposed street naming policy would have a positive effect on the Welsh language. This included 25.3% who felt it would have a very positive effect. Three in ten (30.1%) felt the policy would have no effect at all.

### **3 Assess Impact on the Protected Characteristics**

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**3.1 Age**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative/]** on younger/older people?

	Yes	No	N/A
Up to 18 years	Y		
18 - 65 years	Y		
Over 65 years	Y		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals of all ages, who may be reliant on different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

**What action(s) can you take to address the differential impact?**

Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy.

**3.2 Disability**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on disabled people?

	Yes	No	N/A
Hearing Impairment	Y		
Physical Impairment	Y		
Visual Impairment	Y		
Learning Disability	Y		
Long-Standing Illness or Health Condition	Y		
Mental Health	Y		
Substance Misuse	Y		

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Other	<b>Y</b>		
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**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals with disabilities, who may be reliant on different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

**What action(s) can you take to address the differential impact?**

Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy.

**3.3 Gender Reassignment**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on transgender people?

	<b>Yes</b>	<b>No</b>	<b>N/A</b>
<b>Transgender People</b> (People who are proposing to undergo, are undergoing, or have undergone a process [or part of a process] to reassign their sex by changing physiological or other attributes of sex)	<b>Y</b>		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals, who may be reliant on

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different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

#### What action(s) can you take to address the differential impact?

Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy.

#### 3.4. Marriage and Civil Partnership

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on marriage and civil partnership?

	Yes	No	N/A
Marriage	Y		
Civil Partnership	Y		

#### Please give details/consequences of the differential impact, and provide supporting evidence, if any.

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals, who may be reliant on different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

#### What action(s) can you take to address the differential impact?

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Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy.

**3.5 Pregnancy and Maternity**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on pregnancy and maternity?

	Yes	No	N/A
Pregnancy	Y		
Maternity	Y		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals, who may be reliant on different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

**What action(s) can you take to address the differential impact?**

Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy.

**3.6 Race**

Will this Policy/Strategy/Project//Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
White	Y		

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Mixed / Multiple Ethnic Groups	<b>Y</b>		
Asian / Asian British	<b>Y</b>		
Black / African / Caribbean / Black British	<b>Y</b>		
Other Ethnic Groups	<b>Y</b>		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals, who may be reliant on different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

**What action(s) can you take to address the differential impact?**

Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy.

**3.7 Religion, Belief or Non-Belief**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on people with different religions, beliefs or non-beliefs?

	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Buddhist	<b>Y</b>		
Christian	<b>Y</b>		
Hindu	<b>Y</b>		
Humanist	<b>Y</b>		
Jewish	<b>Y</b>		
Muslim	<b>Y</b>		
Sikh	<b>Y</b>		
Other	<b>Y</b>		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient

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delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals, who may be reliant on different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

**What action(s) can you take to address the differential impact?**

Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy.

**3.8 Sex**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on men and/or women?

	Yes	No	N/A
Men	Y		
Women	Y		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals, who may be reliant on different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

**What action(s) can you take to address the differential impact?**

Monitor and review the process to ensure that the policy is being followed

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appropriately and that no negative differential impacts are resulting from the policy.

**3.9 Sexual Orientation**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
Bisexual	Y		
Gay Men	Y		
Gay Women/Lesbians	Y		
Heterosexual/Straight	Y		

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals, who may be reliant on different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

**What action(s) can you take to address the differential impact?**

Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy.

**3.10 Welsh Language**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on Welsh Language?

	Yes	No	N/A
Welsh Language	Y		

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**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

The Policy has the potential to facilitate positive impacts by ensuring that all properties are assigned an official address, assisting key functions such as wayfinding, efficient delivery of mail and ensuring the emergency services can locate properties quickly. This could be particularly beneficial for vulnerable individuals, who may be reliant on different services for help and support. The policy can support this provision by ensuring a clear, coherent and transport street naming process is followed, including maintaining the corporate gazetteer and working closely with key stakeholders (e.g. emergency services) to provide accurate information about new street names and addresses.

Place making, including street names with local significance, can help increase community cohesion, increase a sense of tradition, culture and heritage.

The Policy outlines a commitment to work towards parity in the number of Welsh and English street names. In the context of the Council's commitments to the Well-being of Future Generations Act and Welsh Language Standards, ensuring that the naming of new streets in Cardiff reflects local heritage, with names for new developments which are historically, culturally and linguistically linked, will help to deliver on the national well-being goal, 'A Wales of vibrant culture and thriving Welsh Language'.

The public consultation received 2,248 responses. Key results include:

- Three in five (60.8%) respondents agreed with the proposal to ensure the Council works towards parity between the number of Welsh street names and English street names across the City. Almost a quarter (23.6%) disagreed with the proposal.
- Three in five (61.5%) respondents thought the proposed street naming policy would have a positive effect on the Welsh language. This included 25.3% who felt it would have a very positive effect. Three in ten (30.1%) felt the policy would have no effect at all.

**What action(s) can you take to address the differential impact?**

Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy. The policy also commits to monitoring the proportion of Welsh/English street names.

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#### 4. Consultation and Engagement

What arrangements have been made to consult/engage with the various Equalities Groups?

A full internal and external consultation has been held on the draft Street Naming Policy.

#### 5. Summary of Actions [Listed in the Sections above]

Groups	Actions
Age	Monitor and review the process to ensure that the policy is being followed appropriately and that no negative differential impacts are resulting from the policy.
Disability	As above
Gender Reassignment	As above
Marriage & Civil Partnership	As above
Pregnancy & Maternity	As above
Race	As above
Religion/Belief	As above
Sex	As above
Sexual Orientation	As above
Welsh Language	As above. The policy also commits to monitoring the proportion of Welsh/English street names.
Generic Over-Arching [applicable to all the above groups]	

#### 6. Further Action

Any recommendations for action that you plan to take as a result of this Equality Impact Assessment (listed in Summary of Actions) should be included as part of your Service Area's Business Plan to be monitored on a regular basis.

#### 7. Authorisation

The Template should be completed by the Lead Officer of the identified Policy/Strategy/Project/Function and approved by the appropriate Manager in each Service Area.

Completed By :	Date:
Designation:	

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Approved By:	
Designation:	
Service Area:	

- 7.1 On completion of this Assessment, please ensure that the Form is posted on your Directorate's Page on CIS - *Council Wide/Management Systems/Equality Impact Assessments* - so that there is a record of all assessments undertaken in the Council.

For further information or assistance, please contact the Citizen Focus Team on 029 2087 3059 or email [citizenfocus@cardiff.gov.uk](mailto:citizenfocus@cardiff.gov.uk)

**BIODIVERSITY AND RESILIENCE OF ECOSYSTEMS DUTY  
(BRED)**

**STRATEGIC PLANNING AND TRANSPORT**

**AGENDA ITEM: 9**

**Reason for this Report**

1. To seek Cabinet approval for the BRED Forward Plan and to agree to report on the compliance with this duty.

**Background**

2. From March 21<sup>st</sup> 2016, public bodies such as Cardiff Council have a new statutory duty under Section 6 of the Environment (Wales) Act 2016. The new duty is a requirement to '*seek to maintain and enhance biodiversity*' in the exercise of their functions, and in doing so to '*promote the resilience of ecosystems*'. This is known as the Biodiversity and Resilience of Ecosystems Duty or 'BRED' for short.
3. The Environment Act requires Cardiff Council to prepare and publish a plan setting out how it proposes to comply with this new duty. This is referred to as the 'BRED Forward Plan'. Current guidance from Welsh Government is that this Forward Plan need not be a standalone document, but that it can be incorporated into other plans or strategies.
4. During 2019 the Council is required to publish a report setting out what it has done to comply with the Biodiversity and Resilience of Ecosystems duty. The BRED Forward Plan includes a template for this report, provided by Welsh Government.
5. The delivery of a resilient city is not exclusively a role for the Council. The BRED Forward Plan evidences all the good work we are currently doing. However, the power of the Council alone will be limited in delivering all the changes needed. Further partnership working will be essential to ensure delivery. The BRED Forward plan equally recognises the importance of the network of volunteers, citizens and our many partner organisations in delivering this duty.
6. Biodiversity and ecosystems are more readily referred to as 'Green Infrastructure' and the BRED Forward Plan has been drafted by the Green Infrastructure Group. The Green Infrastructure Group's remit is to

influence Council policy, to progress the Green Infrastructure implementation Programme, and to manage, maintain and enhance green infrastructure where appropriate.

7. The group brings together officers from Planning, Drainage, Parks, Air Quality and Rights of Way Services and includes officers dealing with such areas as:
  - landscape and urban design
  - Parks maintenance and management
  - sustainable drainage (SUDs) and flood protection
  - biodiversity and nature conservation
  - tree protection,
  - allotments and community growing,
  - long distance routes,
  - rights of way,
  - tackling air pollution, and
  - volunteer involvement.

## Issues

8. In complying with this duty, a public authority must have regard to, among other things, any guidance produced by Welsh Ministers, including the already-published '*Guidance for Section 6 –The Biodiversity and Resilience of Ecosystems Duty Frequently Asked Questions*'. This document advises that the Section 6 duty forward plan can, and should be, an integral part of any public authority's business or corporate planning processes.
9. In this context, a "Green Infrastructure Plan" for Cardiff was in the process of being drafted when the Environment Act duty came into force. This has been adapted to form the BRED Forward Plan. The Green Infrastructure Plan provides the overarching context to other documents such the Green Infrastructure Supplementary Planning Guidance (GISPG), the Green Infrastructure Spatial Strategy and the Green Infrastructure Implementation Programme. The GISPG is an approved document, and the Spatial Strategy and Implementation Programme are currently being drafted.
10. Welsh Government also advise that the Section 6 duty Forward Plan should be integrated into Cardiff Council's statement of the steps to be taken to meet its well-being objectives, which in turn should be embedded within the Corporate Plan. In this way, the Section 6 duty forward plan can contribute to meeting Cardiff Council's wellbeing objectives, particularly those which maximise its contribution to the 'A Resilient Wales' Well-being Goal. The text of this goal reads: '*A Resilient Wales: A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).*' The Section 6 duty forward plan will deliver the maintenance and enhancement of a biodiverse natural environment with healthy functioning ecosystems, in accordance with this Wellbeing Goal.

11. The BRED Forward Plan consist of two parts, a **Green Infrastructure Plan and an Action Plan**

12. **Part One: Green Infrastructure Plan** includes the following:

- A Vision for green infrastructure in Cardiff
- An explanation of what we mean by green infrastructure, and why a green infrastructure approach is beneficial
- The policy and legislation background supporting a green infrastructure approach
- Six strategic objectives for the green infrastructure approach in Cardiff

These are:

- *Protecting the natural environment*
- *Protecting people and places*
- *Supporting the local economy*
- *Improving health*
- *Creating opportunities for people*
- *Enhancing local character and sense of place*

13. **Part Two: BRED Action Plan:**

The BRED Action Plan sets out a list of actions which, if implemented, would deliver the objectives of the Green Infrastructure Plan. It also explains how biodiversity and ecosystem resilience is integrated within Council functions.

14. The Action Plan identifies 65 projects/Actions. The Plan draws together current and future work programmes that deliver, manage, promote and sustain Cardiff's green infrastructure.

15. Projects in the Action Plan include:

***“Ecosystems Mapping Project”***

This work has been commissioned by the Council in partnership with Natural Resources Wales to map out “Ecosystem Services” across Cardiff and identify existing deficiencies in specific areas/wards and future opportunities to strengthen the resilience of the city. This also supports wider work being undertaken by NRW in preparing Area Statements across Wales.

***Sustainable Drainage***

The City is leading the way in delivering Sustainable Drainage, both in exemplar projects such as “Greener Grangetown” as well as delivering innovative solutions through new developments. The Cardiff Living Project a notable example, with the introduction of water/drainage features into new developments which, not only reduce the risk of flooding, but also improve the quality of water entering our many watercourses and promote biodiversity through landscaping and greening of the city. Exciting opportunities to further apply this approach across the city are being

investigated, including the potential to restore our historic canal and dock feeder networks.

16. The above are just two examples of the innovative and collaborative work being undertaken in Cardiff. The One Planet Strategy is a further example of how the Council is embedding the resilience of ecosystems into wider initiatives.

### **Reason for Recommendations**

17. To meet the Council's duty under Section 6 of the Environment (Wales) Act 2016.

### **Financial Implications**

18. No direct financial implications from agreeing the BRED Forward Plan are expected with an activity met from existing resources. Funding for specific green infrastructure projects, when appropriate, will need to be considered on a case by case basis.

### **Legal Implications**

19. Section 6 of The Environment (Wales) Act 2016 places a duty on the Council to carry on its functions in a manner that seeks to maintain and enhance the biological diversity and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions.
20. The Council has to be mindful of the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards when making any policy decisions and consider the impact upon the Welsh language. The Council has to consider the Well-being of Future Generations (Wales) Act 2015 and how this strategy may improve the social, economic, environmental and cultural well-being of Wales.
21. The Well-Being of Future Generations (Wales) Act 2015 ('the Act') places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language, and is globally responsible.
22. In discharging its duties under the Act, the Council has set and published well being objectives designed to maximise its contribution to achieving the national well being goals. The well being objectives are set out in Cardiff's Corporate Plan 2019-22. When exercising its functions, the Council is required to take all reasonable steps to meet its well being objectives. This means that the decision makers should consider how the proposed decision will contribute towards meeting the well being objectives and must be satisfied that all reasonable steps have been taken to meet those objectives.
23. The well being duty also requires the Council to act in accordance with a 'sustainable development principle'. This principle requires the Council to act in

a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that Council decision makers must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, the Council must:

- Look to the long term
  - Focus on prevention by understanding the root causes of problems
  - Deliver an integrated approach to achieving the 7 national well-being goals
  - Work in collaboration with others to find shared sustainable solutions
  - Involve people from all sections of the community in the decisions which affect them
24. The decision maker must be satisfied that the proposed decision accords with the principles above; and due regard must be given to the Statutory Guidance issued by the Welsh Ministers, which is accessible using the link below: <http://gov.wales/topics/people-and-communities/people/future-generations-act/statutory-guidance/?lang=en>
25. The Council has to satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties) – the Public Sector Equality Duties (PSED). These duties require the Council to have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of ‘protected characteristics’. The ‘Protected characteristics’ are: • Age • Gender reassignment • Sex • Race – including ethnic or national origin, colour or nationality • Disability • Pregnancy and maternity • Marriage and civil partnership • Sexual orientation • Religion or belief – including lack of belief .

### **HR Implications**

26. There are no HR implications for this report.

### **RECOMMENDATION**

Cabinet is recommend to agree:

1. the BRED Forward Plan in order to meet the Council’s duty under Section 6 of the Environment (Wales) Act 2016.
2. That the BRED forward plan help inform the Council's comprehensive refresh of it's Climate strategy, now underway following the recent Climate Emergency deceleration

<b>SENIOR RESPONSIBLE OFFICER</b>	<b>ANDREW GREGORY</b> <b>Director of Planning, Transport &amp; Environment</b>
	20 September 2019

*The following appendix is attached:*

Appendix One: Biodiversity and Resilience of Ecosystems Duty Forward Plan

# Cardiff Biodiversity and Resilience of Ecosystems Duty Forward Plan



# **City of Cardiff Council Green Infrastructure Plan**

*'Delivering the Biodiversity and Resilience of Ecosystems Duty (BRED) Forward Plan, and contributing to Resilience Objectives under the Well-being of Future Generations Act'*

**Draft July 2019**

**Bydd y ddogfen hon ar gael yn Gymraeg/This document will be available in Welsh**

## **Contents**

### **Executive Summary**

### **Green Infrastructure Plan**

- 1 Introduction**
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- 5 Management of Cardiff's Green Infrastructure Resource**

### **Appendix 1 References**

### **Biodiversity and Resilience of Ecosystems Duty Action Plan**

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### **Table 1 Green Infrastructure Implementation Programme 2016 – 2019**

### **Appendix 1 Section 6 Biodiversity Duty Draft Reporting Guidance**

## Executive Summary

1. This document consists of two parts; a Green Infrastructure Plan and a Biodiversity and Resilience of Ecosystems Duty (BRED) Action Plan. Together they form the Biodiversity and Resilience of Ecosystems Duty (BRED) Forward Plan, which has been produced in compliance with Cardiff Council's duty under Section 6 of the Environment (Wales) Act 2016. This is a statutory duty which requires Cardiff Council to seek to maintain and enhance biodiversity, and in doing so promote the resilience of ecosystems, and to produce a forward plan setting out how it will achieve this.
2. The Green Infrastructure Plan sets out Cardiff Council's approach to green infrastructure - multi-functional, connected green spaces that make the best use of land - at the same time providing green open space for all, helping wildlife to flourish, and delivering a wide range of economic, health and community benefits.
3. It does not introduce new policy, but describes how officers working with parks and public open spaces, ecology and biodiversity, trees, soils and public rights of way will collaborate to consider the approach that considers these elements in a holistic, integrated way to secure multiple benefits.
4. The Green Infrastructure Plan includes the following:-
  - A Vision for green infrastructure in Cardiff
  - An explanation of what we mean by green infrastructure, and why a green infrastructure approach is beneficial
  - The policy and legislation background supporting a green infrastructure approach
  - Six strategic objectives for the green infrastructure approach in Cardiff, which maximise the benefits that the green infrastructure approach can make to ecology and biodiversity, climate change mitigation and adaptation, Cardiff's economy, public physical and mental health, learning, volunteering and social inclusion, and Cardiff's sense of place.
5. The BRED Action Plan sets out a list of actions which, if implemented, would deliver the objectives of the Green Infrastructure Plan as well as those of the Nature Recovery Action Plan. It also gives consideration to how biodiversity and ecosystem resilience can be embedded within Cardiff Council functions by engagement with individual service areas.
6. The Biodiversity and Resilience of Ecosystems Duty Forward Plan is also well-placed to contribute to the achievement of any objectives that Cardiff Council sets in relation to the 'Resilience Goal' under the Wellbeing of Future Generations Act 2015.
7. The preparation of this document was part funded by Natural Resources Wales within the 2014-15 GR1 partnership funding programme. The plan draws together current and future work programmes that deliver, promote and sustain Cardiff's green infrastructure.

## 1.0 Introduction

### 1.1 The Vision

*‘Cardiff’s distinctive natural heritage will provide a network of Green Infrastructure which will be protected, enhanced, developed and managed to ensure that its integrity and connectivity is sustained for the economic, social and environmental benefit of the City and the Region.’*

### 1.2 What is Green Infrastructure?

1.2.1 Green infrastructure is about multi-functional, connected green spaces that make the best use of land - at the same time providing green open space for all, helping wildlife to flourish, and delivering a wide range of economic, health and community benefits. This is as important to the city as its ‘grey’ infrastructure of roads, buildings and power lines (CABE 2009), and helps to address many of the social and environmental issues linked to urban life (Wildlife Trust Wales 2016).

1.2.2 Green infrastructure is broadly analogous to ‘Natural Capital’, which can be defined as ‘...the elements of nature that produce value (directly and indirectly) to people, such as the stock of forests, rivers, land, minerals and oceans. It includes the living aspects of nature (such as fish stocks) as well as the non-living aspects (such as minerals and energy resources). Natural capital underpins all other types of capital... and is the foundation on which our economy, society and prosperity is built.’ (The Natural Capital Committee 2017).

1.2.3 Green infrastructure can include:

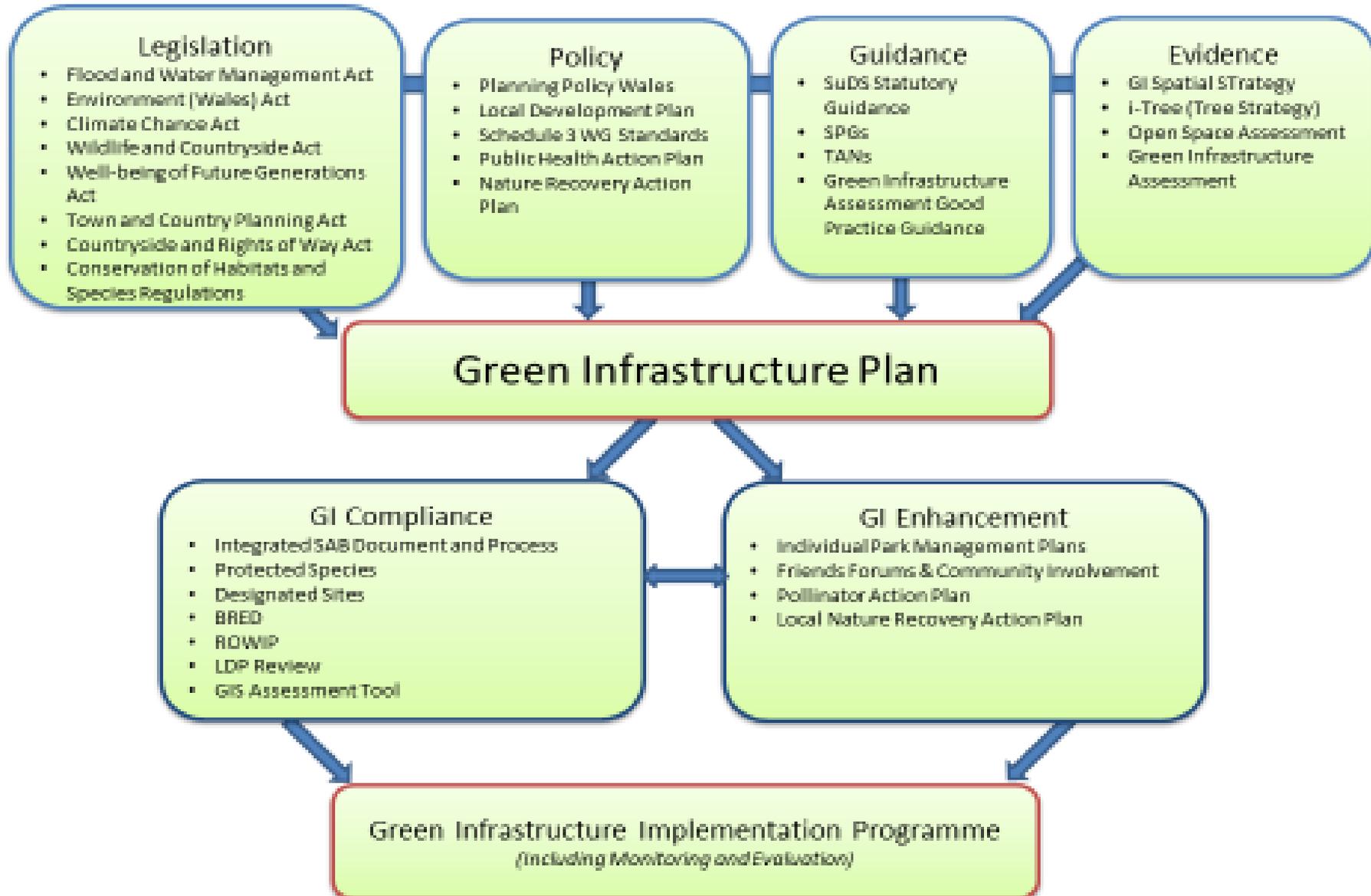
- Parks and Gardens
- Allotments and orchards
- Open countryside
- Rivers, lakes, ponds and streams
- Woodland, hedgerows and scrub
- Roadside verges and street trees
- Green roofs and walls
- School and hospital grounds
- Cemeteries and churchyards
- Golf courses
- Sustainable Drainage Systems (SuDS)
- Railway embankments
- Footpaths and bridleways
- Open mosaic habitat on previously developed land (Brownfield sites)
- Headlands and set-aside areas around agricultural fields

- Historical sites

### **1.3 Purpose of this document**

- 1.3.1 Cardiff has long had a reputation as a green city dating back to Victorian times, and natural heritage assets are fundamental to the city's character, distinctiveness and sense of place. This document sets out the city's approach to green infrastructure and is one of a series of documents that provides the context for green infrastructure in Cardiff. Figure 1 below outlines this approach and highlights this document's place in the hierarchy.
- 1.3.2 Co-ordination and promotion of inter-departmental working within Cardiff Council will make the best use of financial resources and avoid duplication of effort by providing a central resource for green infrastructure development actions. This in turn will promote and foster improved partnership working both within the Council and with external bodies from the private, public and voluntary sectors. The document is intended to provide a simple but cohesive context to green infrastructure in Cardiff, without excessive detail, to ensure that the overview of information can be maintained and updated within the Council's resources.
- 1.3.3 The Well-being of Future Generations Act 2015 requires public bodies such as Cardiff Council to set objectives designed to maximise their contribution to the Welsh Government's seven well-being goals. One of those goals is:-
- 'A Resilient Wales: A Nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (For example, climate change).'*
- 1.3.4 The Green Infrastructure Plan is well-placed to contribute to the achievement of any objectives that Cardiff Council sets in relation to this 'Resilience Goal', as the Vision of the GI Plan is very similar to that Goal. Furthermore, the Six Objectives of the Green Infrastructure Plan can be related to the Focus Areas in the Capital Ambition process as described in Section 3.8.1 below.
- 1.3.5 Similarly, section 6 of the Environment (Wales) Act 2016 places a duty upon Cardiff Council to set out a plan explaining how it intends to comply with the 'Biodiversity and Resilience of Ecosystems Duty'. This is a duty to seek to maintain and enhance biodiversity in the exercise of our functions, and in doing so promote the resilience of ecosystems. The present Green Infrastructure Plan, together with the Biodiversity and Resilience of Ecosystems Action Plan, will set out how Cardiff Council intends to comply with this duty.

Figure 1. Cardiff Council Green Infrastructure Process



1.3.6 Therefore, the Cardiff Council Green Infrastructure Plan will be important in delivering the contribution to the Resilience Goal under the WBFG Act, and the 'Biodiversity and Resilience of Ecosystems Duty' plan requirement.

1.3.7 The existing green infrastructure in Cardiff includes:

- Undeveloped countryside around the outskirts of Cardiff, supporting a network of hedgerows, woodlands, copses, wetlands and roadside verges
- The coastal area to the south of the City, including habitats protected at an international level such as saltmarsh, sandflats, mudflats and reefs
- Wentloog levels linking to the Gwent Levels in the east
- A wide range of parks and open spaces
- The strategically important river valleys of the Ely, Taff, Nant Fawr and Rhymney
- Freshwater habitats such as Cardiff Bay, Llanishen and Lisvane Reservoirs, and a network of ponds throughout the city
- A range of designated sites including Sites of Special Scientific Interest, Local Nature Reserves and Sites of Importance for Nature Conservation
- A well-developed network of street trees
- A series of growing spaces including allotments and community orchards
- A range of private green spaces (Golf courses, private gardens, hotel grounds etc.)
- Sustainable drainage systems in some areas
- Roadside verges, roundabout islands and screen planting along roads
- A range of active and disused railway lines, providing habitat connectivity throughout the city via embankment vegetation
- Flat Holm island, with its limestone grassland and maritime cliff and slope habitats

#### 1.4 The benefits of a green infrastructure approach

1.4.1 A green infrastructure approach enables landscapes to deliver social, economic and environmental benefits simultaneously, and then looks at how those benefits can be multiplied by being connected to a wider network of spaces. These benefits are also referred to as **Ecosystem Services**.

1.4.2 The UK National Ecosystem Assessment states that ecosystem services are '**The benefits provided by ecosystems that contribute to making life both possible and worth living**'. The concept of ecosystem services has been developed to improve understanding of the impact that ecosystems have on people's lives and to help guide human use and management of the earth's natural resources.

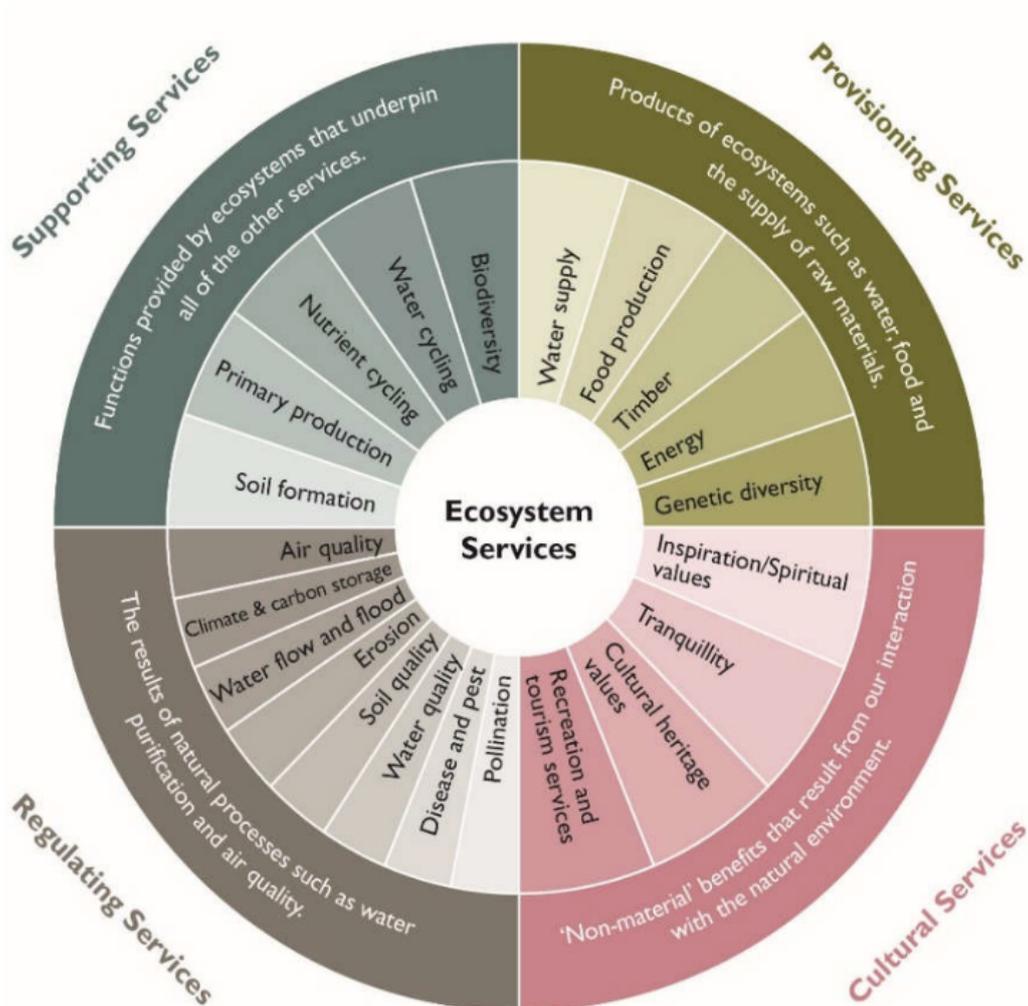
1.4.3 Ecosystem services are grouped into four main categories:

- **Supporting Services** – not of direct benefit to people, but essential to the functioning of ecosystems and so indirectly responsible for all other services. Includes water cycling, nutrient cycling, soil formation and the processes of plant growth;

- **Regulating Services** –often not attributed real monetary value in conventional markets, but of direct benefit to people. Includes regulating climate, flooding, water quality, air quality, erosion and pollination;
- **Provisioning Services** – the supply of goods that are of direct benefit to people. Includes food, timber, fresh water, fuel and pharmaceuticals; and
- **Cultural Services** – non-material direct benefits of huge importance to the wider social and cultural needs of society. Includes recreational space, tourism, spiritual enrichment, inspiration, reflection and employment.

1.4.4 These ecosystem services are depicted in Figure 2, below.

**Figure 2. Ecosystem Services**



1.4.5 The value of the green infrastructure approach arises from the multiple benefits that can be gained from green infrastructure, including some or indeed all of the above benefits. The multi-functional nature of green infrastructure therefore represents a much more efficient use of land whilst maximising the benefits, or Ecosystem Services.

## 1.5 Scale of green infrastructure

1.5.1 Green infrastructure operates at a series of scales – as set out in Table 2 below. It is important that the benefits which arise from green infrastructure, and the impacts of development upon those benefits, are considered at the appropriate scale.

**Table 2. Green Infrastructure at differing scales.**

Scale	Some examples
<b>Building</b>	<ul style="list-style-type: none"> <li>• Private gardens, garden trees, garden ponds</li> <li>• Forecourts with porous paving</li> <li>• Communal gardens</li> <li>• Roof gardens, green roofs and walls</li> <li>• Roosting and nesting opportunities for bats and birds</li> </ul>
<b>Street</b>	<ul style="list-style-type: none"> <li>• Pocket parks</li> <li>• Pollinator-friendly roadside verges, roundabouts and vision splays</li> <li>• Porous street paving, rain gardens, swales and other water features</li> <li>• Street trees, street planters and hedgerows</li> <li>• Ponds</li> <li>• Public Rights of Way</li> </ul>
<b>Neighbourhood</b>	<ul style="list-style-type: none"> <li>• Public parks and green spaces</li> <li>• Community gardens</li> <li>• Public Rights of Way, Wildlife Explorer Trails, Cardiff Centenary Walk, Circular Walks</li> <li>• Street trees, tree lines, copses and small woodlands</li> <li>• Allotments</li> <li>• Wildlife areas in parks</li> <li>• Woodlands and streams within suburban areas</li> <li>• Churchyards and School and hospital grounds</li> <li>• Rain Gardens and 'Greener Grangetown' style projects</li> <li>• Scrub and waste ground, including open mosaic habitats on previously developed land</li> <li>• Golf courses</li> </ul>
<b>Landscape</b>	<ul style="list-style-type: none"> <li>• Open countryside</li> <li>• Woodlands</li> <li>• Private estates</li> <li>• Railway embankments</li> <li>• Shelterbelts</li> <li>• River catchments under the Water Framework Directive</li> <li>• Forestry</li> <li>• River Valleys riparian habitat,</li> <li>• Caerphilly Ridge upland habitats</li> </ul>

	<ul style="list-style-type: none"><li>• Gwent Levels reed network</li><li>• Severn Estuary</li><li>• Country parks</li><li>• Wales Coastal Path, Ely Trail, Taff Trail, Rhymney Trail,</li><li>• River Valleys</li></ul>
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## 2.0 Policy, Legislative and Strategy Context

### 2.1 International Policy

2.1.1 The **Convention on Biological Diversity (CBD)**, to which the UK government is a signatory, has produced a Strategic Plan for 2011-2020, which sets out a series of Biodiversity Targets (The 'Aichi Targets'). All of these targets relate in some way to green infrastructure, but some targets are particularly relevant:

**Target 5:-** By 2020, the rate of loss of all natural habitats, including forests, is at least halved and where feasible brought close to zero, and degradation and fragmentation is significantly reduced.

**Target 11:-** By 2020, at least 17 per cent of terrestrial and inland water, and 10 per cent of coastal and marine areas, especially areas of particular importance for biodiversity and ecosystem services, are conserved through effectively and equitably managed, ecologically representative and well connected systems of protected areas and other effective area-based conservation measures, and integrated into the wider landscapes and seascapes.

2.1.2 The same Convention also has an 'Ecosystems Approach' cross-cutting theme, which is a strategy for the integrated management of land, water and living resources that promotes conservation and sustainable use in an equitable way. The Ecosystems Approach is supported by 12 principles:-

**Principle 1:** The objectives of management of land, water and living resources are a matter of societal choices.

**Principle 2:** Management should be decentralized to the lowest appropriate level.

**Principle 3:** Ecosystem managers should consider the effects (actual or potential) of their activities on adjacent and other ecosystems.

**Principle 4:** Recognizing potential gains from management, there is usually a need to understand and manage the ecosystem in an economic context.

**Principle 5:** Conservation of ecosystem structure and functioning, in order to maintain ecosystem services, should be a priority target of the ecosystem approach.

**Principle 6:** Ecosystem must be managed within the limits of their functioning.

**Principle 7:** The ecosystem approach should be undertaken at the appropriate spatial and temporal scales.

**Principle 8:** Recognizing the varying temporal scales and lag-effects that characterize ecosystem processes, objectives for ecosystem management should be set for the long term.

**Principle 9:** Management must recognize the change is inevitable.

**Principle 10:** The ecosystem approach should seek the appropriate balance between, and integration of, conservation and use of biological diversity.

**Principle 11:** The ecosystem approach should consider all forms of relevant information, including scientific and indigenous and local knowledge, innovations and practices.

**Principle 12:** The ecosystem approach should involve all relevant sectors of society and scientific disciplines.

2.1.3 The EU has developed a Biodiversity Strategy to 2020 – ***‘Our life insurance, our natural capital’***, otherwise known as the EU Biodiversity Strategy (EUBS). Target 2 of this strategy states:

*‘By 2020, ecosystems and their services are maintained and enhanced by establishing green infrastructure and restoring at least 15% of degraded ecosystems.’*

2.1.4 This will contribute to the EU's sustainable growth objectives and to mitigating and adapting to climate change, while promoting economic, territorial and social cohesion and safeguarding the EU's cultural heritage. It will also ensure better functional connectivity between ecosystems within and between Natura 2000 areas and in the wider countryside.

## **2.2 National policy framework**

### **2.2.1 Welsh Government policy**

2.2.1.1 The Welsh Government (WG) is responsible for areas such as health, education, language and culture and public services, including planning and land use. There is currently no central policy relating specifically to green infrastructure, but WG environmental responsibilities are defined in terms of promoting the economic and environmental sustainability of Welsh communities through management of climate, energy, waste and water and land in ways that will protect the natural environment.

### **2.2.2 State of Natural Resources Report (SoNaRR)**

2.2.2.1 The SoNaRR report sets out the state of Wales' natural resources. It assesses the extent to which natural resources in Wales are being sustainably managed, and recommends a proactive approach to building resilience. And - for the first time – the report links the resilience of Welsh natural resources to the well-being of the people of Wales.

2.2.2.2 Based on the evidence in SoNaRR, Welsh Ministers will set out their priorities for policy to address the sustainable management of natural resources. Area statements will be developed by Natural Resources Wales (NRW) with our partners and stakeholders to put this policy into action.

2.2.2.3 The report shows that overall, ecosystem diversity is declining, which is shown by loss of habitats and species. The 'extent' of some habitats has also declined significantly. 'Condition' shows mixed results, while 'connectivity' has greatly reduced. All ecosystems have problems with one or more attributes of resilience. This means that their capacity to provide ecosystem services and benefits may be at risk. No ecosystem, on the basis of our assessment, can be said to have all the features needed for resilience.

### **2.2.3 Natural Resources Policy**

2.2.3.1 Sustainable management of natural resources is defined in the Environment Act as: *“Using natural resources in a way and at a rate that maintains and enhances the resilience of ecosystems and the benefits they provide. In doing so, meeting the needs of present generations of people without compromising the ability of future generations to meet their needs, and contributing to the achievement of the well-being goals in the Well-being of Future Generations Act.”*

2.2.3.2 Section 4 of the Environment Act introduces nine principles to help guide and underpin the way SMNR should be interpreted to ensure a consistent approach for SMNR across Wales:

- **Adaptable** A need to plan, monitor, review and change future work in light of new evidence and understanding
- **Scale** Decisions and actions will need to be taken at national, regional or local levels to deliver the best outcomes
- **Working together** Everyone in Wales is a stakeholder in the natural environment and hence, to ensure best management of natural resources, all views need to be considered
- **Engaging with the public** Ensure that the public has opportunity to give its opinion on how natural resources are managed, at all stages of the decision making process
- **Evidence** An improved evidence base is needed to understand Wales’ natural resources to allow for better management
- **Understanding all of the benefits received from natural resources** The whole of Wales needs to understand the economic, social, cultural and environmental value of natural resources, including how they can benefit future generations
- **Long term** Impacts of decisions need to be considered not only in the short term but also in the long term
- **Prevention** Take steps to prevent damage to Welsh ecosystems
- **Resilience** To be able to deal with increased demands and pressures, such as climate change, Welsh ecosystems need to be healthy. Decisions need to be considered in terms of providing long term benefits.

## 2.2.4 Area Statements

2.2.4.1 Natural Resources Wales are developing Area Statements to help facilitate the sustainable management of Wales’ natural resources. Area Statements will set out evidence on the natural resources in a place, the benefits they can provide, and from this, identify the opportunities for implementing the Natural Resources Policy, so they can continue to deliver benefits now and in the future. They are an opportunity to rethink the way we manage and use our natural resources, and collaboratively design new solutions to the big societal and environmental challenges we face.

2.2.4.2 Cardiff is in the ‘South Central’ Area, along with Vale of Glamorgan, Bridgend, Rhondda Cynon Taf and Merthyr Tydfil. The Area Statement for this Area is anticipated in Spring 2020.

## 2.2.5 The Nature Recovery Action Plan for Wales - Setting the course for 2020 and beyond

2.2.5.1 The Nature Recovery Action Plan for Wales sets out how we will address the Convention on Biological Diversity’s (CBD) Strategic Plan for Biodiversity and the associated Aichi Biodiversity Targets in Wales, as well as the EU Biodiversity Strategy targets. It is the National Biodiversity Strategy and Action Plan for Wales.

2.2.5.2 The Nature Recovery Action Plan has been produced by the Wales Biodiversity Strategy Board, members of which represent both land and sea managers, Natural Resources Wales, the environmental third sector, local authorities, Wales Biodiversity Partnership and Welsh Government. It is for everyone in Wales.

2.2.5.3 The plan consists of three parts:

**Part 1:** ‘Our Strategy for Nature’ sets out our commitment to biodiversity in Wales, the issues we need to address, and our objectives for action. It sets out how our current and proposed action, particularly through the Well-being of Future Generations (Wales) Act, and through the Sustainable Management of Natural Resources, will contribute to reversing the loss of biodiversity in Wales.

**Part 2:** ‘Our Action Plan’ sets out those actions which have been specifically identified to meet our objectives to reverse the decline of biodiversity.

**Part 3:** ‘The Nature Recovery Framework’, in development, will show the governance structure for the Nature Recovery Plan, and the roles and responsibilities of everybody involved in the delivery of action for biodiversity in Wales. It will also define the accountability measures in place to ensure delivery.

2.2.5.4 The NRAP objectives are:

**Objective 1:** Engage and support participation and understanding to embed biodiversity throughout decision making at all levels.

**Objective 2:** Safeguard species and habitats of principal importance and improve their management

**Objective 3:** Increase the resilience of our natural environment by restoring degraded habitats and habitat creation

**Objective 4:** Tackle key pressures on species and habitats

**Objective 5:** Improve our evidence, understanding and monitoring

**Objective 6:** Put in place a framework of governance and support for delivery

2.2.5.5 In accordance with the Environment Act, the Biodiversity and Resilience of Ecosystems Duty Forward Plan should be guided by these six objectives.

## 2.3 Legislative Framework

### 2.3.1 Well-being of Future Generations Act 2015

2.3.1.1 From April 2016, all public bodies must set and publish well-being objectives that are designed to achieve the stated well-being goals, and must then take all reasonable steps to meet those objectives. For green infrastructure, the most relevant of the seven well-being goals is:-

*‘A Resilient Wales – A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience, and the capacity to adapt to change (for example climate change).’*

2.3.1.2 The Six Objectives of the Green Infrastructure Plan relate closely to the Strategic Outcomes as set out in the 'What Matters' strategy and the Liveable City Report 2015, as described in section 3.1.8, below.

### **2.3.2 Environment (Wales) Act 2016**

2.3.2.1 This Act places a new 'biodiversity and resilience of ecosystems duty' upon local authorities as follows:

*6(1) A public authority must seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions.*

*6(2) In complying with subsection (1), a public authority must take account of the resilience of ecosystems, in particular the following aspects:-*

- (a) diversity between and within ecosystems;*
- (b) the connections between and within ecosystems;*
- (c) the scale of ecosystems;*
- (d) the condition of ecosystems;*
- (e) the adaptability of ecosystems.*

Furthermore, public bodies such as Cardiff Council have to set out a plan explaining how it intends to comply with that duty, and then report on how that plan has been delivered, by 2019. This is known as the Biodiversity and Resilience of Ecosystems Duty Forward Plan, and Report.

### **2.3.3 The Flood and Water Management Act 2010 (Schedule 3)**

This Act requires new developments to include SuDS features that comply with national standards. The Welsh Government proposes to publish interim national standards on an advisory basis until such time as it determines the most effective way of embedding SuDS principles in new developments in the longer term.

This enables designers, property developers, local authorities and other interested parties to both demonstrate that they have taken account of the Welsh Government's planning advice on Development and Flood Risk and to pilot the standards, so that if necessary they can be revised before being placed on a statutory footing.

## **2.4 National Planning Policy Framework**

### **2.4.1 Planning Policy Wales (PPW) Edition 10 December 2018**

2.4.1.1 PPW will deliver the vision of Wales as set out in the Well-being of Future Generations Act: a more prosperous Wales, a resilient Wales, which supports healthy, functioning ecosystems and recognises the limits of the global environment, a healthier Wales, a more equal Wales, a Wales of more cohesive communities, a Wales of vibrant culture and a globally responsible Wales.

- 2.4.1.2 PPW plays a significant contribution to the improvement of well-being in all its aspects as defined by the statutory well-being goals. It embeds the spirit of the Well-being of Future Generations Act, through moving us towards a low carbon, resilient society, of providing secure and well-paid jobs, and of building well-connected environments for everyone in Wales that improves our lives and health and enhances our well-being. It will help prepare for a more diverse population and a greater ageing population, by supporting the integration of services, embedding social cohesion, and ensuring for example that sites of new housing ensure equality, access to the Welsh language, and encourage a sense of belonging.
- 2.4.1.3 The concept of placemaking introduced in this PPW is a key element to deliver on the aspirations of the Act and drive plan making and development management decisions. It embraces the statutory goals and ways of working as well as giving clear direction through the definition of key planning principles and placemaking outcomes in Wales.
- 2.4.1.4 the 'Distinctive and Natural Places' section makes frequent reference to green infrastructure, and introduces the requirement to integrate green infrastructure into development. Planning authorities are also required to adopt a strategic and proactive approach to green infrastructure and biodiversity by producing up to date inventories and maps of existing green infrastructure and ecological assets and networks. Such Green Infrastructure Assessments should use existing datasets, and the best available information, to develop an integrated map-based evidence resource. Doing so will facilitate a proactive approach and enable contributions towards the well-being goals to be maximised.
- 2.4.1.5 The Green Infrastructure Assessment should be used to develop a robust approach to enhancing biodiversity, increasing ecological resilience and improving well-being outcomes, and should identify key strategic opportunities where the restoration, maintenance, creation or connection of green features and functions would deliver the most significant benefits

## **2.5 Local Policy Framework**

### **2.5.2 Cardiff Local Development Plan (2006-2026)**

The Local Development Plan (LDP) is a land use document that cannot in itself deliver the range of outcomes defined in the 'What matters' strategy, but the plan can create the conditions that can directly or indirectly support the delivery of the outcomes. One of the key themes of the LDP is the creation of sustainable neighbourhoods and within this theme, there is a stated objective to:

*'...maximise the contribution of networks of multi-functional and connected open spaces to strategically design networks of open space that are rich in biodiversity and provide safe routes between key locations to encourage healthier lifestyles through promoting walking and cycling. To further encourage healthy lifestyles by providing allotments together with the wider promotion of healthy eating....*

Key Policy KP16: Green Infrastructure, within the LDP refers specifically to the protection and conservation of the natural heritage network, emphasising that this needs to be reconciled with the benefits of new development. New development will be required to demonstrate how green infrastructure has been considered and integrated into proposals to ensure that these assets are strategically planned. The policy also emphasises the economic, social and environmental benefits

of green infrastructure including its contribution to reducing the impact of climate change, enhanced biodiversity habitat and connectivity, provision of sport and recreational facilities, contribution to health and well-being and the provision of visual benefits to all.

KP 16 describes how Cardiff's distinctive natural heritage provides a network of green infrastructure which will be protected, enhanced, created and managed to ensure the integrity and connectivity of this multi-functional green resource is maintained. Protection and conservation of natural heritage network needs to be reconciled with the benefits of development. Proposed development should therefore demonstrate how green infrastructure has been considered and integrated into the proposals. If development results in overall loss of green infrastructure, appropriate compensation will be required.

### 2.5.3 Cardiff Capital Ambition

Capital Ambition, the new administration's five-year plan for the city, outlines the council's vision for Cardiff to become a leading city on the world stage. Each Cabinet member has outlined their key aims and ambitions for their term of office. The plan focuses on four main areas:

- **Working for Cardiff** - Making sure everyone who lives and works here can contribute to, and benefit from, the city's success.
- **Working for Wales** - A successful Wales needs a successful capital city.
- **Working for the future** - Managing the city's growth in a sustainable way.
- **Working for public services** - Making sure public services are delivered efficiently, effectively and sustainably in the face of rising demands and reduced budgets.

## 3.0 Strategic objectives

### 3.1 Key priorities

3.1.1 The Green Infrastructure Plan takes its lead from national and local policy, legislation and strategy outlined in section 2. Six Objectives of this Green Infrastructure Plan are:

- Protecting the natural environment
- Protecting people and places
- Supporting the local economy
- Improving health
- Creating opportunities for people
- Enhancing local character and sense of place

3.1.2 These objectives will be achieved by:

- Implementation of LDP policies relating to green infrastructure
- Collaborative delivery of projects listed in the Green Infrastructure Implementation Programme
- Developing and maintaining an evidence-based spatial strategy
- Coordination of Cardiff Council activities in relation to green infrastructure by the Green Infrastructure Group

The following sections set out these six objectives in more detail.

### **3.2 Protecting the natural environment**

#### **3.2.1 Objective 1: To protect and enhance Cardiff's ecosystems to ensure that they continue to support diverse habitats and species, allowing them to adapt to change.**

3.2.2 This will be delivered by:

- Mapping of ecosystems, and preparation and implementation of management plans for specific ecosystems
- Delivery of city-wide and cross-boundary initiatives including projects to support removal of invasive species, increased planting of pollinators and protection of endangered habitats and species
- Ensuring ecosystems are resilient, in terms of their extent, diversity, connectivity and condition
- Provision of ecosystem corridors in new and existing developments
- Ongoing work with volunteers to improve local biodiversity
- Monitoring and recording of species and habitats
- Provision of information and training for volunteers and local people

3.2.3 Urban green infrastructure can support a range of wildlife, and can form a functioning ecosystem in its own right. Just as importantly, urban green infrastructure contributes to ecosystem function in the wider landscape. Habitats within green infrastructure can be of value, including 'brownfield' habitats, as well as supporting a range of species which include protected and priority species. Green infrastructure can also form important habitat connectivity and 'stepping stones', allowing the free movement of species for foraging, migration and dispersal. Larger, higher quality, and better connected green spaces will maximise the contribution that green infrastructure makes to ecosystems.

3.2.4 The requirement to consider ecosystems is embedded in the Environment (Wales) Act 2016 in sections 4 and 6, for example, and also in the 'A resilient Wales' Goal of the Wellbeing of Future Generations Act 2015. Green infrastructure provides the habitats, species and soils upon which ecosystems are based, so protection and enhancement of green infrastructure is an essential element of the ecosystem approach.

3.2.5 The ecosystem approach makes explicit the link between the status of natural resource systems and ecosystem services that support human well-being. It seeks to maintain the integrity and functioning of ecosystems as a whole to avoid rapid undesirable ecological change. It also recognises that the impacts of human activities are a matter of social choice, and are as integral to ecosystem interactions as ecosystems are to human activities (POST Note No. 377).

### **3.3 Protecting people and places**

**3.3.1 Objective 2: To ensure that Cardiff's green infrastructure is enhanced and managed in a way that increases resilience to the changing climate and provides protection for people and places.**

3.3.2 This will be delivered by:

- Projects to increase local resilience to flooding, including improved recovery of sites used for temporary floodwater storage
- Improved management of trees and woodlands, including extended planting to attenuate rainfall and provide shading and microclimate benefits
- Implementation and improved management of sustainable urban drainage and holistic water management schemes in existing and new developments
- Monitoring of climate change impacts on existing landscapes and implementation of improvement schemes to address resilience

3.3.3 Green infrastructure provides a range of climate change services that can make both a substantial contribution towards adapting to climate change and a limited yet important contribution towards mitigating climate change. Such natural interventions are increasingly being recognised as a desirable 'win-win' approach to combating climate change, as they also help to deliver multiple other social, economic and environmental benefits (<http://www.greeninfrastructurenw.co.uk/climatechange/>)

3.3.4 Green infrastructure can provide climate change mitigation and adaptation, as per the UK's National Strategy for Climate and Energy (HM Government, 2009), for example:

- **Temperature regulation:** Green infrastructure in urban areas can ameliorate the warming effects of climate change and the Urban Heat Island effect. Provision of green infrastructure can reduce higher urban temperatures through evapotranspiration, direct shading and conversion of solar radiation to latent heat. Gill *et al.* (2007) suggested that increasing the current area of green infrastructure in Greater Manchester by 10% (in areas with little or no green cover) could result in a cooling of up to 2.5 °C under the high emissions scenarios based on the UK Climate Impacts Programme (UKCIP02) predictions.
- **Drainage:** The implementation of sustainable drainage systems (SuDS) in the right locations plays a vital role in combating flooding. Woodland and other vegetation in the urban or peri-urban environment can contribute to flood alleviation by delaying the downstream passage of flood flows, by reducing the volume of runoff through interception and by promoting rainfall infiltration into the soil. Duffy *et al.* (2008) produced a cost benefit analysis which supports SuDS and indicates that well designed and maintained SuDS are more cost effective than traditional drainage solutions, as they cost less to construct and maintain.
- **CO<sub>2</sub> Removal:** Trees and other vegetation remove CO<sub>2</sub> from the air. UK forests remove approximately 4m tonnes of carbon from the atmosphere every year which is equivalent to 14.8m tonnes of carbon dioxide. (Forestry Commission England (no date) – Trees and Climate Change).

- Improving air quality: Tiwary *et al.* (2009) showed that trees reduce pollution through the deposition of particulate matter onto leaf surfaces. The structure of large trees and their rough surfaces cause interception of particulate matter of less than 10 microns in diameter (PM10) by disrupting the flow of air, and trees provide a surface area for capture that can be between 2 and 12 times the area of land they cover.

### 3.4 Supporting the local economy

#### 3.4.1 Objective 3: To maximise the contribution that green infrastructure makes to Cardiff's economy by enhancing the city's attractiveness for business, tourism and living.

This will be delivered by:

- Master planning and design of new developments to ensure connectivity and multifunctional use of green space
- Development, upgrading and promotion of long distance and cross border recreational routes such as the Wales Coastal Path, the Taff Trail and other river valley routes
- Promotion and development of outdoor activities in green space including walking, horse riding, cycling and water based activities through the Outdoor Cardiff website, partnership working and ongoing investment and improvement
- Development of circular trails and promoted routes within Cardiff
- Support and development for new business activity associated with green tourism in Cardiff
- Continued promotion and development of outdoor activities and events linked to footpaths, cycle ways and open spaces in Cardiff and surrounding areas.

#### 3.4.2 UK Natural Environment Assessment (UK NEA) found that if the UK's ecosystems are properly cared for, they could add an extra £30bn a year to the UK's economy but if they are neglected, the economic cost would be more than £20bn a year. In more detail, green infrastructure contributes to the city's economy by:

- Inward investment: Well-designed and maintained green infrastructure makes an area more attractive. More people move into attractive areas which increases spending in those areas, boosts the local economy and encourages further investment in the surrounding areas. Improved attractiveness means more businesses are interested in moving to an area, and they find it easier to attract and retain workforce and customer base.
- Property Values: Figures from the Commission for Architecture & the Built Environment (CABE) show that property values increase near green spaces, with houses close to parks averaging 8% higher prices than similar properties further away CABE (2005). Research has shown that the trees add 15% to 25% to the total value of property, depending on size, condition, location and species rating (CTLA, 2003).
- Labour productivity. Better working environments can significantly affect productivity. Not only do studies suggest that employees work better and more productively in greener, more attractive environments, but health benefits such as lower stress levels

can reduce sickness and absenteeism. High-grade staff say they stay in their jobs longer if there is a pleasant physical environment, which reduces the costs of recruiting and training new staff. AMION (2008).

- Visitor spending: The attractiveness of an area and the quality of its parks impacts on the number of visitors attracted to, and spending in, that area. The direct and indirect expenditure for and during such visits contributes to the local and regional economy. Direct expenditure accrues to those businesses operating on the green infrastructure (e.g. events, cafes in parks) and indirect expenditure accrues to others in the vicinity (e.g. shops, hotels, taxis etc.).
- Environmental cost-saving: GI provides important regulatory services such as pollution filtration, flood risk reduction and the mitigation of temperature extremes. There is good evidence that GI can therefore reduce damage costs and is often a more cost-effective way to meet environmental targets than mechanical solutions. For example Rawlings et al. (1999) found that the sheltering effect of trees could save 3 to 9% of energy bills. Similarly a study by Liu and Harris (2007) on commercial buildings estimated cost savings at around 18% of heating bills due to the sheltering effect of trees.
- Health improvement: Mental ill-health and stress are significant health issues in the UK and there is strong evidence that access to green space has a positive impact on these issues. The UK also suffers from a significant burden of ill-health due to people not meeting recommended levels of activity. The evidence is strongly suggestive of the quality of the outdoor environment being an important factor in encouraging daily exercise. There is also good evidence that health improvements feed through into increased productivity.
- Employment generation: Developing and maintaining GI provides jobs, and it is estimated that Wales already has over 41,000 people employed in the green economy in a variety of industries (Welsh Government (2014)).

### 3.5 Improving health

#### 3.5.1 Objective 4: To increase the potential physical and mental health benefits from a good quality, natural environment by improving, promoting and creating connected, multi-functional green infrastructure in Cardiff.

#### 3.5.2 This will be delivered by:

- Creating an attractive landscape to encourage use of the outdoor environment.
- Extending the provision of interpreted trails such as the wildlife discovery trails for children in Cardiff's parks and green spaces
- Provision of improved general interpretation and directional signage to encourage further exploration of areas
- Use of mobile and digital technology to increase use of the outdoor environment including the development of apps and tailored interpretation

- Improving access and facilities in parks and green spaces for people with a wide range of disabilities
- Working with disadvantaged communities to encourage increase use of facilities
- Extending access for cycling and walking in green spaces, including addressing issues of conflict that may arise
- Working with health providers to adapt and deliver facilities that meet the needs of local communities

3.5.3 There is growing evidence to suggest that physical and mental health can be improved with greater access to green space (POST Note 538):

- **Physical Activity:** Being physically active for 30 minutes a day can directly reduce the risk of strokes, cardiovascular disease, obesity, some cancers and type 2 diabetes. At a national level, levels of physical activity are higher in areas with more green space with people living near the greenest areas achieving the recommended amount of physical activity.

Those living closer to green space are more likely to use it, and more frequently. Studies outside the UK suggest that people living closer to good-quality green space are more likely to have higher levels of physical activity.

- **Mental Health and Wellbeing:** Psychosis and depression occur at higher rates in urbanised areas and in the UK 1 in 4 people now experience mental health issues. Local green spaces may provide important areas for social interaction and integration that can indirectly increase public wellbeing. Access to green spaces may also have more direct and immediate benefits for mental health and wellbeing.
- **Therapeutic Use of Contact with Nature:** Patients and hospital staff report feeling happier and more relaxed after spending time in a garden or outdoor space, suggesting that hospitals could incorporate green spaces to improve the wellbeing of healthcare staff, and patients. Some indicators of psychological stress, including blood pressure and heart rate, are reduced in participants exposed to visual and auditory stimuli associated with nature. Cortisol levels in saliva (also linked to stress) decrease upon entering a natural environment.
- **Indirect health effects:** Urbanisation damages the environment and has a range of implications for human health. Increasing urban vegetation could help reduce:
  - Flooding – 10,000 trees can retain approximately 35m litres of water per year, reducing flood risk
  - Noise pollution – a border of trees and shrubs 30 metres wide can reduce noise levels by 5-10 decibels.
  - Air pollution – doubling tree cover across the West Midlands could reduce the concentration of fine particulate matter by 25%, preventing 140 premature air pollution-related deaths in the region.
  - The urban 'heat island' (UHI) effect – vegetation creates shade, which reduces the risk of heat stroke and exhaustion.

### **3.6 Creating opportunities for people**

#### **3.6.1 Objective 5: To use Cardiff's green infrastructure to provide opportunities for people to access the outdoor environment and to participate in learning, training and volunteering to foster social inclusion and equality and improve life chances.**

##### 3.6.3 This will be delivered by:

- Continued support for 'Friends' groups including the establishment of new groups where support exists and ongoing support for the umbrella 'Friends Forum'
- Development of training opportunities for volunteers, including the provision of facilities to support training
- Working with partners to create and sustain new ways of involving local people in care for the natural environment
- Development of outdoor learning opportunities for schools in Cardiff's parks and green spaces, making the best use of Council resources and external partners.
- Increased liaison with local further and higher educational establishments to encourage to use of Cardiff's green spaces for advanced study and research purposes.

##### 3.6.4 As set out in Forest Research (2010), green space offers possibilities in terms of increasing social activity, improving community cohesion, developing local attachment and lowering crime levels, particularly in deprived communities (Bell *et al.*, 2008; Weldon *et al.*, 2007). The mere presence and local availability of green spaces and natural features have been shown to encourage people to use their outside spaces more and, once outside, these green spaces help to promote positive social interactions. For example:

- 83% more individuals engaged in social activity in green spaces Sullivan *et al.* (2004) as opposed to sparsely vegetated/concreted ones.
- A study by found there is a positive association between neighbourhood features such as parks and the ability of residents to interact positively. Cohen *et al.* (2008).
- In a survey of 750 people who took part in the Walking the Way to Health Initiative, Dawson *et al.* (2006) found that for many participants the walks were not just about providing physical activity; equally important was the increased opportunity for social interaction and contact.

### **3.7 Enhancing local character and sense of place**

#### **3.7.1 Objective 6: To build upon Cardiff's reputation as a vibrant, green and attractive city by continuing to enhance and sustain the green infrastructure that underpins the city's unique qualities and sense of place.**

##### 3.7.2 This will be delivered by:

- Master planning and design input into new developments

- Partnership working to ensure joined up management of multifunctional areas (eg SuDS areas in open space)
- Use of management plans to drive and sustain the long term development of new green infrastructure
- Understanding of the significance of important local assets, such as protected trees
- Implementation of the adopted LDP

3.7.3 'Across America and elsewhere in Europe, progressive cities are taking the idea of green infrastructure from something that is 'nice to have', to something that is fundamental to the way we prosper and develop. 'GI' is being widely recognised as providing the environmental foundation that underpins the function, health and character of urban communities. It is emerging as a new way of designing, planning and managing land.' CABE 2009.

3.7.4 The visual appearance and attractiveness of towns and cities has been found to be strongly influenced by the provision of green space (Tebbatts, 2002). The concept of local environmental quality is broad and can encompass many elements including environmental pollution and cleanliness, and visual quality and personal security, but green infrastructure can improve the current situation. (Forest Research (2010)).

'As towns increasingly compete with one another to attract investment, the presence of attractive parks, squares, gardens and other public spaces becomes a vital business and marketing tool. Companies are attracted to locations that offer well designed, well managed public places. These in turn attract and retain customers and happy, healthy, skilled employees as well as providing a company with a positive and dynamic image. Therefore, GI should be seen as an essential part of any successful business or regeneration strategy including City Regions, Business Improvement Districts (BID) and Enterprise Zones.' Wildlife Trusts Wales (2016).

### 3.8 Relationship between Green Infrastructure Plan objectives and the Capital Ambition document.

3.8.1 These Objectives relate well to the four main focus area in the Capital Ambition document, as follows:

Green Infrastructure Plan Objectives	Capital Ambition
<p><b>Objective 1:</b> To protect and enhance Cardiff's ecosystems to ensure that they continue to support diverse habitats and species, allowing them to adapt to change.</p>	<p><b>Working for the Future</b> Managing the city's growth in a sustainable way</p>
<p><b>Objective 2:</b> To ensure that Cardiff's green infrastructure is enhanced and managed in a way that increases resilience to the changing climate and provides protection for people and places</p>	<p><b>Working for the Future</b> Managing the city's growth in a sustainable way</p>
<p><b>Objective 3:</b> To maximise the contribution that green infrastructure makes to Cardiff's economy by</p>	<p><b>Working for Cardiff</b></p>

enhancing the city's attractiveness for business, tourism and living.	<p>Making sure that all our citizens can contribute to, and benefit from, the city's success.</p> <p><b>Working for Wales</b> A successful Wales needs a successful capital city.</p>
<p><b>Objective 4:</b> To increase the potential physical and mental health benefits from a good quality, natural environment by improving, promoting and creating connected, multi-functional green infrastructure in Cardiff</p>	<p><b>Working for Cardiff</b> Making sure that all our citizens can contribute to, and benefit from, the city's success.</p>
<p><b>Objective 5:</b> To use Cardiff's green infrastructure to provide opportunities for people to access the outdoor environment and to participate in learning, training and volunteering to foster social inclusion and equality and improve life chances.</p>	<p><b>Working for Public Services</b> Making sure our public services are delivered efficiently, effectively and sustainably in the face of the rising demand and reducing budgets.</p>
<p><b>Objective 6:</b> To build upon Cardiff's reputation as a vibrant, green and attractive city by continuing to enhance and sustain the green infrastructure that underpins the city's unique qualities and sense of place.</p>	<p><b>Working for Cardiff</b> Making sure that all our citizens can contribute to, and benefit from, the city's success.</p>

#### 4. Cardiff Green Infrastructure Spatial Strategy

##### 4.1 Mapping Green Infrastructure

4.1.1 It is unclear how much green infrastructure there is in Britain, where it is, who owns it and what quality it is. Work carried out by CABI in 2009 identified the lack of information available about green spaces across England. Plans of urban areas tend to focus on built structures because these are most useful for orientation. However this can give a very 'grey', over urbanised impression of the urban environment, when in fact well planned urban places have a massive green space resource which can easily go unnoticed.

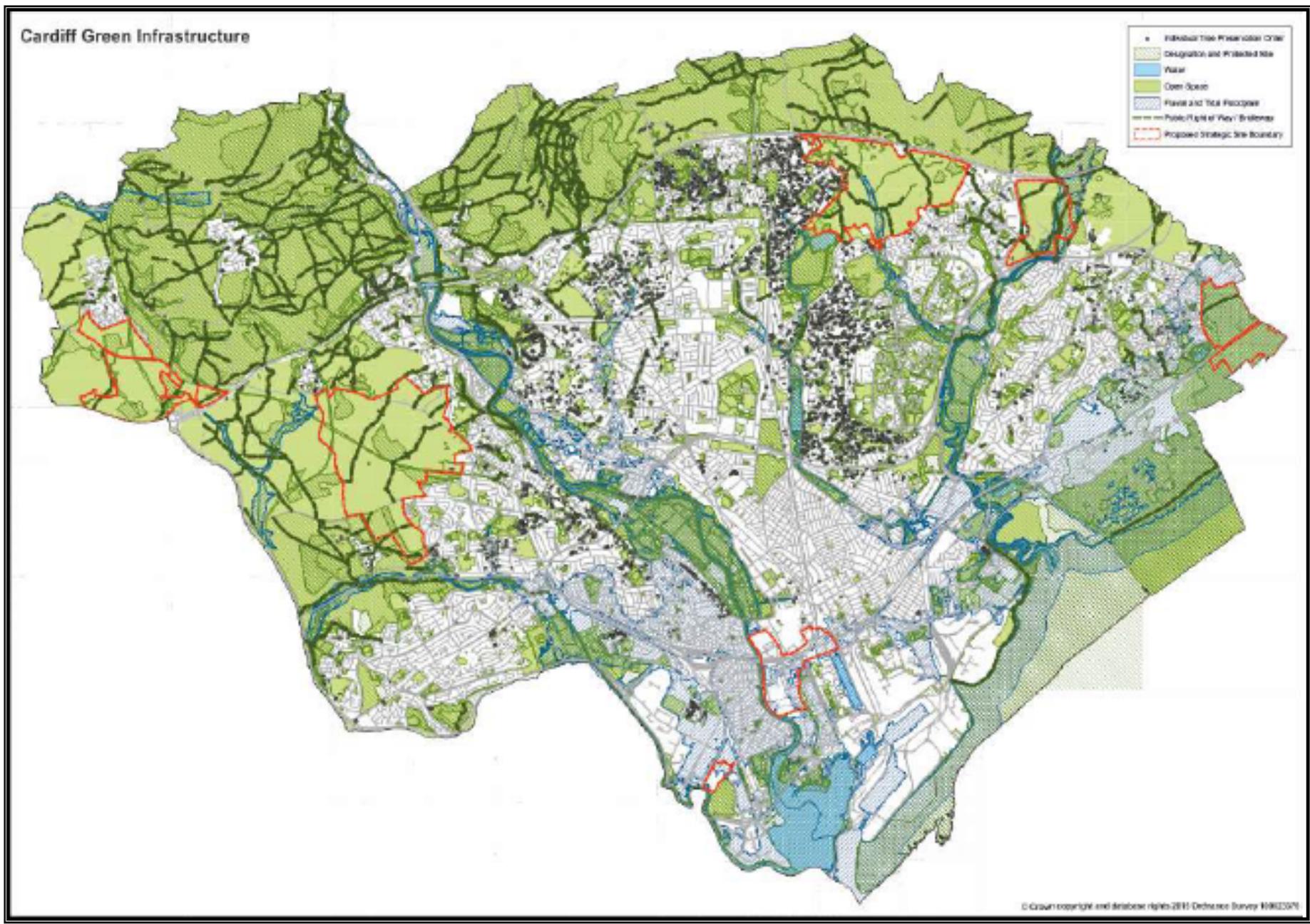
##### 4.2 City wide plan

4.2.1 Despite having a lot of information about open space provision in Cardiff, collated for the Open Space Study and Accessible Natural Greenspace study, both of which support the Local Development plan, there is still a considerable area of green infrastructure that remains unmapped (mainly private gardens). The mapping exercise in preparation of this plan has utilised information already held by the authority to ensure that the data can be kept up to date in its current format. If additional data is collected for use in this record set, it is important to ensure that the information can continue to be collected on a regular basis to make sure the data set remains relevant.

### **4.3 Towards a Spatial Strategy**

- 4.3.1 Mapping the spatial layout of ecosystems and the natural capital stock within them is important for understanding the interactions that give rise to beneficial processes and ecosystem services. For example, linkages between ground water, surface water and rainfall within in the area of a river catchment mean that impacts on any one of these can affect hydrological processes within the catchment and the ecosystem services linked to these processes, such as clean water provision. Equally, the social value of ecosystem services relates spatially to where they are consumed.
- 4.3.2 The UK National Ecosystem Assessment (UK NEA) provides a measure of ecosystem service provision at the national scale. The relevant scale for mapping ecosystem services remains a matter of debate as ecosystem management decisions can be taken at the national, regional or local level. Local scale areas are based more on natural landscape boundaries, such as an area of similar geology like chalk downland or a river catchment. (POST Note No. 377).
- 4.3.3 The objectives set out in Section 3 above, together with the Environmental Information for Well-being Assessments', document, provided by Natural Resources Wales for the Cardiff Public Service Board, and with other spatial evidence as it becomes available, will be used to generate a Green Infrastructure Spatial Strategy. This Spatial Strategy will illustrate the areas of multi-functional green infrastructure, and the linkages between these areas. More importantly, it will also illustrate the opportunities to enhance the green infrastructure network, together with the areas where that network is weak or vulnerable. These opportunities and weaknesses will be addressed by amendments to the list of projects in the Green Infrastructure Implementation Programme.
- 4.3.5 The Green Infrastructure Spatial Strategy will be broadly in accordance with the Strategic Schematic Framework on page 19 of the Cardiff LDP Masterplanning Framework. In relation to areas identified as Strategic Developments Sites identified in the Cardiff LDP, the Green Infrastructure Spatial Strategy will be in broad accordance with the Site Specific Schematic Frameworks as set out Policy KP2 of the Cardiff LDP.
- 4.3.6 The spatial strategy will have to reflect the aspirations of initiatives such as the Pollinator Action Plan, the Local Nature Plan (LBAP), and the River Valleys Action Plans etc. Subsequently, the projects set out in the Green Infrastructure Implementation Programme will contribute to the delivery of those initiatives.
- 4.3.7 Figure 3 below shows the green infrastructure resource in Cardiff, as currently mapped.

**Figure 3. Cardiff's green infrastructure resource as currently mapped.**



## 5.0 Management of Cardiff's Green Infrastructure Resource

### 5.1 Existing green infrastructure

5.1.1 The green infrastructure resource, as set out in section 1.5 above, is owned and managed by a range of stakeholders. Table 3 below outlines the range of types of green infrastructure in Cardiff and indicates if and how the resource is managed at a strategic level.

Table 3: Green infrastructure types and strategic management

<b>Green infrastructure elements</b>	<b>Ownership</b>	<b>Strategic Management</b>
Undeveloped countryside and coastline	<b>Various public and private</b>	Local Development Plan (CCC) Wales Coastal Path (CCC – Rights of Way) Coastal flood plain management (CCC – Drainage / Natural Resources Wales) Special Protection Area (CCC – Strategic Planning / Natural Resources Wales / Welsh Government / EU)
Landscape, geological and heritage features contributing to the city's setting	<b>Various public and private</b>	Local Development Plan (CCC) CCC – Strategic Planning Cadw NRW
The strategically important river valleys of the Ely, Taff, Nant Fawr and Rhydney	<b>Various public and private</b>	Local Development Plan (CCC) NRW River Valleys Partnerships
Biodiversity interests including designated sites and the connectivity of priority habitats and species	<b>Various public and private</b>	CCC – County Ecologist NRW
Trees (including street trees), woodlands and hedgerows	<b>Various public and private</b>	CCC – Highways Service CCC – Parks Service CCC – County Ecologist CCC – TPO Officer
Parks, playing fields, green play areas and open spaces	<b>CCC / Local Community Councils</b>	CCC – Parks Service Local Community Councils
Growing spaces including allotments, community orchards and larger gardens	<b>CCC / Local community Councils /</b>	CCC – LDP CCC – Parks Service Food Cardiff

	<b>Community based groups</b>	
Holistic integrated surface water management systems	<b>Various public and private</b>	CCC – Drainage NRW
Private open spaces (Golf courses, private gardens, hotel grounds etc.)	<b>Various mainly private</b>	Where appropriate, via the planning service: CCC – County Ecologist CCC – TPO Officer

## 5.2 Green Infrastructure Group

5.2.1 As Table 3 demonstrates, different service areas within Cardiff Council deliver on different aspects of the management of green infrastructure. Therefore a co-ordinating Green Infrastructure Group has been established within the Council to build on the growing recognition of the importance of green infrastructure and the inclusion of green infrastructure policies in the adopted LDP. The Green Infrastructure Group also aims to develop and promote a more holistic approach to delivery, particularly in relation to management of the existing resource and securing good quality green infrastructure in new developments.

5.2.2 The Green Infrastructure Group's remit is to influence Council policy, to progress the Green Infrastructure implementation Programme, and to maintain and enhance green infrastructure where appropriate. The group brings together officers from the Planning, Drainage, Parks, Air Quality and Rights of Way services and includes officers dealing with landscape and urban design, maintenance and management, SuDS and flood protection, biodiversity and nature conservation, tree protection, allotments and community growing, long distance routes, rights of way, tackling air pollution, and volunteer involvement.

5.2.3 The group is involved in developing grant bids for existing green infrastructure and has developed a co-operative approach to addressing specific issues to inform those involved in the regulatory planning process to provide joined up assessment and response on major planning applications.

## 5.3 Providing green infrastructure within new developments

5.3.1 All new developments will need to satisfy the requirements for green infrastructure as set out in the Supplementary Planning Guidance (SPG) for Green Infrastructure. This Green Infrastructure SPG includes a series of Technical Guidance Notes which set out in more detail the interpretation of planning policy in relation to specific topics such as Open Space, trees and soils, ecology and biodiversity, and Public Rights of Way.

## 5.4 Green infrastructure Implementation Programme

5.4.1 Responsibility for the design, provision and maintenance of green infrastructure rests with a wide range of organisations and individuals. The delivery of this plan will only be successful if the Implementation Programme is based on partnership and co-operation.

5.4.2 The Implementation Programme is a live document, continually under review, consisting of a series of green infrastructure projects, many of which are aspirational, but equally many of which are in progress.

## **5.5 Biodiversity and Resilience of Ecosystems Duty Action Plan.**

5.5.1 The BRED Action Plan appears as a separate document, and together with the Green Infrastructure Plan, forms the BRED Forward Plan. For the purposes of the Forward Plan as required by Section 6 of the Environment Act, the two documents should be read in conjunction, but the Green Infrastructure Plan also provides the background and context for all other GI documents such as the GISPG, the GI Spatial Strategy (in progress) and the GI Implementation Programme.

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## Biodiversity and Resilience of Ecosystems Duty Action Plan

Part of the Forward Plan as required by Section 6 of the Environment (Wales) Act 2016

### 1.0 Introduction

- 1.1 From March 21<sup>st</sup> 2016, public bodies such as Cardiff Council have a new statutory under Section 6 of the Environment (Wales) Act 2016. The new duty is a requirement to ‘*seek to maintain and enhance biodiversity*’ in the exercise of their functions, and in doing so to ‘*promote the resilience of ecosystems*’. This is known as the Biodiversity and Resilience of Ecosystems Duty or ‘BRED’ for short.
- 1.2 To aid compliance with this duty, the Environment Act requires Cardiff Council to prepare and publish a plan setting out how it proposes to comply with this new duty. This is referred to as the ‘BRED Forward Plan’. Current guidance from Welsh Government is that this Forward Plan need not be a standalone document, but that it can be incorporated into other plans or strategies. Subsequently, during 2019 Cardiff Council is required to publish a report setting out what it has done to comply with this new duty.
- 1.3 In complying with this duty a public authority must have regard to:
  - Any guidance produced by Welsh Ministers, including the already-published ‘*Guidance for Section 6 –The Biodiversity and Resilience of Ecosystems Duty Frequently Asked Questions*’
  - The list of the living organisms and types of habitat which in the Welsh Ministers’ opinion are of principal importance for the purpose of maintaining and enhancing biodiversity in Wales, published under section 7 of the Act
  - The State of Natural Resources Report published under section 8 – The ‘SoNaRR’ report - which was published in 2016
  - Any area statement published under section 11 for an area that includes all or part of an area in relation to which the authority exercises functions. The Area Statement for the South Central Wales area is anticipated in Spring 2020

### 2.0 Context

- 2.1 The City of Cardiff Council Green Infrastructure Plan draws together current and future work programmes that deliver, promote and sustain Cardiff’s green infrastructure. Green infrastructure is about multi-functional, connected green spaces that make the best use of land - at the same time providing green open space for all, helping wildlife to flourish, and delivering a wide range of economic, health and community benefits.
- 2.2 Co-ordination and promotion of inter-departmental working within Cardiff Council will make the best use of financial resources and avoid duplication of effort by providing a central resource for green infrastructure development actions. This in turn will promote and foster improved partnership working both within the Council and with external bodies from the private, public and voluntary sectors. The document is intended to provide a simple but

coherent context to green infrastructure in Cardiff, without excessive detail, to ensure that the overview of information can be maintained and updated within the Council's diminishing resources.

- 2.3 The Green Infrastructure Plan incorporates an Implementation Programme, and the present BRED Action Plan is one of a series of plans within that programme. It relates closely to other plans and projects, in particular the Local Nature Recovery Action Plan, which will replace the old Cardiff Local Biodiversity Action Plan, and which will set out how local nature conservation action will be coordinated in the Cardiff area.

### **3.0 Approach**

- 3.1 Guidance on implementation of the BRED is provided by Welsh Government, and current draft guidance states that as far as possible, the BRED Forward Plan should be guided by the 6 objectives of the Nature Recovery Action Plan for Wales (NRAP<sup>1</sup>) which have been identified in order to contribute to reversing the decline of biodiversity in Wales.

- 3.2 The NRAP objectives are:

**Objective 1: Engage and support participation and understanding to embed biodiversity throughout decision making at all levels.**

Addressing this objective demands corporate change, and the integration of biodiversity values, both economic and intrinsic, into decision making so that the value is recognised, accounted for and acted on at an early stage.

**Objective 2: Safeguard species and habitats of principal importance and improve their management**

Species and habitats are wonderful and awe-inspiring and we have a moral obligation to protect them and their genetic variety for future generations. They are the building blocks of our ecosystems and their functions, from which we derive many services and benefits, and we need to ensure we have resilient populations of species to support these.

**Objective 3: Increase the resilience of our natural environment by restoring degraded habitats and habitat creation**

Action is needed across the whole of Wales to recover biodiversity and build the resilience of our ecosystems. We know many of our habitats are degraded in terms of the biodiversity they can support. We need to be able to recognise this wherever they occur, in both urban and rural areas, for example in parks, and on farms, understand how to restore these habitats, and put this into practice at every opportunity.

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<sup>1</sup> Previously referred to as the Nature Recovery Plan for Wales, this can be found [here:-  
https://www.biodiversitywales.org.uk/Nature-Recovery-Action-Plan](https://www.biodiversitywales.org.uk/Nature-Recovery-Action-Plan)

#### **Objective 4: Tackle key pressures on species and habitats**

The UK National Ecosystem Assessment identified changing land management practices, through agriculture and urbanisation, pollution and invasive non-native species as key pressures leading to habitat and species loss and fragmentation. This, together with acidification and eutrophication, has changed the quantity and quality of habitats and the species they can support.

#### **Objective 5: Improve our evidence, understanding and monitoring**

To help nature to recover we need to inform the delivery of action by a better understanding of the ecology and science of our habitats and species, their status and trends, and the pressures and drivers leading to changes.

#### **Objective 6: Put in place a framework of governance and support for delivery**

Underpinning these actions there is also need for a governance structure that is fit for purpose to support and deliver action on the ground. We need to ensure we have the skills, personnel, expertise and functions in place to deliver our objectives and embed biodiversity into decision making at all levels.

- 3.3 Objective 1 will be achieved by ensuring that the Green Infrastructure Plan as a whole and the BRED Action Plan in particular are embedded throughout Cardiff Council. Objectives 2 to 5 relate more to the specific actions that are needed to support biodiversity and ecosystem resilience. Objective 6 will be achieved at a National scale by Part 3 of the NRAP, but it is important at a local scale that there is governance within an individual organisation to allow effective implementation of the BRED Forward Plan.

#### **4.0 Implementation**

- 4.1 As set out above, the BRED Forward Plan need not be a standalone document, and our approach is that the Green Infrastructure Plan, currently in draft form will deliver this forward plan. The Green Infrastructure Plan is based upon six objectives. These objectives, which are set out below, relate to Green Infrastructure in its entirety, and so are wider in scope than the NRAP objectives above. Achieving the Green Infrastructure Objectives will therefore lead to delivery of the NRAP objectives.

#### **4.2 Green Infrastructure Plan Objectives:**

- **Objective 1:** To protect and enhance Cardiff's ecosystems to ensure that they continue to support diverse habitats and species, allowing them to adapt to change.
- **Objective 2:** To ensure that Cardiff's green infrastructure is enhanced and managed in a way that increases resilience to the changing climate and provides protection for people and places.

- **Objective 3:** To maximise the contribution that green infrastructure makes to Cardiff's economy by enhancing the city's attractiveness for business, tourism and living.
- **Objective 4:** To increase the potential physical and mental health benefits from a good quality, natural environment by improving, promoting and creating connected, multi-functional green infrastructure in Cardiff.
- **Objective 5:** To use Cardiff's green infrastructure to provide opportunities for people to access the outdoor environment and to participate in learning, training and volunteering to foster social inclusion and equality and improve life chances.
- **Objective 6:** To build upon Cardiff's reputation as a vibrant, green and attractive city by continuing to enhance and sustain the green infrastructure that underpins the city's unique qualities and sense of place.

4.3 In the delivery of each of these objectives, activities can be grouped into two categories:

**Regulatory compliance** – Cardiff Council has statutory duties in relation to, for example, protected species and designated sites, which are set out in legislation and in national and local policy. The BRED Forward Plan should identify where these obligations are relevant in order to ensure full compliance.

**Proactive enhancement** – There are many opportunities to undertake practical nature conservation work and to enhance wildlife as part of the Council's functions. The BRED Forward Plan should identify such opportunities and, as part of the Green Infrastructure Implementation Programme, take steps to ensure that these opportunities are taken.

## 5.0 Embedding the Biodiversity and Resilience of Ecosystems Duty

5.1 Table 1 below sets out a series of delivery actions, which are derived the Green Infrastructure Implementation Programme. This Programme is a live document, and consists of a series of projects and initiatives which if implemented would serve to maintain and enhance Cardiff's green infrastructure. The list of projects and initiatives is ongoing and continually updated, as projects are completed and new ones are proposed.

5.2 However, closer engagement with individual Service Areas will be required to raise awareness of the Biodiversity and Resilience of Ecosystems duty within Cardiff Council. Therefore a series of workshops would be held with Service Area leads in order to agree a series of action plans which would:

- Establish the impacts that the function of that Service Area and its activities may have upon green infrastructure
- Seek ways of addressing any significant adverse impacts that a Service Area's activities may have upon green infrastructure

- Develop a Service Area Green Infrastructure Action Plan to consolidate agreed measures to avoid, mitigate and if necessary compensate for impacts upon green infrastructure
  - Include measures to enhance green infrastructure within that action plan, as required by the Biodiversity and Resilience of Ecosystems duty
  - Set out objectives, targets, monitoring and reporting for any agreed actions.
- 5.3 In this way, when awareness of the Biodiversity and Resilience of Ecosystems Duty is raised across the Council as a whole, for example via the Council's web page, the intranet and staff newsletters etc, there would be a process in place to address queries and support proposals and initiatives arising from staff.
- 5.4 Some examples of how the council's functions which may interact with green infrastructure include:
- Planned maintenance of council housing stock may risk disturbance to bats, which are protected species and which may roost in the roofs of these buildings
  - Grounds maintenance at the wrong time of year may cut wildflowers and so eliminate a food source for pollinators
  - The creation of new schools offers the opportunity to create biodiversity features such as green roofs, which also contribute to sustainable drainage (SuDS)
  - Trees, bushes and hedges in the right place can ameliorate air quality, for example around schools and public realm
- 5.5 As Service Area engagement progresses, the Green Infrastructure Implementation Programme as in Table 1 below will be further updated with Service Area Green Infrastructure Action Plans and their subsidiary actions.

## 6.0 Reporting

- 6.1 Before the end of 2019 and before the end of every third year after 2019, Cardiff Council must publish a report on what it has done to comply with its duty to seek to maintain and enhance biodiversity and promote the resilience of ecosystems. According to advice on the Section 6 duty provided by Welsh Government, the plan may be published in any chosen format which is publicly accessible, including on the public authority's website. Best practice would be that this is on the corporate section of the website. When completed, or at a stage where it can be shared with the Welsh Government, the S6 plan should be sent to [Adran.Section6@gov.wales](mailto:Adran.Section6@gov.wales).
- 6.2 Public authorities who are required to publish a plan **must review** that plan in the light of this report. This could include an evaluation of:
- how well corporate planning systems have considered and committed to maintaining and enhancing biodiversity and ecosystem resilience
  - how well the Nature Recovery Action Plan objectives are being met, including the use of best available evidence

- how the aspects of ecosystem resilience have been used pro-actively
- any measures of biodiversity and ecosystem resilience that can be applied (for example, contributing to WFG Act National Indicators)
- notable achievements for habitats or species

Draft reporting guidance has been produced by NRW / WG, and is attached at Appendix 1.

**Table 1. Green Infrastructure Implementation Programme 2019 - 2022**

Ref	Action	Regulatory / policy delivery or compliance achieved through action								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 1:</b> To protect and enhance Cardiff's ecosystems to ensure that they continue to support diverse habitats and species, allowing them to adapt to change.										
<b>1.1</b>	<b>Pollinator projects</b>									
1.1.01	Development of Council wide pollinator action plan	Yes					Yes		2, 4	Internal action plan delivered through partnerships
1.1.02	Implement Pollinator action plan	Yes					Yes	Yes	2, 4	Partnership working with Friends groups and volunteers
1.1.03	Pollinator partnership work - Urban Buzz programme	Yes					Yes	Yes	2, 4	Partnership working with Urban Buzz team
1.1.04	Elm project - providing breeding ground and food sources for hairstreak butterflies	Yes					Yes		2	Linked with Urban Buzz project

Ref	Action	Regulatory / policy delivery or compliance achieved through action								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 1:</b> To protect and enhance Cardiff's ecosystems to ensure that they continue to support diverse habitats and species, allowing them to adapt to change.										
1.1.05	Cardiff Bay Barrage - creation and management of wildflower areas	Yes							6	Staff and volunteers
<b>1.2</b>	<b>Biodiversity projects</b>									
1.2.01	Grangemoor Park management plan	Yes					Yes		2, 3, 4, 5, 6	Implementation with volunteer groups
1.2.02	Moundfield - implementation of motte and woodland management work	Yes					Yes		4, 5, 6	Implementation with volunteer groups
1.2.03	Flatholm grassland improvement	Yes		Yes	Yes		Yes		2, 4, 5	Staff and volunteer activities to manage grassland
1.2.04	Glamorganshire Canal improvements	Yes		Yes	Yes		Yes		2, 3, 4, 5, 6	Delivery of improvements

Ref	Action	Regulatory / policy delivery or compliance achieved through action								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 1:</b> To protect and enhance Cardiff's ecosystems to ensure that they continue to support diverse habitats and species, allowing them to adapt to change.										
1.2.05	Thornhill Primary School - management of Great Crested Newts	Yes		Yes			Yes		5	School grounds management
1.2.6	Flatholm - Elder habitat improvement for gull nesting	Yes		Yes	Yes		Yes		2	Staff and volunteer activity
1.2.7	Cardiff Bay wetland reserve - management of water features	Yes					Yes		2, 6	
1.2.8	De-silting of ponds at Forest Farm, Pontprennau and Beechtree Park St Mellons.	Yes			Yes		Yes		6	External contractors
1.2.9	De-silting of upper ponds at Parc Cefn Onn	Yes					Yes	Yes		External contractors (part of HLF park restoration programme)

Ref	Action	Regulatory / policy delivery or compliance achieved through action								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 1:</b> To protect and enhance Cardiff's ecosystems to ensure that they continue to support diverse habitats and species, allowing them to adapt to change.										
1.2.10	Installation of swift tower at Cardiff Bay Barrage	Yes					Yes		2, 6	Partnership with RSPB
1.2.11	Installation of bat and dormice boxes at Parc Cefn Onn	Yes		Yes			Yes	Yes		Volunteer / in house action
1.2.12	Upper meadow management and restoration at Parc Cefn Onn	Yes				Yes	Yes	Yes	2, 4, 5, 6	In house / external contractors
<b>1.3</b>	<b>Invasive non- native species projects</b>									
1.3.01	Mink trapping on sites across Cardiff	Yes		Yes			Yes			In house management of mink along rivers and water courses

Ref	Action	Regulatory / policy delivery or compliance achieved through action								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 1:</b> To protect and enhance Cardiff's ecosystems to ensure that they continue to support diverse habitats and species, allowing them to adapt to change.										
1.3.02	Invasive plant species control (Japanese Knotweed, Himalayan Balsam, Parrots Feather etc.	Yes					Yes	Yes	2, 6	Volunteer and external contractor activity
<b>1.4</b>	<b>Strategic actions on biodiversity</b>									
1.4.01	Carry out SINC reviews on private land	Yes			Yes		Yes		6	Wildlife trusts carrying out reviews
1.4.02	Ecosystem Services mapping project	Yes	Yes	Yes	Yes		Yes			External consultant
1.4.03	Local Nature Reserve Strategy	Yes			Yes		Yes		2, 4, 5, 6	External consultant
1.4.04	Development of Soil Strategy	Yes					Yes	Yes		External consultant
<b>1.5</b>	<b>Collation of data on biodiversity</b>									

Ref	Action	Regulatory / policy delivery or compliance achieved through action								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 1:</b> To protect and enhance Cardiff's ecosystems to ensure that they continue to support diverse habitats and species, allowing them to adapt to change.										
1.5.01	i-Tree survey of Cardiff	Yes	Yes	Yes	Yes		Yes			External consultant

Ref	Action	Regulatory / policy delivery or compliance achieved through action								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 2:</b> To ensure that Cardiff's green infrastructure is enhanced and managed in a way that increases resilience to the changing climate and provides protection for people and places.										
<b>2.1</b>	<b>Flood prevention projects</b>									
2.1.01	Flood protection work in Cardiff Parks						Yes			
2.1.02	Nant Fawr / Roath Brook flood protection work						Yes			Implemented by NRW
2.1.03	Reen management in Parks	Yes	Yes				Yes			Internal staff / volunteers / external contractors
<b>2.2</b>	<b>Sustainable Drainage projects</b>									
2.2.01	Greener Grangetown project		Yes				Yes		1, 6	
<b>2.3</b>	<b>Resource management projects</b>									

Ref	Action	Regulatory / policy delivery or compliance achieved through action								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 2:</b> To ensure that Cardiff's green infrastructure is enhanced and managed in a way that increases resilience to the changing climate and provides protection for people and places.										
2.3.01	Reduce consumption of potable water on allotments						Yes			Allotment holders
2.3.02	Removal of asbestos from allotment sites						Yes		4	Allotment holders
<b>2.4</b>	<b>Implementation of SAB legislation</b>									
2.4.01	Development of GIS assessment tool for SAB		Yes				Yes		1, 3, 4, 5, 6	Consultant in association with Drainage section
<b>2.5</b>	<b>Green infrastructure enhancements</b>									
2.5.01	Additional tree and vegetation planting to address air quality issues						Yes			In house delivery

Ref	Action	Regulatory / policy delivery or compliance achieved through actions								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 3:</b> To maximise the contribution that green infrastructure makes to Cardiff's economy by enhancing the city's attractiveness for business, tourism and living.										
<b>3.1</b>	<b>Wales Coastal path projects</b>									
3.1.01	Installation of road crossing from Lamby Way to Parc Tredelerch					Yes	Yes		4, 5, 6	
3.1.02	Design coastal path layout around Lamby Way tip					Yes	Yes		4, 5, 6	
3.1.03	Implementation of footpath network					Yes	Yes		4, 5, 6	
3.1.04	Links into Living Levels project					Yes	Yes		2, 4, 5, 6	
<b>3.2</b>	<b>Rights of way projects</b>									
3.2.01	Preparation and implementation of Green Lane network plan					Yes	Yes			
<b>3.3</b>	<b>Improving access to parks and green spaces</b>									

Ref	Action	Regulatory / policy delivery or compliance achieved through actions								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 3:</b> To maximise the contribution that green infrastructure makes to Cardiff's economy by enhancing the city's attractiveness for business, tourism and living.										
3.3.01	Delivery of Parc Cefn Onn 'Into the Garden and Beyond' park restoration and access project					Yes	Yes	Yes	4, 5, 6	Park users with a wide range of physical impairments
<b>3.4</b>	<b>Protecting and conserving historic structures in the landscape</b>									
3.4.01	Conservation of Bishops Palace			Yes			Yes	Yes	6	Partnership working with local residents and Cadw
<b>3.5</b>	<b>Evidencing the importance of green infrastructure</b>									
3.5.01	Installation of people-counters in parks					Yes	Yes	Yes	4, 5, 6	Collation of data on use of parks

Ref	Action	Regulatory / policy delivery or compliance achieved through actions								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 3:</b> To maximise the contribution that green infrastructure makes to Cardiff's economy by enhancing the city's attractiveness for business, tourism and living.										
3.5.02	Implementation of regular satisfaction surveys on Green Flag parks						Yes	Yes		
3.5.03	On site monitoring of park use at Parc Cefn Onn						Yes	Yes		Monitoring of HLF funded project

Ref	Action	Regulatory / policy delivery or compliance achieved through actions							
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action
<b>Objective 4:</b> To increase the potential physical and mental health benefits from a good quality, natural environment by improving, promoting and creating connected, multi-functional green infrastructure in Cardiff.									
<b>4.1</b>	<b>Interpretation in parks and green spaces</b>								
4.1.01	Installation of wildlife explorer trails in various parks	Yes		Yes	Yes		Yes	Yes	1, 3, 5, 6
4.1.02	Installation of historic and other interpretation boards in parks and green spaces	Yes		Yes	Yes		Yes	Yes	1, 3, 5, 6
<b>4.2</b>	<b>Waymarking and trails in green spaces</b>								
4.2.01	Development and promotion of orienteering trails					Yes	Yes		
4.2.02	Implementation of cycling code of conduct in parks						Yes		
<b>4.3</b>	<b>Access improvements</b>								
4.3.1	Implementation of access audits in Green Flag parks					Yes	Yes	Yes	

Ref	Action	Regulatory / policy delivery or compliance achieved through actions							
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action
<b>Objective 4:</b> To increase the potential physical and mental health benefits from a good quality, natural environment by improving, promoting and creating connected, multi-functional green infrastructure in Cardiff.									
<b>4.4</b>	<b>Activities in parks and green spaces</b>								
4.4.01	Installation of fishing platforms at Parc Tredelerch						Yes		
<b>4.5</b>	<b>Web and cloud based interpretation</b>								
4.5.01	Continued development of Outdoor Cardiff website						Yes		
4.5.02	Development of Sprytar interpretation in six Cardiff parks						Yes		

Ref	Action	Regulatory / policy delivery or compliance achieved through actions								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 5:</b> To use Cardiff's green infrastructure to provide opportunities for people to access the outdoor environment and to participate in learning, training and volunteering to foster social inclusion and equality and improve life chances.										
<b>5.1</b>	<b>Development of volunteering opportunities</b>									
5.1.01	Development of volunteer hub at Forest Farm	Yes		Yes	Yes	Yes	Yes	Yes		Volunteer training and development and co-ordination of activities
5.1.02	Design and production of volunteer handbook						Yes			Volunteer training and development
5.1.03	Employment of volunteer co-ordinator to manage an enhanced volunteer programme	Yes		Yes	Yes	Yes	Yes			Volunteer co-ordination (individuals, Friends groups, private companies etc)

Ref	Action	Regulatory / policy delivery or compliance achieved through actions								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 5:</b> To use Cardiff's green infrastructure to provide opportunities for people to access the outdoor environment and to participate in learning, training and volunteering to foster social inclusion and equality and improve life chances.										
<b>5.2</b>	<b>Support for existing volunteers and other groups</b>									
5.2.01	Annual programme of Friends Forum activities (3 per annum)							Yes		Supporting networking of Friends groups to encourage better interaction and co-ordination between groups
5.2.02	Support for groups to deliver health related activities						Yes	Yes		Support to cover walking for health role (no longer funded) and Trumper service (Parc

Ref	Action	Regulatory / policy delivery or compliance achieved through actions								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 5:</b> To use Cardiff's green infrastructure to provide opportunities for people to access the outdoor environment and to participate in learning, training and volunteering to foster social inclusion and equality and improve life chances.										
										Cefn Onn Project)
<b>5.3</b>	<b>Educational use of green space</b>									
5.3.01	Organised school trips to Flatholm						Yes			Covering boat trip cost for Flatholm visits
5.3.02	Organised school visits to Forest Farm						Yes			Covering bus hire costs to Forest Farm
5.3.03	Development of joint education package for Bute Park and Cardiff Bay wetland area						Yes			Covering transport costs for schools



Ref	Action	Regulatory / policy delivery or compliance achieved through actions								Delivery focus
		Nature Recovery Action Plan	SAB	Protected species	Designated sites	ROWIP	WBFGA	Other plans (see comments)	Other GI objectives met via action	
<b>Objective 6:</b> To build upon Cardiff's reputation as a vibrant, green and attractive city by continuing to enhance and sustain the green infrastructure that underpins the city's unique qualities and sense of place.										
<b>6.1</b>	<b>Development of green infrastructure in Cardiff</b>									
6.1.01	Subsequent LDP informed by evidence base arising from Green Infrastructure Assessment as required by Planning Policy Wales	Yes	Yes	Yes	Yes	Yes	Yes			In house partnership working on GI issues
6.1.02	Review the function of the River Corridor action plans	Yes	Yes	Yes	Yes	Yes	Yes			In house
<b>6.2</b>	<b>Management of green infrastructure</b>									
6.2.01	Develop management plans for existing parks and trails	Yes	Yes	Yes	Yes	Yes	Yes			In house
6.2.02	Review the Parks and Green Spaces Strategy						Yes			In house

6.2.03	Raise awareness across the City Council of environmental obligations and the importance of GI	Yes	Yes	Yes	Yes		Yes			All service areas
6.2.04	Development of service area GI action plans	Yes	Yes	Yes	Yes		Yes			All service areas
6.2.05	Survey of public attitudes to tree planting						Yes			In house

## **Appendix 1 Section 6 Biodiversity Duty – Draft Reporting Guidance**

### **1. INTRODUCTION**

Under subsection (7) a public authority must, before the end of 2019 and before the end of every third year after 2019, publish a report on what it has done to comply with subsection (1).

A public authority that has published a plan under subsection (6) must review the plan in the light of each report.

This guidance will help you to produce your section 6 report, and also to evaluate action so that you can review and revise where necessary your section 6 plan.

The report will help you to assess the extent to which your authority's response to s6 is being successfully implemented, and identify any changes necessary from established trends identified in any earlier reports. The report will also provide transparency for the public authority's response to its s6 duty, and act as a useful communication tool for stakeholders, the community and business groups.

In order for your report to be as accessible as possible it should be published online.

### **1. BACKGROUND**

*(Section 6 introductory text to be added – to include ref to FAQ Annex and to be aligned with Best Practice guidance text.)*

### **2. FORMAT AND CONTENT OF REPORTS**

Organisations are encouraged to identify their own ways of reporting - this could again be part of your ordinary reporting systems and/or process, such as annual reports, or as a specific document.

However, this guidance suggests a format and contents list you can use to report actions if you choose to do so.

Aspects that are usefully included in reports are:

- Key findings, in the form of a 1-2 page Executive Summary
- Introduction to the PA, its functions and context in both the local area and in public service delivery – including a reference to which group of organisations you are in (see Figure 1 below)
- The actions carried out by the PA to comply with the duty
- Highlights/Key Outcomes/ Indicators/Performance measures
- Any Monitoring and Evaluation plan
- Review of the Plan, including an analysis of how the actions have met the Nature Recovery Action Plan objectives, what more could be done and how the s6 plan will be updated.

The broad structure of the report should remain the same from iteration to iteration in order to provide ease of analysis between successive reports and build on preceding results.

Good use of illustrative material such as charts, graphs and maps will also make the report more accessible.

#### **Figure 1: Types of organisations and possible s6 actions**

**Group 1** – organisations that do not own or manage land beyond their own grounds, and whose functions are not directly connected to biodiversity and/or land management – for example Commissions, DVLA - actions related to buildings management, procurement, sustainability, awareness raising, training

**Group 2** – organisations that do not own or manage land beyond their own grounds, but whose functions are connected with biodiversity and/ or land management, or who can influence those who own or manage

land – for example Universities, Sport Wales - actions as per Group 1 above PLUS cascade funding criteria, education and training (for eg)

**Group 3** – organisations that own or manage land beyond their own grounds, whether their functions are connected with biodiversity and/or land management or not – for example Dwr Cymru, Local Authorities, NRW, Welsh Government - actions as per Groups 1 and 2 above PLUS land management to maintain and enhance biodiversity, and promote resilience.

### 3. ACTION REPORTING TEMPLATE

Actions should have been carried out to maintain and enhance biodiversity, and in so doing, promote the resilience of ecosystems.

It is suggested that the 6 objectives of the NRAP are used to guide action – see FAQ and best practice guidance.

The following template could be used to report actions:

<u>Action</u>	<u>Result</u>	<u>Costs, Benefits and Impacts</u>	<u>NRAP objective(s) met</u>	<u>Evidence provided (e.g. links to outputs)</u>

### 4. HIGHLIGHTS/KEY OUTCOMES

Include in your report:

- Examples and Case Studies of best practice including systems and processes
- Key biodiversity gains – how have you contributed to nature’s recovery and reversing the decline of biodiversity?
- Links to well-being – how has your action for biodiversity improved outcomes for well-being (health, social cohesion, economic outputs)
- Cost savings and efficiency – how has biodiversity been valued in the exercise of your functions, including preventative action by considering the long term benefits over the short term gains.

### 5. MONITORING, MEASURES AND INDICATORS

It is not realistic or necessary for all actions to be monitored but some key areas will need to be included consistently in each report. This will be for you to determine based on those elements crucial to delivering your section 6 plan.

Include in your report any metrics that you measure within your organisation that relate to biodiversity and resilience. The table below shows examples of the types of metrics you might collect.

*Note that this first reporting round should establish what data is being collected by whom, and the range of possible indicators. Evaluation of reports will look for consistency, and potential measures and indicators for future reporting rounds.*

**Table 1: Possible monitoring measures for actions**

NRAP Objective	Process Measure examples	Outcome Measure examples
1	Commitments made in policy documents, valuation tools in use Awareness raising activities, outdoor education	Valuation metrics Number of people aware of biodiversity values
2	Designations Action plans Species projects	Site, species and habitats status and trends Data from planning Annual Monitoring Reports Condition surveys
3	Connectivity improvements Green Infrastructure Assessments completed	Habitat restored Habitat created
4	Use of nature based solutions Pollution incidents tackled Reduction in use of pesticides and herbicides	Reduction in INNS
5	Numbers of Planning Consultations using biodiversity evidence	Increased data availability – data supplied to LERCs
6	Numbers of people in the organisation receiving training, Funding provided, Relevant volunteer days undertaken Investments	Capacity improvements

*We will also be looking to link measures and indicators to the State of Natural Resources Report, Area Statements and State of Nature Reporting.*

## 6. REVIEW

You will need to review your actions and report, in order to make any revisions to your section 6 plan. This is for your own internal improvement processes, however it would be useful to include this in your Report in order to assist with a Wales wide evaluation of the section 6 duty.

Some review questions are suggested below:

- Strategic review, to assess whether the approach is achieving its main objectives (has the decline in biodiversity been reversed?), and whether it is “on track” in terms of the level of implementation.
- Policy monitoring, to highlight any policies which are not functioning effectively, and to highlight how such issues will be addressed.
- Conclusions and recommendations; e.g. identify any improvements/changes to the way the public authority will meet its s6 duty.
- What new biodiversity issues have occurred in the area or in local/national policy (key recent contextual and national policy changes, future prospects)?
- How relevant, appropriate and up-to-date is the Authority’s strategy and its key policies and targets?
- What actions have been developed or delayed in relation to the plan’s delivery and timing?
- What has been the effectiveness of delivering policies to discourage inappropriate decisions?

You may also want to consider the level of change your actions have achieved:

**Level 1** – change within organisations – for example, corporate commitments, internal audits

**Level 2** – change to organisational structure or to influence external organisations – for example, governance, integrated reporting, funding provided to others for biodiversity work

**Level 3** – change to influence wider society – for example, collaborative and co-designed projects which include the local community they will affect

These levels are inter-related - some organisations will need to change structures in order to change behaviour for example (eg architectural design); for some changing behaviour may lead to changing awareness, for others vice versa.

Further detail to consider for each NRAP objective: –

What have been the key enablers? E.g. ENRaW funding, a systemic internal review

Barriers? E.g. lack of information or access to information

NRAP sets out the things we need to do to reverse the decline in biodiversity. Use these questions to work through how your organisation is contributing to that

1. How has biodiversity been embedded throughout decision making at all levels?
  - What systems have been used? For example Environmental Statement, Local Well-being Plan, Well-being Statement, s6 Plan, Business planning and budget monitoring, Performance management systems, Internal consultations or audits
  - How does your process contribute to your main strategic aim?
  - How has participation and understanding been increased and supported?
  - What stakeholders have been involved in the decision making process?
  - What have you started doing that you weren't doing previously (additionality)?
2. How have species and habitats of principal importance been safeguarded?
  - Has their management improved?
  - What biodiversity gains have been made? Does this need to be balanced against losses of species and habitats? If so, what has been lost?
  - How has the Planning System been used to maintain and enhance biodiversity?
3. How has the resilience of ecosystems been promoted?
  - Have you contributed to creating Resilient Ecological Networks? ( networks joining up designated sites and other biodiversity hotspots)
  - Resilience attributes addressed – diversity, extent, condition, connectivity and therefore adaptability
  - Habitats restored and created
4. How have key pressures on species and habitats been tackled?
  - Nature based solutions e.g delivering urban and bio-verse Green Infrastructure
  - Reducing fragmentation, habitat loss through land use change and development, pollution, INNS, over exploitation and mitigating climate change
  - What have you stopped doing?
5. How has evidence, understanding and monitoring been improved?
  - Evidence gathered and shared
  - Use of best available evidence demonstrated
  - Research undertaken
  - Monitoring of outcomes
  - What further evidence do you need?

6. How has capacity, governance and support for action been shown?
- Who is responsible for the s6 duty in your organisation's constitution?
  - How have the WFG and SMNR principles been demonstrated, particularly involvement, participation
  - Staffing and resources
  - Volunteers
  - Local Nature Partnerships and Action Plans
  - Support for other organisations and projects, e.g. Wildlife Trusts, Environmental groups

## **7. EVALUATION AND FUTURE PLANNING**

How will the results of your review be incorporated into your s6 plan? What is its governance?