



DINAS A SIR CAERDYDD  
CITY AND COUNTY OF CARDIFF

**COUNCIL SUMMONS**

THURSDAY, 18 MARCH 2021

**GWYS Y CYNGOR**

DYDD IAU, 18 MAWRTH 2021,

You are summoned to attend a meeting of the **COUNTY COUNCIL OF THE CITY AND COUNTY OF CARDIFF** which will be held remotely on Thursday, 18 March 2021 at 4.30 pm to transact the business set out in the agenda attached.

**Davina Fiore**  
**Director of Governance & Legal Services**

County Hall  
Cardiff  
CF10 4UW

Friday, 12 March 2021

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Promotion of equality and respect for others | Objectivity and propriety | Selflessness and stewardship  
Integrity | Duty to uphold the law | Accountability and openness

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<i>Item</i>		<i>Approx Time</i>	<i>Max Time Allotted</i>
<b>1</b>	<b>Apologies for Absence</b>  <i>To receive apologies for absence.</i>	4.30 pm	5 mins
<b>2</b>	<b>Declarations of Interest</b>  <i>To receive declarations of interest (such declarations to be made in accordance with the Members Code of Conduct)</i>		
<b>3</b>	<b>Minutes</b> <i>(Pages 9 - 22)</i>  <i>To approve as a correct record the minutes of the 4 March 2021.</i>		
<b>4</b>	<b>Public Questions</b>  <i>To receive previously notified questions from Members of the Public.</i>		
<b>5</b>	<b>Petitions</b>  <i>To receive petitions from Elected Members to Council.</i>	4.35 pm	5 mins
<b>6</b>	<b>Lord Mayor's Announcements</b>  <i>To receive the Lord Mayor's announcements including Recognitions and Awards.</i>	4.40 pm	5 mins
<b>7</b>	<b>Lord Mayor and Deputy Lord Mayor Elect</b> <i>(Pages 23 - 24)</i>  <i>Report of the Director of Governance and Legal Services and Monitoring Officer.</i>	4.45 pm	10 mins
<b>8</b>	<b>Pay Policy 2021 - 2022</b> <i>(Pages 25 - 52)</i>  <i>Report of the Corporate Director Resources.</i>	4.55 pm	20 mins
<b>9</b>	<b>Cardiff Local Development Plan Full Review</b> <i>(Pages 53 - 158)</i>  <i>Report of the Director of Planning, Transport and Environment.</i>	5.15 pm	20 mins

10	<p><b>Corporate Parenting Advisory Committee Annual Report</b> (Pages 159 - 192)</p> <p><i>Report of the Director of Governance and Legal Services and Monitoring Officer.</i></p>	5.35 pm	15 mins
11	<p><b>Cabinet Members Statements</b> (Pages 193 - 228)</p> <p><i>To receive statements from the Leader and Cabinet Members</i></p>	5.50 pm	45 mins
12	<p><b>Motion 1</b></p> <p>Proposed by Councillor Rodney Berman</p> <p>Seconded by Councillor Emma Sandrey</p> <p>This council notes:</p> <ul style="list-style-type: none"> <li>a) The concept of the “20-minute neighbourhood” or “15-minute city”, conceived by cities such as Melbourne and Paris, which seeks to improve liveability and develop more sustainable, local communities by planning for residents to be able to access most of the facilities they need on a daily basis within a 15-20 minute walk, cycle or bus ride from their home;</li> <li>b) That the “20-minute neighbourhood” concept has been backed by the Future Generations Commissioner for Wales as well as by organisations such as Sustrans; and</li> <li>c) That the concept has many benefits in relation to both environment and health, as well as the promotion of sustainability through more localised economic development.</li> </ul> <p>This council welcomes and endorses the commitment within its Corporate Plan for 2021-24 to support the “15-minute city” principle. In order to build on that commitment, however, this council calls on the Cabinet to ensure that the “15-minute city” principle is fully incorporated in council policies across the board, including by:</p> <ul style="list-style-type: none"> <li>1) Fully factoring in the “15-minute city” principle to the city’s revised Local Development Plan (LDP), as part of the full review of the plan which is to be undertaken by late 2024; and</li> </ul>	6.35 pm	30 mins

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	2) Revising the council's existing transport and economic development strategies to ensure they are sufficiently underpinned by the "15-minute city" principle.		
<b>Break (7.05 - 7.20)</b>			
<b>13</b>	<p><b>Motion 2</b></p> <p>Proposed by Councillor Ed Stubbs</p> <p>Seconded by Councillor Keith Jones</p> <p><b>This Council recognises</b></p> <p>That Councillors have a duty to promote kind and honest discourse both on and off line. Recognises that discussion, debate and scrutiny are vital to a democracy but must be carried out without abuse. That robust debate is a crucial part of the scrutiny process and should not be discouraged. That social media is an increasingly aggressive space where abuse is common place. That misinformation is often the trigger for such abusive behaviour. That anonymous accounts with no trail of accountability are often the worst culprits. That public figures are often the target for abusive behaviour and that it inevitably has a significant detrimental impact on their wellbeing.</p> <p><b>Proposes to</b></p> <p>Introduce a code of principles for social media use, that has an emphasis on promoting accurate discourse and encourages councillors to not write or share posts that contain obvious inaccuracies or aggression against colleagues.</p> <p>To ask Councillors to declare on their declaration of interest their involvement in any social media accounts. Develop a Code of Practice for groups and organisation which the Council works with, which sets similar high expectations of respectful and honest engagements, and which asks them to conduct themselves in a transparent manner rather than operating anonymous accounts</p>	7.20 pm	30 mins

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<p><b>14</b></p>	<p><b>Motion 3</b></p> <p>Proposed by Councillor Mike Jones-Pritchard</p> <p>Seconded by Councillor Mia Rees</p> <p>Cardiff's LDP and SPGs, including the Planning Obligations SPG, cover, in detail, the provision of Open Space and set the council's approach to open space provision.</p> <p>The LDP requires provision of a satisfactory level, and standard, of open space on all new housing/student developments, or an off-site contribution towards existing open space, for smaller scale developments where new on-site provision is not applicable.</p> <p>Regularly, particularly on smaller scale developments, S106 contributions are agreed towards the maintenance/provision of open space in the vicinity of the site. The instances of these monies going to the provision of new open space is rare and population densities are seen to increase, in existing communities, without the provision of compensatory additional open space.</p> <p>The experience of the last twelve months has shown the needs of people for contact with nature, with increased use of our city's parks and open spaces, that Cardiff reputedly once had more of per person than other cities. Yet, these 106 funds are rarely provide for additional space for people to sit in a green area and see more trees, flowers, grass and shrubbery. These new spaces don't need to be large or expensive, just open and accessible for people and be green! The UK government is funding 12 tiny forest projects, each the size of a tennis court and it is known that people don't have to be able necessarily to access open space, just see it and know it's there, for it to improve their wellbeing. Such new small areas, or corridors, of open space would also help biodiversity, with pollinators visiting and more trees locking in CO2 as well as helping to improve air quality. These spaces could be corner plots, vacant or redundant sites, part of a car park or back land spaces and could be provided in conjunction with other land owners, including religious buildings and third sector providers.</p> <p>This council calls on the cabinet to bring forward proposals to prioritise more of the funding available, to create new open spaces in Cardiff's communities, benefiting from S106 money, with those spaces located where residents of all ages can see and use them to improve both the</p>	<p>7.50 pm</p>	<p>30 mins</p>
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	environment and their wellbeing. Such proposals to be produced within six months.		
<b>15</b>	<b>Oral Questions</b>  <i>To receive oral questions to the Leader, Cabinet Members; Chairs of Committee and/or nominated Members of the Fire Authority.</i>	8.20 pm	90 mins
<b>16</b>	<b>Urgent Business</b>	9.50 pm	5 mins
<b>Unopposed Council Business</b>			
<b>17</b>	<b>Committee Membership</b> <i>(Pages 229 - 230)</i>  <i>Report of the Director of Governance and Legal Services and Monitoring Officer.</i>	9.55 pm	10 mins
<b>18</b>	<b>Appointment of Local Authority Governors</b> <i>(Pages 231 - 236)</i>  <i>Report of the Director of Governance and Legal Services and Monitoring Officer.</i>		
<b>19</b>	<b>Written Questions</b>  <i>In accordance with the Council Procedure Rules, Rule 17(f) Written Questions received for consideration and response will be included as a record in the minutes of the meeting.</i>		

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City Council of the City & County of Cardiff  
4 March 2021

1

THE COUNTY COUNCIL OF THE CITY & COUNTY OF CARDIFF

The County Council of the City & County of Cardiff met at County Hall, Cardiff on 4 March 2021 to transact the business set out in the Council summons dated Friday, 26 February 2021.

Present: County Councillor McKerlich (Lord Mayor)

County Councillors Ahmed, Asghar Ali, Dilwar Ali, Berman, Bowden, Bowen-Thomson, Boyle, Bradbury, Bridgeman, Burke-Davies, Carter, Cowan, Cunnah, De'Ath, Derbyshire, Driscoll, Ebrahim, Elsmore, Ford, Gibson, Goddard, Goodway, Gordon, Henshaw, Gavin Hill-John, Philippa Hill-John, Hinchey, Hopkins, Howells, Hudson, Jacobsen, Jenkins, Jones-Pritchard, K Jones, Owen Jones, Joyce, Kelloway, Lancaster, Lay, Lent, Lister, Mackie, McEvoy, McGarry, Melbourne, Merry, Michael, Molik, Naughton, Owen, Parkhill, Jackie Parry, Keith Parry, Patel, Phillips, Dianne Rees, Mia Rees, Robson, Sandrey, Sattar, Simmons, Singh, Stubbs, Taylor, Graham Thomas, Huw Thomas, Lynda Thorne, Walker, Weaver, Wild, Williams, Wong and Wood

143 : APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Morgan. Councillor Walker had previously indicated that he would be late in attending the meeting and Councillor Mia Rees had indicated that she would have to leave the meeting at 7.00 pm.

144 : DECLARATIONS OF INTEREST

The following declarations of interest were received in accordance with the Members Code of Conduct in respect of Item 7 – Corporate Plan 2021 - 2023

COUNCILLOR	NATURE OF INTEREST
Carter	Personal – employed by British Lung Foundation

The following PERSONAL declarations of interest were received in accordance with the Members Code of Conduct in respect of Item 8 – Budget Proposals 2021 – 2022

COUNCILLOR	NATURE OF INTEREST
Berman	Member of the Cardiff & Vale Pension Scheme
Boyle	Member of the Cardiff & Vale Pension Scheme
Cowan	Member of the Cardiff & Vale Pension Scheme
De'Ath	Member of the Cardiff & Vale Pension Scheme
Driscoll	Member of the Cardiff & Vale Pension Scheme
Ford	Member of the Cardiff & Vale Pension Scheme
Gibson	Member of the Cardiff & Vale Pension Scheme
Goodway	Member of the Cardiff & Vale Pension Scheme
Gavin Hill-	Member of the Cardiff & Vale Pension Scheme

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John	
Philippa Hill-John	Member of the Cardiff & Vale Pension Scheme
Howells	Member of the Cardiff & Vale Pension Scheme
Hudson	Member of the Cardiff & Vale Pension Scheme
Jones-Pritchard	Member of the Cardiff & Vale Pension Scheme
McEvoy	Member of the Cardiff & Vale Pension Scheme
McKerlich	Member of the Cardiff & Vale Pension Scheme
Melbourne	Member of the Cardiff & Vale Pension Scheme
Merry	Member of the Cardiff & Vale Pension Scheme
Michael	Member of the Cardiff & Vale Pension Scheme
Naughton	Member of the Cardiff & Vale Pension Scheme
Owen	Member of the Cardiff & Vale Pension Scheme
Parkhill	Member of the Cardiff & Vale Pension Scheme
Phillips	Member of the Cardiff & Vale Pension Scheme
Dianne Rees	Member of the Cardiff & Vale Pension Scheme
Mia Rees	Member of the Cardiff & Vale Pension Scheme
Robson	Member of the Cardiff & Vale Pension Scheme
Sandrey	Member of the Cardiff & Vale Pension Scheme
Singh	Member of the Cardiff & Vale Pension Scheme
Taylor	Member of the Cardiff & Vale Pension Scheme
Graham Thomas	Member of the Cardiff & Vale Pension Scheme
Huw Thomas	Member of the Cardiff & Vale Pension Scheme
Walker	Member of the Cardiff & Vale Pension Scheme
Wild	Member of the Cardiff & Vale Pension Scheme
Williams	Member of the Cardiff & Vale Pension Scheme
Dilwar Ali	Local Authority School Governor, Gabalfa and Hawthorn Primary Schools
Berman	Local Authority School Governor, Marlborough Primary School and Ysgol y Berllan Deg
Boyle	Local Authority School Governor, Howardian Primary School
Bradbury	Local Authority School Governor, Millbank Primary School and The Western Learning Campus
Bridgeman	Local Authority School Governor, Eastern High School
Burke-Davies	Local Authority School Governor, Ysgol Glan Ceubal
Carter	Local Authority School Governor, Llanedeyrn and St Philip Evans RC Primary Schools
Cowan	Local Authority School Governor, Greenhill School
Cunnah	Local Authority School Governor, Ysgol Gymraeg Pwll Coch
De'Ath	Local Authority School Governor, Albany Primary School
Derbyshire	Local Authority School Governor, Rumney Primary School
Driscoll	Local Authority School Governor, Danescourt Primary School

Ebrahim	Local Authority School Governor, Mount Stuart Primary School
Elsmore	Local Authority School Governor, Radnor Primary School and Ysgol Gymraeg Treganna
Gibson	Local Authority School Governor, Hywel Dda Primary School
Goodway	Local Authority School Governor, Cardiff West Community High School
Gordon	Local Authority School Governor, Severn Primary School
Henshaw	Local Authority School Governor, Baden Powell Primary School
Gavin Hill-John	Local Authority School Governor, Pentyrch Primary School
Hinchey	Local Authority School Governor, Birchgrove and Ton-yr-Ywen Primary Schools
Hopkins	Local Authority School Governor, Lakeside Primary School
Howells	Local Authority School Governor, Adamsdown and Stacey Primary Schools
Hudson	Local Authority School Governor, Ton-yr-Ywen Primary School
Owen Jones	Local Authority School Governor, Adamsdown and Stacey Primary Schools
Jones-Pritchard	Local Authority School Governor, The Pear Tree Foundation
Lancaster	Local Authority School Governor, Llanishen High School
Lent	Local Authority School Governor, Howardian and Roath Park Primary Schools
Lister	Local Authority School Governor, Grangetown Primary School
Mackie	Local Authority School Governor, Cathays High School and Gladstone Primary School
McGarry	Local Authority School Governor, Albany Primary School and St Peters RC Primary School
Molik	Local Authority School Governor, Rhydypenau Primary School
Naughton	Local Authority School Governor, St David's CW Primary School
Jackie Parry	Local Authority School Governor, St Cadoc's Catholic Primary School
Patel	Local Authority School Governor, Fitzalan High School and Lansdowne Primary School
Dianne Rees	Local Authority School Governor, St Mellons CW Primary School
Mia Rees	Local Authority School Governor, Whitchurch Primary School
Sandrey	Local Authority School Governor, Springwood Primary School
Singh	Local Authority School Governor, Kitchener Primary

	School
Stubbs	Local Authority School Governor, Willows High School and Moorland Primary School
Taylor	Local Authority School Governor, Ysgol Mynydd Bychan
Thomas	Local Authority School Governor, Ysgol Glan Morfa
Thorne	Local Authority School Governor, Grangetown Nursery School
Walker	Local Authority School Governor, Lysfaen Primary School
Weaver	Local Authority School Governor, Cathays High School and Gladstone Primary School
Wild	Local Authority School Governor, St Mary's Catholic Primary School
Williams	Local Authority School Governor, Oakfield Primary School and The Hollies School
Wong	Local Authority School Governor, Cathays High School and Roath Park Primary School.
McKerlich	School Governor at Radyr Primary School – appointed by Radyr & Morganstown Community Council
McKerlich	Member of Radyr & Morganstown Community Council
Dianne Rees	Member of Old St Mellons Community Council
Williams	Member of Old St Mellons Community Council
Gavin Hill-John	Member of Pentrych Community Council
Graham Thomas	Member of St Fagans Community Council
Jones-Pritchard	Member of Tongwynlais Community Council
Cowan	Chair of Glamorgan Archives Joint Committee
Cunnah	Member appointed to the Glamorgan Archives Joint Committee
Henshaw	Member appointed to the Glamorgan Archives Joint Committee
Keith Jones	Member appointed to the Glamorgan Archives Joint Committee
Robson	Member appointed to the Glamorgan Archives Joint Committee
Michael	Member appointed to the Cardiff Bay Advisory Committee
Wild	Member appointed to the Cardiff Bay Advisory Committee
Huw Thomas	Member appointed to the Cardiff Capital Regional Cabinet
Merry	Member appointed to the Central South Joint Education Services Joint Committee
Huw Thomas	Member appointed to the Public Services Board
Michael	Member appointed to the Prosiect Gwyrdd Joint Committee
Weaver	Member appointed to the Prosiect Gwyrdd Joint Committee
Michael	Member appointed to the Shared Regulatory Service

Mackie	Member appointed to the Shared Regulatory Service
Hinchey	Member appointed to the Vale, Valleys and Cardiff Adoption Collaborative Joint Committee
Gavin Hill-John	Member appointed as Non-Executive Director of Cardiff Bus
Lay	Member appointed as Non-Executive Director of Cardiff Bus
Sandrey	Member appointed as Non-Executive Director of Cardiff Bus
Singh	Member appointed as Non-Executive Director of Cardiff Bus
Owen Jones	Member appointed as Non-Executive Director of Cardiff Bus
Merry	Member appointed to the Local Government Association General Assembly
Boyle	Member appointed to the Local Government Association General Assembly
Robson	Member appointed to the Local Government Association General Assembly
Huw Thomas	Member appointed to the Local Government Association General Assembly
Dilwar Ali	Member appointed to the South Wales Fire & Rescue Service
Lister	Member appointed to the South Wales Fire & Rescue Service
Ebrahim	Member appointed to the South Wales Fire & Rescue Service
Naughton	Member appointed to the South Wales Fire & Rescue Service
Williams	Member appointed to the South Wales Fire & Rescue Service
Bradbury	Member appointed to the Welsh Local Government Association Council
Elsmore	Member appointed to the Welsh Local Government Association Council
Goodway	Member appointed to the Welsh Local Government Association Council
Merry	Member appointed to the Welsh Local Government Association Council
Michael	Member appointed to the Welsh Local Government Association Council
Huw Thomas	Member appointed to the Welsh Local Government Association Council
Weaver	Member appointed to the Welsh Local Government Association Council
Henshaw	Family Member was in receipt of a Business Support Grant
Mackie	Currently employed by Cardiff & Vale University Health Board

Mackie	Family Member is Head of Integrated Care
Mackie	Owner of property on Westgate Street
Elsmore	Chair, Cardiff & Vale Regional Partnership Board
Hinchey	Member, Cardiff & Vale Regional Partnership Board
Bradbury	Trustee, Caerau and Ely Sports Trust
Simmons	Trust Member, Caerau and Ely Sports Trust
Williams	Chair, Director and Trustee, Cartref Care Homes Limited
Williams	Vice Chair, Director, Diverse Cymru
Williams	Regional Leader of Governance, Central South Consortium
Williams	Owns property on Westgate Street, Cardiff
Williams	Family Members employed by Cardiff Council, one of which is a GMB Trade Union Representative
Bowden	In receipt of the Council's Telecare Service
Phillips	Family Member is in receipt of ALN support
Phillips	In receipt of the Business Rates Relief Grant
Bridgeman	Trustee, Llanrumney Phoenix Boxing Club
Bridgeman	Trustee, Llanrumney Hall Community Trust Limited
Hudson	Family Member in receipt of Furlough Grant
Patel	In receipt of Small Business Grant
Naughton	Member of Pentwyn Leisure Centre
Naughton	Family Member in receipt of a pension from Cardiff Bus
Naughton	Family Member employed by Cardiff Council
Molik	CEO, Sight Cymru
Bowen-Thomson	CEO, Safer Wales
Cunnah	Treasurer, Cylch Meithrin Pwll Coch
Sattar	In receipt of Small Business Grant
Owen	Employed by NWSSP, which is hosted by Velindre University NHS Trust

145 : MINUTES

The minutes of the meeting on 28 January 2021 were approved as a correct record and signed by the Chairperson.

146 : PETITIONS

The following petitions were received:

COUNCILLOR	NO. OF SIGNATURES	TOPIC
Berman	582	Calling on the Council to take action to sort out the waterlogged footpaths around Roath Park Recreation Ground
Driscoll	216	Calling on the Council not to proceed with the current proposals in relation to Waungron Bus Interchange.

Molik	155	Calling on the Council to take action to ensure that buses continue to service Cyncoed
Wood	33	Calling on the Council to deal with the persistent waste issues around the Laytonian Avenue with North Road

147 : PUBLIC QUESTIONS

No public questions were received.

148 : LORD MAYOR'S ANNOUNCEMENTS

The Lord Mayor featured on the Council's YouTube Channel, together with the Leader, to deliver the St David's Day message and as it had not been possible to hold the Commonwealth Flag Raising ceremony at the Mansion House the Flag would be hoisted above the corner bastion of the Castle on 8 March.

The Lord Mayor reported that his first fundraising event had taken place on 19<sup>th</sup> February and thanked all those who had taken part.

The Lord Mayor sent condolences to Councillor Bernie Bowen-Thomson on the sad passing of her father, former Councillor Bill Bowen.

The Lord Mayor was delighted to congratulate the Welsh Rugby team on winning the Triple Crown.

149 : CARDIFF COUNCIL'S CORPORATE PLAN 2021 - 2023

*The declaration of interest made by Councillor Carter in accordance with the Members' Code of Conduct was noted.*

The Leader of the Council proposed the new Corporate Plan for 2021/23, which had been developed in tandem with the process for developing and setting the Council's budget for 2021/22.

The Corporate Plan formed part of the strategic policy framework set out in the Council's Constitution and was considered annually by the Council. The document outlined the organisation's strategic policy priorities and formed part of the required statutory improvement framework as it discharges the Council's current obligations under the Local Government (Wales) Measure 2009 to publish a stage one plan, which sets out how the Council planned to achieve its priorities for improvement. The Plan also discharged the Council's responsibilities under the Well-being of Future Generations (Wales) Act 2015.

The Corporate Plan was seconded by the Deputy Leader and Cabinet Member for Education and Skills Councillor Merry.

The Lord Mayor advised that one amendment to the report had been received.

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The Lord Mayor invited Councillor Berman to propose the amendment.

*This Council is recommended to refer back the Corporate Plan for further consideration to enable a significant revision of the section relating to economic development (Well-being Objective 4 – A capital city that works for Wales) in order to place greater emphasis on promoting post-Covid recovery in a manner which includes more support for small businesses across the city, as well as for local, district and neighbourhood shopping centres, in addition to the outlined plans to promote recovery of the city centre and Cardiff Bay.”*

Councillor Taylor seconded the amendment.

The Lord Mayor invited debate on the Corporate Plan.

The Lord Mayor invited the Leader to respond to the points raised in the debate.

The Leader confirmed the amendment was not accepted.

The Lord Mayor called for a vote on the amendment proposed by Councillor Berman.

The vote on the amendment was LOST.

The Lord Mayor called for a vote on the recommendations in the report as proposed by the Leader, Councillor Huw Thomas.

The vote on the recommendations in the report was CARRIED.

RESOLVED – That Council:

1. Approve the Corporate Plan 2021-2024; and
2. delegate authority to the Chief Executive, in consultation with the Leader of the Council, to make any consequential amendments to the Corporate Plan 2021-24 (Appendix A) following consideration by the Council on 4 March 2021 and prior to publication by 1 April 2021.

150 : BUDGET PROPOSALS 2021-2022

*Members declarations of interest made in accordance with the Members’ Code of Conduct were noted*

The Council was requested to consider and approve the Cabinet Budget Proposals for 2021 – 2022.

Three alternative budget proposals had been received in accordance with the Council Procedure Rules, including Statutory Officer advice, and had been circulated as part of the Amendment Sheet.

The Lord Mayor informed Council that Appendix 3(c) and Appendix 13 to this report is exempt information under Schedule 12A of Part 4 and Part 5 paragraph 21 of the Local Government Act 1972 and that should any Member indicate that they wish to discuss any of the information contained in those documents those speakers would be taken last as the Public would have to be excluded for that discussion and the recording stopped.

The Lord Mayor invited the Cabinet Member, Finance, Modernisation and Performance, Councillor Weaver to propose the Cabinet Budget.

The report was a recommendation to Council of the Cabinet's proposal for the estimates of expenditure and income in order to set the Council Tax in accordance with the Local Government Finance Act 1992, having considered and reflected on the responses to all aspects of the budget consultation; The strategy and plan for the control of the Authority's borrowing and investments for the year 2021/22 (the Annual Treasury Management Strategy); The Capital Strategy for 2021/22 including the Council's Minimum Revenue Provision Policy for 2021/22; The Prudential Code, capital expenditure and treasury indicators for 2021/22 – 2025/26; To recognise the financial challenges facing the Council, as set out in the Medium Term Financial Plan and note the opportunities for savings; The work undertaken to raise awareness of, and to ensure the financial resilience of the Council; To set the rent levels for Housing Revenue Account properties, service charges and management fees for leaseholders for 2021/22; and to agree the rates of fees and charges for Council services for 2021/22

The Leader of the Council, Councillor Huw Thomas seconded the proposed Budget 2021-202.

The Lord Mayor invited the proposer and seconder of each of the amendments to formally move their proposal and speak.

Councillor Gavin Hill-John proposed the Conservative alternative budget proposal and spoke on the amendment. Councillor Robson seconded the amendment and spoke.

Councillor Berman proposed the Liberal Democrat alternative budget proposal and spoke on the amendment. Councillor Taylor seconded the amendment and spoke.

Councillor McEvoy proposed the Propel alternative budget proposal and spoke on the amendment. Councillor Keith Parry seconded the amendment and spoke.

The Lord Mayor invited debate on the Budget Proposals.

The Lord Mayor thanked Members for their contribution to the debate and invited Councillor Weaver, Cabinet Member for Finance, Modernisation and Performance to respond to matters raised in the debate.

Councillor Weaver confirmed that none of the amendments would be accepted.

The Lord Mayor took the votes as follows:

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The vote on the Conservative amendment proposed by Councillor Gavin Hill-John was LOST.

The vote on the Liberal Democrat amendment proposed by Councillor Berman was LOST.

The vote on the Propel amendment proposed by Councillor McEvoy was LOST.

The vote on the recommendations proposed in the report was CARRIED.

RESOLVED – That Council

1. Approved the Revenue, Capital and Housing Revenue Account budgets including all proposals and increasing the Council Tax by 3.5% as set out in this report and that the Council resolve the following terms.
2. Noted that at its meeting on 17 December 2020 Cabinet calculated the following number of dwelling equivalents for the year 2021/22 in accordance with the regulations made under Section 33(5) of the Local Government Finance Act 1992:-
  - (a) 147,794 being the number calculated in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995, as amended, as its Council Tax base for the year.
  - (b)

Lisvane	2,513
Pentyrch	3,369
Radyr	3,847
St Fagans	1,746
Old St Mellons	2,192
Tongwynlais	822

being the numbers calculated in accordance with Regulation 6 of the Regulations as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which special items relate.

- 2.1 Agreed that the following amounts be now calculated by the County Council of the City and County of Cardiff for the year 2021/22 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:-
  - (a) Aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (d) (including Community Council precepts totalling £457,978).

£1,112,538,978

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- (b) Aggregate of the amounts which the Council estimates for items set out in Section 32(3)(a) and (c).  
£430,979,000
- (c) Amount by which the aggregate at 2.1(a) above exceeds the aggregate at 2.1(b) above calculated in accordance with Section 32(4) as the budget requirement for the year.  
£681,559,978
- (d) Aggregate of the sums which the Council estimates will be payable for the year into its Council Fund in respect of Revenue Support Grant, its council tax reduction scheme, redistributed Non-Domestic Rates.  
£487,912,796
- (e) The amount at 2.1(c) above less the amount at 2.1(d) (net of the amount for discretionary relief of £400,000), all divided by the amount at 2.0(a) above, calculated in accordance with Section 33(1) as the basic amount of Council Tax for the year.  
£1,312.96
- (f) Aggregate amount of all special items referred to in Section 34(1).  
£457,978
- (g) Amount at 2.1(e) above less the result given by dividing the amount at 2.1(f) above by the amount at 2.0(a) above, in accordance with Section 34(2) of the Act, as the basic amount of Council Tax for the year for dwellings in those parts of the area to which no special items relate  
£1,309.86
- (h) The amounts given by adding to the amount at 2.1(g) above the amounts of special items relating to dwellings in those parts of the Council's area mentioned below, divided in each case by the amount at 2.0(b) above, calculated in accordance with Section 34(3) as the basic amounts of Council Tax for the year for dwellings in those parts of the area to which special items relate.

	£
Lisvane	1,330.15
Pentyrch	1,361.80
Radyr	1,342.73
St Fagans	1,329.18
Old St Mellons	1,332.12
Tongwynlais	1,337.84

- (i) The amounts given by multiplying the amounts at 2.1(g) and 2.1(h) above by the number which in the proportion set out in the Council Tax (Valuation Bands) (Wales) Order 2003 is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D calculated in accordance with Section 36(1) of the Act as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

	A	B	C	D	E	F	G	H	I
	£	£	£	£	£	£	£	£	£
<b>Area</b>									
Lisvane	886.77	1,034.56	1,182.36	1,330.15	1,625.74	1,921.33	2,216.92	2,660.30	3,103.68
Pentyrch	907.87	1,059.18	1,210.49	1,361.80	1,664.42	1,967.04	2,269.67	2,723.60	3,177.53
Radyr	895.15	1,044.35	1,193.54	1,342.73	1,641.11	1,939.50	2,237.88	2,685.46	3,133.04
St. Fagans	886.12	1,033.81	1,181.49	1,329.18	1,624.55	1,919.93	2,215.30	2,658.36	3,101.42
Old St. Mellons	888.08	1,036.09	1,184.11	1,332.12	1,628.15	1,924.17	2,220.20	2,664.24	3,108.28
Tongwynlais	891.89	1,040.54	1,189.19	1,337.84	1,635.14	1,932.44	2,229.73	2,675.68	3,121.63
All other parts of the Council's Area	873.24	1,018.78	1,164.32	1,309.86	1,600.94	1,892.02	2,183.10	2,619.72	3,056.34

- 2.2 noted that for the year 2019/20, the Police and Crime Commissioner for South Wales has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwelling shown below:-

Valuation Bands

A	B	C	D	E	F	G	H	I
£	£	£	£	£	£	£	£	£
191.81	223.78	255.75	287.72	351.66	415.60	479.53	575.44	671.35

- 2.3 having calculated the aggregate in each case of the amounts at 2.1(i) and 2.2 above, the County Council of the City and County of Cardiff in accordance with Section 30(2) of the Local Government Finance Act 1992 hereby sets the following amounts as the amounts of Council Tax for the year 2019/20 for each of the categories of dwellings shown below:-

Part of Council's Area  
**Valuation Bands**

	A	B	C	D	E	F	G	H	I
	£	£	£	£	£	£	£	£	£
<b>Area</b>									
Lisvane	1,078.58	1,258.34	1,438.11	1,617.87	1,977.40	2,336.93	2,696.45	3,235.74	3,775.03
Pentyrch	1,099.68	1,282.96	1,466.24	1,649.52	2,016.08	2,382.64	2,749.20	3,299.04	3,848.88
Radyr	1,086.96	1,268.13	1,449.29	1,630.45	1,992.77	2,355.10	2,717.41	3,260.90	3,804.39
St. Fagans	1,077.93	1,257.59	1,437.24	1,616.90	1,976.21	2,335.53	2,694.83	3,233.80	3,772.77
Old St. Mellons	1,079.89	1,259.87	1,439.86	1,619.84	1,979.81	2,339.77	2,699.73	3,239.68	3,779.63
Tongwynlais	1,083.70	1,264.32	1,444.94	1,625.56	1,986.80	2,348.04	2,709.26	3,251.12	3,792.98
All other parts of the Council's Area	1,065.05	1,242.56	1,420.07	1,597.58	1,952.60	2,307.62	2,662.63	3,195.16	3,727.69

2.4 Authorised the Corporate Director Resources to make payments under Section 38 of the Local Government (Wales) Act 1994 from the Council Fund by equal instalments on the last working day of each month from April 2019 to March 2020 in respect of the precept levied by the Police and Crime Commissioner for South Wales in the sum of £37,469,009.

2.5 Agreed that the Common Seal be affixed to the said Council Tax.

2.6 agreed that the Common Seal be affixed to precepts for Port Health Expenses for the period 1 April 2019 to 31 March 2020 namely

	£
County Council of the City and County of Cardiff	113,768
Vale of Glamorgan County Borough Council	12,832

2.7 Agreed that notices of the making of the said Council Taxes signed by the Chief Executive be given by advertisement in the local press under Section 38(2) of the Local Government Finance Act 1992.

3. in accordance with the Local Government Act 2003, the Local Authority (Capital Finance and Accounting) (Wales) Regulations 2003 and subsequent amendments and the CIPFA Prudential Code and Treasury Management Codes of Practice:

- (a) Approved the Capital Strategy 2021/22.
  - (b) Approved the Treasury Management Strategy 2021/22 and authorise the Section 151 Officer to raise such funds as may be required to finance capital expenditure by temporary or long-term borrowing.
  - (c) Approved the Prudential Indicators for 2021/22 to 2025/26 including the affordable borrowing limit
  - (d) Delegated to the Section 151 Officer the authority to effect movement between the limits for borrowing and long-term liabilities within the limit for any year and to bring forward or delay schemes within the Capital Programme.
  - (e) Approved the Minimum Revenue Provision Policy for 2021/22.
4. Authorise the issue and acquisition of additional equity in Cardiff City Transport Services Limited to allow the release of £6.6 million included in the 2021/22 capital programme with this payment being subject to Cardiff City Transport Services Limited agreeing to use the same solely to carry out interventions to support viability and strengthen the balance sheet through fleet acquisition.
5. Approve the Budgetary Framework outlined in the report.
6. Maintain the current Council Tax Reduction Scheme as set out in this report.

151 : URGENT BUSINESS

There was no urgent business.

152 : COMMITTEE MEMBERSHIP

It was noted that no nominations to the current Committee vacancies were received.

**CYNGOR CAERDYDD  
CARDIFF COUNCIL****COUNCIL:****18 MARCH 2021**

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**REPORT OF THE DIRECTOR OF GOVERNANCE & LEGAL SERVICES**

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**LORD MAYOR AND DEPUTY LORD MAYOR ELECT****Reason for this Report**

1. That Council agrees to re-appoint the current Lord Mayor and Deputy Lord Mayor for the 2021 - 2022 Civic Year.

**Background**

2. Under the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020 (The Regulations) the Annual General Meeting of the Council for 2020 was not held in May, it was delayed until November 2020 due to the pandemic. As the Regulations make no provision for the Annual Meeting for 2021, the normal rules apply, requiring the 2021 Annual Meeting to be scheduled for March, April or May 2021. A provisional date of 27 May 2021 has been identified as the most likely date of the Annual Meeting for 2021.
3. As the previous Chair and Vice-Chair of the Council remained in office for 18 months due to the pandemic; and their successors were only appointed in November 2020 midway through the municipal year, Council agreed in September 2020 that the current Chair and Vice Chair may have their term of office extended until the Annual meeting in 2022 so they also serve for 18 months.

**Legal Implications**

4. The Local Government Act 1972 requires that the Chairman of the Council be elected annually and that the Vice Chairman be appointed annually. In neither case may that person be a member of the Executive. The Council has the benefit

of a Royal Charter permitting the Chairman and Vice Chairman to be known by the style and title of The Right Honourable the Lord Mayor and Deputy Lord Mayor respectively.

### **Financial Implications**

- 5 Payments to civic heads are within the remit of the Independent Remuneration Panel. For 2021/22, in the case of civic salaries, where paid a civic head must be paid a Band 3 salary of £23,161 and where paid, a Deputy Civic Head must be paid a Band 5 salary of £18,108 with effect from the 1 April 2021. These amounts will be met from within existing budgets.

### **RECOMMENDATION**

It is recommended that the Council agree to re-appoint the current Lord Mayor and Deputy Lord Mayor in their civic roles until the Annual Meeting of Council scheduled to take place in May 2022.

**DAVINA FIORE**  
**Director of Governance and Legal Services**  
**12 March 2021**

*Background Paper*  
*The Independent Remuneration Panel for Wales Annual Report 24 February 2021*

**COUNCIL:****18 MARCH 2021**

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**CABINET PROPOSAL**

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**PAY POLICY 2021/2022****Reason for this Report**

1. To ask the Council to agree a Pay Policy Statement for 2021/22, in accordance with the requirements of the Localism Act 2011.

**Background**

2. Cardiff Council understands the importance of having a clear written policy on pay for employees. The policy statement provides a framework to ensure that employees are rewarded fairly and objectively without discrimination.
3. The Council also has a statutory requirement under the Localism Act 2011 to prepare a Pay Policy Statement on an annual basis. The first statement was in place by 31<sup>st</sup> March 2012 and they have been produced annually since then. Agreement (and subsequent publication) of the 2021/22 Pay Policy Statement will ensure continued compliance with this legislation.
4. The focus of the legislation is about transparency of pay for Chief Officers and how their pay compares with lower paid employees in the Council. However, in the interests of transparency and accountability the Council has chosen since 2011 to take a broader approach and produce a Pay Policy Statement covering all employee groups with the exception of teachers (as the remuneration for this latter group is set by Welsh Government Ministers and therefore not in local authority control). This policy also excludes Members of the Council as they are not employees and are governed by separate legislation via the Independent Remuneration Panel for Wales.

**Voluntary Redundancy Scheme**

5. The legislation also requires the Council to provide information about redundancy payments that are made to employees who leave the organisation. The current Voluntary Redundancy Policy has been in place since 3<sup>rd</sup> April 2015. Other than the change set out in paragraph 6, and annual reviews have resulted in no further changes. There will be no change to the Voluntary Redundancy Policy for 2021/22.

6. Redundancy payments made under the Policy are calculated with reference to a week's pay up to a maximum of £538.00. Since 13<sup>th</sup> June 2017, as a result of a ruling by an Employment Appeal Tribunal (EAT) in the case of *University of Sunderland v Drossou*, in June 2017, employers must ensure that a week's pay includes remuneration 'payable by the employer under the contract of employment' and that this value should not be limited by what the employee directly receives. The rationale offered by the EAT was that employer's pension contributions formed part of the overall package of 'remuneration' offered to an employee in return for their services. The result of this is that where appropriate, the employer's pension contributions are included in the calculation of an employee's weekly pay, subject to the £538 maximum stated in the Voluntary Redundancy Policy.

#### Exit Payment Cap

7. As previous Pay Policy Statements have referred to the potential introduction of a cap on exit payments it has been necessary to provide an update on recent changes.
8. The Restriction of Public Sector Exit Payments Regulations 2020 that came into force on 4 November 2020. However, in February 2021 the UK government issued a Treasury Direction to disapply the regulations, whilst the process of formal revocation can take place.
9. It is understood that the UK Government may bring forward further proposals in due course.

#### Chief Officer Pay

10. The Standing Orders (Wales) Amendment Regulations 2014 introduced a requirement that: "*The relevant authority must determine the level, and any change in the level, of the remuneration to be paid to a Chief Officer*". The impact of this amendment was that *all* changes to Chief Officer pay had to be voted on by full Council, not just those which are determined locally. This included any pay rises which had been nationally negotiated by the JNC for Chief Officers and that they could not be paid, unless and until, they had been agreed by full Council.
11. As Chief Officers of this authority are employed under JNC terms and conditions which are incorporated into their contracts of employment, they are contractually entitled to any JNC pay rises. A decision to withhold payment (unless preceded by action to effect appropriate changes to contracts) could result in claims against the authority of 'unlawful deduction from wages' or 'breach of contract'.
12. Taking account of the contractual obligations, and the potential time delays resulting from local determination to pay JNC nationally agreed pay rises, the WLGA pursued the matter with Welsh Government on behalf of local authority employers. As a result it was agreed that the requirement that full council must determine nationally agreed

contractually entitled pay rises for Chief Officers could be met by full Council voting on an appropriate resolution to insert a suitable clause in their Pay Policy Statements to cover this issue.

13. As a result, in agreeing the 2015/16 Pay Policy Statement, Council resolved that the authority's Pay Policy Statement, from 2015/16 onwards, would include the following paragraph:

*The JNC for Chief Officers negotiates on national (UK) annual cost of living pay increases for this group, and any award of same is determined on this basis. Chief Officers employed under JNC terms and conditions are contractually entitled to any national JNC pay rises. This Council will therefore pay these nationally agreed pay awards as and when determined unless full Council decides otherwise.*

14. Should the Council at any time decide that it does not wish to implement nationally negotiated JNC pay increases then that would need to be a decision of Full Council, and the Pay Policy Statement would need to be amended to reflect that decision.
15. This report recommends that the resolution continues to be applied provided that such pay increases are in line with those accounted for in the Budget set and agreed by Council on 4<sup>th</sup> March 2021. Any additional financial implications arising from the national pay agreements determined after this date that cannot be met within the Council's agreed Budget will be referred to Council for consideration and decision.

#### Local Government Services Pay Award 2021

16. The NJC pay agreement effective from 1<sup>st</sup> April 2021 will be implemented once agreed by the national employers. Until then the Council will continue to apply the NJC 2020-21 pay agreement in line with those accounted for in the Budget set and agreed by Council on 4<sup>th</sup> March 2021. Any additional financial implications arising from the national pay agreements determined after this date that cannot be met within the Council's agreed Budget will be referred to Council for consideration and decision.

#### Gender Pay Gap

17. The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, which relate to public sector employers in England and Wales, requires the publication of gender pay gap data based on a 'snapshot' date of 31<sup>st</sup> March.
18. Since the publication of the regulations it has been clarified that local authorities in Wales are not covered by the requirement to formally publish a Gender Pay Gap report, but instead must manage gender pay differences.
19. With more public sector employers being required to report on their Gender Pay Gap, and in line with the Council's commitment to fairness

and transparency, it is proposed that the Council continues to voluntarily publish its Gender Pay gap report as part of the annual Pay Policy Statement, to be published by 31<sup>st</sup> March 2022, however this year the UK Government has extended this date to 30<sup>th</sup> October 2021.

20. The Council uses the Greater London Provincial Council's Job Evaluation (GLPC) Scheme to determine the grades of posts using a consistent set of criteria. This ensures that the Council's grading structure is fair, transparent and equitable, and that men and women receive equal pay for work of equal value.
21. The Pay Policy Statement reports a change in the Gender Pay Gap from 2019 to 2020. The following table highlights the actual monetary change in pay between the two years:

	2019 Mean Hourly Rate	2019 Median Hourly Rate	2020 Mean Hourly Rate	2020 Median Hourly Rate
<b>Male</b>	14.16	12.78	14.04 (-12p)	12.85 (+07p)
<b>Female</b>	13.96	12.37	13.68(-28p)	11.97 (-40p)
<b>Pay Gap</b>	<b>1.44%</b>	<b>3.21%</b>	<b>2.56%</b>	<b>6.85%</b>

22. A positive percentage figure reveals that typically, or overall, employees who are female have lower pay than male employees. According to the national government's Gender Pay Gap information at [www.gov.uk](http://www.gov.uk), this is likely to be the situation for most employers.
23. For 2020, the Mean hourly pay rates for both males and females are within Grade 6 of the Council's Pay & Grading Structure. The Median hourly pay rates for both males and females are within Grade 5, although the rate for male employees is the overlapping point between Grade 5 and Grade 6.
24. The reasons for the increase in the Gender Pay Gap for 2020 are varied. There have been changes to the numbers of employees employed at the different grades. There are fewer female employees employed at Grades 1 to 4 and more employed at Grades 5 and 6, but this is where both the Mean and Median hourly pay rates fall. However, this positive changes is offset by an overall increase in male employees in most Grades, but in particular at Grade 7 and above.
25. Changes to the national pay structure effective from 1<sup>st</sup> April 2019 which resulted in a reduction in spinal column points at a number of different grades will also have contributed to the change in the Gender Pay Gap.
26. When compared to those Core Cities and local authorities in Wales that have published their Gender Pay Gap, the Council's position as at 31<sup>st</sup> March 2019 compared very favourably. So far, few have published their

data for 31<sup>st</sup> March 2020. Despite the increase the Council's Gender Pay Gap at 31<sup>st</sup> March 2020, it still compares favourably with the 2019 position of others, and the 2020 position, where data has been published.

### Non-Guaranteed Working Hours

27. In December 2016 the Welsh Government issued principles and guidance on the appropriate use of non-guaranteed hours arrangements in the devolved public services in Wales. These principles and guidance were developed by the Public Services Staff Commission in social partnership with the Welsh Government's Partnership Council and its sector groups. The Council is committed to the principles determined by Welsh Government which apply to those employees who are employed on a relief, 'casual' or sessional basis. These employees are used in services within the Council where there is either a need to bring in an additional workforce in order to cover peaks in workload, or where the workload is on a one off basis, such as Events.

### **Reason for Recommendations**

29. To respond to the legal requirement under the Localism Act 2011 but the production of the policy statement will also provide openness and accountability in how the Council rewards its employees.

### Financial Implications

30. The rates of pay and conditions set out in the Pay Policy Statement are reflected in the Council's budget for 2021/22.

### Legal Implications

31. Under Section 38 of the Localism Act 2011 the Council must prepare a Pay Policy Statement for each financial year before the commencement of that year. The Pay Policy Statement for 2021/22 must therefore be approved by 31<sup>st</sup> March 2021.
32. The Act requires the Pay Policy Statement to cover certain specific matters and the Welsh Government has issued statutory Guidance in relation to Pay Policies.
33. The proposed Pay Policy Statement for 2021/22 meets the requirements of the Act and Welsh Government Guidance.
34. The Pay Policy must be published in such manner as the Council thinks fit, which must include publication on the Council's website.
35. The Council's pay structures are considered to be compliant with Equalities legislation.

### **HR Implications**

36. The pay recommendations will not impact on employees across the Council as it merely outlines in one policy, existing and agreed arrangements for pay and remuneration of employees.
37. The trade unions have been consulted on the Pay Policy Statement.

### **Property Implications**

38. There are no property implications.

### **CABINET PROPOSAL**

Subject to Cabinet agreement at Cabinet on 18 March, Council is recommended to

- (i) confirm that the decision to agree the Pay Policy Statement constitutes agreement to implement the cost of living pay increases determined by the relevant negotiating body effective from 1<sup>st</sup> April 2021, as accounted for in the Budget set and agreed by Council on 4<sup>th</sup> March 2021.
- (ii) determine that any additional financial implications arising from the national pay agreements determined after this date that cannot be met within the Council's agreed Budget will be referred to Council for consideration and decision.
- (iii) approve the attached Pay Policy Statement (2021/22) Appendix 1.

### **THE CABINET 11 March 2021**

*The following appendix is attached:*

*Appendix 1: Pay Policy Statement 2021/22, together with Annex1*

**CARDIFF COUNCIL****PAY POLICY STATEMENT 2021/22****INTRODUCTION**

1. Since 2012 the Council has complied with the statutory requirement under the Localism Act 2011 to prepare a Pay Policy Statement on an annual basis. This is the tenth Pay Policy Statement and covers the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022. It was approved by Council on (insert Date and link to Minute). Agreement (and subsequent publication) of the 2021/22 Pay Policy Statement ensures continued compliance with legislation.
2. This Pay Policy Statement provides the framework for decision making on pay, and in particular, decision making on senior officer pay within the Council. It complements other information published on the Council's website which is linked at appropriate points in this Pay Policy Statement.
3. Cardiff Council recognises the importance of managing pay fairly and consistently in a way that motivates employees to make a positive contribution to the Council's business of delivering public services and administering local government in the Capital City of Wales.
4. The Council has also been accredited as a Living Wage Employer by the Living Wage Foundation and is committed to ensuring that our lowest paid employees are paid, as a minimum, in accordance with the 'Real' or Voluntary Living Wage, which is calculated annually by the Resolution Foundation and overseen by the Living Wage Commission.
5. The decisions that are taken by the Council regarding pay are crucial to maintaining equality across the organisation. The production of an annual Pay Policy Statement supports this approach and assists in providing both transparency and accountability.

**SCOPE**

6. In accordance with the requirements of the Localism Act 2011 this Pay Policy Statement covers all aspects of Chief Officer remuneration (including on ceasing to hold office), and that relating to the 'lowest paid' employees in the authority. The relationship between the remuneration for Chief Officer posts and other employee groups employed by the Council is explained.
7. In the interests of transparency and accountability the Council has chosen to take a broader approach than that required by legislation and therefore this Pay Policy Statement covers all employee groups with the exception of teachers (as the remuneration for this latter group is set by the Welsh Government and therefore not in local authority control).

8. This Pay Policy Statement does not apply to Members of the Council as they are not employees and are governed by separate legislation and the requirements of the Independent Remuneration Panel for Wales.

## **KEY PRINCIPLES**

9. This Pay Policy Statement aims to ensure that all employees are rewarded fairly and without discrimination for the work that they do. It reflects fairness and equality of opportunity, the need to encourage and enable employees to perform to the best of their ability and the commitment to operate a transparent pay and grading structure.
10. The Council recognises that pay is not the only means of rewarding and supporting employees and offers a wider range of benefits, such as flexible working arrangements, access to learning and development, a Health and Wellbeing Charter and an Employee Assistance Programme.
11. To ensure these principles are embedded the Council will ensure that there are clear and transparent processes for setting and reviewing salaries for all employees, and that there is sufficient flexibility to take into account the pay market and recruitment and retention factors.
12. Any policy statement on pay has to be affordable and support the provision of high quality public service.

## **LEGISLATION**

13. In determining the pay and remuneration of all its employees, the Council will comply with all relevant legislation. This includes the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, Agency Workers Regulations 2010 and where relevant the Transfer of Undertakings (Protection of Employment) Regulations 2006.
14. With regard to the Equal Pay requirements contained within the Equality Act, the Council will ensure there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality proofed Job Evaluation mechanisms which directly relate salaries to the requirements, demands and responsibilities of the role.

## **DEFINITIONS**

15. The Localism Act 2011 sets out the requirements for Pay Policy Statements and as part of this there are certain terms that are used to define different employee groups and in particular senior officers. This section explains these definitions and how they apply in this authority.

## **Chief Officer**

16. The Localism Act 2011 defines 'Chief Officer' as Head of Paid Service, Monitoring Officer, Statutory Chief Officers and Non Statutory Chief Officers.
17. Cardiff Council's Chief Officers are as follows:
- Head of Paid Service - Chief Executive
  - Monitoring Officer – Director of Governance & Legal Services
  - Statutory Chief Officers:-
    - Director for Education and Lifelong Learning,
    - Corporate Director for People and Communities who undertakes the role of Director of Social Services
    - Corporate Director Resources who undertakes the role of Section151 Officer
  - Non-statutory Chief Officers – this refers to non-statutory posts that report directly to the Head of Paid Service
    - Director for Economic Development
    - Director for Planning, Transport and Environment

## **Deputy Chief Officers**

18. The Localism Act 2011 defines 'Deputy Chief Officers' as those officers that report directly to statutory or non-statutory Chief Officers. In Cardiff Council this includes:
- Director Adult, Housing and Communities
  - Director Children's Services
  - Assistant Director for County Estates
  - Assistant Director for Education and Lifelong Learning
  - Assistant Director for Street Scene
  - Programme Director for School Organisation Planning
  - Head of Service for Finance
  - Head of Performance and Partnerships
  - Head of Democratic Services – statutory role which reports to the Monitoring Officer
  - Chief HR Officer
  - Chief Digital Officer
19. The Council's senior management arrangements include Operational Manager posts. In addition to the posts identified above, there are also some Operational Managers that report directly to statutory or non-statutory Chief Officers (Corporate Director Resources, Directors of Economic Development; Governance and Legal Services; Planning, Transport and Environment) and so for the purposes of this policy these posts are included within the definition of Deputy Chief Officer. Operational Managers are employed on the same terms and conditions as the Council's Chief Officers as indicated in paragraph 26.
20. The Council's senior management arrangements also include the posts of Assistant Director for Adult Services, and Assistant Director of Housing and Communities, that report to a Deputy Chief Officer.

## **Lowest Paid Employees**

21. The Localism Act 2011 requires the Council to define its 'lowest paid employee' within the Pay Policy Statement. Within the Council the lowest paid employees are those appointed on Spinal Column Point (SCP) 1 of the National Joint Council for Local Government Services' nationally agreed pay scale. However to support the Council's lowest paid employees, with effect from 1st September 2012 the Council adopted the Voluntary Living Wage. In practice this means that the pay for the lowest paid employees is kept under review to ensure that either the Voluntary Living Wage hourly rate is paid, or the relevant Spinal Column Point, whichever is the greatest.
22. As at 1<sup>st</sup> April 2020 the SCP 1 of the NJC pay scale equated to an hourly rate of pay of £9.25. As the Voluntary Living Wage equates to £9.30 this is the rate that is currently paid. In accordance with the Council's commitment to the payment of the Voluntary Living Wage this will be further reviewed once the 2021 National Pay Agreement is finalised.

## **Pay**

23. The Localism Act 2011 defines 'pay' remuneration as 'salary, bonuses, charges, fees or allowances payable, any benefits in kind, increase or enhancement of pension entitlement. This definition is applies in this Pay Policy Statement.

## **ROLE OF THE CHIEF EXECUTIVE**

24. The Chief Executive fulfils the statutory role of Head of Paid Service as defined by the Localism Act 2011. As the most senior officer the Chief Executive is responsible for a wide range of services with a total budget of £656 million (2020/21) and for the employment of 13,319 employees (as at December 2020). The services are provided to a total population of 366, 900 (rounded to the nearest 100) according to the Office for National Statistics' latest (mid-2019) population estimates. The Council was recorded as having a Council housing stock of 13,678 and in October 2020 there were 55,487 pupils enrolled in our schools.
25. The role of Chief Executive is a full time and permanent appointment. Post holders are selected on merit, against objective criteria, following public advertisement. They are appointment by the Appointments Committee of the Council, comprising elected members.
26. As Head of Paid Service, the Chief Executive works closely with elected members to deliver the administration's policy statement – 'Capital Ambition' – a programme of action to create opportunity, manage growth and reform public services, whilst ensuring that the benefits of success are felt by all residents.
27. The Chief Executive routinely works outside of the standard Monday to Friday business week, The Chief Executive also heads the Gold Command 'on call' arrangements particularly to cover emergency planning requirements.

## **PAY DETAILS**

### **Chief Executive**

28. The Chief Executives is employed on Joint National Committee for Chief Executives of Local Authorities (JNC for Chief Executives) terms and conditions. The JNC for Chief Executives negotiates on national (UK) annual cost of living pay increases, and any award of the same is determined on this basis. These pay awards are effective from 1<sup>st</sup> April each year however they are not normally confirmed in advance of this date.

### **Chief Officers and Operational Managers**

29. Posts at Operational Manager and above are employed on Joint National Committee (JNC) Chief Officer terms and conditions, and pay levels for these posts have been evaluated using the Korn Ferry Hay (formerly Hay) Job Evaluation Scheme since 1999.
30. The JNC for Chief Officers negotiates on national (UK) annual cost of living pay increases for this group, and any award of same is determined on this basis. These pay awards are effective from 1<sup>st</sup> April each year, however they are not normally confirmed in advance of this date.

### **Chief Officer Pay Decisions**

31. Although the annual cost of living pay increases referred to in paragraphs 28 and 30 above are part of the nationally agreed terms and conditions, the Council's Constitution Employment Procedure Rules states that any decision to determine or vary the remuneration of Chief Officers (or those to be appointed as Chief Officers) must be made by full Council.
32. Therefore, in accordance with these rules, the Council's decision to agree this Pay Policy Statement constitutes agreement to implement the cost of living pay increases determined by the relevant negotiating body effective from 1<sup>st</sup> April 2021, as accounted for in the Budget set and agreed by Council on 4<sup>th</sup> March 2021.
33. Any additional financial implications arising from the national pay agreements determined after this date that cannot be met within the Council's agreed Budget will be referred to Council for consideration and decision.

### **Chief Officer and Operational Manager Pay**

34. The following table shows the pay for Chief Officers and Operational Managers:

<b>Post</b>	<b>Salary</b>
<b>Chief Officers – Spot Salary</b>	
Chief Executive	£185,385

Corporate Director for Resources	£141,764
Corporate Director for People and Communities	
Directors	£130,859
Chief Digital Officer	£105,052
Chief Officers, Assistant Directors	£88,985
<b>Operational Managers – 5 Point Range</b>	
Operational Manager – Level 1	£58,454 - £71,224
Operational Manager – Level 2	£47,832 - £57,779

35. The salary level for Chief Officer and Operational Managers is determined by an independent external evaluation process based on an assessment of relative job sizes and benchmarking against market comparisons for posts of similar size and complexity, using the Korn Ferry (previously Hay) Job Evaluation Scheme.
36. For Chief Officer positions any report from the external evaluators on grading of new posts or changes to salary levels is presented to the Council's Employment Conditions Committee (ECC) which has the following functions delegated to it under the Council's Constitution:
- (i) *To consider and determine policy and issues arising from the organisation, terms and conditions of Chief Officers and Deputy Chief Officers (as defined in the Local Authorities (Standing Orders) (Wales) Regulations 2006), together with any other category of employee specified in Regulation from time to time where this is necessary, subject to the approval of Council in respect of any determination or variation of the remuneration of Chief Officers.*
- (ii) *To decide requests for re-grading of Chief Officers and Deputy Chief Officers (as defined in the Local Authorities (Standing Orders) (Wales) Regulations 2006), together with any other category of employee specified in Regulation from time to time, whether by way of appeal by an employee against a decision to refuse a re-grading application or to decide applications for re-grading which are supported, subject to the approval of Council in respect of any determination or variation of the remuneration of a Chief Officer.*
37. In addition to the above, the Independent Remuneration Panel in Wales (IRP) has specific functions concerning the salary of the Chief Executive (Head of Paid Service). Before making a change to the salary of the Chief Executive, which is not commensurate with a change to the salaries of the Council's other employees, the local authority must consult the IRP about the proposed change and have regard to any recommendation received from the IRP when deciding whether or not to proceed with making the change.
38. In the year ending 31<sup>st</sup> March 2020 the local authority has not had the need to make a referral to the IRP.
39. Since 2009/10, the Council has published pay details for Chief Officer posts on its website. Previous to this, the number of officers at each salary band over £60,000 were set out. The information can be found in the 'Statement of Accounts' which is accessed

via the tab 'Your Council' and then the link to 'Council Finance' <https://www.cardiff.gov.uk/ENG/Your-Council/Council-finance/Managing-the-Councils-Finances/Pages/default.aspx>. The Chief Executive pay has been published on the website since 2010.

### **'National Joint Council (JNC) (Green Book)' and 'Joint National Council (JNC) Craft' Employees**

40. The pay grades for all former NJC Green Book and JNC Craft positions within the Council are evaluated using a job evaluation (JE) process using the Greater London Provincial Council (GLPC) scheme. The JE process uses a consistent set of criteria which ensures that the Council's grading structure is fair, transparent and equitable, and that men and women receive equal pay for work of equal value. The Council has Collective Agreements in place with UNISON, GMB and Unite (NJC Green Book), and GMB, and Unite (JNC Craft) which set out the pay ranges for each grade and also relevant terms and conditions.
41. The Council's pay and grading structure links the scores from the job evaluation process directly to the NJC pay structure. On the 1<sup>st</sup> April 2019 this national pay structure changed which overall had the effect of reducing from 49 spinal column points (SCP) to 43. This national pay structure with effect from 1<sup>st</sup> April 2020 ranges from spinal column point (SCP) 1 to 43 which equates to £17,842 to £46,845.
42. Cardiff Council has in place a locally agreed pay scale which has 10 grades that span across SCPs 1- 40 of the national pay structure. As a result of the changes effective from 1<sup>st</sup> April 2019, the Council was required to review its locally agreed pay scale and in order to minimise the impact of transition to the new scale SCPs 10, 13, 16, 18 and 21 of the national pay structure are no longer used. Overall, the Council's pay scale equates to £17,842 to £43,857, at 1<sup>st</sup> April 2020. Each grade has a number of incremental points. More information about the GLPC Scheme and the grades of the Council can be found in the Council's Single Status Collective Agreement. The agreed grades and associated salaries as at 1<sup>st</sup> April 2020 can be seen at Annex1.

### **Employees other than Chief Officer and previous 'Green Book' and 'Craft' employees**

43. The Council also has employees whose pay, terms and conditions are determined by other national agreement, i.e. JNC Youth and Community, Soulbury, and School Teacher terms and conditions. Pay for these employees is based on the relevant nationally agreed rates of pay. Pay rates are included in Annex 1 for information.

### **Pay Differentials**

44. The current pay levels within the Council define the multiple between the lowest paid (full time equivalent) employee (£17,942) and the Chief Executive (£185,385) as [1:10] and; between the lowest paid employee (£17,942) and median Chief Officer (£88,895) as [1:5].

45. The multiple between the median full time equivalent earnings (£25,481) and the Chief Executive (£185,385) is [1:7] and; between the median full time equivalent earnings (£25,481) and median Chief Officer (£88,985) is [1:3].

These figures are based on basic salary on 1st April 2020.

46. The Council does not use performance related pay or bonuses for Chief Officers

### **Incremental Progression – all employees**

47. Incremental progression for 'Green Book', 'Craft' employees and Operational Managers is not automatic but is dependent upon a successful performance review. Following a successful performance review, increments are normally effective from the 1<sup>st</sup> April each year. For 'Green Book' and 'Craft' employees, this requirement is detailed in the relevant Single Status Collective Agreement, and for Operational Managers this is contained within their terms and conditions.

### **Salary on Appointment – all employees**

48. Vacancies are advertised on the agreed grade for the post stating the minimum and maximum salary, or spot point, as appropriate to the post. All Chief Officers are appointed to the spot point. Where salary scales are in place appointments are made at the bottom point of the range, but there is discretion to appoint at a higher point within the range. This would usually be to match a candidate's current level of pay or in particular circumstances.

### **Market Supplements – all employees**

49. It is recognised that there will be exceptional circumstances where the market rate for certain key jobs is higher than that provided for by relevant Council pay and grading structure. In these circumstances, the grading of the post will be reviewed in accordance with the Council's Market Supplement Scheme agreed as part of the Council's Single Status Agreement. The scheme is applicable to all those covered by the Green book, Craft employees, JNC for Chief Officers, JNC for Youth & Community Workers and those on Soulbury terms and conditions. Proposals to pay a Market Supplement must be supported by a full evidence based business case, and follow the agreed decision making processes of the Council.

### **ADDITIONAL PAYMENTS**

50. Employees employed under the previous 'Green Book' and 'Craft' terms and conditions are paid on the same terms and conditions and pay scales through Single Status. However, a tool allowance has been retained for relevant craft posts.

## **NJC 'Green Book' and JNC 'Craft' Employees**

51. Additional payments are made as detailed in their respective Collective Agreements. The types of additional payments made include: overtime and Saturday and Sunday working at time and a half, recalls to work attract a minimum payment of 2 hours payment, public holiday payments, car allowances, motorcycle and bicycle allowances, stand by and call out payments, night /evening /unsocial hours payments, shift work allowance, sleeping in duty payment, first aid allowance, relocation payment and payment for professional subscriptions. In order to manage an ongoing budgetary pressure, in the financial year 2021/22 payments for interview expenses, relocation expenses and professional subscriptions (which are not legal requirements of a post) will not be made. This has consistently been applied since the 2014/15 financial year.

## **Chief Officers and Operational Managers**

52. Additional payments made include car, motorcycle and bicycle allowances which have been harmonised for all Council employees using the single rate based on the HMRC arrangements paid for business mileage, i.e. currently 45p per mile.
53. Interview Expenses and Relocation Assistance – Consistent with a decision applied since the 2014/15 financial year, these payments will not be made for the 2021/22 financial year.
54. Professional Subscriptions – For the financial year 2021/22 these will continue to only be paid by the Council where it is an essential requirement of the post.
55. Returning Officer Fees - The appointment of Electoral Registration Officer is required by S8 Representation of the People Act 1983, and the appointment of Returning officer by S35 Representation of the People Act, 1983. In Cardiff, the role of Electoral Registration Officer and Returning Officer is part of the job description of the Chief Executive. The fee for parliamentary, European Union, Welsh Government, Police and Crime Commissioner Elections and all referenda are set by legislation. For these externally sponsored elections the fee is funded through grant awarded by the Welsh Government in respect of its election, and by Central Government in respect of the other elections. Local authorities have the discretion to set the fee for local elections. In the Council the fee for local elections (including ordinary and casual) is set in line with the fee agreed for the Welsh Government elections.
56. Following Council decision on the 28<sup>th</sup> February 2019, from the 3<sup>rd</sup> April 2019 the Chief Executive carries out the role of Electoral Registration Officer and Returning Officer. The Chief Executive has waived all fees associated with the role.

## **HONORARIA AND ACTING UP SCHEMES**

57. The Council has schemes for payment where an employee acts up into a post at a higher level of pay (Acting Up Scheme) or where they undertake additional duties at a higher level of responsibility (Honoraria Scheme). These schemes are applicable for all Council employees, excluding teachers, however for the financial year 2021/22 use of

the Honoraria Scheme will continue to be withdrawn in order to manage an ongoing budgetary pressure.

## ANNUAL LEAVE

58. Annual leave entitlements are determined by the terms and conditions of the different employee groups. Entitlements to annual leave are pro rata for part time employees

### Green Book and Craft employees, Chief Executive, Chief Officers and Operational Managers

59. The annual leave entitlement is 27 days, rising to 32 days after 5 years' service. In addition there are 8 bank holidays.

### Other Employees

60. The annual leave entitlement for JNC Youth & Community is 30 days, rising to 35 days after 5 years' service. The Soulbury entitlement is 25 days rising to 30 days after 5 years' service. In addition there are 8 bank holidays and 4 extra statutory days for both groups.

### Purchase of Annual Leave

61. The Council has in place an Annual Leave Purchase scheme, whereby employees can purchase up to 10 days annual leave, which is then payable by monthly deductions during the leave year. As at January 2021, 69 employees accessed the scheme in the 2020/21 annual leave year which compared to 232 employees in the previous year. The reduction in the number of employees accessing the scheme is due to the COVID19 situation.

## GENDER PAY GAP REPORT

62. The Council has published a Gender Pay Gap report as part of its Annual Equalities Monitoring Report. The following Gender Pay Gap information sets out the differences in the average pay between men and women (excluding schools) as at 31<sup>st</sup> March 2020, compared with 31<sup>st</sup> March 2019, **and shows the actual pay differences:**

	2019 Mean Hourly Rate	2019 Median Hourly Rate	2020 Mean Hourly Rate	2020 Median Hourly Rate
Male	14.16	12.78	14.04 (-0.12p)	12.85 (+0.07p)
Female	13.96	12.37	13.68 (-0.28p)	11.97 (-0.40p)
Pay Gap	1.44%	3.21%	2.56%	6.85%

63. The **mean** average involves adding up all of the hourly rates and dividing the result by how many numbers were in the list. The **median** average involves listing all of the hourly rates in numerical order. If there is an odd number of results, the median average is the middle number. If there is an even number of results, the median will be the mean of the two central numbers. **A positive percentage figure reveals that typically, or overall, employees who are female have lower pay than male employees. According to the national government's Gender Pay Gap information at [www.gov.uk](http://www.gov.uk), this is likely to be the situation for most employers.**
64. The mean average has increased by 1.12% between 2019 and 2020. The median average of 3.21% in 2019 compared with 6.85% in 2020 gives an overall increase of 3.64%.
65. **For 2020, the Mean hourly pay rates for both males and females are within Grade 6 of the Council's Pay & Grading Structure. The Median hourly pay rates for both males and females are within Grade 5, although the rate for male employees is the overlapping point between Grade 5 and Grade 6.**
66. When schools are included, the Gender Pay Gap information as at 31<sup>st</sup> March 2020, compared with 31<sup>st</sup> March 2019 is as follows:

	2019 Mean Hourly Rate	2019 Median Hourly Rate	2020 Mean Hourly Rate	2020 Median Hourly Rate
<b>Male</b>	15.49	13.20	15.38	12.96
<b>Female</b>	15.13	12.56	15.20	12.85
<b>Pay Gap</b>	<b>2.32%</b>	<b>4.85%</b>	<b>1.17%</b>	<b>0.85%</b>

*The UK Government's Equalities Office recently stated that women working in the public sector are paid on average 19.0% less than men compared to 23.8% less for women in the private sector*

67. The quartile table below shows the proportion of male and female full-pay relevant employees (excluding schools) in four quartile pay bands, which is calculated by dividing the workforce into four equal parts. If there are number of employees on the same hourly rate of pay crossing two of the quartiles, males and females are split as evenly as possible across the quartiles. Quartile 1 represents the lowest paid and Quartile 4 represents the highest paid.

Quartiles	2019		2020		Male Difference	Female Difference
	Male	Female	Male	Female		
Q1 Lower hourly pay	31.65%	68.35%	38.48%	61.52%	6.83%	-6.83%
Q2 Lower middle hourly pay	44.01%	55.99%	37.74%	62.26%	-6.27%	6.27%
Q3 Upper middle hourly pay	48.71%	51.29%	45.36%	54.64%	-3.35%	3.35%
Q4 Upper hourly pay	42.28%	57.72%	44.55%	55.45%	2.27%	-2.27%

68. At 31<sup>st</sup> March 2020 in Quartiles 1 and 4 the percentage of females compared to male employees reduced. In Quartiles 2 and 3 the percentage of female employees compared to male employees increased.
69. Whilst there is no requirement in Wales to publish Gender Pay Gap information, Cardiff Council has chosen to publish its information on GOV.UK. In terms of the 2019/20 published data, Cardiff Council's position compares well to other Local Authorities, include those core cities that have published their data.

## PENSION SCHEME

70. All Council employees (with the exception of teachers) are entitled to join the local government pension scheme (LGPS) which is offered by the Local Government Employers. If employees are eligible they will automatically become a member of the scheme (to join they must have a contract for at least 3 months duration and be under the age of 75). Employees can decide to opt out of the scheme. The benefits and contributions payable under the Fund are set out in the LGPS regulations.
71. The current level of contribution to the scheme by employees is:

Contribution table 2020/21			
Band	Actual pensionable pay for an employment	Contribution rate for that employment	
		Main	50/50 section
1	Up to £14,600	5.50%	2.75%
2	£14,601 to £22,500	5.80%	2.90%
3	£22,801 to £37,1008	6.50%	3.25%
4	£37,101 to £46,00	6.80%	3.40%
5	£46,901 to £65,600	8.50%	4.25%
6	£65,601 to £93,000	9.90%	4.95%
7	£93,001 to £109,500	10.50%	5.25%
8	£109,501 to £164,200	11.40%	5.70%
9	£164,201 or more	12.50%	6.25%

72. Teachers are entitled to join the Teachers' Pensions scheme. As the Teachers Pensions scheme is operated externally further information can be found on [www.teacherspensions.co.uk](http://www.teacherspensions.co.uk).
73. The Council's current published statement relating to pensions was agreed by the Cabinet on 12<sup>th</sup> June 2014 for implementation in 30<sup>th</sup> June 2014. The way redundancy payments are calculated was agreed by Cabinet on 26<sup>th</sup> January 2015 as part of the Voluntary Redundancy Policy, and is detailed below in paragraph 75.

## EXIT (REDUNDANCY/SEVERANCE) PAYMENTS

## Voluntary Severance Scheme

74. The Voluntary Redundancy Policy provides details of the position on making discretionary payments on early termination of employment under Regulation 7 of the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006. The policy also provides details of the Council's policy on increasing an employee's total pension scheme membership and on awarding additional pension under Regulation 66 of the Local Government Pension Scheme (Administration) Regulations 2008.
75. The arrangements set out in the document referred to in paragraph 73 apply to Chief Officers and all other employees of the Council irrespective of grade or status. The most relevant sections are detailed below:
- (i) **The power to pay lump sum compensation of up to 104 weeks** - the Council's policy for utilising this discretion is that the statutory redundancy table is multiplied by a factor of 1.5 subject to a maximum of 45 weeks from 3<sup>rd</sup> April 2015.
  - (ii) **The power to Increase a Statutory Redundancy Payment** – the Council's policy for utilising this discretion is that redundancy payments to be based on actual week's pay up to a maximum of £538 per week (as at 6<sup>th</sup> April 2020) or actual pay whichever is the lesser. The maximum figure to be adjusted by the statutory amount for a week's pay, as announced annually by the Department of Business Innovation and Skills. The maximum redundancy payable is therefore £24,210.
76. The policy effective since 5 April 2015 was been amended to take account of the decision of an Employment Appeal Tribunal (EAT) in the case of *University of Sunderland v Drossou (13 June 2017)*. The EAT ruled that employer's pension contributions should be included in the calculation of a week's pay for calculations made under the Employment Rights Act 1996 (ERA). Sections 220-229 of the ERA set out the rules regarding the 'week's pay provisions' and the way a week's pay is used, which includes the calculation of redundancy pay.
77. The EAT held that a week's pay should include remuneration 'payable by the employer under the contract of employment' and that this value should not be limited by what the employee directly receives. The rationale offered by the EAT was that employer's pension contributions formed part of the overall package of 'remuneration' offered to an employee in return for their services. The result of this is that, where appropriate, the employer's pension contributions are included in the calculation of weekly pay, subject to the £538 maximum.

## Exit Payment Cap

78. Previous Pay Policy Statements have referred to the potential introduction of a cap on exit payments. The Restriction of Public Sector Exit Payments Regulations 2020 came into force across the United Kingdom on 4 November 2020, however, in February 2021 the UK government issued a Treasury Direction to disapply the regulations, whilst the process of formal revocation can take place.

79. It is understood that the UK Government may bring forward further proposals in due course.

## **RE-EMPLOYMENT OF STAFF**

80. Since 1<sup>st</sup> April 2015, the Council has had a policy regarding re-employment of employees (at any level) who take voluntary redundancy from the Council which was agreed at Cabinet on 26<sup>th</sup> January 2015.
81. The Council's agreed policy is that employees requesting voluntary redundancy have to agree to the condition that given the Council's obligation to safeguard public funds, they will be precluded from returning to employment (which includes permanent, temporary, casual and agency) within the Council (including schools) for a period of 12 months from the date of their termination. Casual engagement includes contracts for services.
82. The Council does not believe that it employs any individual in a manner that seeks to avoid tax.
83. Within the Council, under the pension fund discretionary policies there is generally no abatement of pension following re-employment except under the following circumstances:
- (i) Where a person has been awarded compensatory added years (CAY's) under the LGPS Compensation Regulations the pension may be abated. This is a requirement of the compensation regulations but these will be historical cases as CAY's can no longer be granted.
  - (ii) Where a person has retired under tier 1 ill health provisions and is subsequently re-employed. This is because the certification for tier 1 supposes that the person is permanently unfit for all work. Other tiers of ill health or other retirements would not lead to abatement on re-employment.
84. Abatement, where it applies, would be based on non betterment that is the pension together with the pay in the new employment should not exceed the pay at the point of retirement (adjusted for pension increases). Under (i) the abatement would only apply to the pension from CAY's.

## **NON GUARANTEED WORKING HOURS**

85. In December 2016 the Welsh Government issued principles and guidance on the appropriate use of non-guaranteed hours arrangements in the devolved public services in Wales. These principles and guidance were developed by the Public Services Staff Commission in social partnership with the Welsh Government's Partnership Council and its sector groups.
86. The Council is committed to the principles determined by Welsh Government which apply to those employees who are employed on a relief, casual or sessional basis. These employees are used in services within the Council where there is either a need

to bring in an additional workforce in order to cover peaks in workload or where the workload is on a one off basis.

## **ACCOUNTABILITY AND DECISION MAKING**

87. In accordance with the Constitution of the Council the Cabinet are responsible for decision making in terms of pay, terms and conditions and redundancy arrangements in relation to employees of the Council. The exception to this is that the Employment Conditions Committee is responsible for posts at Chief Officer level and above.
88. In accordance with the Localism Act 2011 redundancy packages above £100,000 for Chief Officers must be agreed by full Council. The redundancy package includes any redundancy payment (from 3 April 2015, statutory redundancy pay of 30 weeks plus an additional 15 weeks), contractual notice period and full cost of early release of pension (as required under Regulation 68(2) of the Local Government Pension Scheme).

## **REVIEW OF THE POLICY**

89. This Pay Policy Statement will be kept under review and developments considered in the light of external best practice and legislation. The Pay Policy Statement may also be reviewed as part of the Council's existing Scrutiny arrangements. The Council will ensure the Pay Policy Statement is updated on an annual basis in line with the requirement of the Localism Act 2011. The annual Pay Policy Statement will be submitted to Cabinet, and then full Council by March of each year.
90. In line with legislation, this Pay Policy Statement will be reviewed and updated on an annual basis for consideration and agreement by full Council, with the next Pay Policy Statement to be in place for the 2022/23 financial year.

**Salary Scales**

SCP	Job Evaluation Scores (GLPC scheme)	FTE SALARY	MONTHLY	HOURLY (National Living Wage £8.72 from 01/04/2020)	Hourly Living Wage £9.30 from 01/04/2020
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NJC for Local Government (as at 1st April 2020) £17,942

**GRADE 1**

1	1 - 247	17842	1486.83	9.25
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**GRADE 2**

2	248 - 286	18198	1516.50	9.43
3		18562	1546.83	9.62

**GRADE 3**

3	287 - 327	18562	1546.83	9.62
4		18933	1577.75	9.81
5		19312	1609.33	10.01
6		19698	1641.50	10.21

**GRADE 4**

6	328 - 369	19698	1641.50	10.21
7		20092	1674.33	10.41
8		20493	1707.75	10.62
9		20903	1741.92	10.83
11		21748	1812.33	11.27

**GRADE 5**

11	370 - 409	21748	1812.33	11.27
12		22183	1848.58	11.50
14		23080	1923.33	11.96
15		23541	1961.75	12.20
17		24491	2040.92	12.69
19		25481	2123.42	13.21

**GRADE 6**

19	410 - 454	25481	2123.42	13.21
20		25991	2165.92	13.47
22		27041	2253.42	14.02
23		27741	2311.75	14.38
24		28672	2389.33	14.86
25		29577	2464.75	15.33

**GRADE 7**

25	455 - 499	29577	2464.75	15.33
26		30451	2537.58	15.78
27		31346	2612.17	16.25
28		32234	2686.17	16.71
29		32910	2742.50	17.06
30		33782	2815.17	17.51

**GRADE 8**

30	500 - 544	33782	2815.17	17.51
31		34728	2894.00	18.00
32		35745	2978.75	18.53
33		36922	3076.83	19.14
34		37890	3157.50	19.64

**GRADE 9**

34	545 - 589	37890	3157.50	19.64
35		38890	3240.83	20.16
36		39880	3323.33	20.67
37		40876	3406.33	21.19

**GRADE 10**

37	590 +	40876	3406.33	21.19
38		41881	3490.08	21.71
39		42821	3568.42	22.20
40		43857	3654.75	22.73

Other		0	0.00	0.00
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\* SCP 10, 13, 16, 18 & 21 are not in use

SCP	FTE SALARY	MONTHLY	HOURLY
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NJC CHIEF OFFICERS (as at 1st April 2020)

**OM2**

1	47832	3986.00	24.79
2	50348	4195.67	26.10
3	52538	4378.17	27.23
4	55157	4596.42	28.59
5	57779	4814.92	29.95

**OM1**

1	58445	4870.42	30.29
2	61692	5141.00	31.98
3	64940	5411.67	33.66
4	68010	5667.50	35.25
5	71224	5935.33	36.92

**Chief Officer/Assistant Director**

1	88985	7415.42	46.12
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**Chief Digital Officer**

1	105052	8754.33	54.45
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**Director**

1	130859	10904.92	67.83
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**Corporate Director**

1	141764	11813.67	73.48
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**NJC CHIEF EXECUTIVE (as at 1st April 2020)**

**Chief Executive**

1	185385	15448.75	96.09
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**NATIONAL MINIMUM WAGE (as at 1st April 2020)**

**NMW - Point 1 (16 to 17 years of age)**

1	8778	731.50	4.55
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**NMW - Point 2 (18 to 20 years of age)**

2	12444	1037.00	6.45
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**NMW - Point 3 (21 to 24 years of age)**

3	15820	1318.33	8.20
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**NMW - Point 4 (25 years and above)**

4	16823	1401.92	8.72
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**Apprentice Rate**

1	8006	667.17	4.15
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**Teacher (Main Pay Range)**

	Daily Rate (195ths)		
1	27,018	2251.50	138.55
2	27,018	2251.50	138.55
3	29,188	2432.33	149.68
4	31,436	2619.67	161.21
5	33,912	2826.00	173.91
6	37,320	3110.00	191.38

**Teacher (Upper Pay Range)**

	Daily Rate (195ths)		
1	38,690	3224.17	198.41
2	40,124	3343.67	205.76
3	41,604	3467.00	213.35

**Unqualified Teacher**

	Daily Rate (195ths)		
1	18,169	1514.08	93.17
2	20,282	1690.17	104.01
3	22,394	1866.17	114.84
4	24,507	2042.25	125.68
5	26,622	2218.50	136.52
6	28,735	2394.58	147.36

**Leadership Group Range**

	Min	Max
Group 1	47,735	63,508
Group 2	50,151	68,347
Group 3	54,091	73,559
Group 4	58,135	79,167
Group 5	64,143	87,313
Group 6	69,031	96,310
Group 7	74,295	106,176
Group 8	81,942	117,197

\* Scale points to be applied **only** to head teachers at the top of the school group range in the academic year 2015/16, indicating no uplift for 2016/17.

e.g

Headteacher on Grade 12-18 (moves to sp18 on Sept 2016)  
Salary Range £51,127 - £58,677 (no uplift on point 18)

Headteacher on Grade 15-21 (moves to sp18 on Sept 2016)  
Salary Range £55,049 - £63,779 (sp18 = £59,264)

**Leading Practitioner Range**

LP01 - LP05		LP02 - LP06		LP03-LP07	
1	42,402	2	43,465	3	44,550
2	43,465	3	44,550	4	45,658
3	44,550	4	45,658	5	46,796
4	45,658	5	46,796	6	47,969
5	46,796	6	47,969	7	49,261
LP04-LP08		LP05-LP09		LP06-LP10	
4	45,658	5	46,796	6	47,969
5	46,796	6	47,969	7	49,261
6	47,969	7	49,261	8	50,397
7	49,261	8	50,397	9	51,656
8	50,397	9	51,656	10	52,983
LP07-LP11		LP08-LP12		LP09-LP13	
7	49,261	8	50,397	9	51,656
8	50,397	9	51,656	10	52,983
9	51,656	10	52,983	11	54,357
10	52,983	11	54,357	12	55,610
11	54,357	12	55,610	13	57,000
LP10-LP14		LP11-LP15		LP12-LP16	
10	52,983	11	54,357	12	55,610
11	54,357	12	55,610	13	57,000
12	55,610	13	57,000	14	58,421
13	57,000	14	58,421	15	59,875
14	58,421	15	59,875	16	61,467
LP13-LP17		LP14-LP18			
13	57,000	14	58,421		
14	58,421	15	59,875		
15	59,875	16	61,467		
16	61,467	17	62,878		
17	62,878	18	64,461		

**Leadership Pay Range**

1	42,195
2	43,251
3	44,331
4	45,434
5	46,566
6	47,735
7	49,019
8	50,151
9	51,402
10	52,723
11	54,091
12	55,338
13	56,721
14	58,135
15	59,581
16	61,166
17	62,570
18*	63,508
18	64,143
19	65,735
20	67,364
21*	68,347
21	69,031
22	70,745
23	72,497
24*	73,559
24	74,295
25	76,141
26	78,025
27*	79,167
27	79,958
28	81,942
29	83,971
30	86,061
31*	87,313
31	88,187
32	90,379
33	92,624
34	94,914
35*	96,310
35	97,273
36	99,681
37	102,159
38	104,687
39*	106,176
39	107,239
40	109,914
41	112,660
42	115,483
43	117,197

**JNC YOUTH AND COMMUNITY (as at 1st September 2020)**

SCP	FTE SALARY	MONTHLY	HOURLY	Hourly Living Wage £9.30 from 01/04/2020
<b>CE2</b>				£17,942
05	25313	2109.42	13.12	
06	25313	2109.42	13.12	
07	27202	2266.83	14.10	
08	31152	2596.00	16.15	
09	31152	2596.00	16.15	
10	36849	3070.75	19.10	

SCP	FTE SALARY	MONTHLY	HOURLY
<b>T00 1</b>			
11	23178	1931.50	12.01
12	24228	2019.00	12.56
13	25313	2109.42	13.12
14	26437	2203.08	13.70

<b>T00 2</b>			
18	29579	2464.92	15.33
19	30364	2530.33	15.74
20	31152	2596.00	16.15
21	32036	2669.67	16.61

<b>T00 3</b>			
20	31152	2596.00	16.15
21	32036	2669.67	16.61
22	33039	2753.25	17.12
23	34015	2834.58	17.63

<b>T00 4</b>			
22	33039	2753.25	17.12
23	34015	2834.58	17.63
24	34997	2916.42	18.14
25	35985	2998.75	18.65

<b>T00 4A</b>			
24	34997	2916.42	18.14
25	35985	2998.75	18.65
26	36973	3081.08	19.16
27	37961	3163.42	19.68

<b>T00 5</b>			
27	37961	3163.42	19.68
28	38961	3246.75	20.19
29	39953	3329.42	20.71
30	40947	3412.25	21.22

SCP	FTE SALARY	MONTHLY	HOURLY
<b>T00 HRLY</b>			
05	19308	1609.00	10.01
06	19631	1635.92	10.18
07	19922	1660.17	10.33
08	20589	1715.75	10.67
09	21439	1786.58	11.11
10	22104	1842.00	11.46
11	23178	1931.50	12.01
12	24228	2019.00	12.56
13	25313	2109.42	13.12
14	26437	2203.08	13.70
15	27202	2266.83	14.10
16	28001	2333.42	14.51
17	28787	2398.92	14.92
18	29579	2464.92	15.33
19	30364	2530.33	15.74
20	31152	2596.00	16.15
21	32036	2669.67	16.61
22	33039	2753.25	17.12
23	34015	2834.58	17.63
24	34997	2916.42	18.14

**SOULBURY (as at 1st September 2020)**

SCP	FTE SALARY	MONTHLY	HOURLY
<b>EAI</b>			
01	36419	3034.92	18.88
02	37723	3143.58	19.55
03	38955	3246.25	20.19
04	40203	3350.25	20.84
05	41443	3453.58	21.48
06	42684	3557.00	22.12
07	43988	3665.67	22.80
08	45243	3770.25	23.45
09	46705	3892.08	24.21
10	48009	4000.75	24.88
11	49295	4107.92	25.55
12	50541	4211.75	26.20
13	51951	4329.25	26.93
14	53209	4434.08	27.58
15	54598	4549.83	28.30
16	55854	4654.50	28.95
17	57114	4759.50	29.60
18	58350	4862.50	30.24
19	59625	4968.75	30.91
20	60283	5023.58	31.25
21	61549	5129.08	31.90
22	62653	5221.08	32.47
23	63867	5322.25	33.10
24	64956	5413.00	33.67
25	66121	5510.08	34.27
26	67257	5604.75	34.86
27	68419	5701.58	35.46
28	69597	5799.75	36.07
29	70777	5898.08	36.69
30	71956	5996.33	37.30
31	73124	6093.67	37.90
32	74311	6192.58	38.52
33	75498	6291.50	39.13
34	76714	6392.83	39.76
35	77927	6493.92	40.39
36	79174	6597.83	41.04
37	80402	6700.17	41.67
38	81642	6803.50	42.32
39	82866	6905.50	42.95
40	84089	7007.42	43.59
41	85318	7109.83	44.22
42	86546	7212.17	44.86
43	87773	7314.42	45.50
44	89006	7417.17	46.13
45	90236	7519.67	46.77
46	91468	7622.33	47.41
47	92705	7725.42	48.05
48	93930	7827.50	48.69
49	95160	7930.00	49.32

SCP	FTE SALARY	MONTHLY	HOURLY
<b>AEP</b>			
01	30166	2513.83	15.64
02	31399	2616.58	16.27
03	32630	2719.17	16.91
04	33856	2821.33	17.55

SCP	FTE SALARY	MONTHLY	HOURLY
<b>EDPSY A</b>			
01	38197	3183.08	19.80
02	40136	3344.67	20.80
03	42075	3506.25	21.81
04	44012	3667.67	22.81
05	45951	3829.25	23.82
06	47889	3990.75	24.82
07	49714	4142.83	25.77
08	51538	4294.83	26.71
09	53247	4437.25	27.60
10	54959	4579.92	28.49
11	56554	4712.83	29.31

SCP	FTE SALARY	MONTHLY	HOURLY
<b>EDPSY B</b>			
01	47889	3990.75	24.82
02	49714	4142.83	25.77
03	51538	4294.83	26.71
04	53247	4437.25	27.60
05	54959	4579.92	28.49
06	56554	4712.83	29.31
07	57209	4767.42	29.65
08	58433	4869.42	30.29
09	59646	4970.50	30.92
10	60880	5073.33	31.56
11	62090	5174.17	32.18
12	63323	5276.92	32.82

## ALLOWANCES

### Single Status Contractual Allowances - NJC 37 Hours

Wage Type	Wage Type Text	£/Hours/Units	Comments
1015	Market Supplement £	£	Cash Amount
1020	Market Supplement %	Units	% of Annual Salary, amount auto populates
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.27 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1306	Protected Allowance	£	SOP Protected Allowance
1324	Dress Allowance	£	Cash Amount £21.81
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1421	AMHP Payment	£	£1800 PA pro rata , amount auto populates
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	27 or 32 Days
1600	Contractual Overtime	Hours	SCP * 1.5
1605	Night Allowance	Hours	SCP * 1/3
1610	Shift Allowance 10%	£	10% of Annual Salary, amount auto populates
1615	Standby Duty	Units	£30.96 per session
1620	Weekend Work	Hours	SCP * 1/2
1625	SEN	£	£498.36 PA, £41.53 monthly amount auto populates
1630	First Aid Allowance	£	£186.48 PA, £15.54 monthly amount auto populates
1632	Living Wage Supplement	£	Cash amount and only payable for scp 1
1650	Market Supplement - CS	£	£5000 PA pro rata , amount auto populates

### Single Status Contractual Allowances - JNC Craft/Assoc

Wage Type	Wage Type Text	£/Hours/Units	Comments
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.27 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	27 or 32 Days
1600	Contractual Overtime	Hours	SCP * 1.5
1605	Night Allowance	Hours	SCP * 1/3
1610	Shift Allowance 10%	£	10% of Annual Salary, amount auto populates
1615	Standby Duty	Units	£30.96 per session
1620	Weekend Work	Hours	SCP * 1/2
1630	First Aid Allowance	£	£186.48 PA, £15.54 monthly amount auto populates
1632	Living Wage Supplement	£	Cash amount and only payable for scp 1
1634	Tool Allowance 1	£	£189.84 PA, £15.82 monthly amount auto populates
1636	Tool Allowance 2	£	£403.68 PA, £33.64 monthly amount auto populates

### Contractual Allowances - Chief Officers

Wage Type	Wage Type Text	£/Hours/Units	Comments
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.27 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	27 or 32 Days
1630	First Aid Allowance	£	£186.48 PA, £15.54 monthly amount auto populates

### Contractual Allowances - JNC Youth & Comm

Wage Type	Wage Type Text	£/Hours/Units	Comments
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.03 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	34 or 39 Days (Actual AL are 30 or 35)
1630	First Aid Allowance	£	£186.48 PA, £15.54 monthly amount auto populates

**Contractual Allowances - Soulbury**

Wage Type	Wage Type Text	£/Hours/Units	Comments
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.03 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	29 or 34 Days (Actual AL are 25 or 30)
1630	First Aid Allowance	£	£186.48 PA, £15.54 monthly amount auto populates

**Contractual Allowances - Teachers**

Wage Type	Wage Type Text	£/Hours/Units	Comments
1313	Pay Supplement	£	Cash Amount
1360	SEN - Teacher	£	Cash Amount - please refer to the minimum and maximum for each academic year below
1375	First Aid - Teachers	£	£186.48 PA, £15.54 monthly amount auto populates
1376	TLR1	£	Cash Amount - please refer to the minimum and maximum for each academic year below.
1377	TLR2	£	Cash Amount - please refer to the minimum and maximum for each academic year below
1378	Safeguard Payment	£	Fixed term cash amount - normally ends after 3 years
1386	TLR3	£	Fixed term cash amount - requires an end date, please refer to the minimum and maximum for each academic year below
1388	Discretionary Payment HT	£	Cash Amount
1389	Discretionary Payment HT %	Units	% of Annual Salary, amount auto populates

Start Date	End Date	Allowance	Min	Max
01/09/14	31/08/15	SEN - Teacher	£2,043	£4,034
01/09/15	31/08/16	SEN - Teacher	£2,064	£4,075
01/09/16	31/08/17	SEN - Teacher	£2,085	£4,116
01/09/17	31/08/18	SEN - Teacher	£2,106	£4,158
01/09/18	31/08/19	SEN - Teacher	£2,149	£4,242
01/09/19	31/08/20	SEN - Teacher	£2,209	£4,359
01/09/20		SEN - Teacher	£2,270	£4,479
01/09/14	31/08/15	TLR 1	£7,471	£12,643
01/09/15	31/08/16	TLR 1	£7,546	£12,770
01/09/16	31/08/17	TLR 1	£7,622	£12,898
01/09/17	31/08/18	TLR 1	£7,699	£13,027
01/09/18	31/08/19	TLR 1	£7,853	£13,288
01/09/19	31/08/20	TLR 1	£8,069	£13,654
01/09/20		TLR 1	£8,291	£14,030
01/09/14	31/08/15	TLR 2	£2,587	£6,322
01/09/15	31/08/16	TLR 2	£2,613	£6,386
01/09/16	31/08/17	TLR 2	£2,640	£6,450
01/09/17	31/08/18	TLR 2	£2,667	£6,515
01/09/18	31/08/19	TLR 2	£2,721	£6,646
01/09/19	31/08/20	TLR 2	£2,796	£6,829
01/09/20		TLR 2	£2,873	£7,017
01/09/14	31/08/15	TLR 3	£511	£2,551
01/09/15	31/08/16	TLR 3	£517	£2,577
01/09/16	31/08/17	TLR 3	£523	£2,603
01/09/17	31/08/18	TLR 3	£529	£2,630
01/09/18	31/08/19	TLR 3	£540	£2,683
01/09/19	31/08/20	TLR 3	£555	£2,757
01/09/20		TLR 3	£571	£2,833

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**COUNCIL:****18 MARCH 2021**

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**CABINET PROPOSAL**

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**CARDIFF LOCAL DEVELOPMENT PLAN FULL REVIEW****Reason for this Report**

1. To report back to Council the findings of the consultation exercise undertaken on the draft Cardiff Local Development Plan (LDP) Review Report and draft Delivery Agreement and seek Council's approval to submit the Final Review Report (Appendix 1) and Final Delivery Agreement (Appendix 2) to the Welsh Government.

**Background**

2. The Cardiff Local Development Plan (LDP) was adopted by the Council on 28th January 2016 and sets out the Council's planning framework for the development and use of land in the city over the period 2006 to 2026.
3. An up-to-date LDP is an essential part of the plan-led planning system in Wales and statutory measures are in place to manage the Plan review process. In this respect, the Council is required under Section 69 of the Planning and Compulsory Purchase Act 2004 to undertake a full review of the adopted LDP at intervals not longer than every 4 years from the date of adoption. As such, this report directly responds to this requirement given the LDP adoption date.
4. The first stage in the review process is the publication of the draft Review Report and draft Delivery Agreement. A draft Review Report and Delivery Agreement were originally considered by Cabinet and Council in November 2019 and were issued for public consultation in January and February 2020. The findings of this consultation exercise and a Final version of the documents were due to be considered by Cabinet and Council in March 2020 with a view to formally commencing the review of the LDP in May 2020. However, this meeting was cancelled as a result of the pandemic.
5. Welsh Government guidance issued in July 2020 stated that Local Planning Authorities must reflect on the implications of the pandemic and consider consequences for LDPs under review. Given this, the original draft Review Report and Delivery Agreement were revised to take into account the implications of Covid-19 together with other relevant contextual changes that have occurred over the last 12 months. These

revised reports were approved for consultation by Council on 26<sup>th</sup> November 2020.

6. Public consultation on both documents took place between 7<sup>th</sup> January and 4<sup>th</sup> February 2021. A total of 382 consultees were notified and invited to make comments on the draft documents. These consultees included Community Councils, planning consultants, house builders, housing associations and other relevant external organisations. In addition all Members were informed of the consultation and the draft documents were advertised on the Council's website, together with details on how to comment.
7. A total of 34 responses were received during the public consultation period which are summarised in Appendix 3 along with the Council's response. –Overall, the majority of responses did not object to the approach and contents of both documents and recognise the need to prepare a Replacement LDP. A large number of responses raised wider issues relating to plan content beyond the current scope of the review process and these will be considered as part of the Replacement Plan preparation process as the plan progresses. However, some changes to the documents are considered appropriate to further clarify and respond to matters raised. These include:

### **Review Report**

8. Updating the document to take account of contextual changes since the report was drafted in autumn 2020 so references are included to the latest position with the Council's One Planet Strategy and Welsh Government's National Development Framework.

### **Delivery Agreement**

9. Updating the document to provide greater clarity regarding the LDP preparation stages referenced throughout the document to ensure they are consistent and in particular making the engagement and consultation stages and their duration clear in the text, tables and flow chart. Other changes include:
  - Providing further clarification that the evidence base work will help inform the strategic options stage which will be subject to consultation and engagement next winter;
  - Providing further detail regarding the Council's commitment to inclusiveness through providing user friendly documentation and using user friendly consultation techniques in order to engage with the wider community, including children and young people;
  - Clarifying further the role Elected Members can play in raising awareness and supporting engagement of local communities in the plan preparation process;
  - Providing more clarity on the two phases of pre-deposit participation consultation planned at the launch of the preparation process in May 2021 and winter 2021 setting out what is involved and timescales;

- Additional text explaining in more detail the groups we will seek to involve in plan preparation; and
- Addition of further bodies requested in responses to consultation to the general consultation body list in Appendix A and in order to broaden the engagement and reach out to a wider range of group addition of contacts in Council's equalities network, local community groups and the Councils social media channels.

## **Final Review Report**

10. Regulations state that the full review process must be informed by a Review Report (RR) which must determine the revision procedure to be followed- specifically, whether to undertake a full or short form revision. A full revision would require the preparation of a Replacement LDP, whereas a short form revision would involve revising limited parts of the existing LDP. Guidance makes it clear that should a Local Planning Authority decide to employ the short form revision, it must be sure it can fully justify its approach as there are significant risks that this approach may be considered inappropriate and challenged since the issues involved may warrant the full revision procedure.
11. The Final RR is contained in Appendix 1 and concludes that the full revision procedure is considered the most appropriate option and that a replacement LDP is prepared for the period 2021-2036. In this respect, it is recognised that the significant scale, complexity and over-lapping nature of issues to be addressed in a Replacement LDP, together with the need to respond to the issues arising out of the Covid-19 pandemic, cannot justify the short form revision procedure. This approach will ensure that the Council will have up-to-date Plan coverage beyond 2026 and supports the Plan-led approach in Wales.
12. Importantly, the preparation of a Replacement LDP provides an opportunity to aid the recovery of the city from the impacts of the pandemic and positively respond to a national policy framework which has evolved significantly since the evidence base was collated underpinning the existing LDP. Furthermore, it enables other matters identified in the Final RR to be more fully assessed as part of a comprehensive review process which will then represent a new and updated evidence base to inform the Replacement Plan.
13. The existing LDP benefitted from a bespoke regional collaborative exercise to help inform the Plan strategy involving all Local Authorities and other key stakeholders in South East Wales. This process worked well and a similar approach is proposed again to help inform the Replacement LDP. Should work commence on a SDP for South East Wales, information gathered through the LDP process can be used to inform the SDP and vice versa. Ongoing dialogue with other Local Authorities will help maximise efficiencies and consistency with regard to gathering/sharing evidence and agreeing methodologies where possible.

14. In line with national guidance, consideration must be given to the scope for preparing a Joint LDP. However, it is noted that 8 of the 9 other Local Authorities in South East Wales are already in the process of preparing, or have already completed their own Replacement LDPs with no examples of a joint approach. The remaining Local Authority (the Vale of Glamorgan) have not yet reached the Plan Review stage due to a later Plan adoption date and it is not considered that there are sufficient synergies to warrant the preparation of a Joint LDP. The proposed regional collaborative working approach referenced in the paragraph above is considered the most effective way of addressing cross-boundary matters.

### Final Delivery Agreement

15. In addition to the preparation of a Review Report, a Delivery Agreement will also need to be submitted to Welsh Government demonstrating that plan preparation can be achieved in within 3.5 years from the formal commencement of the Plan-making process. The Final Delivery Agreement consists of a timetable for preparation of the Replacement LDP and a Community Involvement Scheme. The summary timetable below sets out the key dates including statutory consultation periods, for each of the different stages of Plan preparation and publication. It also includes key stages for the Sustainability Appraisal, which is an iterative process undertaken as an integral part of the Plan preparation process.

<b>Key Stage</b>			
<b>Definitive</b>		<b>From</b>	<b>To</b>
1	Draft Review Report and Delivery Agreement consultation and submission of Final Review Report to Welsh Government	Jan 2021	March 2021
2	Evidence Base Preparation <ul style="list-style-type: none"> <li>• Call for candidate sites - 12 weeks</li> <li>• Consultation on ISA Scoping Report – 8 weeks</li> </ul>	Dec 2020 May 2021 May 2021	June 2023 Aug 2021 July 2021
3	Pre-Deposit Participation <ul style="list-style-type: none"> <li>• Consultation on draft vision/issues/objectives - 8 weeks</li> <li>• Consultation on strategic options -10 weeks</li> </ul>	March 2021 May 2021 Nov 2021	Sept 2022 July 2021 Feb 2022

4	Consultation on Preferred Strategy and ISA Initial Report – 8 weeks statutory consultation	Oct 2022	Nov 2022
5	Consultation on Deposit Plan and Final ISA Report – 8 weeks statutory consultation	Oct 2023	Nov 2023
<b>Indicative</b>		<b>From</b>	<b>To</b>
6	Submission	March 2024	
7	Examination	March 2024	Sept 2024
8	Inspectors Report	Sept 2024	
9	Adoption by Council	October 2024	
10	Monitoring and production of 1 <sup>st</sup> AMR	October 2025	

16. The timetable of Plan preparation has Definitive and Indicative stages. Definitive stages are up to the Deposit of the Plan and are under the control of the Council. The Council has less control over the progress of the Plan after the statutory Deposit stage, as subsequent stages associated with Examination, Receipt of the Inspector’s Report and Adoption is more dependent on external factors from Welsh Government and the Planning Inspectorate (PINS). As such these stages are indicative only.
17. The Community Involvement Scheme (CIS) outlines the LPA’s principles of community engagement, its approach in relation to who, how and when it intends to engage with the community and stakeholders; how it will respond to representations and how these representations will inform later stages of plan preparation.
18. The pandemic has resulted in the need to revisit the consultation and engagement principles set out in the CIS. Welsh Government guidance issued in July 2020 outlines a range of different engagement options including the use of larger venues, longer consultation periods, appointments, increased use of web-based technology and other electronic means. The CIS incorporated in the Final DA takes into account this guidance and includes measures to respond to potential future waves of infection and the need to maintain social distancing. These include longer consultation periods, use of virtual drop in exhibitions, podcasts, on-line surveys and other electronic means aimed at accessing hard to reach groups.

19. The Final DA also sets out the resources that will be required to prepare the Replacement LDP together with a Risk Assessment identifying areas of uncertainty that may impact on the timetable for Plan preparation and mitigation measures required to keep the Plan on track.

### **Next Steps**

20. The Council must formally submit the Final Review Report and Delivery Agreement to Welsh Government for approval before the process can commence. It is anticipated that formal preparation of the Replacement Plan will commence with a formal launch of the process in late May 2021. Further reports will be brought before Cabinet and Council for consideration at key stages in the plan preparation process. The first of these is due to be the consideration of the Integrated Sustainability Appraisal Report in September 2021 following consultation in summer 2021 along with reporting the 4<sup>th</sup> and 5<sup>th</sup> Annual Monitoring Reports for the current LDP.

### **Reason for the Recommendation**

21. The Planning and Compulsory Purchase Act 2004 and regulation 41 of the Town and Country Planning (Local Development Plan) (Wales) Regulation 2005 (as amended) requires that a Local Planning Authority must commence a full review of its LDP every 4 years from the date of its initial adoption and that such a review must be preceded by a Review Report. The LDP Manual (2020) also advises that the Review Report should be formally approved by the LPA, published on its web-site and sent to Welsh Government.

### **Legal Implications**

22. Reference has been made within paragraphs 3 to 19 of this report to in the statutory requirements for a full review of the Council's Local Development Plan.
23. 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.
24. 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.
25. 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: <http://cmsprd.cardiff.gov.uk/ENG/Your->

26. 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.
27. 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:
- 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
  - Look to the long term
  - Focus on prevention by understanding the root causes of problems
28. 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>
29. 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.

### **Financial Implications**

30. Although there will be no additional financial implications from the submission of the Final Review Report and Delivery Agreement to the Welsh Government, the costs of undertaking the suggested full review of the LDP will be significant. These costs are expected to be incurred over a number of years, with projected costs of c£1m over a 4 year period. The 2020/21 Budget included a single year allocation of £300,000 from the Financial Resilience Mechanism (FRM) to fund additional LDP costs in that financial year as well as additional budget of £137,000 to fund the

preparation of the SDP or LDP as appropriate. The first call on costs is the £300,000 single year allocation which is in a reserve and there needs to be careful monitoring of the planned spend as the year progresses and work required is clearer for future years. The future costs of which will need to be considered in the context of the Council's medium term financial plan competing against other priorities.

### **Human Resources Implications**

31. There are no HR implications for this report.

### **Property Implications**

32. There are no property implications for this report

### **CABINET PROPOSAL**

Subject to Cabinet agreement at Cabinet on 18 March 2021, Council is recommended to approve the Final Review Report and Final Delivery Agreement and authorise their submission to Welsh Government.

**The Cabinet**  
**11 March 2021**

*The following Appendices are attached:*

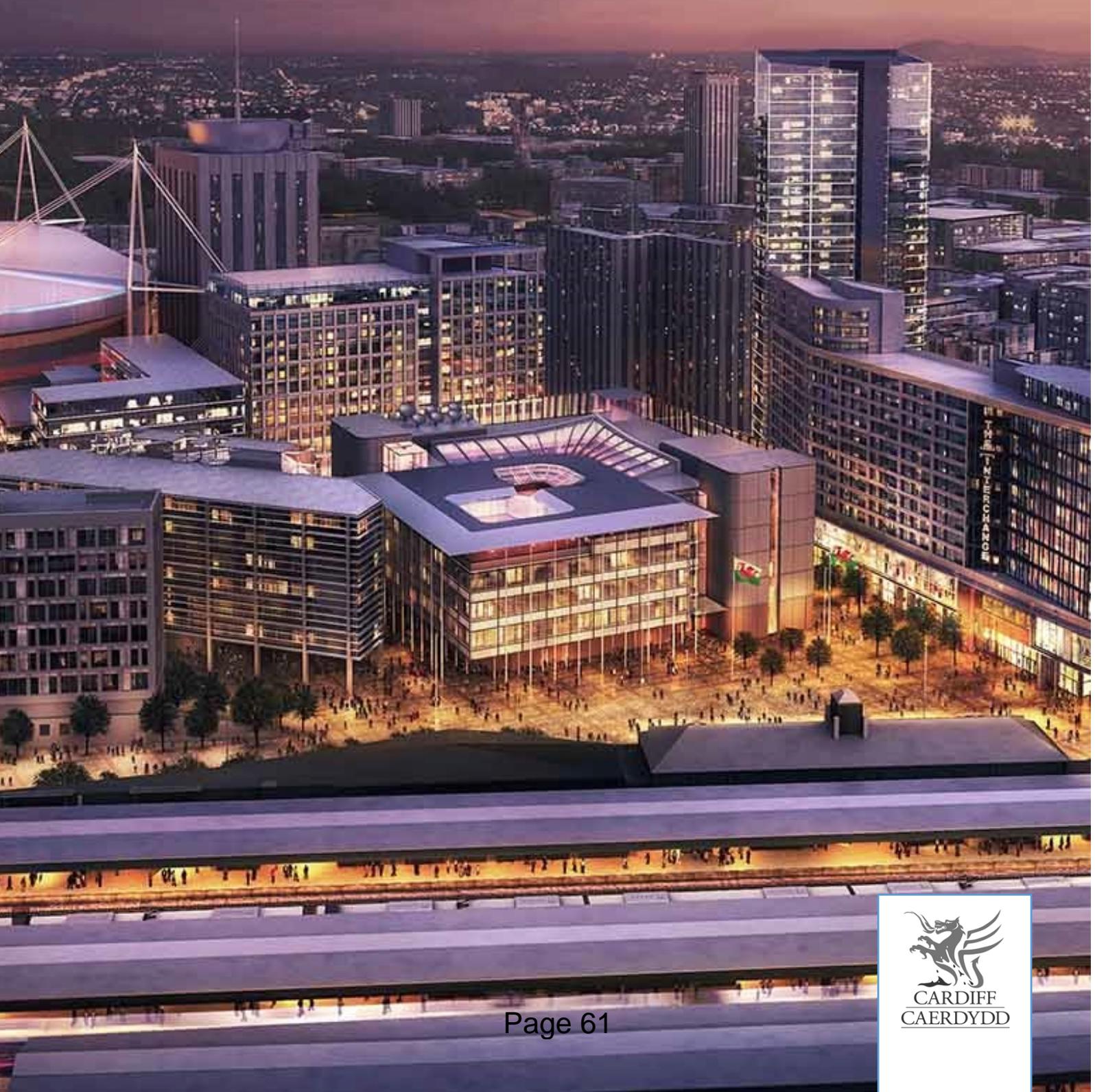
Appendix 1 – Final Review Report, March 2021

Appendix 2 – Final Delivery Agreement, March 2021

Appendix 3 – Summary of comments received and Council responses and Recommendations

# Cardiff Replacement LDP Final Review Report

March 2021



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

# 1. Introduction

## Background

- 1.1. The Cardiff Local Development Plan (LDP) was adopted by the Council on 28<sup>th</sup> January 2016 and sets out the Council's planning framework for the development and use of land in Cardiff over the period 2006 to 2026.

## Purpose of this Report

- 1.2. The draft Review Report sets out the proposed extent of likely changes to the existing LDP (2006-2026) and seeks to confirm the revision procedure to be followed in preparing a replacement LDP. It is proposed that the Replacement LDP will cover a plan period up to 2036, which is the end of a 15 year plan period that will commence in 2021.

## Structure of the Report

- 1.3. The draft Review Report is structured as recommended in national guidance and contains the following sections:
- 1.4. **Section 2** details the key legislative, national and local policy changes and evidence base that have occurred since the adoption of the LDP in 2016 which are important considerations to inform the review of the LDP and a summary of the main findings of the 2019 (3<sup>rd</sup>) and 2020 (4<sup>th</sup>) Annual Monitoring Report, taking into account the previous 2 AMR's and associated implications for review of the LDP.
- 1.5. **Section 3** provides an assessment of the current LDP and sets out the potential changes required in terms of the Vision and Objectives, Development Strategy and Policies to inform the review process.
- 1.6. **Section 4** considers the areas of evidence base that would need to be reviewed/ updated in preparing a revised LDP
- 1.7. **Section 5** considers the potential options for review of the LDP and opportunities for collaboration.
- 1.8. **Section 6** provides a conclusion on the appropriate form of plan revision.

## **2. Information and Issues informing the LDP Review**

### **Contextual Changes**

2.1. A wide range of contextual material has been published since the adoption of the LDP and creates a more up-to-date evidence base to inform plan review. This includes national legislation and relevant plans, policies and strategies at the national, regional and local level. The most significant of these changes are set out below.

### **Legislative Changes**

#### **Planning (Wales) Act 2015**

2.2. The Planning (Wales) Act received Royal Assent in July 2015 and came into force in stages between October 2015 and January 2016. It sets out a series of legislative changes to deliver reform of the planning system in Wales, to ensure that it is fair, resilient and enables development. The Act addresses 5 key objectives which includes strengthening the plan-led approach to planning. It introduces a legal basis for the preparation of a National Development Framework (NDF) and Strategic Development Plans (SDPs). The NDF is a national land use plan which will set out Welsh Government's policies in relation to the development and use of land in Wales. It has currently reached the Consultation Draft stage with adoption anticipated in 2020 when the NDF is intended to replace the Wales Spatial Plan. SDPs are intended to address cross-boundary issues at a regional level such as housing, employment and waste and must be in general conformity with the NDF. The Regulations make reference to three strategic planning areas including South East Wales. It is anticipated that Cardiff will be part of this strategic planning area, in alignment with the emerging Cardiff Capital Region City Deal proposals. LDPs will continue to have a fundamental role in the plan-led system. The Act requires LDPs to be in general conformity with the NDF and any SDP which includes all or part of the area of the authority. SDPs must set the scene for the preparation of LDP 'Lites' by LPAs. These must be in general conformity with the SDP.

#### **The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015**

2.3. Amendments to The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 were carried out in response to the outcome of the LDP Refinement Exercise and aim to simplify certain aspects of the local development plan process.

2.4. The amended Regulations:

- Remove the statutory requirement to advertise consultation stages in the local press;
- Allow local planning authorities to make revisions to the local development plan where the issues involved are not of sufficient significance to warrant the full procedure, without going through the full revision process;

- Eliminate the need to call for and consult on alternative sites following the deposit consultation; and
- Make minor and consequential amendments.

2.5. The amended LDP Regulations came into force on 28 August 2015 and together with the related policy and guidance in Planning Policy Wales (PPW) and the revised LDP Manual aim to make the LDP process more efficient and effective (i.e. enabling swifter plan preparation and revision without imposing unnecessary prescription). The amended Regulations do not have any implications for the current LDP but will need to be considered in relation to any Plan review and will be given further consideration as necessary.

### **Well-being of Future Generations (Wales) Act 2015**

2.6. The Well-being of Future Generations (Wales) Act gained Royal Assent in April 2015 and came into force on 1<sup>st</sup> April 2016. The Act strengthens existing governance arrangements for improving the well-being of Wales by ensuring that sustainable development is at the heart of government and public bodies. It aims to make a difference to the lives of people in Wales through setting objectives which maximise its contribution to achieving each of the seven wellbeing goals namely ‘a globally responsible Wales’, a prosperous Wales, a resilient Wales, a healthier Wales, a more equal Wales; a Wales of cohesive communities, and a Wales of vibrant culture and thriving Welsh Language.

2.7. The Act established a Public Service Board for each local authority area in Wales who must improve the economic, social environmental and cultural well-being of its area by working to achieve the well-being goals. The Cardiff PSB are responsible for preparing and publishing a Local Well Being Plan (LWBP) which sets out its objectives and the steps it will take to meet them. The four statutory members of the PSB are the Local Authority, Local Health Board, Fire and Rescue Authority and Natural Resources Wales; other organisations are also invited. As part of its responsibility the PSB has produced a well-being assessment which assesses the state of economic, social, environmental and cultural well-being in Cardiff. The PSB LWBP was agreed in May 2018 and sets out a 5 year plan (2018-2023) to respond to the issues raised. The objectives are set out below and will inform the vision and objectives for the replacement LDP:

- Objective 1 A Capital City that Works for Wales;
- Objective 2 Cardiff grows in a resilient way;
- Objective 3 Safe, Confident and Empowered Communities;
- Objective 4 Cardiff is a great place to grow up;
- Objective 5 Supporting people out of poverty
- Objective 6 Cardiff is a great place to grow older; and
- Objective 7 Modernising and Integrating Our Public Services

2.8. Given that sustainable development is the core underlying principle of the LDP (and SEA) there are clear associations between the aspirations of both the LDP and Local Well-being Plans. It is important that the Plan review process recognises the importance of responding to this agenda and consequent WG guidance as captured in the revised Planning Policy Wales (Edition 10) also referenced in this section.

### **Environment (Wales) Act 2016**

2.9. This Act received Royal Assent in March 2016 and came into force on 21<sup>st</sup> May 2016 and sits alongside the Planning (Wales) Act 2015 and the Well-being of Future Generations (Wales) Act 2015 in promoting sustainable use, management and development of Welsh resources. The Environment (Wales) Act introduces new legislation for the environment and provides an iterative framework which ensures that managing Wales' natural resources sustainably will be a core consideration in decision-making. It requires Natural Resources Wales (NRW) to prepare a State of Natural Resources Report that provides an assessment of natural resources and considers the extent to which they are being sustainably managed. The Act also requires Welsh Government to produce a National Natural Resources Policy that sets out the priorities, risks and opportunities for managing Wales' natural resources sustainably. NRW will also produce a local evidence base (Area Statements) to help implement the priorities, risks and opportunities identified in the National Policy and set out how these will be addressed.

### **Historic Environment (Wales) Act 2016**

2.10. The Historic Environment (Wales) Act 2016 received Royal Assent in March 2016. The Act makes important changes to the two main UK laws that provide the legislative framework for the protection and management of the historic environment: the Ancient Monuments and Archaeological Areas Act 1979 and the Planning (Listed Buildings and Conservation Areas) Act 1990. The Act will give more effective protection to listed buildings and scheduled ancient monuments; improve the sustainable management of the historic environment; and introduce greater transparency and accountability into decisions taken on the historic environment.

### **Public Health (Wales) Act 2017**

2.11. The Public Health (Wales) Act 2017 received Royal Assent in July 2017. The Act makes changes to the law in Wales to improve health and prevent avoidable health harms. Some of the relevant changes in the Act include the production of a national strategy on preventing and reducing obesity and a requirement to undertake Health Impact Assessment (HIA) on key decisions.

## **National Planning Policy Amendments**

### **Planning Policy Wales (PPW) and Technical Advice Notes**

2.12. Since the LDP was adopted in January 2016 Welsh Government have issued a completely revised version of Planning Policy Wales (Edition 10) in December 2018. This has been re-drafted so that the seven well-being goals and five ways of working of the Well Being of Future Generations Act 2015 is fully integrated into policy. It also puts the concept of placemaking into the heart of national planning policy in order to ensure that planning decisions consider all aspects of well-being and deliver new development which is sustainable and provides for the needs of all people. A factual update to this was published in February 2021 (Edition 11) in order to align it with the publication of Future Wales and reflect wider legislative, policy and guidance updates since publication of Edition 10 in December 2018. In addition the following new or amended Technical Advice Notes have been issued since the LDP was adopted in January 2016:-

- TAN 4: Retail and Commercial Development (November 2016)
- TAN12: Design (March 2016)
- TAN 20: Planning and the Welsh Language (October 2017)
- TAN21: Waste (February 2017)
- New TAN 24: The Historic Environment (May 2017)

### **Natural Resources Policy**

2.13. In line with the Environment (Wales) Act 2015 the Welsh Government produced a Natural Resources Policy (NRP) in August 2017. The focus of the NRP is the sustainable management of Wales' natural resources, to maximise their contribution to achieving goals within the Well-being of Future Generations Act. The NRP sets out three National Priorities: delivering nature-based solutions, increasing renewable energy and resource efficiency, and, taking a place-based approach. The NRP also sets the context for Area Statements, which will be produced by Natural Resources Wales, ensuring that the national priorities for sustainable management of natural resources inform the approach to local delivery. Local Planning Authorities must have regard to the relevant area statement in Local Development Plans. The implications of the NRP and the relevant Area Statement, which is due to be finalised in 2019, for the LDP will be considered through the revision process.

### **National Development Framework – Future Wales the National Plan 2040**

2.14. The Welsh Government published the final version of Future Wales on 24<sup>th</sup> February 2021. This document replaces the Wales Spatial Plan and sets out a 20 year spatial framework for land use in Wales. Future Wales is a key part of the development plan system in Wales and sits at the top of the development plan hierarchy. It provides a framework for the provision of new infrastructure/growth and seeks to address key national priorities through the planning system, including sustaining and developing a vibrant economy, achieving decarbonisation and climate-resilience, developing strong ecosystems and improving the health and wellbeing of our communities. The

Replacement LDP will need to be in conformity with Future Wales and the spatial framework and key national priorities will need to be considered through the LDP revision process.

## **Building Better Places**

- 2.15 This guidance sets out the Welsh Government's planning policy priorities to assist in taking action in the recovery period after the Covid-19 pandemic crisis. The guidance places the planning system at centre stage when considering built and natural environment issues that have arisen from the pandemic. The guidance should be read in parallel with PPW and seeks to signpost the key planning policies and tools in PPW which should be used to aid the recovery from the pandemic in Wales.
- 2.16 Essentially the guidance looks to lock in the benefits that have occurred as a result of the pandemic. It seeks to achieve this through building on the Placemaking approach set out in PPW and identify the key existing planning policies and tools which should be used by all sectors in the environmental, social, cultural and economic recovery of Wales.
- 2.17 Importantly the guidance states that the policy direction towards better places and Placemaking has not changed and the need for economic recovery should not be at the expense of quality, both in terms of health and well-being and in response to the climate and nature emergencies. The guidance therefore promotes a people-focused and environment-led recovery.
- 2.18 The guidance states that taking a Placemaking approach has multiple benefits which not only helps improve quality of life, but also helps us to tackle climate change, reduce our carbon footprint and improve biodiversity and ecological resilience for the future.
- 2.19 A summary is listed below of the **8 areas of policy** which should be the focus of consideration and action, in order to act as a catalyst for a recovery. These fall into one of three categories:
1. How we experienced the direct impacts of the Covid-19 lockdown period and the permanent positive changes we need to see in places and as part of new development.
  2. The lessons we have learned over this time and how we can help to make places more resilient and adaptable to future pandemics, should they happen again.
  3. Aiding the recovery after the pandemic has passed and restrictions are eased to ensure that it benefits all parts of society and helps us to decarbonise, tackle climate change, reverse biodiversity decline and improve health and general wellbeing.

### **1 Staying local: creating neighbourhoods**

- Identifying land for community gardens and protecting the best and most versatile land (BMV)
- Energy efficient housing
- Social housing

- Emphasis on Placemaking principles
- New housing sites to integrate with existing communities, services and infrastructure
- Reference made to the use of Local Development Orders

## **2 Active travel: exercise and rediscovered transport methods**

- Build on positive modal shift of lockdown
- Siting development in the right locations easily accessed by active and sustainable travel modes
- New development should be well served by walking, cycling and public transport
- Re-emphasises sustainable transport hierarchy

## **3 Revitalising our town centres**

- Recognise renaissance of local independents service sector
- Enable retail and commercial centres to operate flexibly
- Realistic and sensible boundaries
- Role and function of established centres should be reassessed
- Use of outside space
- Traditional centres should be home to variety of uses – flexible co-working spaces, residential, community, health, leisure etc.
- Primary retail space should be urgently reviewed
- Retail Assessments in LDP replaced by town centre assessments encapsulating wider array of uses than just retail
- Retain Town Centre First principle outlined PPW – based on a vision for each centre
- Retain sequential test alongside careful management of out-of-centre locations to avoid unsustainable travel patterns.

## **4 Digital places – the lockdown lifeline**

- Importance of high quality digital infrastructure in new development

## **5 Changing working practices: our future need for employment land**

- Re-examine economic forecasts to ensure employment land supply is adequate & fit for the future
- Review employment allocations in light of the above – deallocate surplus unsustainable sites, reallocate well located sites for mixed use
- Re assess need for strategic employment allocations; Work collaboratively to identify cross boundary sites
- Flexible workplaces for remote workers – in town and city centres, potential use of surplus sites and buildings, creation of hubs etc.

## **6 Reawakening Wales' tourism and cultural sectors**

- Consider use of outdoor space around tourism and cultural assets

## **7 Green infrastructure, health and well-being and ecological resilience**

- Renewed importance of access to green spaces
- Opportunity to reverse biodiversity decline and enhance resilience of ecosystems
- Chance to re-look at traditional and current use of space in towns and cities

## **8 Improving air quality and soundscapes for better health and well-being**

- Placing good acoustic design and air quality at forefront of planning decisions

2.20. This guidance has significant implications for the review of the LDP and reinforces the need to begin the review of the LDP as soon as possible and ensure that these 8 priorities and actions are fully considered when preparing the Replacement LDP in order to provide a catalyst for recovery of the city. The guidance also reinforces the need for robust evidence base and evidence base studies relating to population growth, economic forecasts, employment land supply, retailing and Green Infrastructure which will need careful consideration to ensure the impacts of Covid are fully considered.

### **Overview**

2.21. Overall, there has been significant and strategic changes to the national legislative and policy framework which are considered to be of direct relevance to land use planning. Collectively, the new legislative policy and guidance represents a significant departure from the evidence base informing the existing LDP and supports the need to respond to this new contextual framework and the Covid pandemic.

### **Welsh National Marine Plan (WNMP)**

2.22. Welsh Government issued the first marine plan for Wales in November 2019. It sets out national policy for the next 20 years for the sustainable use of inshore and offshore Welsh marine plan regions. It has been prepared and adopted under the Marine and Coastal Access Act (MCAA) 2009 for the purposes of Section 51 of the MCAA and in accordance with Schedule 6 of the MCAA and in conformity with the UK Marine Policy Statement (MPS) 2. The Plan and supporting material should be used by applicants to shape proposals and licence applications, public authorities to guide decision making, and other users to understand Welsh Government's policy for the sustainable development of the Plan area.

### **Prosperity for all: A Low Carbon Wales**

2.23. This Plan was issued in March 2019 and sets the foundations for Wales to transition to a low carbon nation. Cutting our emissions and the moving towards a low carbon

economy bring opportunities around clean growth for business, as well as wider benefits for people and our environment. The Plan sets out the actions that are required to cut emissions and support the growth of a low carbon economy in a way that maximises the wider benefits for Wales, ensuring a fairer and healthier society. The Plan also shows how Wales is leading on the international stage with other States and Regions, contributing to the challenge of global climate change and sharing learning with others.

## **Regional Context**

### **Cardiff Capital Region and City Deal**

2.24. South-East Wales is identified as a new city-region in Wales, covering Cardiff and South-East Wales Local Authorities. As set out in the report 'Powering the Welsh Economy, the Cardiff Capital Region is intended to encourage the ten local authorities and other key partners in its boundaries to work together and collaborate on projects and plans for the area. The Authorities forming the Capital Region are continuing to work on a City Deal bid to fund projects aimed at boosting the competitiveness of the region over the next 20 years. Of note, the City Deal document was signed by the 10 local authority leaders, Secretary of State for Wales, Chief Secretary to the Treasury and First Minister in March 2016. The progress of the Cardiff Capital Region agenda, City Deal Bid and any subsequent implications for the LDP will be given further consideration in subsequent AMRs where appropriate.

### **Neighbouring LDPS**

2.25 In line with national guidance, consideration must be given to the scope for preparing a Joint LDP. However, it is noted that 8 of the 9 other Local Authorities in South East Wales are already preparing their own Replacement LDPS with no examples of a joint approach. The remaining Local Authority (the Vale of Glamorgan) have not yet reached the Plan Review stage due to a later adoption date and it is not considered that there are sufficient synergies to warrant the preparation of a Joint LDP.

2.26 The existing LDP benefitted from a bespoke regional collaborative exercise to help inform the Plan strategy involving all Local Authorities and other key stakeholders in South East Wales. This process worked well and a similar approach is proposed again to help inform the Replacement LDP.

## **Local Context**

2.27. A number of local policy documents and strategies have been prepared or revised since the adoption of the LDP.

## **Capital Ambition – Our continuing commitments to Cardiff**

2.28. This sets out the Administration's five-year policy agenda for the city. 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. The Corporate Plan (2020-2023) and the Well-Being Plan 2018-2023 are the key documents in delivering Capital Ambition.

## **Cardiff Well-Being Plan 2018-2023**

2.29. Under the provisions of the Well-Being of Future Generations Act, every Public Service Board in Wales must publish a Local Well-Being Plan by May 2018.

2.30. Having undertaken a local well-being assessment to understand the city's strengths and challenges, Cardiff's Public Services Board (PSB) has produced a Local Well-being Plan – a 5 year plan to respond to the issues raised.

2.31. The Well-being Plan sets out the Cardiff PSB's priorities for action focusing on the areas of public service delivery which fundamentally require partnership working between the city's public and community services, and with the citizens of Cardiff.

2.32. The Plan contains Well-being Objectives, high-level priorities that the Cardiff PSB has identified as being most important. It also contains 'Commitments,' or practical steps that the city's public services, together, will deliver over the next 5 years.

## **Bilingual Cardiff 5 Year Welsh Language Strategy**

2.33 The strategy was published in March 2017 following Cabinet and full Council consideration. It sets out our priorities for facilitating and promoting the Welsh language in Cardiff with our partners, starting our journey to becoming a truly bilingual capital for Wales.

## **Strategic Equality Plan**

2.34 In March 2016 the Council adopted a new plan to set out the Council's equality priorities for the next four years. Seven new Equality Objectives were agreed in conjunction with local citizens and third sector organisations. These new Equality Objectives are shaping the Council's policy, service delivery, and support to employees – eliminating discrimination, advancing equality of opportunity, and fostering good relations between different groups.

## **Transport White Paper**

2.35 The Council's transport White Paper, lays out an ambitious 10-year plan to tackle the climate emergency, reduce congestion and improve air quality in the Welsh capital. The White Paper lists a series of projects which could revolutionise public transport options in Cardiff and the region, including:

- Expanding current Metro plans to deliver more new tram/train routes and stations in Cardiff and the region
- Introducing new Bus Rapid Transit services and Park & Ride sites;
- Lowering the cost of bus travel significantly
- Delivering safer walking and cycling routes
- Offering real travel options designed to get people out of their cars and onto public transport.

## **Clean Air Plan**

2.36 The Council is very aware of the concerns for air quality impacts and recognise that there is no defined "safe level" when describing levels of air quality. Recent public health concerns have focussed on elevated nitrogen dioxide (NO<sub>2</sub>) levels. The Council is committed to achieving levels as low as reasonably practicable by demonstrating levels beyond the annual objective set for NO<sub>2</sub> set as 40µg/m<sup>3</sup>.

2.37 In order to improve the air quality in Cardiff, action needs to be taken across the city as a whole. As a result The Council has developed and published a Clean Air Plan which was undertaken in order to comply with a legal direction which was issued by Welsh Government in 2018. This direction required the Council to develop a Plan to address air quality concerns as a number of road links in Cardiff were forecasted to exceed the legal limits for NO<sub>2</sub> beyond 2021 if no additional action was taken.

2.38 The Councils plan and funding for approximately £20M was fully approved by Welsh Ministers at the end of December 2019, and this Plan will implement a number of measures to reduce NO<sub>2</sub> levels across Cardiff and these include:

- Implementation of Electric Buses – 36 Electric Buses to be implemented on a number of routes across Cardiff;
- Bus Retro Fitting Programme to clean up older polluting buses;
- Taxi Licensing Policy to only grant new licenses to vehicles which comply with the latest emission standards;
- City Centre Transportation Improvements ; and
- Further Active Travel Measures

2.39 These measures have been assessed to not only ensure compliance with the legal levels for NO<sub>2</sub> are achieved by the end of 2021, but also ensure that levels across the City are further reduced in order to protect and improve the health of residents.

## **Cardiff Older Persons' Housing Strategy 2019 - 2023**

2.40 This strategy sets out how the Council and its partners will deliver the best housing outcomes for all older people in Cardiff. The Strategy has a number of key aims, including planning new homes and communities to address future housing and care needs across all tenures and building strong inclusive communities and tackling social isolation.

## **The Council's Economic Strategy Building More Homes and Better Jobs**

2.41 The Economic Strategy contains 3 parts – a spatial strategy, an industrial strategy and underpinning themes to support the strategy and sets out a number of priorities and projects aimed at delivering the Council's aims for the economy over the next 10 years including: generating 20,000 additional jobs for the city –region; creating Wales first significant commercial business cluster in Central Square, Central Quay and Callaghan Square; establishing Cardiff Bay as a leading UK urban visitor destination in its own right; putting Cardiff at the heart of the UK's Creative and Digital sector; positioning Cardiff as a national centre for Reg-Tech as part of its fin-tech and cyber security cluster; strengthening Cardiff city-region's place as the focal point for advanced manufacturing in Wales, focusing on compound semi-conductors and life sciences; supporting the city's communities and districts to take advantage of the city's growth and; establishing stronger city-region governance that delivers for Wales.

## **Cardiff 2030 A Ten Year Vision for a Capital City of Learning and Opportunity**

2.42 This strategy was launched in October 2019 and includes aims to continue to enhance and develop the education estate in order to meet the changing demographic and societal requirements of the city. The strategy includes commitments to deliver the 21<sup>st</sup> Century Schools Programme including new/rebuilt schools and deliver new schools to take account of population growth and economic development in the city through the LDP.

## **Cardiff Recovery Strategy**

2.43 In response to the issues raised by the pandemic the Council have prepared a strategy which outlines what is required during the Covid-19 recovery period to ensure that the city centre, and wider local and district centres, fully support local businesses, retailing, and the wider range of positive social and leisure activity associated with Cardiff city centre.

2.44 The strategy identifies essential interventions for creating a safe city centre and sets out key actions at a city-wide level which will enable an integrated strategic approach across the city, based on social distancing and ensuring people's safety while social distancing is required. The roll out of these interventions will be accompanied by targeted information and publicity.

2.45 The strategy comprises the following elements:

**A Safe City Centre** – In order to support three key strands of activity – employment retail and hospitality the strategy includes an operational management plan for the city centre which identifies measures to facilitate social distancing requirements, including queuing, routes for circulation/movement, spill-out space and information, including signage and street ambassadors. It outlines an approach to facilitating events and activities, which will attract users back to the city centre.

**A Safe Connected City** - Measures include a package of safety and greening in local and district centres such as pavement widening, cycle routes, speed restrictions and more significant measures where appropriate, with a pilot scheme in Wellfield Road. Other key locations such as parks and universities will be identified and schemes developed to ensure social distancing and effective access.

In addition urgently required measures to mitigate the loss of public transport capacity will include walking and cycling schemes, safety measures (for example, pavement widening), bus priority schemes and ongoing engagement with operators, such as Transport for Wales and Cardiff Bus. Additional car parking capacity and ‘park and pedal/stride’ schemes will also be explored.

A systematic ‘pop up’ cycle network will encourage additional use of the mode and provide connectivity into the city centre, local centres and transport/demand hubs. Additional cycle parking will be delivered.

## **One Planet Cardiff**

2.46 The One Planet Cardiff Strategy provides a response to the climate emergency declared by the Council in 2019. The strategy contains a vision that:

- Sets out the Council’s 10 year ambition to be Carbon Neutral in its own activities;
- Calls on the whole city, all citizens, young and old, schools, key partners, employers and stakeholders to positively work with us to develop a City-Wide road map and action plan for a carbon neutral City by 2030;
- Identifies opportunities that could reframe the Cardiff economy in a way that is resilient, robust and long-term, ensuring that Cardiff is one of the leading UK green cities; and
- Defines the immediate programmes and opportunities that we urgently need to address.

2.47 The strategy analyses the scope and scale of the challenge facing the Council and the City, and also highlights the opportunities that could arise from positive action to address this challenge. It outlines the significant progress that we’ve made to date to address our carbon footprint and then proposes a wide range of immediate and potential actions that will form the basis of our longer term response to the climate emergency. The Council have consulted widely on the draft strategy and this will inform a detailed committed action plan that will be approved in spring 2021.

## Welsh Government Population and Household Projections

2.48 Since the LDP was adopted the Welsh Government has released population and household projections based on mid-year population estimates for 2018 (published in August 2020 and mid-year population estimates (published annually). The key changes for Cardiff are as follows:

- The 2018 based population projections indicate that population levels will increase from 364,248 to 372,944 between 2018 and 2026. This is 8% lower level of increase to that projected in the LDP which showed an increase to 403,684.
- The 2018 based household projections indicate that household levels will increase from 153,204 to 160,052 between 2018 and 2026. This is a 10% lower level of increase to that projected in the LDP which showed an increase to 177,845.
- The Mid Year Estimates for the period 2011 to 2019 identify a steady increase from 345,442 to 366,903, which equates to an increase of 0.73% per year over the last 8 years.

2.49 Together with previously issued projections since LDP adoption, this important source of evidence will clearly be of significance in the Plan review process where the level of growth over the Plan period will need to be assessed.

## LDP Annual Monitoring Report – Key Findings

2.50 Due to implications arising from the Covid pandemic Welsh Government have confirmed that there is no requirement this year to formally submit the AMR. However, where possible data has been collected for the 4<sup>th</sup> AMR to inform the review of the Plan and this has been included in the section below on key findings. It has not been possible however to collect indicator data relating to housing completion rates for the 4<sup>th</sup> AMR and given this data from the 3<sup>rd</sup> AMR has been used referenced in the relevant section below.

2.51. Given this when considering the review of the LDP it is necessary to both consider the overall the findings of both the 3<sup>rd</sup> and 4<sup>th</sup> AMRs. Overall the findings of the 3<sup>rd</sup> and 4<sup>th</sup> AMRs are positive with the majority of the indicators shown as green indicating that most LDP policies are being implemented effectively. A summary of performance against the main Plan topics are set out below with Appendix 1 setting out the data and conclusions in more detail.

2.52. **Employment** – Monitoring data from the 4<sup>th</sup> AMR shows continuing strong performance. Of particular importance is data regarding net job creation - There is a requirement for 40,000 new jobs over the plan period 2006-2026. 20,900 jobs were created between 2006 and 2015 and therefore the target for the remaining plan period is 19,100 jobs or 1,750 jobs annually. Since the first AMR (16/17) the number of jobs has been steadily increasing with an additional 8,000 jobs provided over the last 4 years.

- 2.53. **Housing** – Monitoring data from the 3<sup>rd</sup> AMR shows new homes have now started to be completed on many of the LDP Strategic Sites. Specifically, there are new completions on 3 of the Strategic Sites.
- 511 completions have been achieved at St Ederyns Village (just short of the 515 target included in the AMR);
  - 167 completions have been achieved on the North West Cardiff Strategic site, which has three separate outlets underway with more planned in the near future
  - 51 completions have been recorded on the North East Cardiff Strategic site and construction is underway at Churchlands.
- 2.54. Although these rates are below targets set out in the AMR it is now evident that the Plan-led approach is now starting to successfully drive the delivery of new homes at a level not seen for the last 10 years. The 1,444 completions in 2018/19 (43% higher than 2017/18) contrast with the previous 9 years where completions averaged 725 units per annum, with no year above 1,000 units for this period.
- 2.55. The data on housing delivery demonstrates the ‘lag’ between Plan adoption and homes being completed on new sites allocated in the Plan. Due to a combination of site assembly, legal and logistical factors experienced by landowners/developers along with the time required to secure the necessary planning and adoption consents, trajectories of delivery are slower than originally anticipated. This includes time spent securing the accompanying Section 106 Agreements which fully deliver the Council’s aspirations as set out in the LDP. Overall, over the 13 years between 2006 and 2019 a total of 16,521 new dwellings were built in Cardiff which represents 40% of the overall dwelling requirement.
- 2.56. However, construction has now started or is about to start on most of the strategic housing sites following the master planning and infrastructure plans approach as set out in the plan and it is therefore expected that housing completions over the remaining 6 years of the Plan period will increase significantly.
- 2.57. **Affordable Housing** - In terms of the delivery of affordable housing, the plan sets a target for the delivery of 6,646 affordable units to be provided for the 12 years between 2014 and 2026, with an interim target in the AMR to provide 1,942 affordable dwellings by 2019.
- 2.58. Monitoring data from the 3<sup>rd</sup> AMR indicates that at 2019, 1,082 affordable units had been delivered which represents 25% of overall completions. Whilst this is less than the numerical target, as highlighted above it reflects the slower than anticipated progress in the strategic housing allocations being delivered. Given the low overall completion rates over previous years, it would be unrealistic in these circumstances to expect any significantly higher affordable housing contribution which inevitably reflects a percentage of the overall number of completions. As set out above, construction has now started or is about to start on most of the strategic housing sites following the master planning and infrastructure plans approach as set out in the plan and it is

therefore expected that affordable housing completions over the remaining 6 years of the Plan period will increase significantly. Affordable housing completions are also gathering pace in the Council's new build programme with 170 units currently under construction and a further 1,700 in the confirmed pipeline of schemes.

- 2.59 **Transportation** - Data collected for the 4th AMR in relation to travel by sustainable modes is reflecting the fluctuations as shown in past trends over the last 10 years. This demonstrates that sustainable travel trends have continued to increase over the last 10 years for work, shopping and leisure, although for education the trends show a slight decrease.
- 2.60 There has been a positive outturn in sustainable travel over the past year, with the target 1% increase having been achieved for each of the journey purposes, with significant growth in particular evident for journeys to Work (+7.2% mode-shift). In terms of sustainable travel modes, significant progress has been made this year in meeting bus use targets with the first recorded increase in the percentage of people travelling by bus for all journey purposes, with bus use for work and shopping (city centre) in particular having experienced substantial growth in the past one year period (+5.3%). Long term trends for cycling, train use show significant increases for all journey purposes. Walking has increased over the last year for all journey purposes, with the exception of education and overall displays a fluctuating longer term trend.
- 2.61 At this juncture, without the significant roll-out of new houses and provision of supporting sustainable transportation infrastructure, the early stage of Metro delivery together with the ongoing implementation of wider Council initiatives, it is too early to draw any firm conclusions with regard to policy delivery, particularly given that the 50:50 modal split target relates to 2026. Future AMR's will provide formal regular annual updates. However, the masterplanning approach together with section 106 Agreements already secured will enhance the phased future provision of supporting transportation infrastructure along with other measures such as increased frequency of public transport services and provision of bus passes to new residents.
- 2.62 **Gypsy and Traveller Sites** - work previously undertaken on the identification of sites to meet the evidenced need for permanent and transit Gypsy and Traveller sites will be taken forward in the review of the LDP and will be informed by the preparation of a revised Gypsy and Traveller Needs Assessment. In terms of transit sites, it is considered that these would best be considered on a regional basis, requiring collaboration with neighbouring local authorities through the LDP revision process.
- 2.63 Supplementary Planning Guidance – Significant progress has been made in producing a programme of new Supplementary Planning Guidance (SPG) and since adoption of the LDP 18 SPGs have been approved by Council to support the policies in the adopted Plan and the Cardiff Infrastructure Plan is currently being updated.
- 2.64 Changes – the contextual review highlights significant changes in the national planning policy framework which has evolved significantly over the last four monitoring periods.

In particular, Planning Policy Wales (PPW, Edition 10, December 2018) which in turn responds to the Well-being of Future Generations Act, 2015 have made significant changes to the high-level policy framework. And in order to aid the city's recovery from the Covid pandemic it will be necessary to ensure the plan responds to the 8 priorities and actions set out in Building Better Places.

## **Implications Arising from Covid Pandemic**

2.65 The Council started the process to review the LDP in November 2019 and published a draft Review Report for consultation in January 2020. However it was not possible to report back to Council on the consultation findings due to the Covid pandemic in March 2020 and although the impacts of the COVID-19 pandemic are still being understood, it is clear that this crisis will have a significant impact on the city looking ahead.

2.66 Given this there is clearly a need to re-visit the findings set out in the Review Report to take account of the likely significant impacts of COVID-19. This work will directly inform the review of the plan and identify what additional evidence base the Council requires to respond to these impacts and ensure the plan strategy is robust and can meet the challenges raised by the current crisis.

2.67 As set out above the impacts of the pandemic are still being fully understood but the following list provides a useful assessment of the issues that will need to consider and be considered in the forthcoming review of the LDP

- Impact on the economy and rising unemployment
- Less demand for traditional office space and increased demand for logistics sector floorspace
- Increased need for affordable housing
- Impact on high street retailing
- Impact on the role of the city centre
- Impact on leisure, experience-led uses and community facilities
- Impact on the use of the road network and public transport from long term changes in commuting and travel patterns
- Long term changes to travel modes such as increased walking and cycling
- Increased importance of access to open spaces
- Impact on the viability of schemes and potential to secure planning obligations.
- Need to maintain the Improved air quality
- Need to aid a green recovery and deliver the climate emergency zero-carbon targets
- Need to deliver a SMART city to take advantage of technological advancement
- Need to deliver 'critical infrastructure' in a consistent and joined-up manner.
- Need to ensure LDP review takes into account the Council's ongoing work on the 'City Recovery Plan' and 'City Visioning'

## **Conclusions**

2.68 The Replacement LDP process will assess the implications of these issues more fully and it would be inappropriate to reach conclusions on how we take them forward at this juncture. It does however highlight the urgent need to review the plan in order to respond to these issues and the 8 priorities and actions set out in Building Better Places and help provide a catalyst for the recovery of the city from the pandemic.

### 3. Review of LDP and potential changes required

#### LDP Vision

3.1. In order to tackle key issues and guide and manage future development the LDP identified a clear vision of what the City should look like in 2026. Therefore, an important aspect of the LDP review, will be assessing the extent the Plan vision should be updated having regard to changes since Plan adoption. Specifically, the LDP Vision was derived from the vision is as set out in the 10 year, 'What Matters' Strategy (2010-2020) and states that:

***By 2020...Cardiff will be a world class European capital city with an exceptional quality of life and at the heart of a thriving city-region.***

3.2. In order to deliver the vision set out in the 'What Matters' Strategy it identified the following seven strategic outcomes:

- People in Cardiff are healthy
- People in Cardiff have a clean, attractive and sustainable environment
- People in Cardiff are safe and feel safe
- Cardiff has a thriving and prosperous economy
- People in Cardiff achieve their full potential
- Cardiff is a great place to live, work and play
- Cardiff is a fair, just and inclusive society

3.3. The "What Matters" Strategy was replaced by a Local Well Being Plan (Agreed May 2018) which a requirement of the Well Being of Future Generations Act (2015).

3.4. The review process provides a timely opportunity to consider the implications of the new context for determining the most appropriate future vision.

#### LDP Objectives

3.5. The LDP Vision is delivered through 4 Strategic Objectives (and 23 specific objectives) which seek to respond to the evidenced economic and social needs but in a way that is co-ordinated, respects and enhances Cardiff's environment and sets out a framework for delivering the sustainable neighbourhoods of the future. These four strategic objectives are at the centre of the LDP: They are:

1. To respond to evidenced economic needs and provide the necessary infrastructure to deliver development;
2. To respond to evidenced social needs;

3. To deliver economic and social needs in a co-ordinated way that respects and enhances Cardiff's environment; and
4. To create sustainable neighbourhoods that form part of a sustainable city.

### Assessment of the existing LDP Objectives against the Well Being Goals

3.6. The assessment of compatibility between the 4 Strategic LDP Objectives (and 37 specific objectives) and the 7 Well Being Goals indicates that the current LDP Objectives contribute to achieving a range of Well Being goals and individual objectives delivering multiple goals. There is no obvious conflict between the Objectives and the Well Being Goals. However, the review process will allow a more in-depth assessment to take place and inform the most appropriate and up-to-date objectives.

3.7. The table below provides an assessment of LDP Objectives against Well Being Goals.

### Seven Well Being Goals

<b>Prosperous Wales</b>
<b>Resilient Wales</b>
<b>Healthier Wales</b>
<b>More Equal Wales</b>
<b>Wales of Cohesive Communities</b>
<b>Wales of vibrant culture and thriving Welsh Language</b>
<b>Globally Responsible Wales</b>

LDP Objectives	Well Being Goals						
	Prosperous	Resilient	Healthier	More Equal	Cohesive	Vibrant	Responsible
<b>1. To respond to evidenced economic needs and provide the necessary infrastructure to deliver development</b>	Green	Green	Green	Green	Green	Green	Green
<i>1a. To effectively respond to Cardiff's role as capital city for Wales, seat of the National Government and centre of the city-region in terms of providing a range and choice of economic opportunities that will drive the prosperity of the region.</i>	Light Green	White	Light Green	Light Green	Light Green	Light Green	White

LDP Objectives	Well Being Goals						
	Yellow	Orange	Red	Dark Red	Dark Blue	Blue	Light Blue
1b. To maximise the economic potential of the city centre of Cardiff as a major financial and service sector opportunity that builds upon its position next to a transport hub of national and regional significance and is readily accessible from all areas within the city and well connected to other UK cities.	Green		Green	Green	Green		
1c. To maintain and enhance the vitality, attractiveness and viability of the city centre as a major retail and cultural destination and as a place to work, visit and live.	Green		Green	Green	Green	Green	
1d. To continue the successful regeneration of the Cardiff Bay area, maximising opportunities for quality commercial buildings and further development, particularly water and river frontage developments that can provide attractive and distinctive environments.	Green		Green	Green	Green		
1e. To promote clusters of specialist sectors and research & development expertise including the following key sectors: ICT; Energy and environment; Advanced materials and manufacturing; Creative industries; Life sciences; and Financial and professional services.	Green		Green	Green	Green		
1f. To ensure a range and choice of employment land and business premises at sustainable locations across the city is provided to assist economic competitiveness, encourage entrepreneurship, promote the growth of indigenous businesses of all types and size and attract inward investment.	Green		Green	Green	Green		
1g. To assist the promotion of Cardiff as a major tourist destination including the provision of the development of a variety of high quality tourist facilities and visitor accommodation.	Green		Green	Green	Green	Green	
1h. To create a physical and economic environment that develops, attracts and retains skilled workers, businesses and entrepreneurs to Cardiff together with maximising links with Universities and supporting indigenous skills and enterprises.	Green		Green	Green	Green	Green	
1i. To quantify critical strategic infrastructure required to realise development aspirations and set out clear mechanisms for delivery including sustainable transport solutions for strategic sites.	Green	Green	Green	Green	Green		Green
1j. To establish Cardiff as a sustainable travel city by reducing the need to travel, increasing the use of sustainable travel modes and networks (particularly walking and cycling), decreasing private car use and improving the city's key transport hub based at the adjacent central bus and train stations.	Green	Green	Green	Green	Green		Green
1k. To protect existing mineral resources and ensure an adequate supply of limestone aggregates in the north west of the city for the construction industry and to promote their efficient and appropriate usage, including the use of recycled aggregates where possible.	Green		Green				Green
1l. To support sustainable collection and recycling methods for Municipal Waste by maintaining and improving an integrated network of facilities in Cardiff.	Green	Green	Green				Green

LDP Objectives	Well Being Goals						
	Yellow	Orange	Red	Dark Red	Dark Blue	Blue	Light Blue
<i>1m. To lead and participate in securing regional facilities for the sustainable treatment and disposal of Municipal Waste in accordance with the Regional Waste Plan and in a manner that follows the waste hierarchy which seeks to maximise the reduction of waste in the first place and thereafter reusing, recovering and recycling options before the disposal of waste material is considered.</i>	Green	Green	Green	White	White	White	Green
<i>1n. To facilitate an integrated network of commercial and industrial sustainable waste management facilities consistent with the needs of the South East Wales area and in a manner that follows the waste hierarchy which seeks to maximise the reduction of waste in the first place and thereafter reusing, recovering and recycling options before the disposal of waste material is considered.</i>	Green	Green	Green	White	White	White	Green
<b>2. To respond to evidenced social needs</b>	Green	Green	Green	Green	Green	Green	Green
<i>2a. To provide new homes required to support the economic progression of the city and to respond to population change, continued in-migration and evidenced demand for affordable and family housing so that social needs can be addressed.</i>	Green	White	Green	Green	Green	White	Green
<i>2b. To provide a range and choice of new homes of different tenure, type and location that meets specific needs such as the provision of affordable housing, family accommodation, housing for the elderly, the disabled and students and pitches for the gypsy and traveller community.</i>	Green	White	Green	Green	Green	White	Green
<i>2c. To maximise the use of the existing building stock through refurbishment, retro-fitting and empty homes initiatives.</i>	Green	White	Green	White	White	White	White
<i>2d. To bring about changes to Cardiff's environment and neighbourhoods that help to tackle health inequalities, promote good health and enable healthier lifestyles to be led by the city's population in line with Cardiff's status as a World Health Organisation, 'Healthy City'.</i>	Green	White	Green	Green	Green	White	White
<i>2e. To bring about changes to Cardiff's environment that create a safer city and reduce the likelihood, fear and consequences of crime.</i>	Green	White	Green	White	Green	White	White
<i>2f. To create an environment that is made more accessible to all groups in society so that the employment opportunities, facilities and services of the city can be more readily used and enjoyed by all.</i>	Green	White	Green	Green	Green	White	White
<i>2g. To maximise the multi-functional role played by Cardiff's parks, open spaces and allotments together with improving their accessibility for the whole community.</i>	Green	White	Green	Green	Green	White	White
<i>3h. To recognise, support and enhance the key role played by existing District, Local and Neighbourhood Centres as accessible local hubs providing community services, local shops, healthy food choices, businesses, employment and access to public transport.</i>	Green	White	Green	Green	Green	White	White

LDP Objectives	Well Being Goals						
	Yellow	Orange	Red	Dark Red	Dark Blue	Blue	Light Blue
2i. To support the regeneration of local neighbourhoods including reducing inequalities, particularly areas experiencing high levels of deprivation, areas vulnerable to decline and areas with opportunities for change.	Green		Green	Green	Green		
2j. To ensure that the necessary education and training facilities are provided and are accessible to all: to build strong futures for children, provide a diverse range of learning opportunities for all and assist economic progress through the development of required skills.	Green		Green	Green	Green		
2k. To develop new cultural, leisure and sporting facilities to meet needs and enhance Cardiff's role as a premier cultural and sporting destination.	Green		Green		Green	Green	
2l. To ensure that the necessary community and cultural facilities (community centres, shops with healthy food choices, youth facilities, child care, faith buildings, health centres, etc.) are provided that are accessible to all in areas that are deprived.	Green		Green	Green	Green	Green	
2m. To address rising unemployment and provide accessible local job opportunities, particularly in areas of greatest need.	Green		Green	Green	Green		
2n. To promote social inclusion, equality of opportunity and access for all.	Green		Green	Green	Green		
<b>5. To deliver economic and social needs in a co-ordinated way that respects Cardiff's environment and responds to the challenges of climate change.</b>	Green	Green	Green	Green	Green	Green	Green
3a. To mitigate the effects of climate change through reducing energy demand and increasing the supply of renewable energy.		Green	Green				Green
3b. To ensure that Cardiff adapts to the full anticipated impacts of climate change and that new development and infrastructure is designed to be resilient to possible consequences.		Green	Green				Green
3c. To protect, manage and enhance Cardiff's natural environmental assets.	Green		Green				Green
3d. To conserve and enhance Cardiff's built and historic assets that define distinctive character and reflect its past development.	Green		Green				Green
3e. In identifying new sites to meet economic/social needs, to follow a sequence of firstly maximising the contribution of brownfield sites, then identifying greenfield sites that are considered to represent the most	Green		Green				Green
3f. To have full regard to flood risk when considering the acceptability of development proposals and considering mitigation and adaptation measures.		Green	Green				Green
3g. To maximise opportunities to create a cleaner and more attractive environment that enhances the quality of life and helps Cardiff to become a world-class European capital city.	Green		Green	Green	Green	Green	Green
<b>6. To create sustainable neighbourhoods that form part of a sustainable city</b>	Green	Green	Green	Green	Green	Green	Green

LDP Objectives	Well Being Goals						
	Yellow	Orange	Red	Dark Red	Dark Blue	Blue	Light Blue
4a. To ensure that all new development areas (whether greenfield or brownfield) create sustainable neighbourhoods.	Green	Green	Green	Green	Green	Green	Green
4b. To take opportunities to apply the above principles to existing neighbourhoods in order to create a more sustainable city.	Green	Green	Green	Green	Green	Green	Green

## LDP Strategy and Policies

- 3.8. The LDP strategy and policies have been reviewed having regard to the following:
- Findings of LDP Annual Monitoring Reports;
  - Significant contextual changes that have occurred since the Plan’s adoption, including changes in national policy and legislation and updates to the evidence base;
  - Significant implications arising out of the Covid pandemic; and
  - Internal consultation with relevant specialist officers.

3.9. This gives an overview of whether a policy/allocation is functioning effectively, whether any amendments are likely to be needed and whether any policies should be removed as part of the Plan revision process. The policy assessment undertaken to date is not considered to be definitive and further consideration will be given to the need to revise the Plan’s policies as part of the revision process.

3.10. The revision of the Plan will also need to consider the implications of an extended Plan period. The current Plan runs to 2026, with the Replacement Plan likely to extend to 2036 (plan period 2021-2036). Extending the Plan period will result in a revised dwelling need and a requirement for new sites for both market and affordable dwellings. It will need to take account of the revised version of Planning Policy Wales, latest population and household projections and a revised Local Housing Market Assessment, as well as other updates to the evidence base. Furthermore, the review process can also explore the ways that a new plan could respond to current challenges such as the Covid pandemic, climate emergency, obesity crises and other issues identified below. These updates and issues will need to be thoroughly considered and addressed in a comprehensive manner.

3.11. The key policy areas that are considered likely to require amendment based on the policy review assessment are discussed in more detail below.

### Level of growth, delivery, spatial distribution and allocations (KP1, KP2 A-H, H1)

3.12. The proposed level of housing provision in the LDP is 41,415 dwellings (Policy KP1) over the Plan period 2006-2026. This figure was primarily informed by the then latest WG household projections which projected a population rise of 33% over the Plan period. Official WG population and household projections issued since have shown

reduced levels of growth, with the latest 2018 based population and household projections showing a 8% lower level of increase in population and 10% lower level of increase in households.

- 3.13. Whilst the level of growth in the latest WG projections has reduced, Cardiff is still projected to experience growth over future years. This is illustrated by the fact that even using these latest WG projections Cardiff's population is still expected to grow by 8% up to 2036. This growth is driven by both natural change – the difference between births and deaths and net migration levels – the difference between in and out migration. Whilst growth due to natural change is easier to predict growth as a result of migration is more volatile and difficult to predict.
- 3.14. The Council will commission expert consultants to provide advice on the most appropriate level of growth for a Plan period beyond the end date of the existing LDP. This work will also need to take into account the impact of Covid pandemic for future housing growth in the city.
- 3.15. In terms of spatial distribution, the LDP recognises that brownfield sites will continue to play an important role in delivering windfall sites and proposes that brownfield sites contribute over half of the provision. However, the LDP also recognises that there is a limited supply of brownfield land. Therefore, in order to provide a catalyst to the local housing market and recognise the role greenfield sites can play in bringing forward high levels of affordable and family housing and wider provision of strategic infrastructure the LDP proposes 5 strategic greenfield housing allocations around the edge of the city, to deliver a total of 13,450 homes by 2026 (Policies KP2 (C) to KP2 (G)).
- 3.16. Future considerations as part of the review process can also be usefully informed by evidence regarding the delivery of growth. In this respect it is clear that the Plan-led approach is now starting to successfully drive the delivery of new homes at a level not seen for the last 10 years. The 1,444 completions in 2018/19 (43% higher than 2017/18) contrast with the previous 9 years where completions averaged 725 units per annum, with no year above 1,000 units for this period.
- 3.17. The data on housing delivery demonstrates the 'lag' between Plan adoption and homes being completed on new sites allocated in the Plan. Due to a combination of site assembly, legal and logistical factors experienced by landowners/developers along with the time required to secure the necessary planning and adoption consents, trajectories of delivery are slower than originally anticipated. This includes time spent securing the accompanying Section 106 Agreements which fully deliver the Council's aspirations as set out in the LDP. Overall, over the 13 years between 2006 and 2019 a total of 16,521 new dwellings were built in Cardiff which represents 40% of the overall dwelling requirement.

3.18. However, construction has now started or is about to start on most of the strategic housing sites following the master planning and infrastructure plans approach as set out in the plan and it is therefore expected that housing completions over the remaining 6 years of the Plan period will increase significantly after allowing for an additional lag as a result of Covid.

3.19. Evidence gained from the Housing Land Availability Study can also inform the plan review process. Data from the last 11 years is shown below and shows that Cardiff has not achieved a 5 year housing land supply over this period. However, since the adoption of the plan in 2016, the overall land bank, including dwellings estimated to be completed beyond 5 years, has significantly increased to around 14,363. Despite the housing land supply currently standing at 2.9 years, Cardiff has therefore has a large overall landbank of 24,009 dwellings with such data providing an important source of information to inform the review process.

**Table 1: Cardiff Housing Land Supply April 2009 to April 2018**

Year	Number of Years Supply
2009	4.5
2010	3.4
2011	2.3
2012	2.9
2013	3.2
2014	3.6
2015*	No adopted Plan in place
2016	3.8
2017	3.6
2018	3.5
2019	2.9

3.20. Overall, the evidence summarised above demonstrates that good progress is now being made and importantly the spatial housing strategy is sound and is adhering to the masterplanning and infrastructure plan approach embedded in the plan.

3.21. However, the review process provides an opportunity to revisit the most appropriate future levels of growth for an extended Plan period and allows a thorough analysis of all other relevant factors such as delivery, urban capacity, spatial approach and how the level of growth would form a key element of the overall Plan strategy. As set out above this process will clearly need to take into account the implications of the Covid pandemic for levels of housing growth over the extended Plan period.

### **Affordable Housing (H3)**

3.22. In terms of the delivery of affordable housing, Policy KP13: Responding to Evidenced Social Needs sets a target for the delivery of 6,646 affordable units to be provided for

the 12 years between 2014 and 2026, with an interim target in the AMR to provide 1,942 affordable dwellings by 2019.

- 3.23. Monitoring data indicates that at 2019, 1,082 affordable units had been delivered which represents 25% of overall completions. Whilst this is less than the numerical target, as highlighted above it reflects the slower than anticipated progress in the strategic housing allocations being delivered. Given the low overall completion rates over previous years, it would be unrealistic in these circumstances to expect any significantly higher affordable housing contribution which inevitably reflects a percentage of the overall number of completions.
- 3.24. Encouragingly, the allocated strategic sites are securing the required 30% affordable housing through the issuing of planning consents. This accords with the policy set in the LDP but the physical completions are yet to be fully implemented on the ground.
- 3.25. Construction has now started or is about to start on most of the strategic housing sites so affordable housing completions over the remaining 6 years are expected to increase significantly. This conclusion is supported by the fact there are an additional 4,790 affordable homes in the landbank, which are due to come forward over the next 7 years.
- 3.26. In addition, the Council has a target of delivering 2,000 Council homes, with 1,000 of these programmed to be delivered by May 2022. Part of this target will be delivered through the Cardiff Partnership Programme, which has a target of delivering 1,500 homes in the next 10 years (600 of these will be council homes). To date 109 Council homes have been completed and a further 191 are currently under construction.
- 3.27. Away from the Strategic Sites, a wide range of percentages of affordable housing has been achieved on brownfield sites. Examples include Former Highfields Road Centre, Allensbank Road (24%), Briardene, North Road (23%), Former Wharf Pub, Atlantic Wharf (17%), Capital Quarter (20%) and Avenue Industrial Park (20%).
- 3.28. An issue which can be further assessed as part of the review process relates to the impact of viability factors undermining the ability of some sites/proposals to deliver either on-site provision or off-site contributions. Whilst the greenfield strategic sites allocated in the LDP with a clear Plan-led requirement to deliver provision have successfully met expectations, some brownfield windfall proposals are using viability evidence to justify a limited or zero provision (given the policy requirement is subject to viability considerations).
- 3.29. The review process will therefore allow a further analysis on need data, the most appropriate policy response, a thorough consideration of viability aspects and wider analysis of potentially suitable sites to meet the demand. This analysis will clearly need to take into account the implications of the Covid pandemic for affordable housing supply.

## **Gypsy & Traveller accommodation (H7)**

- 3.30. The Housing (Wales) Act 2014 requires each local authority in Wales to undertake a Gypsy and Traveller Accommodation Assessment to ensure that needs are properly assessed and planned for. An assessment was required to be submitted to Welsh Government by February 2016 with a statutory duty placed on local authorities to make provision for site(s) where an assessment identifies an unmet need.
- 3.31. The Cardiff Gypsy and Traveller Accommodation Assessment was formally approved by Welsh Government in 2016. In summary, the GTAA covers the period 2016-2026 and estimates the additional pitch provision needed for Gypsies and Travellers in Cardiff. For the first 5 years of the GTAA plan period, there is a requirement for 48 additional pitches, and for the remainder of the GTAA plan period, a further 24 additional pitch is required. This gives a total need for the whole GTAA plan period of 72 additional pitches.
- 3.32. Work previously undertaken on the identification of sites to meet the evidenced need for permanent and transit Gypsy and Traveller sites will be taken forward in the review of the LDP and will be informed by the preparation of a revised Gypsy and Traveller Needs Assessment. In terms of transit sites, it is considered that these would best be considered on a regional basis, requiring collaboration with neighbouring local authorities through the LDP revision process.
- 3.33. This issue will need to be given further consideration in the LDP revision process with a clear need for the process to demonstrate the ability to identify an appropriate level of need and how this will be met in terms of site allocation(s).

## **Detailed housing policies (H2, H4-6)**

- 3.34. The plan review provides an opportunity to review these policies which concern changes of use of existing residential properties, conversions/redevelopment to residential use and the sub-division of residential properties.
- 3.35. Collectively, these policies provide the framework for managing an important aspect of housing supply in the city and can help deliver important brownfield contributions to supply in sustainable locations.
- 3.36. The review process allows a refreshed consideration of these policies to take into account changes in national planning policy, contextual changes, any changes in the LDP evidence base and monitoring of on-going Development Management decisions. In this respect, the issue of sub-divisions/conversions into HMOs and flats is a matter which is considered to warrant a detailed analysis in response to concerns regarding the cumulative impact of proposals on local communities and amenity considerations of occupiers and neighbours. Whilst additional SPG has been prepared, appeal decisions are not always supporting the Council's position so a review is considered timely.

## Employment (KP9, EC1-7)

- 3.37. Local Development Plan Policy KP9: Responding to Evidence Economic Needs responds to Cardiff's role as the main economic driver in South East Wales and deliver the strategic aspirations for economic development in Cardiff and meet the demand for 40,000 new jobs over the plan period through the identification and protection of employment land and premises and opportunities to deliver the key economic growth sectors.
- 3.38. The Local Development Plan's employment land is safeguarded for employment purposes, with Policies EC1, EC3 and EC4 and the future prosperity of the local economy is facilitated by ensuring that Cardiff can offer a range and choice of employment sites and premises for employment uses with the allocation of Cardiff Central Enterprise Zone (Policy KP2 (A)) and South of St Mellons Business Park (Policy KP2 (H)). In addition policy EC7 allows for employment proposals on land not identified for employment uses which provides an element of flexibility, should there be an additional demand for employment land over the plan period and which will satisfactorily enable businesses to locate within the County.
- 3.39. An analysis of monitoring indicators during the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020 shows continuing strong performance. Of particular importance is data regarding net job creation - There is a requirement for 40,000 new jobs over the plan period 2006-2026. 20,900 jobs were created between 2006 and 2015 and therefore the target for the remaining plan period is 19,100 jobs or 1,750 jobs annually. Since the first AMR (16/17) the number of jobs has been steadily increasing with an additional 8,000 jobs provided over the last 4 years which demonstrates that Policy KP1 is functioning effectively.
- The employment land permitted (hectares) on allocated sites as a percentage of all employment allocations is 2.4%, slightly higher than the previous 12 months. While the take up in terms of hectares would appear low, the schemes permitted are high density, high rise offices which have smaller land requirements.
  - Office completions amounted to 39,726sq m largely attributable to completions within the Central Enterprise Zone. A further 42,652sq m of office floorspace is under construction and 49,328sq with planning permission which is not yet started.
  - Although falling short of the annual target there have been a number of significant industrial completions, which includes 0.6ha for a new brewery production facility/head office at Pacific Business Park.
  - There are a number of current planning permissions for industrial use including 16.5ha of land for a biomass power plant with industrial accommodation.

- The employment land lost to alternative uses has largely been as a result of uses which are considered complementary uses such as day nursery, gyms and small scale food and drink uses to cater for the needs of the workforce.
- Planning permissions have been granted on strategic sites at North West Cardiff, part of north east Cardiff and North West Cardiff, however, the employment elements of these residential led schemes are yet to be started. Pre application dialogue is continuing with regard to the strategic employment site at St. Mellons Business Park which will inform a submission for consent in the near future.

3.40. Overall, the LDP policy review has found in general the Plan's employment policies are functioning effectively in enabling appropriate industrial and business development across the county. However as part of the revision process, consideration will need to be given to the impacts of the Covid pandemic on the economy and their locational, sites and premises requirements, new labour force projections, an assessment of current employment land allocations and the identification of new employment land allocations. The Council's long term economic priorities and aspirations linked to the Cardiff Capital Region City Deal and Cardiff's Economic Strategy 'Building More and Better Jobs' will also need to be considered through the revision process.

#### **Retail (Policies KP10, R1 to R8)**

3.41. Policy R1: Retail Hierarchy is the central component of the retail strategy and establishes the hierarchy of centres in line with national guidance and favours new and improved retail facilities within the Central Shopping Area and at an appropriate scale, within district and local centres, whilst seeking to control the amount, size and nature of out-of-centre retail.

- The latest annual retail survey indicates that:
- Central Shopping Area – vacancy rate is 10.7%
- District centre – vacancy rate is 10%
- Local centre – vacancy rate is 8%
- Vacancy rates in the Central Shopping Area and Local Centres have fallen since the 2017/18 AMR and are in line with national trends.

3.42. These average vacancy rates are below the Goad UK average 11.8%. This below average vacancy rate suggest that the LDP retail policies are functioning effectively and there is a reasonable balance between the supply of shop premises and occupiers demand for space within these centres. The presence of some vacancies within centres provides an opportunity for new businesses to enter the market, attracting investment and modernising vacant units.

3.43. A new Retail Study will be undertaken in order to inform the revised LDP. This study will provide an update of the retail expenditure forecasts for comparison and convenience retail for the County. The purpose of a new retail study will be to provide

comprehensive data and information on the current performance of the retailing and commercial centres and to provide an up-to-date assessment of retail expenditure capacity within the County and identify capacity for comparison and convenience goods. This updated study will inform the Plan revision in terms of retail strategy, retail policies and LDP allocations. Wider work will also be undertaken in response to the current challenges faced by Covid pandemic on the High Street to inform the merits or otherwise of how future LDP policy can respond most effectively.

### **Transport (KP8, T1-T9)**

- 3.44. Data collected in relation to travel by sustainable modes is reflecting the fluctuations as shown in past trends over the last 10 years. This demonstrates that sustainable travel trends have continued to increase over the last 10 years for both work and shopping, although for leisure and education the trends show a slight decrease.
- 3.45. In terms of sustainable travel modes, significant progress has been made in meeting cycling targets for all journey purposes with cycling to work in particular having experienced substantial growth in the past one year period (+3.7%). Train use has very slightly declined over the past year for work and education but the 10 year trend shows a significant increase. Walking has increase over the last year for all journey purposes with a fluctuating longer term trend. Bus use has decreased for education, shopping and leisure, reflecting a longer term downward trend.
- 3.46. In accordance with Welsh Government Local Transport Plan (LTP) guidance (May 2014), Cardiff Council prepared a new Local Transport Plan (LTP) in 2015 which was approved by Welsh Government. The LTP replaces the 2010 South East Wales Regional Transport Plan (RTP) which informed the preparation of the adopted LDP. As directed by the guidance, the LDP is an update of schemes and priorities identified in the RTP.
- 3.47. In addition, the LTP reflects the requirements of the Active Travel (Wales) Act 2013 which places a duty on local authorities in Wales to continuously improve facilities and routes for pedestrians and cyclists, together with preparing maps identifying current and potential future routes. Cardiff has made good progress in advance of the Act through schemes to develop the city's Strategic Cycle Network and numerous pedestrian improvements. Recent increases in cycling trips demonstrate Cardiff's potential to become one of the UK's leading cycling cities. Any new or amended proposals for active travel routes and facilities, especially for walking and cycling may be considered for safeguarding through the LDP revision process where they are within a programme, supported by funding and likely to be delivered in the plan period.
- 3.48. The Council's Transport Strategy was agreed by Cabinet in October 2016 and brings together the proposals in the Local Development Plan and the Local Transport Plan. The purpose of this strategy is to:

- Raise awareness of Cardiff's transport challenges over the next 20 years
- Highlight the main projects and actions which the Council proposes to undertake to tackle the challenges and increase sustainable travel in Cardiff

3.49. Consideration will also be given to the policy/land use implications of the Cardiff Capital City Region South East Wales Metro proposals in the Plan revision process. The Metro proposals seek to improve transport connectivity across the region which is integral to achieving wider economic and social outcomes for South East Wales.

3.50. Overall, the direction of travel of the LDP policies is considered to be consistent with subsequent guidance produced at a national and local level. Indeed, the approach set out in the LDP for sustainable travel, modal shift and active travel are considered to become more fully embraced in national policy. The review process allows for the further development of this approach to maximise the way that sustainable travel can form part of the overall plan strategy and take into account the implications of the Covid pandemic.

#### **Environment (KP3 A&B, KP15-16, KP18, EN1-8, EN10-14)**

3.51. The effectiveness of Green Wedge and Settlement boundary policies has been monitored by the 3 AMR's produced to date and no applications for inappropriate development in the Green Wedge have been permitted and no applications were permitted outside the settlement boundary that did not satisfy policy, since the LDP was adopted. Given this it is considered that both these policies are functioning effectively. However, as part of the review of the plan a review of both the boundary of the Green Wedge and Settlement boundary will take place to ensure it takes account of the implications of the Covid pandemic, changes in national planning policy and the evidence base for the plan.

3.52. The effectiveness of wider environment policies (EN1-8) has been monitored by the 3 AMR's produced to date and have shown that there has been no negative impact on Special Landscape Areas, Ancient Woodlands, SSSI's, SNCI's, and Natura 2000 and European designated sites. Given this it is considered that both these policies are functioning effectively. However, as part of the review of the plan a review of these policies will take place to ensure it takes account of the implications of the Covid pandemic, changes in national planning policy, contextual changes and any changes in the LDP evidence base.

3.53. The effectiveness of natural resources policies (KP18, EN11, and EN13) has been monitored by the 3 AMR's produced to date and have shown that there has been no negative impact on water quality and quantity and the number of Air Quality Management Areas has not increased since the plan was adopted. Given this it is considered that both these policies are functioning effectively. However, as part of the review of the plan a review of these policies will take place to ensure it takes account

of the implications of the Covid pandemic, changes in national planning policy, contextual changes and any changes in the LDP evidence base.

- 3.54. The effectiveness of policies regarding climate change (KP15, EN10, EN12, EN14) have been monitored by the 4 AMR's produced to date and they have shown the policies are functioning effectively.
- 3.55. Monitoring for the flood risk policies shows that no applications for highly vulnerable development have been permitted in flood zone C2 and only 4 applications for highly vulnerable development have been permitted in flood zone C1, which didn't meet the flood risk criteria set out in TAN15. These applications related to the conversion and extension of existing properties in the Canton and Riverside area of the city to flats and Natural Resources Wales had objected stating the depth of flooding at ground floor level would be greater than 600 metres and therefore did not meet the tolerable limits set out in TAN15 (Section A1.14). In determining these applications the Council considered that it would be unreasonable to refuse planning permission on this issue as the properties were already in residential use and surrounded by other residential properties with the same finished floor level. In addition it was noted that each flat unit has access to a first floor refuge and in both cases the applicant was made aware of the risk of flooding at the premises. Given this it is considered these four applications raise particular issues that need separate consideration and are not related to the performance of Policy EN14 which is functioning effectively as evidenced by the fact that flood risk has been considered.
- 3.56. However, as part of the review of the plan a review of these policies will take place to ensure it takes account of the implications of the Covid pandemic, changes in national planning policy and the evolving evidence base relating to the links between climate change and flood risk in order to ensure the plan review responds to the climate change emergency.
- 3.57. In relation to Policy EN12: Renewable Energy and Low Carbon Technologies the LDP review found that since the adoption of the LDP a total of 6 schemes have been permitted.
- 3.58. In many respects, it is considered that there is relatively limited scope for renewable energy in Cardiff. Unlike some other local authorities in Wales, Cardiff has no Strategic Search Areas (TAN8) thereby restricting the potential for harnessing large-scale onshore wind power. With regards to other technologies, Cardiff is a relatively small area with much of its land already developed. Outside the urban areas, topography, environmental constraints plus relatively high land values constrain opportunities for medium-large renewable energy generation. There are however exceptions, within the former docklands two notable schemes are already in operation including an Energy Recovery Facility in Splott (30MW) and more recently a biomass plant in Tremorfa (2MW). Planning permission was also granted in June 2018 for a biomass plant at Rover Way (9.5MW) and just outside the current monitoring period in May 2019 for a

8.7 MW Solar Farm on the former Lamby Way tip. Also during the year 9 applications were granted planning permission which incorporated solar energy amounting to 0.52 MW in total.

- 3.59. However, significant contextual changes have occurred in relation to renewable and low carbon energy since LDP adoption which will need to be considered/addressed through the LDP review process. In addition, the Cardiff Renewable Energy Assessment (September 2013) informed the policies set out within the LDP. The new LDP will need to consider the revised Toolkit and address the additional requirements set out within it to produce a revised REA as evidence to support carbon reduction targets and mitigate the effect of climate change.
- 3.60. Overall, the plan review process will need to look beyond AMR reporting and the analysis of existing policy in response to the current Covid pandemic and declared Climate Emergency and wider evidence regarding the extent and magnitude of issues faced. The review process can explore the most appropriate policy response to this changed context.

#### **Built Heritage (KP17, EN9)**

- 3.61. The effectiveness of these policies has been monitored by the 3 AMR's produced to date and have shown that all the relevant applications received on historic environment assets were considered to be policy compliant subject to conditions/recommendations placed on the permission. No applications were permitted with an outstanding objection from statutory heritage advisors. Given this it is considered that both these policies are functioning effectively. However, as part of the review of the plan a review of these policies will take place to ensure it takes account of changes in national planning policy, contextual changes and any changes in the LDP evidence base.

#### **Masterplanning, design and infrastructure (KP4-7)**

- 3.62. The Materplanning Approach set out in KP4 (and delivered in a site-specific manner through Policies KP2 (A) to (H)) has proved very effective in providing an over-arching framework to ensure that Strategic Sites are delivered in a comprehensive manner; putting placemaking principles at the heart of new developments, and delivering necessary infrastructure in a timely manner. Policy KP5, alongside a series of new design supplementary planning guidance, has also proved effective in setting detailed criteria to secure high quality and sustainable design.
- 3.63. Changes to Planning Policy Wales (Edition 10) in 2018 are broadly consistent with this policy approach. The review process will provide the opportunity to further embed placemaking principles through good design, preservation of heritage assets, biodiversity and community infrastructure delivery within the planning policy framework. This emphasis on placemaking principles is consistent with Welsh Government guidance set out in "Building Better Places" and will aid the recovery of the city from the impacts of the Covid pandemic.

3.64. LDP Strategic Policy KP6: New Infrastructure identifies that new development will make appropriate provision for, or contribute towards, the necessary infrastructure required as a consequence of proposed new development. LDP Strategic Policy KP7: Planning Obligations seeks contributions from developers towards the additional demands new development generates upon existing services, facilities, infrastructure and the environment, as well as negotiating benefits that improve the standard of development proposals by providing necessary infrastructure and community benefits. This policy is delivered through the development management process.

3.65. Since 2009, the Council has secured £165 million in financial contributions from planning applications (see table 2 below). This figure does not include on-site works such as affordable housing, green infrastructure, active travel and highway improvements. A significant proportion of these contributions are from the LDP strategic sites where detailed policies and the masterplanning approach have assisted in negotiating, securing and phasing infrastructure delivery in a comprehensive and timely manner.

**Table 2: Section 106 Financial Contributions secured 2009 to 2019**

<b>Year</b>	<b>Section 106 financial contributions secured (£)</b>
2009	2,057,283
2010	3,488,465
2011	8,331,659
2012	1,459,561
2013	5,779,325
2014	31,304,088
2015	12,555,008
2016	14,248,428
2017	77,470,070
2018	4,223,307
2019	3,204,329
2020	1,147,744
<b>Total</b>	<b>165,269,268</b>

3.66. Contributions are secured through the use of planning obligations as set out in Section 106 of the Town and Country Planning Act 1990. Agreements can also be entered into under Sections 278 and 38 of the 1980 Highways Act. These prescribe the highway works required as a result of proposed developments.

3.67. The Council resolved on 18 September 2014 to commence work on a Community Infrastructure Levy (CIL) for Cardiff and consult on a Preliminary Draft Charging Schedule (PDCS). Following consultation on the PDCS in November/December 2014, a consultation on the Draft Charging Schedule (DCS) took place in September/October

2016. The next stage would have been to submit the DCS for Examination by an independent inspector. However, further stages in the preparation of a CIL for Cardiff were not actioned given impending changes to CIL governance outlined below.

3.68. In 2017, the Department for Communities and Local Government (DCLG) published a review of the Community Infrastructure Levy, entitled 'CIL Review: Report to Government', which recommended a series of changes to the process. CIL has now been devolved to the Welsh Government through the Wales Act 2017. The *Welsh Ministers (Transfer of Functions) Order 2018* also transferred the necessary executive functions to the Welsh Ministers to accompany devolution of the CIL. This came into force in May 2018.

3.69. The review process will provide a timely opportunity to consider if there is merit in progressing a CIL for Cardiff given the changes in context. For example, this could examine if there is scope for the CIL to secure monies from the type of sites and uses which are sometimes proving challenging to secure Section 106 monies due to viability factors or policy thresholds. The CIL can apply to residential and non-residential developments, and may include smaller brownfield and non-strategic sites.

3.70. The extended plan period allows for a review of infrastructure requirements associated with growth, along with a parallel consideration of infrastructure requirements to respond to the impacts of the Covid Pandemic, realistic policy expectations, development viability and alternative infrastructure delivery mechanisms.

3.71. Supplementary Planning Guidance on Planning Obligations to supplement Policies KP6 and KP7 has been prepared to ensure that developments contribute toward the provision of the necessary infrastructure and measures required to mitigate their impact and to provide clarity to developers, agents and other stakeholders regarding the basis on which planning obligations will be secured.

3.72. In addition the Cardiff Infrastructure Plan (IP) is updated on an annual basis and is a 'living document' which sits alongside Cardiff's Local Development Plan (LDP). It covers the plan period to 2026 and identifies the infrastructure required to facilitate and sustain the city's projected level of growth. The Infrastructure Plan is directly linked to the LDP Monitoring Framework and updated annually in order to effectively respond to changes in baseline information, procedures and legislation.

3.73. As part of the monitoring of LDP sites, a series of bespoke Strategic Monitoring Documents have been produced to monitor ongoing progress in terms of planning consents and infrastructure provision within each of the strategic sites.

### **Social and community (KP13-14, C1-7)**

3.74. It is considered that in general the Plan's open space policies are functioning effectively in safeguarding existing recreation facilities and public open space and in securing provision of new facilities in connection with new residential development in

accordance with the adopted standards. However, as part of the revision process the implications of the Covid pandemic for open space provision and other community facilities in the city will need to be considered taking into account the findings of the latest open space survey, undertaken in July 2020.

3.75. In addition the implications of Covid and the contextual changes to national planning policy set out in Planning Policy Wales (Edition 10, December 2018) will need to be considered together with new guidance produced by Fields in Trust in 2017, 'Guidance for Outdoor Sport and Play: Beyond the Six Acre Standard.' This guidance, while retaining the same headline rates of provision as the original "Six Acre Standard", draws out new recommendations for accessibility, for flexible application of standards and the minimum dimensions of formal outdoor space. The revision of the guidelines also introduces benchmarking for informal open space not involving organised sport and play and includes parks and gardens and natural and semi-natural habitats. The amendments to the guidance do not result in a requirement to make modifications to current LDP standards as the TAN16 promotes evidence based locally generated standards. However, the revised recommended benchmark guidelines for both formal and informal outdoor space will be taken into account in the LDP revision process. The Council is also moving away from an approach to recreation and open space provision based on strict compliance with predetermined standards. This is in accordance with LDP Green Infrastructure policies that encourage the multifunctional use of open space.

3.76. It is considered that policies regarding health are functioning effectively. However, as part of the review of the plan a review of these policies will take place to ensure it takes account of the implications of the Covid pandemic, changes in national planning policy and the evolving evidence base setting out links between obesity and the built environment. Overall, the plan review process will need to look beyond AMR reporting and the analysis of existing policy in response to the increased evidence, which highlights the links between health and the built environment and seeks to favour the creation of more healthy and active environments. In particular, the review process can explore the links between obesity, health and well-being and healthy and active lifestyles and the built environment and consider the most appropriate policy response to this changed context.

3.77. It is considered that policies regarding the community (C1 to C3, C7) are functioning effectively. However, as part of the review of the plan a review of these policies will take place to ensure it takes account of implications arising from the current Covid pandemic, changes in national planning policy and the evolving evidence base setting out links between obesity and the built environment.

### **Waste (KP12, W1-2)**

3.78. The LDP Waste policies were prepared in the context of the South East Wales Regional Waste Plan (RWP) – First Review 2008. This set out land requirements for new waste management facilities, which were taken on board in the Policy W1: Sites for Waste

Management Facilities, which identified sites that had potential for the location of waste management facilities – class B2 industrial sites and existing waste management sites. The monitoring report results for the last three years show that this policy is functioning effectively and there is sufficient land available to meet Cardiff’s waste management needs.

3.79. RWPs, however, no longer have effect after a re-write of national planning policy on waste was needed to reflect the new waste policy context introduced through the EU Directive on Waste (2008/98/EC), the Waste Strategy for Wales, ‘Towards Zero Waste’, June 2010 and the underpinning suite of waste sector plans, in particular the Collections, Infrastructure and Markets Sector (CIMS) Plan. The general approach of the CIMS Plan has been to move away from land-take based calculations to an approach where the need for waste management facilities is expressed by future capacity in tonnes. As stated in Welsh Government Policy Clarification Letter CL-01-12, technology development has led to the potential for smaller, more dispersed facilities to be developed (more flexible, able to take advantage of niche opportunities). It has also led to the possibility of larger facilities being developed to reflect economies of scale and reduce expenditure by businesses and local authorities on the management of their residual waste. The end result of this is that it is now more difficult to ascribe a value to an ‘average facility’ – and as such, area-based land-take calculations have become less applicable.

3.80. The CIMS Plan describes the waste management framework considered to provide the best solutions to meet environmental, social and economic needs in Wales to 2050. Waste assessments contained within the CIMS Plan do not have to be repeated by local planning authorities at a regional or local level. However, monitoring needs to be carried out through voluntary co-operation at a regional level to inform decision making in future LDPs and in dealing with planning applications for waste. The regional monitoring work has resulted in the first Waste Planning Monitoring Report (WPMR) for South East Wales (April 2016). This concluded that the regional position was:

- There is no further need for landfill capacity within the South East region.
- Any proposals for further residual waste treatment should be carefully assessed to ensure that the facility would not result in overprovision.

3.81. It appears, therefore, that there is no current need for residual waste facilities in Cardiff although PPW (Edition 10, paragraph 5.13.12) requires that the identification of suitable locations for sustainable waste management facilities should be considered as part of LDP preparation. PPW (paragraph 5.13.8) also requires that development plans should demonstrate how national waste policy, and in particular the CIMS Plan, along with any updated position adopted in the waste planning monitoring reports and any other form of waste management priorities relevant to its local area have been taken into account.

3.82. It is considered that the waste policies are functioning effectively. However, the review of the plan will need to ensure it takes account of changes in national planning policy and the evolving evidence base, including any changes to national recycling targets

and the need for additional waste management recycling facilities over the extended plan period up to 2035.

### **Minerals (KP11, M1-8)**

3.83. LDP Minerals policies were prepared in the context of the Regional Technical Statement (RTS) 1<sup>st</sup> Review (August 2014), which was produced by the South Wales Regional Aggregates Working Party. A 2<sup>nd</sup> Review of the RTS is currently ongoing and following consultation is due to be finalised in March 2020. The monitoring of the Minerals policies set out in the three AMRs show that the policies are functioning effectively. However, the review of the LDP will need to consider the implications of the recommendations in 2<sup>nd</sup> Review of the RTS for the mineral strategy set out in the LDP along with any changes in current government guidance.

### **Supplementary Planning Guidance (SPG)**

3.84. A number of supplementary planning guidance (SPG) documents to support key LDP policy areas have been approved by the Council since adoption of the plan. These are:

- Houses in Multiple Occupation
- Waste Collection and Storage Facilities
- Locating Waste Management Facilities
- Planning Obligations
- Tall Buildings
- Residential Design Guide
- Childcare SPG
- Planning for Health and Well-being
- Infill Design Guidance
- Residential Extensions and Alterations Guidance
- Green Infrastructure (including Technical Guidance Notes relating to Open Space, Ecology and Biodiversity, Trees, Soils, Public Rights of Way and River Corridors)
- Safeguarding Business and Industrial Land and Premises
- Food, Drink and Leisure Uses
- Archaeologically Sensitive Areas
- Managing Transportation Impacts (including Parking Standards)
- Flat Conversions
- Student Accommodation
- Shop Fronts and Signs Guidance

3.85. A review of the existing SPG including ones recently amended and adopted will be undertaken as part of the LDP Revision process.

### **Proposals Map and Constraints Map**

3.86. The form and content of the LDP Proposals Map will require changes as part of the LDP Review to reflect any changes to the plan.

3.87. The LDP Constraints Map contains designations that are not directly proposals of the LDP but are constraints to development created by legislation or other mechanisms outside of the LDP process such as Flood Risk Areas, Conservation Areas, SSSI's, etc. The printed Constraints Map for the LDP represents a point in time and includes a number of designations particularly flood risk areas that have been updated since adoption of the LDP and therefore it is out of date. Going forward it is likely that the Constraints Map will be produced in an electronic form with public access that will allow for it be updated as necessary.

## 4. Future LDP Evidence Base Requirements

4.1. To inform the review of the Replacement LDP there will be a need to update various elements of the evidence base that informed the current Local Development Plan which is out-of-date and needs to be updated and/or replaced in order to fully understand the land use requirements of the City up to 2036 as well as taking into account the implications of the Covid pandemic and any contextual or policy changes that have occurred since adoption of the existing plan. Stakeholders should be aware that this information will help inform the strategic options stage, which will be consulted on in autumn 2021. A sample of potential evidence base studies which may be required to inform the Replacement LDP include:

1. **Population and household forecasts** – to inform the Replacement LDP's dwelling requirement up to 2036.
2. **Local Housing Needs Assessment** – to inform the housing requirement tenure type and size of dwelling to match future household type and age profile of the population.
3. **Gypsy and Traveller Accommodation Assessment** - to identify the need for permanent and transit pitches up to 2036.
4. **Transport Assessment** – to assess the impact of the scale and distribution of development detailed in the emerging Replacement LDP.
5. **Employment Land Review Update** – to assess the future need of employment land suitable for all employment sectors and regional employment aspirations.
6. **Retail Needs Assessment** – to identify if there is a requirement for additional floorspace to help inform the Council's approach to manage the vitality and viability of our city, district and local centres.
7. **Urban Capacity Study** – to quantify the amount of brownfield land which could contribute to the housing need in the city up to 2036.
8. **Settlement Boundary Review** – to define, clear, defensible boundaries around settlements in the form settlement boundaries.
9. **Affordable Housing Viability Assessment** – to provide advice on achievable and viable targets and thresholds for affordable housing.
10. **Infrastructure Requirements over the plan period** – to build upon existing Cardiff Infrastructure Plan and extend to cover proposed Replacement Plan period.

11. **Renewable Energy Assessment** – evidence to support carbon reduction targets and mitigate the effect of climate change.
12. **Strategic Flood Risk Assessment** – to identify areas at risk of flooding.
13. **Green Infrastructure Assessment** – to identify relevant data regarding Cardiff's natural environment.
14. **2<sup>nd</sup> Review of South Wales Regional Technical Statement for Aggregates** – identifies aggregates needs up to 2036.

4.2. The above is not a definitive list and additional evidence base update requirements may emerge as plan revision progresses. Ongoing dialogue with other Local Authorities will help maximise efficiencies and consistency with regard to gathering/sharing evidence and agreeing methodologies where possible.

### **Sustainability Appraisal including Strategic Environment Assessment**

- 4.3 A requirement of the LDP process is that Sustainability Appraisal (SA) incorporating Strategic Environmental Assessment (SEA) informs preparation of the LDP. The SA/SEA process is integral to the development of the LDP to ensure the policies in the LDP promote Sustainable Development through integration of the key economic, environmental, social and cultural objectives in the development of the LDP policies and proposals and take account of any significant effects on the Environment. The SA/SEA has been an iterative process throughout preparation of the LDP and policies and proposals in the LDP reflect this.
- 4.4 SA monitoring of the Sustainability Appraisal Objectives is undertaken on an annual basis and reported through the LDP Annual Monitoring Report. This enables the Council to assess the extent to which the LDP is contributing to the achievement of sustainable development and to identify any concerns. To inform the review of the LDP it will be necessary to revisit and update the environmental, social and economic baseline information, along with the review of relevant plans policies and program. The SA Monitoring Framework including the SA Objectives will need to be reviewed to ensure this remains up to date, and this will include considering whether the methodologies need revising due to changes in legislation.

### **Habitats Regulations Assessment**

- 4.5 The LDP was informed by Habitats Regulations Assessment (HRA), the purpose of which is to assess the impacts of a land use plan, in combination with the effects of other plans and projects, against the conservation objectives of internationally important European sites of nature conservation importance such as Special Areas of Conservation and Special Protection Areas (designated for their ecological status) and to ascertain following screening what needs Appropriate Assessment (AA). As part of the review of the LDP the HRA will need to be reviewed.

## **5. The LDP Review options**

### **Joint LDPs and Joint Working**

- 5.1 In line with national guidance, consideration must be given to the scope for preparing a Joint LDP. However, it is noted that 8 of the 9 other Local Authorities in South East Wales are already preparing their own Replacement LDPs with no examples of a joint approach. The remaining Local Authority (the Vale of Glamorgan) have not yet reached the Plan Review stage due to a later adoption date and it is not considered that there are sufficient synergies to warrant the preparation of a Joint LDP.
- 5.2 The existing LDP benefitted from a bespoke regional collaborative exercise to help inform the Plan strategy involving all Local Authorities and other key stakeholders in South East Wales. This process worked well and a similar approach is proposed again to help inform the Replacement LDP.
- 5.3 Should work commence on a Strategic Development Plan (SDP) for South East Wales, information gathered through the LDP process can be used to inform the SDP and vice versa. Ongoing dialogue with other Local Authorities will help maximise efficiencies and consistency with regard to gathering/sharing evidence and agreeing methodologies where possible.

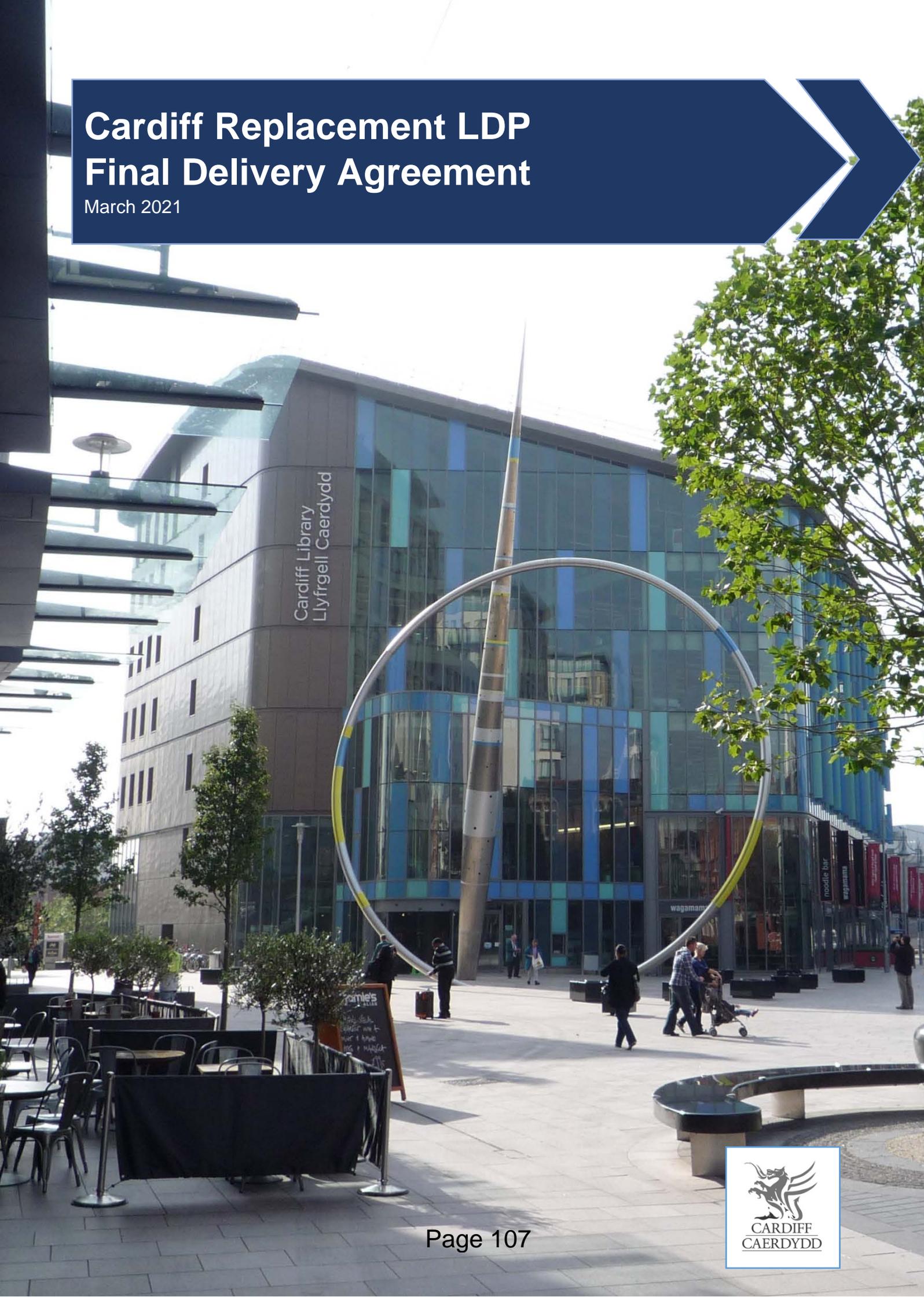
## **6 Conclusions and next steps**

### **Recommendation**

- 6.1 This report concludes that the full revision procedure is considered the most appropriate form of review and that a Replacement LDP is prepared for the period 2021 to 2036. In this respect, it is recognised that the issues raised by the current Covid pandemic and the strategic nature of issues to be addressed in a replacement LDP cannot justify the short form revision procedure. This will ensure the Council can respond to the issues raised by the current Covid pandemic and has up-to-date Plan coverage beyond 2026 and supports the Plan-led approach in Wales.

# Cardiff Replacement LDP Final Delivery Agreement

March 2021



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

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# Part 1: Introduction

## The purpose of this Delivery Agreement

- 1.1 The Cardiff Local Development Plan (LDP) was adopted by the Council on the 28<sup>th</sup> January 2016. An up to date LDP is an essential part of the plan-led planning system in Wales. In this respect the Council is required to undertake a full review of the adopted LDP every four years from the date of adoption.
- 1.2 A full review of the Cardiff Local Development Plan 2006-2026 has been undertaken, the findings of which are set out in the Draft Review Report. The revised LDP will cover the period 2021 to 2036. The preparation of a Delivery Agreement is a key requirement in the preparation of a revised LDP. The Delivery Agreement must include:
  - A **Community Involvement Scheme (CIS)** - indicating how the Council will involve consultation bodies and the public in Replacement LDP preparation; and
  - A **Timetable** for preparing and adopting the Replacement LDP, and for preparing and publishing the sustainability report, the Annual Monitoring Report and supplementary planning guidance (SPG).
- 1.3 The Delivery Agreement is an important part of the Replacement LDP preparation process. It indicates how and when the Council will provide opportunities for consultees and the local community to be involved in the process, as set out in relevant legislation, regulations and Welsh Government guidance. Delivery of the Replacement LDP in accordance with the Agreement will be one of the tests of the plan's soundness examined by the Planning Inspectorate (see paragraph 1.23). Part 3 of this document contains details of the proposed Replacement LDP preparation timetable and Appendix B contains a flow chart summarising the main stages of preparation.
- 1.4. This Agreement has been prepared in accordance with Welsh Government regulations and guidance, including;
  - The Town and Country Planning (Local Development Plan) (Wales) Regulations 2015; and
  - The Local Development Plan Manual (Edition 3, 2020).
- 1.5. The Delivery Agreement was approved by Council on 18<sup>th</sup> March 2020 and agreed by the Welsh Government (WG) on [Date to be inserted] (see Appendix E). The Agreement is available on the Council's website and for public inspection at County Hall. It will be kept under continual review and, if necessary, amended in line with the LDP Regulations (see Part 4). Copies of the Agreement are available - full contact details are available on page 12.

## Preparation of the Replacement LDP

- 1.6. The 2004 Planning and Compulsory Purchase Act (as amended by the 2015 Planning (Wales) Act) requires the Council to prepare a replacement LDP setting out its objectives for the development and use of land in Cardiff over the Replacement Plan period (2021 to 2036) and its policies to implement them. This period allows 12 years to implement the Replacement Plan following proposed adoption in 2024, thereby according with Welsh Government guidance on the duration of the Replacement Plan. The aims of the Replacement Plan are to:
- Deliver sustainable development;
  - Reflect local aspirations for the City, based on a vision agreed by the local community and other stakeholders;
  - Provide a basis for rational and consistent development management decisions;
  - Guide growth and change, which positively impacts health and wellbeing while protecting local diversity, character and sensitive environments; and
  - Show how and where change will occur over the Replacement Plan period.
- 1.7. In preparing the replacement LDP, the Council must also take account of:
- A wide range of legislation, policies and other initiatives, at European, national and local levels of government. Under the Withdrawal Act, EU-derived domestic legislation such as existing environmental regulations that implement EU Directives which were in force immediately prior to the end of the transition period will continue to form part of UK domestic law after 31 December 2020 until amended by new legislation. Given this they remain relevant to the LDP preparation process; and
  - Relevant social, economic and environmental considerations.
- 1.8. The 2004 Act (as amended by 2015 Act requires the Council), in preparing the Replacement LDP, to have regard to:
- Current national policies;
  - Strategic Development Plan for the area
  - The National Development Framework for Wales; and
  - The resources likely to be available for implementing Replacement Plan.
- 1.9. The principal sources of national planning policy and guidance issued by the Welsh Government are:
- Planning Policy Wales (Edition 10, December 2018);
  - Technical Advice Notes (Wales) (TANs) (various dates);
  - Minerals Technical Advice Note (Wales) 1: MTANS (various dates);
  - Local Development Plan Manual (WG, Edition 3, 2020).

## **Integrated Sustainability Appraisal (ISA) incorporating Strategic Environmental Assessment (SA/SEA) and other related assessments**

1.10. The Replacement LDP must be subject to Sustainability Appraisal (SA) incorporating Strategic Environmental Assessment (SEA) as required European Union Directive 2001/42/EC & Environmental Assessment of Plans and Programmes (Wales) Regulations 2004 and the Planning and Compulsory Purchase Act 2004 (as amended by the by 2015 Act). The SA/SEA will be an Integrated Sustainability Appraisal (ISA) will also include an assessment of health and equality impacts.

1.11. These are tools to ensure that policies in the Replacement LDP reflect sustainable development principles and take into account the significant effects of the Replacement Plan on the environment. The Council will adopt an integrated approach to the appraisal and assessment in which economic and social issues are considered alongside environmental elements.

1.12. Guidance on how SA/SEA should be undertaken is provided in:

- The Assessment of Plans and Programmes (Wales) Regulations 2004 (“the SEA Regulations”);
- A Practical Guide to the Strategic Environmental Assessment Directive (September 2005);
- Local Development Plan Manual (Edition 3, 2020).

1.13. SA/SEA is an iterative process that will be undertaken throughout plan preparation. There will be six key stages:

- Establish policy context, identify and document evidence base, identify sustainability issues and develop ISA/SEA objectives and indicators;
- Consult Specific consultees on ISA Scoping Report;
- Publish ISA Report of Strategic options and Preferred Strategy;
- Publish Deposit ISA Report including Environmental Report (with Replacement LDP);
- Publish the final ISA report following the Inspectors Report and adoption;
- Monitoring and implementation of the ISA.

1.14. At the outset of the ISA/SEA process, there will be an opportunity for stakeholders to comment on the ISA Scoping Report that sets out how the ISA/SEA process will be undertaken. The findings of the ISA/SEA work will be evidenced at key stages in the Replacement LDP preparation process; Reports will be prepared, and subject to consultation with stakeholders, in parallel with the Preferred Strategy consultation and Deposit Replacement LDP consultation. A Final ISA Report will be submitted along with all other Replacement LDP documentation when submitted to Welsh Government for examination. The statutory Environment Bodies will be consulted at all the stages referred to above and there will be wider on-going dialogue with these bodies as the process proceeds.

1.15. In addition to the ISA/SEA processes, the Council will also undertake a Habitat Regulation Appraisal (HRA) of the Replacement LDP as it is being prepared.

### **Habitats Regulations Assessment (HRA)**

1.16. The requirement for Habitats Regulations Assessment (HRA) comes from the Habitats Directive, specifically Article 6(3), which requires that land use plans, including LDPs, are subject to a HRA Screening to determine whether any plan [or project] is likely to have a significant effect upon a European site, either alone, or in combination with other projects. In Wales, requirements for HRA, including for proposed modifications to existing plans, are set out within Part 6 of the Conservation of Habitats and Species Regulations 2017 and Part 2 of the Conservation of Offshore Marine Habitats and Species Regulations 2017.

1.17. The HRA process follows a series of Stages; these will be undertaken for the LDP Review, as necessary, to meet with the requirements of the Regulations:

- **Stage 1 - HRA Screening:** to determine whether the LDP Review is likely to have significant effects on European Sites;
- **Stage 2 – Appropriate Assessment:** If the HRA Screening indicates that the LDP Review is likely to have significant effects, a further level of assessment is needed to consider whether the LDP Review could adversely affect the integrity of one or more European site(s), either alone or in combination with other plans or projects, in view of their established conservation objectives and conservation status. If the potential for adverse effects on site integrity are identified, the Appropriate Assessment should also consider mitigation measures to control the identified impacts, to avoid adverse effects on site integrity; and
- **Stage 3 and 4 – Consideration of Alternatives and Imperative Reasons of Overriding Public Interest:** Only where significant effects remain at the end of Stage 2 in the HRA process is there a need to consider alternatives and Imperative Reasons of Overriding Public Interest.

1.18. The HRA process will be undertaken in conjunction with the ISA (incorporating SEA) to ensure an integrated approach to assessment. It is intended that the process will run concurrently with the Replacement Plan making process and form an iterative part of the LDP Review, involving the consideration of all emerging policy and site options. Natural Resources Wales will be consulted throughout the HRA process.

### **Evidence Base Assessments**

1.19. To inform the review of the Replacement LDP there will be a need to update various elements of the evidence base that informed the current Local Development Plan which is out-of-date and needs to be updated and/or

replaced in order to fully understand the land use requirements of the City up to 2036 as well as taking into account any contextual or policy changes that have occurred since adoption of the existing plan. Stakeholders should be aware that this information will help inform the strategic options stage, which will be consulted on in autumn 2021. A sample of potential evidence base studies which may be required to inform the Replacement LDP include:

1. **Population and household forecasts** – to inform the Replacement LDP’s dwelling requirement up to 2036.
  2. **Local Housing Needs Assessment** – to inform the housing requirement tenure type and size of dwelling to match future household type and age profile of the population.
  3. **Gypsy and Traveller Accommodation Assessment** - to identify the need for permanent and transit pitches up to 2036.
  4. **Transport Assessment** – to assess the impact of the scale and distribution of development detailed in the emerging Replacement LDP.
  5. **Employment Land Review Update** – to assess the future need of employment land suitable for all employment sectors and regional employment aspirations.
  6. **Retail Needs Assessment** – to identify if there is a requirement for additional floorspace to help inform the Council’s approach to manage the vitality and viability of our city, district and local centres.
  7. **Urban Capacity Study** – to quantify the amount of brownfield land which could contribute to the housing need in the city up to 2036.
  8. **Settlement Boundary Review** – to define, clear, defensible boundaries around settlements in the form settlement boundaries.
  9. **Affordable Housing Viability Assessment** – to provide advice on achievable and viable targets and thresholds for affordable housing.
  10. **Infrastructure Requirements over the plan period** – to build upon existing Cardiff Infrastructure Plan and extend to cover proposed Replacement Plan period.
  11. **Renewable Energy Assessment** – evidence to support carbon reduction targets and mitigate the effect of climate change.
  12. **Strategic Flood Risk Assessment** – to identify areas at risk of flooding.
  13. **Green Infrastructure Assessment** – to identify relevant data regarding Cardiff’s natural environment.
  14. **2<sup>nd</sup> Review of South Wales Regional Technical Statement for Aggregates** – identifies aggregates needs up to 2036
- 1.20. The above is not a definitive list and additional evidence base update requirements may emerge as plan revision progresses. Ongoing dialogue with other Local Authorities will help maximise efficiencies and consistency with regard to gathering/sharing evidence and agreeing methodologies where possible.

## **Well-being of Future Generations Act**

1.21. The Well Being of Future Generations (Wales) Act (WBFG) gained Royal Assent in April 2015. The Act aims to make a difference to lives of people in Wales in relation to seven well-being goals and also sets out five ways of working. The seven well-being goals relate to:

- a prosperous Wales;
- a resilient Wales;
- a healthier Wales;
- a more equal Wales;
- a Wales of cohesive communities;
- a Wales of vibrant culture and Welsh language; and
- a globally responsible Wales.

1.22. The five ways of working are long-term, integration, involvement, collaboration and prevention. Given that sustainable development is the core underlying principle of the Replacement LDP (and SEA); there are clear associations between both the Replacement LDP and the WBFG Act. As a requirement of the Act a Local Well-being Plan (LWBP) must be produced. This plan looks at the economic, social, environmental and cultural well-being of the county and will have clear links with the Replacement LDP. Both the WBFG Act and the LWBP will be considered fully throughout the preparation of the Replacement LDP, which will follow the five ways of working.

## **Independent examination of soundness**

1.23. When the Council has finalised its Replacement Plan, it must place it on deposit for public inspection and the submission of representations, and then submit it to the Welsh Government for examination by an Inspector appointed by the Welsh Government. The examination of the Replacement LDP is an independent process for determining whether the plan is fundamentally sound. Having regard to the evidence submitted with the plan and the representations received at deposit, the inspector must determine whether the plan meets the following 3 tests of soundness set out in guidance issued by the Welsh Government and the Planning Inspectorate:

- Test 1 – Does the plan fit? (i.e. is it clear that the Replacement LDP is consistent with other plans?);
- Test 2 – Is the plan appropriate? (i.e. is the plan appropriate for the area in the light of the evidence?);
- Test 3 – Will the plan deliver? (i.e. is it likely to be effective?).

1.24. Following the examination the Inspector will produce a report recommending required changes to the Replacement LDP together with reasons for the changes. The report will focus on the issue of whether the Replacement LDP is sound and if an Inspector considers the plan is fundamentally unsound the Plan will not be recommended for adoption. The conclusions reached by

the Inspector will be binding and unless the Welsh Government intervenes, the Council must accept the changes required by the Inspector and adopt the Replacement LDP as amended.

### **Supplementary Planning Guidance (SPG)**

- 1.25. The replacement LDP will contain sufficient policies to provide the basis for determining planning applications. However, SPG has an important supporting role in providing more detailed or site specific guidance on the way in which Replacement LDP policies will be applied. These are non-statutory documents intended to expand upon the policies and proposals in the Replacement LDP. They cannot introduce new policy and are not the subject of independent examination but will undergo public consultation.
- 1.26. The need for any new or revised SPG (related to existing Local Development Plan policies) as the Replacement LDP is being prepared will be considered on its merits having regard to the need for new guidance together with the adequacy of the existing policy framework as set out in the Local Development Plan and contained in national guidance. In such cases, the SPG will be subject to its own consultation process.
- 1.27. Consultation with stakeholders as the Replacement LDP is prepared may reveal the need for new SPG to be produced that directly relates to the Replacement LDP. In such cases, it is intended that public consultation on the SPG would be undertaken in parallel with wider Replacement LDP engagement. Stakeholders will be kept informed of any such consultations.
- 1.28. SPG relating to proposed policies contained in the Replacement LDP cannot be formally adopted until after the Inspector's binding report has been received on the Replacement LDP and it is clear that there is no change to the policy approach.

### **Monitoring and Review**

- 1.29. The Council will monitor and regularly review progress of the Replacement LDP against the requirements of the Delivery Agreement to ensure the timetable is being kept to and the public engagement as set out in the CIS is being met. Any amendments to the DA will require approval by the Council prior to Welsh Government agreement. The DA may need to be amended if the following circumstances, which are beyond the LPA's control, occur during the preparation of the Replacement LDP:
  - Significant change to the resources available to undertake preparation of the Replacement LDP.
  - Preparation of the Replacement LDP falls behind schedule i.e. more than 3 months.
  - Significant changes to European, UK or Welsh legislation directly affecting the Replacement LDP preparation process.

- Any other change in circumstances that will materially affect the delivery of the Replacement LDP in accordance with the DA.
- Significant changes to the Community Involvement Scheme.

1.30. An updated timetable will be submitted to the Welsh Government following the Deposit stage. This will provide certainty of the timescales for the remaining stages (i.e. replacing indicative stages with definitive stages). The indicative timetable will be redefined within 3 months of the close of the formal Deposit period and submitted to the Welsh Government for agreement.

## Part 2: The Community Involvement Scheme (CIS)

### Aims of the scheme

- 2.1. The LDP Regulations require the Council to work in partnership with a wide range of stakeholders in preparing the Replacement LDP, including specific and general consultation bodies (see Appendix A) and the general public.
- 2.2. This CIS indicates how and when the Council will provide opportunities for everyone with an interest in the Cardiff Replacement LDP to be involved in its preparation. In so doing, the aim is to build as much consensus as possible concerning the overall strategy of the plan.

### Principles and methods of community engagement

- 2.3. The following consultation principles will guide the Council's approach to involving the local community and other stakeholders in preparation of the Replacement LDP:
  - **Commitment** – The Council will seek to provide opportunities for the whole community (different age groups, local community groups, hard to reach groups and protected characteristic groups) including businesses, to engage at appropriate stages in the process including 'child-friendly non-technical format' material as part of the process to encourage wider engagement.
  - **Inclusiveness** – The Council will encourage the active participation of everyone who has an interest in, or who may be affected by, the Replacement LDP including producing user friendly documents and using user friendly consultation techniques to encourage wider engagement with the community, including with children and young people.
  - **Appropriateness** – The Council will seek to engage the community through the most appropriate methods as determined through consultation on this document.
  - **Transparency and accessibility** – The Council will make all relevant information available on-line and undertake engagement in a transparent and open way and seek to maximise the use of new technology such as virtual consultation and social media.
  - **Accountability** – The Council will publish on-line the results of community engagement and seek to ensure that all stakeholders are informed of the outcome of their involvement.
  - **Productivity** – The Council will seek to use virtual consultation and community engagement to secure as much consensus as possible on the content of the Replacement LDP.
  - **Realism** – The Council will seek to ensure that all parties involved in the process understand and remain realistic about what can be achieved within the context of relevant legislation, Welsh Government guidance, and resources available.

- 2.4. The Council intends to build as much consensus as possible during the Replacement LDP preparation process and hopes that all parties will actively engage from the outset. Paragraphs 2.5 to 2.8, give a broad outline of some of the key methods that will be used whilst paragraphs 2.15 to 2.34 outline the main stages of the Replacement LDP preparation process together with a summary of opportunities for involvement at each stage. Appendix C contains a table that summarises how the Council intends to undertake community engagement and consultation up to the deposit stage. The Agreement will be reviewed within 3 months of deposit of the Replacement LDP and appropriate engagement from deposit to adoption will be included in that review.

Information will be regularly updated on the Council's website. It will be possible to make representations in an electronic format (the preferred format) and also in writing. Efforts will be made to make the consultation processes as clear and accessible as possible. Staff will be available on weekdays during normal office hours to deal with any queries and can be contacted as set out below:

**LDP Team Room**

Room 219, County Hall,  
Atlantic Wharf, Cardiff CF10 4UW Tel. 029 2087 2087  
Email: [LDP@cardiff.gov.uk](mailto:LDP@cardiff.gov.uk)  
Website Address: [www.cardiff.gov.uk](http://www.cardiff.gov.uk)

- 2.5. Whilst the Council is providing a wide range of opportunities to access information and become involved in the Replacement LDP process, there are clearly resource limitations to the extent of engagement that is possible. Additionally, it is important that all consultees are dealt with in a fair and equal manner. Taking account of both of these points, it is not proposed that Officers attend meetings organised by individual groups. However, it is stressed that Officers are available throughout the process, as outlined above, and consultees are strongly advised to use this facility should information or advice be required.
- 2.6. The following list provides a summary of the expectations of consultees during the Replacement LDP preparation process:
- A commitment to the process including consensus building
  - To raise legitimate land use issues
  - To engage in the debate with an open mind
  - All parties to submit the appropriate level of information as specified
  - Responses made within prescribed periods
  - To treat Officers with due respect
  - If in any doubt about the process, to contact the LDP Team for advice

## Groups which will be involved in plan preparation

2.7. The Council will seek to involve the following groups in preparation of the Replacement LDP:

- **Members of the public, businesses, landowners, developers and agents** - the Council has a database which is maintained to include details of any parties who have requested to be kept informed of the Replacement LDP process. Efforts will be made to engage with communities, businesses, local organisations, landowners, and developers to ensure a broad range of feedback.
- **Community Councils** – they play a key role in disseminating information within their local area and will be a key link in effective involvement within their local areas. Community Councils will be consulted at every stage of the Replacement LDP process and they are encouraged to take this opportunity to raise awareness of this to their local communities.
- **Partnership groups** - Liaison with Cardiff's Public Service Board (PSB) will be of particular importance to ensure that the Replacement LDP process aligns with the Local Well-Being Plan. The PSB also represents a broad coverage of interested parties and their involvement in the process will aid the Replacement LDP process through the provision of data and evidence base as well as broadening the scope of engagement with parties that have had limited or no contact with the development plan process in the past, but with an interest in Cardiff.
- **Additional Consultation Bodies** - Appendix A provides a list of the specific and general consultation bodies These consultation bodies will be engaged throughout the Replacement LDP process at each of the formal stages and informally, as appropriate.
- **Hard to Reach Groups** - Hard to reach groups and those that are seldom heard are those groups who have not taken part traditionally in the plan preparation process. Additional effort will therefore be required to ensure these groups are engaged in the Replacement LDP process. Engagement with these groups may be achieved by using existing partnerships and groups wherever possible.

## Methods of Involvement

2.8. The Council will seek to publicise the Replacement LDP process at every stage and reach as much of the community as possible, as set out in the section above, to inform people about the Replacement LDP process and how they can get involved. This will be done by:

- Direct contact (i.e. by letter or e-mail)
- Via Cardiff Council's Social Media Accounts
- Engagement with Members through specific workshops, Member drop-in sessions and in reports to appropriate Council meetings.
- Making use of existing Council Environmental/Community and Economic networks networks, Cardiff's Citizens Panel and Youth Council;

- All Replacement LDP information and documents will be made available on the Council's website.
- Public information exhibitions, engagement sessions and meetings will be undertaken face to face when possible when taking into account Welsh Government guidance on such matters. Virtual engagement and consultation via web based technological tools such as webinars will also be utilised.

## **Feedback**

- 2.9. The Council will ensure that feedback is provided on-line as soon as possible on the outcome of engagement and consultation throughout the Replacement Plan preparation process.
- 2.10. Feedback from the Council relating to consultation exercises will take the following forms:
- Acknowledgement letter or e-mail providing contact details and detailing how the Council will deal with the representation
  - Details of the next steps in the Replacement Plan preparation process
- 2.11. Petitions received during consultation on the Replacement Plan will be acknowledged by letter or e-mail to the presenter of the petition only. This will include contact details and set out how the Council will deal with the issues raised in the petition. Specific guidance on the scope and procedures when using petitions will be established and made available prior to each formal stage of consultation.

## **Council decision-making process and local elected member involvement**

- 2.12. Decisions on the Replacement Plan and its proposed content will be made by the full Council normally with recommendations from the Cabinet. The Cabinet and Council meet each month. The Council has established a Corporate Officer LDP Working Group to assist preparing the Replacement LDP in accordance with the timetable.
- 2.13. The Council will establish an on-going Scrutiny process that will evidence its findings to the Policy Review and Performance Committee. Training will be arranged for individual Members of Council and they will be consulted throughout the Replacement Plan preparation process and encouraged to raise awareness and support the engagement with their local communities.

## **Use of Welsh language**

### **Welsh Language and Bilingual engagement**

- 2.14. The Welsh Language Standards place a legal duty on Councils to make it easier for people to use services through the medium of Welsh. The Council has published a Welsh Language Strategy for 2017 – 2022, the requirements of both the corporate strategy and Welsh Language Standards will be maintained

at each stage of the Replacement LDP. Bilingual engagement will be carried out in the following ways:

1. We welcome correspondence in both Welsh and English. Where correspondence is received in Welsh and a reply is necessary, this will be sent in Welsh;
2. All consultation letters, comments forms, public notices (including site notices) and newsletters will be bilingual;
3. Any pages on the Replacement Local Development Plan website and social media posts published on twitter will be bilingual;
4. Any public meetings will be conducted bilingually where a request has been made ahead of time. Prior notification is required in order to provide a translation service; and
5. Draft documents can be made available in Welsh if requested. The Replacement LDP once adopted will be available in both Welsh and English Format.

### **Key stages of Replacement Plan preparation and opportunities for involvement**

2.15. The LDP Regulations set out the legal requirements for participation and public consultation in Replacement Plan preparation. This Section provides more details on how stakeholders can become involved in the different stages of preparing Cardiff's Replacement LDP. Information will be constantly updated on the Council's website and any events or consultations will be mailed out to all consultees including formal notices in the local press when required.

#### **Stage 1: The Review Report and Delivery Agreement (Jan 2021 to March 2021) (Reg 9)**

2.16. Summary: Determining the revision procedure to be followed in the Review Report and securing wider involvement in preparation of the Delivery Agreement. The Delivery Agreement ~~that~~ sets out the timetable for preparing the Replacement LDP and how stakeholders can become involved in the process. Opportunities for involvement include Consultation on the Draft Review Report and Delivery Agreement during January and February 2021.

#### **Stage 2: Evidence base - (Dec 2020 – June 2023) (Reg 14)**

2.17. Summary: Before the Council can develop the strategic objectives that will form the framework of the Replacement LDP it is essential for it to have a clear understanding of the dynamic social, environmental and economic characteristics and issues that exist within Cardiff. Therefore the Council will collect data to review and develop the evidence base. The overall Evidence Base will be an extensive collection of data from across all relevant topics. New studies will be commissioned and new data collected where necessary to ensure that the evidence database is as comprehensive as possible. The

evidence base will inform the Integrated Sustainability Appraisal. New evidence that comes to light at later stages of Replacement Plan preparation will be assessed and appropriate response made.

2.18. As part of the preparation of the evidence base the Council will invite developers and landowners to submit candidate development sites for potential inclusion in the Replacement Plan. This forms part of an information gathering exercise and should not be interpreted as a commitment that such sites will be taken forward in the Replacement LDP. When putting forward such sites developers and landowners will be required to include sufficient information to allow a robust assessment of the site to be made.

2.19. As part of the Council's duty to undertake a SA and SEA of the Replacement Plan a ISA Scoping Report will be prepared and consulted on setting out:

- The economic, social and environmental issues and objectives the Council proposes to address in helping to deliver sustainable development through the Replacement LDP; and
- The proposed framework by which the strategic options and detailed policies and proposals of the Replacement LDP will be appraised.

2.20. Opportunities for involvement (during 2021) include:

- Call for Candidate Site submissions for 12 weeks commencing May 2021
- Consultation on ISA Scoping Report for 8 weeks commencing May 2021

### **Stage 3: Preferred Strategy (Regs. 14/15)**

#### **Pre- Deposit participation (March 2021- Sept 2022) (Reg. 14)**

2.21. Summary: In accordance with Regulation 14 the Council will engage with anyone with an interest including the Specific and General Consultation Bodies (listed in Appendix A) during the preparation of the Preferred Strategy. Opportunities for involvement (during 2021) include:

- Consultation on draft vision/issues/objectives for 8 weeks commencing end of May 2021
- Consultation on strategic options for 10 weeks commencing end of November 2021

2.22. This will provide an early opportunity for dialogue ahead of the Preferred Strategy being prepared.

### **Stage 4: Pre-Deposit consultation (Oct 2022 – Nov 2022) (Reg. 15)**

2.23. Summary: This stage will include statutory consultation on the Preferred Strategy and strategic locations for new development and accompanying ISA Report (statutory 8 week period).

2.24. Opportunities for involvement:

- Consultation on Preferred Strategy
- Consultation on Initial ISA report

**Stage 5: Replacement LDP Deposit of proposals (Dec 2022 – Nov 2023) (Reg. 17)**

2.25. Summary: In formulating this document the Council will pay due regard to the foregoing consultation exercises and stakeholder engagements when drafting policies and identifying sites.

2.26. The Deposit Replacement Plan will be subject to statutory consultation for a period of 8 weeks to allow representations to be made by any stakeholder. Any representations received as a result of the consultation exercise will be made available for public inspection and on the Council's web site. The documents to be published at this time will comprise the Deposit Replacement LDP, the ISA Report (incorporating the SEA Environmental Report), a list of supporting documents and the initial consultation report (statutory 8 week period).

2.27. Opportunities for involvement:

- Consultation on Deposit Replacement LDP
- Consultation on Final ISA Report

**Stage 6: Submission of Replacement LDP to Welsh Government (March 2024 (Indicative)) (Reg. 22)**

2.28. Summary: At this stage the Council is required to submit the Deposit Replacement Plan, Integrated Sustainability Appraisal Report, Community Involvement Scheme, copies of all representations received, key supporting evidence, the Consultation Report, the report on the LPA's suggested changes and a Statement of the main issues to the WG and the Planning Inspectorate. Following this submission an Inspector will be appointed to examine the Deposit Replacement Plan to determine whether it satisfies the preparation requirements of the 2004 Act and whether it is "sound" (section 64(5) of the 2004 Act refers). The examination will also consider representations including objections that have been made in accordance with the LDP Regulations.

2.29. Opportunities for involvement:

- Once submitted, the examination process will be undertaken by an Independent Inspector. A Programme Officer working for the Inspector will provide the first point of contact to stakeholders who made Deposit

Representations. Information will be made available on the forthcoming examination process.

### **Stage 7: Independent examination (March 2024 to Sept 2024 (Indicative)) (Reg 23)**

2.30. Summary: The Council will enter into a Service Level Agreement with the Planning Inspectorate prior to the Submission of the Deposit Replacement LDP. The Planning Inspectorate has indicated that the Independent Examination and the production of the Inspector's Report should take no more than 12 months.

2.31. Opportunities for involvement:

- Arrangements for public participation in the examination process for those who made Deposit Representations will be advertised nearer the time (at least 6 weeks before the opening of the examination).

### **Stage 8: Inspector's report (Sept 2024 (Indicative)) (Reg. 24)**

2.32. Summary: Once the Inspector is satisfied that no further information is necessary to inform their consideration of the Replacement Plan, he/she will publish a report outlining the examination's findings, together with any changes to the Deposit Replacement Plan and reasons for those recommendations. The Inspector's decisions will be binding upon the Council. The aim of the Independent Examination is to ensure that the Replacement Plan is at a stage where it is sound and can be safely adopted. It follows therefore that any changes made by the Inspector must themselves be demonstrably sound.

### **Stage 9: Adoption (Oct 24 (Indicative)) (Reg. 25)**

2.33. Summary: On receipt of the Inspector's Report, following a fact checking period, the Council is required to adopt the final Replacement LDP incorporating the Inspector's recommendations within 8 weeks, unless the Welsh Government intervenes. On or before the day on which the Replacement LDP is adopted, the Council will publish the Inspector's Report and make it available for inspection and to view on Council's web site ([www.cardiff.gov.uk](http://www.cardiff.gov.uk)). The Replacement LDP will become operative on the date it is adopted, and final publication of the Replacement Plan should follow as soon as possible (after the expiry of the six-week legal challenge period).

### **Stage 10: Monitoring (Oct 25 Indicative))**

2.34. The Planning and Compulsory Purchase Act requires authorities to keep under review matters that may affect the planning and development of their areas. In this regard, the Council will establish monitoring procedures in accordance with guidance contained within the LDP Manual and will produce an Annual Monitoring Report for submission to the Welsh Government by the 31st October each year

## Part 3: The Timetable

3.1 Table 1 outlines the Council's proposed timetable for achieving the key stages of Replacement LDP preparation required by the Planning and Compulsory Purchase Act 2004 and the LDP Regulations.

<b>Key Stage</b>			
<b>Definitive</b>		<b>From</b>	<b>To</b>
1	Draft Review Report and Delivery Agreement consultation and submission of Final Review Report to Welsh Government	Jan 2021	March 2021
2	Evidence Base Preparation <ul style="list-style-type: none"> <li>• Call for candidate sites - 12 weeks</li> <li>• Consultation on ISA Scoping Report – 8 weeks</li> </ul>	Dec 2020 May 2021 May 2021	June 2023 August 2021 July 2021
3	Pre-Deposit Participation <ul style="list-style-type: none"> <li>• Consultation on draft vision/issues/objectives - 8 weeks</li> <li>• Consultation on strategic options - 10 weeks</li> </ul>	March 2021 May 2021 Nov 2021	Sept 2022 July 2021 Feb 2022
4	Consultation on Preferred Strategy and ISA Initial Report – 8 weeks statutory consultation	Oct 2022	Nov 2022
5	Consultation on Deposit Plan and Final ISA Report – 8 weeks statutory consultation	Oct 2023	Nov 2023
<b>Indicative</b>		<b>From</b>	<b>To</b>
6	Submission	March 2024	

7	Examination	March 2024	Sept 2024
8	Inspectors Report	Sept 2024	
9	Adoption by Council	October 2024	
10	Monitoring and production of 1 <sup>st</sup> AMR	October 2025	

### **Definitive and Indicative Stages**

- 3.2. Stages 1-5, leading up to and including deposit, are under the direct control of the Council, which will make every effort to adhere to this part of the timetable.
- 3.3. The Council has less control over the process at Stages 6 -9, which are dependent on a range of factors including the number of deposit representations and the requirements of the Independent Examination. The timetable for these stages is, therefore, at present indicative.
- 3.4. The LDP Regulations clarify that, within 3 months of the close of deposit, the timetable (i.e. the indicative stages) will need to be reviewed and resubmitted once the Council has entered into a Service Level Agreement with the Planning Inspectorate.

### **Achievability and risk management**

- 3.5. The definitive part of the proposed timetable is considered to be realistic and achievable having regard to:
- The scope of work the Council understands to be involved in Replacement Plan preparation, having regard to the regulations and guidance published by the Welsh Government;
  - The resources (essentially staff and revenue) the Council is able to commit to Replacement Plan preparation;
  - The current structure of the Council, its decision making structures, meeting cycles and future elections.
- 3.6. While every effort will be made to avoid deviation from this timetable, Appendix D identifies a number of potential risks, together with the Council's proposed approach to managing them.

### **Resources**

- 3.7. In terms of staff resources, there is a small team of officers in the Council's Strategic Planning Section dedicated to Replacement LDP preparation. In addition a range of other officers in that section as well as in other Service Areas will also be involved in various aspects of Replacement Plan formulation including ISA and SEA.

- 3.8. If necessary, to supplement its own resources, the Council may employ consultants to undertake appropriate work and advise on the Integrated Sustainability Appraisal and Strategic Environmental Assessment of the Replacement Plan.

## **Part 4: Monitoring and Review**

### **Delivery Agreement**

- 4.1. The Council will monitor progress against the Delivery Agreement throughout preparation of the Replacement LDP, to ensure that the aims and principles of the Community Involvement Scheme (CIS) are met in line with the target timetable. Where necessary reports will be made to the Council's Cabinet.
- 4.2. Circumstances in which the Agreement may need to be reviewed and amended include:
  - If the process falls 3 months or more behind schedule;
  - If any significant changes are required to the CIS;
  - If there is significant change in the resources available to the Council;
  - If new UK or Welsh Government legislation, regulations or guidance should require new procedures or tasks to be undertaken; or
  - If any other change of circumstances should materially affect the delivery of the Replacement Plan in accordance with the Agreement.
- 4.3. Should the Agreement require review prior to or after the indicative stage review (outlined below) a revised Agreement will be sent to the Welsh Government for agreement. Once agreed this will be made available on the Council's website.

### **Replacement LDP Post-adoption**

- 4.4. After it has been adopted the Council will monitor the Replacement Plan on an annual basis and report the findings in an Annual Monitoring Report (AMR). Future reviews or amendments to the plan, will go through the same stages of preparation as the original Replacement plan and within 6 months of the decision to undertake a review the Council will publish a timetable for review of the plan. The Council will also apply the general principles outlined in the CIS when it reviews and carries out any amendments to the plan. A full review of the plan will be undertaken at least once every 4 years.

## Appendix A: Consultation Bodies

The following is a list of specific and general consultation bodies to be consulted at the relevant stages outlined in the preparation of the Replacement LDP. This list is not intended to be exhaustive and other organisations and bodies who wish to be involved can be added and consulted where appropriate.

In addition to this list any individual or groups can register to be consulted.

### Internal Consultees

To be consulted at all stages in the preparation of the Replacement LDP

- Cardiff County Councillors
- Cardiff Council Service Areas

### External Consultees

#### Specific Consultation Bodies

The Council will consult the following specific consultation bodies at all stages in the preparation of the Replacement LDP:

- Welsh Government
- Natural Resources Wales
- Cadw
- Network Rail Infrastructure Limited (Western & Wales) – Property)
- Secretary of State for Transport (in relation to previous Strategic Rail authority functions)
- Cardiff and the Vale University Health Board
- Velindre University Health Trust
- Cardiff Community Councils
  - Lisvane Community Council
  - Old St Mellons Community Council
  - Pentyrch Community Council
  - Radyr & Morganstown Community Council
  - St Fagans Community Council
  - Tongwynlais Community Council
- Adjoining Local Authorities and South East Wales Authorities
  - Bristol City Council
  - Caerphilly County Borough Council
  - Newport City Council
  - Rhondda Cynon Taf County Borough Council
  - Vale of Glamorgan Council
  - Bridgend County Borough Council
  - Merthyr Tydfil County Borough Council
  - Torfaen County Borough Council
  - Blaenau Gwent County Borough Council

- Monmouthshire County Council
- Adjoining Community Councils within other Counties
  - Caerphilly
    - Caerphilly Town Council
  - Rhondda Cynon Taf
    - Llantrisant Community Council
    - Llantwit Fardre Community Council
    - Pontyclun Community Council
    - Taffs Well Community Council
  - Newport
    - Graig Community Council
    - Marshfield Community Council
    - Michaelston-y-Fedw Community Council
    - Wentlooge Community Council
  - Vale of Glamorgan
    - Llandough Community Council
    - Michaelston le Pit and Leckwith Community Council
    - Penarth Town Council
    - Peterston Super Ely Community Council
    - St Georges and St Brides Super Ely
    - Wenvoe Community Council
- BT Group Plc
- EE
- Vodaphone
- Three UK
- O2 UK
- Virgin
- Talk Talk
- British Gas
- EDF Energy
- nPower
- EON UK
- Scottish Power
- SSE
- National Grid
- Western Power Distribution
- Wales & West Utilities
- Dwr Cymru Welsh Water
- Network Rail Infrastructure

### **General Consultation Bodies**

- AMs/MPs for Cardiff West, Cardiff South and Penarth, Cardiff Central and Cardiff North / Four Regional / AMs for South Wales Central
- Aelwyd Housing Association

- Age Concern Cymru
- Age Connects
- Alternatives for Transport
- Arts Council of Wales
- Associated British Ports
- Association of Inland Navigation Authorities
- Black Environment Network
- British Aggregates Association
- British Wind Energy Association
- Business in the Community Cymru
- C3SC Cardiff Third Sector Council
- Cadwyn Housing Association
- Caldicot & Wentlooge Levels Drainage Board
- Campaign for Real Ale
- Campaign for the Protection of Rural Wales
- Carbon Trust
- Cardiff & Vale Parents Federation
- Cardiff and the Vale College
- Cardiff and Vale Action for Mental Health
- Cardiff Chamber of Commerce, Trade and Industry
- Cardiff Civic Society
- Cardiff Cycle City
- Cardiff Community Health Council
- Cardiff Community Housing Association
- Cardiff Cycling Campaign
- Cardiff Friends of the Earth
- Cardiff Heliport
- Cardiff International Airport Ltd
- Cardiff Met Students Union
- Cardiff Metropolitan University
- Cardiff Naturalists
- Cardiff University
- Cardiff University Students Union
- Cardiff Women's Business Club
- Cardiff Bus
- Cardiff YMCA
- Care Inspectorate Wales
- CBI Wales
- Children in Wales
- Children's Commissioner for Wales
- Church in Wales
- Chwarae Teg
- CILT (UK) Cymru Transport
- Citizens Advice Bureau
- Civic Trust for Wales
- Civil Aviation Authority
- Coal Authority
- Coed Cadw (the Woodland Trust)
- Community Energy Wales
- Community Housing Cymru

- Community Land Advice Service
- Confederation of Passenger Transport
- Confederation Of British Industry
- Country Land and Business Association
- Crime Prevention Department
- Cymdeithas yr Iaith Gymraeg
- Danescourt Community Association
- Defence Estates
- Design Circle - RSAW South
- Design Commission for Wales
- Disability Arts Wales
- Disability Wales
- Diverse Cymru
- Energy Savings Trust Ltd
- Equality and Human Rights Commission
- Federation of Master Builders
- Federation of Small Businesses
- Fields In Trust
- First Group Plc
- Friends of the Earth Cymru
- Friends of Nantfawr Community Woodland
- Future Generations Commissioner for Wales
- Garden History Society
- Glamorgan-Gwent Archaeological Trust
- Gypsies Travellers Wales
- Health & Safety Executive
- Home Builders Federation
- Inland Waterways Association
- Institute of Cemetery and Crematorium Management
- Interfaith Council for Wales
- Keep Wales Tidy
- Llandaff Conservation Group
- Landscape Institute Wales
- Linc Cymru
- Lisvane Community Association
- Lisvane Graig Protection Society
- Living Streets Cardiff
- Llamau
- Llandaff Society
- Logistics UK
- Merched y Wawr
- Mineral Products Association
- Mobile Operators Association
- Mudiad Ysgol Meithrin
- National Car Parks Limited
- National Centre for Learning Welsh
- National Eisteddfod Wales
- National Express Ltd
- National Federation of Builders
- National Grid Property Portfolio

- National Museum Wales
- National Youth Arts
- NewyddHousing Association
- NFU Cymru
- Pantmawr Residents Association
- Planning Aid Wales
- Planning Inspectorate
- Pobl
- Radyr and Morganstown Community Association
- Radyr and Morganstown Partnership and Community Trust (PACT)
- Radyr Sidings Residents Association
- Ramblers Cymru
- Ramblers Cymru Cardiff Group
- Rhiwbina Civic Society
- Rhiwbina Garden Village Residents Association
- RICS Wales
- Road Haulage Association Ltd
- Royal Commission on the Ancient & Historical Monuments of Wales
- Royal Mail Group plc
- Royal National Institute for the Blind
- RSPB Cymru
- Scope Cymru
- Social Farms & Gardens
- South East Wales Energy Agency
- South Wales Fire & Rescue Service
- South Wales Police
- Sport Wales
- Stonewall Cymru
- Sustrans Cymru
- Taff Housing Association
- The 20th Century Society
- The Georgian Group
- The Institute of Cemetery and Crematorium Management
- Theatres Trust
- Transport for Wales
- Urdd Gobaith Cymru – Cardiff and Vale
- Victorian Society
- Wales & West Housing Association
- Wales Council for Voluntary Action
- Wales Millennium Centre
- Wales Women's Aid
- Welsh Ambulance Services NHS Trust
- Welsh Historic Gardens Trust
- Welsh Housing Partnership
- Welsh Language Commissioner
- Welsh Language Society
- Welsh Place-Name Society
- Welsh Tenants Federation
- Wildlife Trust for South and West Wales
- Women Connect First



## Appendix C: Table Summarising Involvement in Replacement LDP Stages

Consultation Stage	Purpose	Timescale	Summary of Involvement	Reporting Mechanism
Delivery Agreement	Set out timetable for Replacement LDP preparation and process of involvement.	January 2021 to March 2021	<ul style="list-style-type: none"> <li>4 week consultation on content of Delivery Agreement in Jan/Feb 2021.</li> </ul>	<ul style="list-style-type: none"> <li>All information available on website.</li> </ul>
Evidence base	To have a clear understanding of the dynamic social, environmental and economic characteristics and issues that exist within Cardiff. As part of this information gathering the Council will invite developers and landowners to submit candidate development sites for potential inclusion in the Replacement LDP.	Dec 2020 to June 2023 (with necessary updates thereafter)	<ul style="list-style-type: none"> <li>8 week consultation on ISA Scoping Report</li> <li>Invitation for Candidate Site submissions.</li> <li>Opportunity to engage as part of preparation of Preferred Strategy outlined below.</li> </ul>	<ul style="list-style-type: none"> <li>Updated information on both processes will be available on website.</li> </ul>
Preferred Strategy	To develop the Replacement LDP draft vision and objectives for the area, based on an understanding of the relevant issues. From this base, strategic options will be identified and assessed leading to the identification of strategic sites to feed into the Preferred Strategy. In parallel, the ISA and other assessments will be undertaken.	May 2021 to October 2022	<ul style="list-style-type: none"> <li>Virtual 'Launch Event' Involvement in development of the Preferred Strategy focussing engagement upon draft vision/objectives, evidence base/issues and strategic options.</li> <li>8 week consultation on Preferred Strategy and Initial ISA report consultation.</li> </ul>	<ul style="list-style-type: none"> <li>A report will be prepared setting out the Council's response to all comments made on the Preferred Strategy and Initial ISA Report.</li> <li>All information available on website.</li> </ul>

Consultation Stage	Purpose	Timescale	Summary of Involvement	Reporting Mechanism
Deposit	To pay due regard to the foregoing consultation exercises and stakeholder engagements and formulate and consult on a Deposit Replacement LDP.	December 2022 to November 2023	<ul style="list-style-type: none"> <li>• 8 week consultation on Deposit Replacement LDP together and Final ISA Report.</li> </ul>	<ul style="list-style-type: none"> <li>• A final consultation report will be prepared setting out the Council's response to all comments made on the Deposit Replacement Plan and Final ISA Report.</li> <li>• All information available on website.</li> </ul>
Submission of Replacement LDP to WG	To submit the Replacement Deposit Plan, Integrated Sustainability Appraisal Report, Community Involvement Scheme, copies of all representations received, key supporting evidence, the Consultation Report, the report on the LPA's suggested changes and a Statement of the main issues to the WG and the Planning Inspectorate.	March 2024 (Indicative )	<ul style="list-style-type: none"> <li>• Once submitted, the examination process will be undertaken by an Independent Inspector. An independent Programme Officer employed by the Council will provide the first point of contact to stakeholders providing a link between the authority and the Inspector. Information will be made available on the forthcoming examination process.</li> </ul>	<ul style="list-style-type: none"> <li>• All information available on examination website and library.</li> </ul>

Consultation Stage	Purpose	Timescale	Summary of Involvement	Reporting Mechanism
Independent examination	Following this submission an Inspector will be appointed to examine the Replacement Deposit Plan to determine whether it satisfies the preparation requirements of the 2004 Act and whether it is "sound" The examination will also consider representations including objections that have been made in accordance with the LDP Regulations.	March to September 2024 (Indicative)	<ul style="list-style-type: none"> <li>For those who made Deposit Representations arrangements for public participation in the examination process will be advertised nearer the time (at least 6 weeks before the opening of the examination).</li> </ul>	<ul style="list-style-type: none"> <li>All information available on examination website and library.</li> </ul>
Inspectors Report	The Inspector will publish a report outlining the examination's findings, together with any changes to the Deposit Plan and reasons for those recommendations. The Inspector's decisions will be binding upon the Council.	September 2024 (indicative)		

Consultation Stage	Purpose	Timescale	Summary of Involvement	Reporting Mechanism
Adoption	The Council is required to adopt the final Replacement LDP incorporating the Inspector's recommendations within 8 weeks of receiving it, unless the Welsh Government intervenes.	October 2024 (indicative)	<ul style="list-style-type: none"> <li>On or before the day on which the Replacement LDP is adopted, the Council will publish the Inspector's Report and make it available for inspection and to view on Council's web site. The Replacement LDP will become operative on the date it is adopted, and final publication of the Replacement Plan should follow as soon as possible (after the expiry of the six-week legal challenge period).</li> </ul>	

## Appendix D: Risk Management

The proposed timetable for Replacement LDP preparation is considered to be realistic and achievable having regard to the scope of work the Council believes to be involved having regard to existing Welsh Government regulations and guidance, and the resources the Council is able to commit to Replacement LDP preparation. While every effort will be made to avoid deviations from the proposed timetable, the Council has identified a number of potential risks which are set out below, together with the Council's proposed approach to managing them. The timetable, together with the anticipated work programme and available resources will be kept under continual review to monitor possible slippage or other impacts resulting from the risks identified or other causes. Where necessary, progress reports will be made to the Council's Cabinet.

Risk	Potential Impact	Mitigation
<ul style="list-style-type: none"> <li>Additional requirements arising from <b>new legislation, national guidance and/or new evidence</b></li> </ul>	<ul style="list-style-type: none"> <li>Additional work required, causing programme slippage</li> </ul>	<ul style="list-style-type: none"> <li>Monitor emerging legislation/guidance/evidence and respond early to changes</li> </ul>
<ul style="list-style-type: none"> <li><b>Programme/timetable proves too ambitious for resources available due to greater than anticipated workload</b> e.g. number of representations</li> </ul>	<ul style="list-style-type: none"> <li>Programme slippage</li> </ul>	<ul style="list-style-type: none"> <li>Realistic timetable prepared with some flexibility</li> <li>Consider additional resources when required</li> </ul>
<ul style="list-style-type: none"> <li><b>Insufficient information</b> to enable preparation of a sound Replacement Plan (e.g. up to date population projections) to undertake SEA of proposals</li> </ul>	<ul style="list-style-type: none"> <li>Programme slippage</li> </ul>	<ul style="list-style-type: none"> <li>Identify expectations of consultees in Delivery Agreement</li> </ul>
<ul style="list-style-type: none"> <li><b>Delays caused by Council delaying approval of documents</b></li> </ul>	<ul style="list-style-type: none"> <li>Programme slippage</li> </ul>	<ul style="list-style-type: none"> <li>Undertake Scrutiny process together with wider Member Briefing to raise awareness</li> </ul>
<ul style="list-style-type: none"> <li><b>Delay caused by scheduling of Cabinet Business, Planning or Scrutiny Committee meetings</b></li> </ul>	<ul style="list-style-type: none"> <li>Programme slippage</li> </ul>	<ul style="list-style-type: none"> <li>Monitor progress against Delivery Agreement</li> <li>Book target meetings in Council's Forward Plan</li> </ul>
<ul style="list-style-type: none"> <li><b>Significant Objections</b> from Statutory Consultation Bodies</li> </ul>	<ul style="list-style-type: none"> <li>Replacement LDP cannot be submitted for examination without significant work</li> </ul>	<ul style="list-style-type: none"> <li>Ensure the views of statutory bodies are sought and considered as early as possible</li> </ul>
<ul style="list-style-type: none"> <li><b>Planning Inspectorate</b> unable to meet the timescale for examination and reporting</li> </ul>	<ul style="list-style-type: none"> <li>Examination and/or report is delayed</li> <li>Key milestone in programme not met</li> </ul>	<ul style="list-style-type: none"> <li>Close liaison with the Planning Inspectorate to ensure early warning of any problems (e.g. Consultation on Replacement LDP)</li> </ul>
<ul style="list-style-type: none"> <li><b>Replacement LDP fails test of soundness</b></li> </ul>	<ul style="list-style-type: none"> <li>Replacement LDP cannot be adopted without additional work</li> </ul>	<ul style="list-style-type: none"> <li>Ensure Replacement LDP is sound, founded on a robust evidence base with sustainability appraisal and well audited community and stakeholder engagement</li> </ul>

<ul style="list-style-type: none"> <li>• <b>Legal challenge</b></li> </ul>	<ul style="list-style-type: none"> <li>• Adopted Replacement LDP quashed</li> <li>• Significant slippage/ additional work</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure procedures, Act, Regulations etc., are complied with and no undue risks taken</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Covid Restrictions</b></li> </ul>	<ul style="list-style-type: none"> <li>• Delays in consultation</li> <li>• Programme slippage</li> <li>• Resources (particularly staff and finance) being diverted should they be needed to tackle Coronavirus efforts</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure effective use of on-line consultation methods, including virtual consultation technology, effective use of website, social media and wider opportunities to otherwise engage and communicate with the LDP Team. Monitor impacts of pandemic Replacement LDP process and respond early to changes.</li> </ul>

## **Appendix H: Copy of Letter of Agreement to this document from the Welsh Government**

[To be inserted]

## Appendix C: Summary of Consultee Comments received on Draft Review Report and Delivery Agreement and Responses

Public consultation on the Draft Delivery Agreement and Review Report took place between 7<sup>th</sup> January and 4<sup>th</sup> February 2021. Whilst consultation was undertaken at a time when there were restrictions in place to limit the spread of Covid 19, which prohibited a number of methods of engagement a total of 382 consultees were notified and invited to make comments on the draft documents. These consultees included Community Councils, planning consultants, house builders, housing associations and other relevant external organisations. In addition all Members were informed of the consultation and the draft documents were advertised on the Council's website, together with details on how to comment.

A total of 34 responses were received during the public consultation period. A summary of the responses received is provided in the table below along with the Council's response and recommendations.

	Consultee Name	Consultee comment	Council Response	Council Recommendation
1	Cardiff Civic Society	<p>COMMUNITY INVOLVEMENT SCHEME</p> <ul style="list-style-type: none"> <li>Appendix A appears to be out of date/ the way in which this list has been drawn up introduces biases and could exclude those who may have important views about the future of the city if they were asked.</li> <li>The prosperous suburbs in the north of the city are well represented (either through their Community Councils or recognised local groups) but the poorer inner city is not.</li> <li>The consultee list should be extended to ensure all parts of the city are represented, through inviting contributions from bodies (e.g. Local community centres) which do not usually comment on development matters. In addition, a councillor from each ward should be involved in LDP preparation.</li> <li>Recently formed groups could have important things to say about how the city should change to meet their concerns and priorities. As examples, Extinction Rebellion or Youth Climate Strike have much to say about environmental and climate change challenges, Black Lives Matter could offer a view from young black people.</li> </ul> <p>The consultation process</p> <ul style="list-style-type: none"> <li>Consultation questions should be open (e.g. "what would you like to see in your area?") Rather than expecting people to engage with daunting planning documentation</li> <li>The way of working needs to be collaborative, so that the LDP is "owned" by the majority of those involved in its preparation, which will involve the Council working across sectors and age groups to help reconcile differences.</li> <li>Unclear how residents will be engaged in building the Evidence Base. Developers and landowners will be asked to submit candidate sites, but will those be visible for public comment? Consultation is promised on the Integrated Sustainability Appraisal, but it is not explained how. Nothing is said about consulting on other elements of the evidence base.</li> </ul> <p>TIMETABLE FOR PREPARING REPLACEMENT LDP</p> <ul style="list-style-type: none"> <li>Point 5 of the Key Stage table allows 6 weeks for the Preferred Strategy Consultation but paragraph 2.21 states this will last 8 weeks.<sup>33</sup></li> </ul> <p>MONITORING AND REVIEW</p> <ul style="list-style-type: none"> <li>Monitoring of the Delivery Agreement should include a mechanism through which residents could raise concerns if they feel they are not being consulted adequately or on time.</li> <li>The preparation of Annual Monitoring Reports should include resident consultation.</li> </ul> <p>Replacement LDP preparation</p> <ul style="list-style-type: none"> <li>The flowchart indicates more opportunities for consultation than those shown in the Key Stage timetable. That is welcome, but stakeholders (including residents and community groups) need to be clearly informed, ahead of time, of how and when they will be able to get involved, and where and when material will be published.</li> </ul> <p>Involvement in Replacement LDP stages</p> <ul style="list-style-type: none"> <li>As the evidence base aims at "a clear understanding of the dynamic social, environmental and economic characteristics and issues that exist within Cardiff", it is important – as argued above – that efforts are made to bring marginalised residents and groups into consultation.</li> </ul> <p>Risk Management</p> <ul style="list-style-type: none"> <li>The risk that "Replacement LDP fails test of soundness" is acknowledged. Mitigation should include "a robust evidence base with sustainability appraisal and well audited community and stakeholder engagement", but it also needs to ensure that stakeholder's views are taken account of, and that residents and community groups do not feel that their opinions have been given less weight than those of developers and landowners.</li> <li>Improving well-being and sustainability must be at the heart of the Replacement LDP.</li> <li>Keen on the principle of staying local and creating neighbourhoods/revitalising town centres should not mean only the city centre but also districts.</li> <li>Green infrastructure and ecological resilience should be priorities</li> </ul>	<p>The comments from the Cardiff Civic Trust are noted.</p> <p>To ensure the preparation of the new plan reaches a wide audience across the city the Council will engage through a wide range of methods. These include reaching out on social media platforms, implementation of a new user friendly website, use of short films to explain the Replacement LDP process and issues the plan needs to consider and user friendly documents and surveys reaching out to a wide audience including children and young people. These are in addition to the traditional methods of notifying consultees on the LDP database and engaging through a range of existing networks.</p> <p>Appendix A is not an exhaustive list. The process is open to any individual/group or organisation to take part. The Council maintains an LDP consultation list whereby any individual/group or organisation with an interest can request inclusion at any time in the process. In addition the Council will be utilising established Environmental, Community and Economic network to promote the LDP consultations.</p> <p>We would urge all stakeholders to support the process by promoting consultation stages to their members and interested contacts as widely as possible.</p> <p>Discrepancies and irregularities in the timetabling to be amended</p> <p>The content and structure of the replacement LDP will be in line with National Planning guidance.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>The Review of the LDP will be based on updated evidence base including housing and employment. The Evidence base list to inform the preparation of the new plan is not intended to be exhaustive and consideration for the need for the additional studies suggested can be given as the plan progresses. The findings of some of the studies will be used to inform the consultation on strategic options in the autumn and a full list will be</p>	<p>Amend Delivery Agreement to provide further detail regarding the Council's commitment to inclusiveness through providing user friendly documentation and using user friendly consultation techniques in order to engage with the wider community, including children and young people.</p> <p>Amend the Delivery Agreement to provide further detail of who will be involved in plan preparation including using established Council Environmental/Community and Economic networks/social media platforms.</p> <p>Amend Delivery Agreement to provide further clarification that the evidence base work will help inform the strategic options stage which will be subject to consultation and engagement next winter.</p> <p>Amend Review Report to include reference to the latest position with One Planet Cardiff.</p>

Consultee Name	Consultee comment	Council Response	Council Recommendation
	<ul style="list-style-type: none"> <li>• Include reference to One Planet Cardiff</li> <li>• Evidence Base on population and household numbers should be updated as the picture becomes clearer.</li> <li>• The Review Report does not mention the observation in the 3rd AMR that per head open functional space is declining</li> <li>• AMR3 reports that, “during the monitoring period all the relevant applications received on historic environment assets were considered to be policy compliant/policy compliant subject to conditions/recommendations placed on the permission”. Have such applications been monitored to confirm that conditions are subsequently met?</li> <li>• Requires a fundamental rethink of Cardiff’s strengths and weaknesses and the opportunities and threats that we face.</li> <li>• Should set a new direction for the city, ensuring that all residents share a better quality of life in future than they enjoy now, in line with the Well-being of Future Generations Act. CCS’s two key requirements are that the new LDP should be based on ‘15-minute’ neighbourhoods, and on a foundational, green, economy</li> <li>• As population growth is predicted to slow, there should be less need to build on greenfield sites. Regenerating brownfield wasteland should come first, along with empty buildings.</li> <li>• Strategic infrastructure (including health and transport) must be provided in advance of the development it is required to serve.</li> <li>• The Review Report ignores several sizeable developments for which permission has been granted without any affordable provision and with negligible, if any, s106 contribution. The 20/30% affordable housing obligation should be preserved, if not increased, and enforced</li> <li>• If developers are allowed to sidestep obligations through viability claims, enforcement of LDP obligations in areas like affordable housing or environment will be undermined</li> <li>• No mention of the quality of housing</li> <li>• Policy on Purpose-Built Student Accommodation should be reviewed</li> <li>• The foundational economy, providing local jobs to meet local needs, should play a growing role, as should facilities for those working at, or near, home.</li> <li>• Demand for city centre retail space could be expected to fall, but the Evidence Base should be expanded to take full account of the impact of new technologies.</li> <li>• Efforts to encourage the modal shift towards active and sustainable travel, and away from over-reliance on private cars, must continue,</li> <li>• A ‘15- minute city’, in which everyone can access daily requirements within an easy walk or cycle ride from their home, would both improve lives and reduce transport demand.</li> <li>• Policies sufficiently robust to meet the environmental challenges must be a priority for the Replacement LDP. Achieving a carbon neutral city by 2030, as will be required by One Planet Cardiff, requires review of all LDP policies, not only those that are classed as environmental today.</li> <li>• Flooding is a central concern</li> <li>• Policies to manage water should aim to reduce run-off as well as to capture this.</li> <li>• Biodiversity loss is now widely recognised as a global threat</li> <li>• Trees have a special contribution to make to both reaching carbon neutrality and supporting the wider environmental and well-being agendas</li> <li>• The Replacement LDP must treat identifying suitable locations for those trees, including urban forests seriously. CCS has begun to look at some options for this in its Canopy Cardiff work</li> <li>• Environmental obligations, including carbon neutrality and biodiversity, must be built into the LDP and supporting SPGs.</li> <li>• Policies must take a wide view of the environmental impact. This requires a full life-cycle view, including materials, construction, use (such as transport or other infrastructure demands) and demolition, with full compensation measures for any unavoidable damage. The highest energy efficiency standards should be required.</li> <li>• Well-being depends on the built as well as the natural environment. Not convinced that the monitoring reports accurately reflect the impact on historic buildings of planning decisions.</li> <li>• Masterplanning should be viewed from the Placemaking perspective, with community engagement and people having the opportunity to co-design the places they live, work and spend their time in the ideas and creativity of city residents (including our young people), rather than relying on big developers</li> </ul>	<p>published alongside consultation on the Preferred Strategy and Deposit Plan giving residents an opportunity to comment on the findings. These studies will need to consider the impacts of the pandemic and will need to be kept under review as more information on this comes available over the next year or so</p>	

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>Open space Covid has emphasised the importance of open space near where people live. Public green space in Cardiff has been estimated at just 8% of the city's area, well below that of many UK cities. The Replacement LDP must identify, protect, extend and enhance the city's network of green infrastructure.</li> <li>FUTURE EVIDENCE BASE REQUIREMENTS - agree that all the identified areas need further investigation to build the Evidence Base, but that list should not be seen as excluding others.</li> <li>Historic Legacy - Key features which make Cardiff such a different and distinctive City are its historic origins and its spatial development - The Evidence Base should identify these varying features as a valued inheritance for managed evolution, with new developments reflecting local character,</li> <li>The LDP should contribute to building a resilient city able to thrive even in difficult times.</li> <li>The current LDP is failing to deliver a sustainable city. As well as striving to become carbon- neutral, with clean air, within the lifespan of the Replacement LDP, we have to adapt to the consequences of climate warming, such as surface water flooding, rising sea levels, health issues, or shifting demand patterns. Areas subject to recent flooding should be mapped, and forecasts prepared of likely future occurrences with the increased intensity and volume of rainfall.</li> <li>Equality of access - Facilities in new suburbs on the edge of Cardiff are not being provided as promised. There is very uneven access to green spaces and to private outdoor space, which particularly affects those in less affluent inner suburbs and/or living in high rise apartments. Affordable housing is excluded from desirable areas. Demolition of older properties has decreased the number of affordable premises for business start-ups</li> <li>Neighbourhoods - Research should be commissioned into how urban neighbourhoods function, with particular emphasis on the concept of the '15-minute city', in which residents can meet their daily needs in their immediate vicinity, while still having easy access, preferably through active or sustainable travel, to central facilities.</li> <li>Ensure that Cardiff's LDP is aligned with those of neighbouring authorities and with the eventual SDP.</li> <li>Welcome Council's recognition that a full Replacement Review is needed, given the extensive contextual changes since the adoption of the current LDP in January 2016. We agree full revision is needed.</li> <li>The Replacement LDP should be no more than 100 pages in length, with a sharpened focus on how the city should develop</li> <li>Policies should be easily readable on devices (including mobiles) with hyperlinks to facilitate access.</li> <li>The LDP and supporting SPGs should be seen as documents for use by residents, not only by planners and developers. Language should be accessible, and jargon and acronyms avoided. Where technical terms have to be used, care should be taken to explain these.</li> <li>Understanding of the LDP would be improved through the use of images and graphics, including a Key Diagram,</li> <li>A single overarching policy should set common criteria that would then be reflected in each individual policy.</li> <li>Individual policies should be kept short and clear. Explanatory commentary on a policy should avoid undermining that policy by providing clauses that could be used to circumvent it.</li> <li>An SDP presents opportunities that could be beneficial to both Cardiff and other authorities, such as offering a wider range of brownfield sites for housing growth. The LDP should not adopt damaging land use policies if the SDP could open the way to better alternatives.</li> </ul>		
2	Cardiff Cycle City	<ul style="list-style-type: none"> <li>Cardiff Cycle City is the largest cycle campaigning organisation in Cardiff regularly responding to the Council's consultations and have a number of representatives on the council's 'Cycling Advisory Group' and the Welsh Assembly 'Cross Party Group on the Active Travel Act'.</li> <li>Add to the list of General Consultation Bodies, please.</li> </ul>	<p>The comments from Cardiff Cycle City are noted.</p> <p>Welcome requests to be added to our Replacement LDP Consultee List</p>	Amend Delivery Agreement to include Cardiff Cycle City in the General Consultation Bodies List.
3	Cardiff Friends of the Earth	<ul style="list-style-type: none"> <li>Heartened by Cardiff Council's recognition of the need for a complete overhaul of the current LDP which reflects the weight of new legislation, guidance and policy introduced since 2016.</li> <li>LDP will have a vital role in Cardiff Council achieving its One Planet strategy.</li> <li>Reservations around the accountability of an LDP intended to run until 2036</li> <li>Concerned by the inflexibility of the current planning system in recognising the climate emergency and urgency of change required with an ability to adapt to rapidly developing scientific and economic evidence.</li> <li>Some key principles/ideas missing in the current review.</li> </ul>	<p>The comments from Cardiff Friends of the Earth are noted.</p> <p>To ensure the preparation of the new plan reaches a wide audience across the city the Council will engage through a wide range of methods. These include reaching out on social media platforms, implementation of a new user friendly website, use of</p>	Amend Delivery Agreement to provide further detail regarding the Council's commitment to inclusiveness through providing user friendly documentation and using user friendly consultation techniques in order to engage with the wider community, including children and young people.

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>○ Collaboration rather than consultation</li> <li>○ Little detail provided on the form and scope of consultation. In particular, as highlighted in Appendix C, public consultation will be advertised “at least 6 weeks prior to the opening of the [independent] examination”, which is unlikely until March-September 2024.</li> <li>○ Precedent set by consultations of this type leaves us with the expectation that any public consultation will be short, document-heavy, highly technical and inaccessible for the majority of Cardiff citizens to engage with.</li> <li>○ To achieve public support for the LDP, a collaborative approach should be taken through deliberative democratic means such as citizens’ assemblies.</li> <li>○ Any process taken forward should be resident-friendly with clearly laid out summaries, simplified versions of documentation and public engagement events allowing opportunities for residents to ask questions, share ideas and build consensus.</li> <li>○ The climate emergency as material consideration should be enshrined in the LDP and evidence base; particularly when considering major energy projects which have conflicts with the climate emergency such as woody biomass and energy from waste where scientific consensus has changed and public policy is shifting.</li> <li>○ This replacement LDP (in parallel with the One Planet strategy) offers a unique opportunity to take a longer view, challenging received thinking and re-evaluating the economics of local development.</li> <li>○ Demands on cities such as Cardiff have changed dramatically and the value of biodiversity and the natural environment is more important than ever. There are innumerable opportunities for the LDP to be bold in promoting a regenerative city rather than an extractive one which favours local development and jobs.</li> <li>○ Strongly advocate the integration of the Doughnut Economic Theory which is referenced in the One Planet Strategy and implemented by cities such as Amsterdam.</li> <li>○ Robust and independent evidence base</li> <li>● Concerned how outdated thinking and limited scope may end up being locked into a replacement LDP through to 2036. Particularly when it comes to renewable energy.</li> <li>● Evidence base for the replacement LDP needs to reflect - and most importantly be able to adapt quickly - to modern technologies and changes in scientific evidence as it emerges.</li> <li>● LDP needs to be more responsive than it has in the past to climate imperatives</li> </ul>	<p>short films to explain the Replacement LDP process and issues the plan needs to consider and user friendly documents and surveys reaching out to a wide audience including children and young people. These are in addition to the traditional methods of notifying consultees on the LDP database and engaging through a range of existing networks.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>The Review of the LDP will be based on updated evidence base including housing and employment. The Evidence base list to inform the preparation of the new plan is not intended to be exhaustive and consideration for the need for the additional studies suggested can be given as the plan progresses. The findings of some of the studies will be used to inform the consultation on strategic options in the autumn and a full list will be published alongside consultation on the Preferred Strategy and Deposit Plan giving residents an opportunity to comment on the findings. These studies will need to consider the impacts of the pandemic and will need to be kept under review as more information on this comes available over the next year or so</p>	<p>Amend the Delivery Agreement to provide further detail of who will be involved in plan preparation including using established Council Environmental/Community and Economic networks/social media platforms.</p> <p>Amend Delivery Agreement to provide further clarification that the evidence base work will help inform the strategic options stage which will be subject to consultation and engagement next winter.</p> <p>Amend Review Report to include reference to the latest position with One Planet Cardiff.</p>
4	Cardiff Liberal Democrat Group	<ul style="list-style-type: none"> <li>● Welcome this opportunity to feed into this process</li> <li>● New local development plan must form part of the city’s longer-term recovery efforts. An opportunity to innovate and build healthy, sustainable and resilient urban communities, and better lives for everyone. The needs of people, health and wellbeing, labour and human rights must be at the centre of planning and implementation of recovery efforts to rebuild resilient, sustainable communities.</li> <li>● Encourage the administration to look to <a href="#">the thriving cities</a> approach</li> <li>● Ensure that the updated plan is subject to a health impact assessment.</li> <li>● Both the transport 2030 vision and the one planet Cardiff strategy are working towards a goal of achieving objectives by 2030, whereas this proposed replacement LDP will cover 2024 – 2036. Hope to find some synergy between all of the plans, with additional assurances, tools, and mechanisms to ensure that necessary transport infrastructure and environmental adaptations on a cross-city level are in place before the new LDP is published.</li> <li>● Replacement LDP provides an opportunity to mainstream climate commitments in wider planning and delivery, putting climate mitigation and enhancing biodiversity at the heart of Cardiff’s planning system.</li> <li>● Ploughing ahead with the objectives of the current LDP could result in a surplus of housing, given that Welsh Government have revised down the estimates in household and population increase that the original LDP was based on. Mindful that the plan’s affordable housing targets are currently behind, which could result in not meeting the actual housing need in the city, particularly for those on low incomes or with experience of homelessness. This could also present as an opportunity to revisit the balance of new development on brownfield sites relative to greenfield.</li> <li>● Wish to see a commitment to building more social homes for rent, by introducing larger targets for this kind of housing and greater developer contributions. Must recognise the need for more social housing as a result of the pandemic, Provision of social housing must align with wider homelessness policy on a local and national level.</li> </ul>	<p>The comments from the Cardiff Liberal Democrat Group are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>The Integrated Sustainability Appraisal will incorporate an assessment of the health impacts of the replacement plan.</p>	<p>No changes required to Delivery Agreement or Review Report.</p>

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>• Need a growth in public transport usage, not based on numbers during the pandemic, but before then, if we want to keep Cardiff moving while doing the least damage to the air, to the environment, and to the people. This means ensuring that the necessary transport and community services infrastructure is in place, in addition to giving greater priority to public transport and active travel.</li> <li>• Needs to be more tools at our disposal through the LDP and SPG to improve active travel infrastructure as default in new housing developments, rather than 'retro-fitting' active travel around vehicle-orientated infrastructure.</li> <li>• Town centre first' principle must be about enhancing the public realm, public resources, and access to services. The use of city and town centres, and high streets; they were already needing to move away from retail before the pandemic, and now it is even more vital that they become mixed use environments. City centres, high streets and towns need to meet a range of needs – including health, community, and other public services</li> <li>• Would welcome measures to help bolster and create thriving local and district shopping centres, including greater powers to deal with the cumulative impact of increasing numbers of a3 uses. Believe the same to be true of retail vacancy rates. Instead of measuring success through these narrow measures, perhaps targets should be focused on levels of poverty, health and wellbeing. The thriving cities approach would inform this approach. Has implications for the development of office accommodation, the use of which has the potential to radically change as a result of the coronavirus pandemic.</li> <li>• Note the intention by Welsh Government to strengthen regional planning through corporate joint committees, a regional approach is essential. This is important for transport and housing supply, but also for gypsy and traveller communities, for whom it is identified by welsh government as a necessary approach. Improved regional planning is essential to delivering transport infrastructure, sustainable development, and meeting housing need to create communities.</li> <li>• LDP provides an opportunity to better meet the needs of gypsy and traveller communities, who are poorly served by public policy. The overriding principle and purpose of a local development plan should be to provide housing for all who live in Cardiff.</li> <li>• Section 106 contributions must work on a more consistent footing that sets high expectations and standards for developers. These must be enforced. Reiterate calls for the council to reconsider the introduction of community infrastructure levies to strengthen our hand in ensuring that funding for community facilities and social housing are realised.</li> <li>• Ensure that at least 50% of housing on development sites be affordable,</li> <li>• SPG has an important role in realising the principle and approach of the LDP. The replacement LDP provides an opportunity to mainstream these guidance in the new LDP, providing an enhanced framework for planning and delivering on priorities – including around climate mitigation and environmental considerations.</li> <li>• Retail accommodation, and other buildings, provide an opportunity to provide new housing investment in community regeneration however poorly implemented, has the potential to displace existing communities. The effects of this would be contrary to that of the future generations and well-being act</li> <li>• Would welcome the concept of a 20 minute neighbourhood being threaded throughout the LDP and SPG in order to better enable the council to create coherent and sustainable communities,</li> </ul>		
5	Dwr Cymru Welsh Water	<ul style="list-style-type: none"> <li>• No comments to make on the Review Report or Delivery Agreement. We look forward to working with you through the LDP2 process.</li> </ul>	The comments from Welsh Water are noted.	No changes required to Delivery Agreement or Review Report.
6	Glamorgan Gwent Archaeological Trust	<ul style="list-style-type: none"> <li>• The Draft Delivery Agreement is helpful and the charts for key stages allow us to be aware of upcoming consultations, and we note that Glamorgan Gwent Archaeological Trust are on the list of consultees.</li> <li>• The historic environment is an important part of Cardiff Council's area, and includes statutorily designated historic assets of both areas and structures, as well as non-designated historic assets. These should not be seen as any constraint to development, but viewed with the Well-being of Future Generations (Wales) Act, contribute substantially to the well-being goals relating to culture and community, and by understanding and enhancement to the remaining goals.</li> <li>• Legislative changes have occurred since the last LDP, as noted in the Draft Review Report. Policies KP17 and EN9 relating to the built environment are noted (paragraph 3.61) and are considered from three AMRs to be compliant and effective, and a review of these polices will be undertaken to take account of the above changes.</li> </ul>	The comments from Glamorgan Gwent Archaeological Trust are noted.	No changes required to Delivery Agreement or Review Report.

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>Should also be noted that the historic environment is not limited to <i>built</i> heritage, and includes buried remains, and remains surviving as low earthworks.</li> </ul>		
7	Home Builders Federation	<ul style="list-style-type: none"> <li>Question is the need for more affordable homes an issue created by the pandemic? Accept there are some specific issues around housing homeless people but do not consider there is a wider direct link.</li> <li>Document overly references the impact of the current pandemic citing as the reason to review all areas of the plan. Requests that the link between housing growth requirements and the Covid-19 pandemic should be explained. Although we aware that there may be a link between the type/size/location of the housing people want in the future because of the pandemic. We are however not aware of any direct link between the pandemic and any likely housing growth requirements.</li> <li>As there is no longer a requirement for a five-year land supply - this data is not relevant to the plans review, so it is not necessary to include. Table 1 is not considered necessary.</li> <li>The viability/delivery of sites is now a far more important consideration in the early stages of plan preparation as identified in the Development Plans Manual 3, so will have to be dealt with earlier in the Plans preparation.</li> <li>Confirm which viability model will be used.</li> <li>Include a section on the impact of Cardiff's position in the NDF as a growth area and its role in the City Region as important factors to consider. Currently only referencing the reduced WG Growth stats, and suggest the plan will look to reduce growth in the future.</li> </ul>	<p>The comments from the Home Builders Federation are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>Growth levels, population and housing data including the need for affordable homes for the replacement LDP will be determined based on up to date evidence and will be consulted upon at a later stage.</p>	No changes required to Delivery Agreement or Review Report.
8	Hughes, Dr Kelvin	<ul style="list-style-type: none"> <li>Wish there was a simple, easy to understand, in plain English 'executive summary' that would help the average lay person such as myself get to grips with what this lengthy document is actually saying.</li> <li>Question how this is going to be a fair, open and transparent consultation exercise, when we are in the middle of a pandemic? As far as I am aware, no notification of the existence of this consultation and timelines has gone out to the public. As libraries are effectively closed around Cardiff, the many residents without internet access, are unable to view documents relating to this next round of the LDP process.</li> <li>Based on the above, I cannot see how you can realistically conduct such an important review process at the present time and would urge the Council to reconsider the approach being taken and the timing.</li> </ul>	<p>The comments are noted.</p> <p>The current consultation on the draft Review Report and Delivery Agreement is taking place ahead of the formal process for LDP preparation and engagement in May 2021. There will be opportunities for engagement at key stages during the formal preparation process. These are listed in the summary provided on page 27 of the draft Delivery agreement.</p> <p>In terms of notification to wider consultees the current consultation has been uploaded on the Council's website and included on the Council's Live Consultation <a href="#">webpage</a>. In addition, all those who have asked to be included on the LDP Consultation database have been notified of the consultation. This follows the approach undertaken at this stage for the previous LDP and also when the Council sought feedback at this time last year on the previous Review documents which have since been updated. Please also be aware that there is no statutory requirement to undertake more extensive arrangements at this stage and as set out above the Council is planning to engage through a range of means during the formal preparation process.</p>	No changes required to Delivery Agreement or Review Report.
9	Hussain, Atif	<ul style="list-style-type: none"> <li>In light of the recent pandemic and the local to national lockdowns and the possibility that such lockdowns may still recur in the future, it is proving more important to sustain our local green spaces and miniature nature reserves and wildlife</li> <li>Suggest that brownfield sites should be redeveloped first taking priority over building on green field sites.</li> <li>Concerned with the massive business park planned next to Hendre Lake which would concrete over a large section of the existing farmland. As many buildings currently stand empty within Cardiff, it does not make sense to build more empty buildings.</li> <li>I can understand that other methods of transport need to be in place and rail is a much quicker mode of transport and greener. Support the building of commuter train stations in East Cardiff. Built from public funds rather than relying on private initiatives that would seek to destroy much needed green spaces.</li> </ul>	<p>The comments are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p>	No changes required to Delivery Agreement or Review Report.

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>Risk of flooding is increasing yearly - maintaining the reens and the Gwent levels will ensure the risks of flooding in East Cardiff remain low. Developing on these greenfield sites will increase water run off to the reens and overwhelm them at a time when they are already full.</li> <li>All 'Protect and enhance' countryside land be protected and further expanded in the LDP recognizing the need for this key habitat and green space. Assume that no further developments will be allowed on this</li> </ul>		
10	Kearsley, Dr R	<ul style="list-style-type: none"> <li>Much of this document is vague and aspirational, making specific comment difficult.</li> <li>More needed about large grassy spaces contributing to slowing climate change and proving invaluable to environment, habitat, essential species and community health</li> </ul>	<p>The comments are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p>	No changes required to Delivery Agreement or Review Report.
11	Lightwood Planning /Wyndham Lewis Trust	<ul style="list-style-type: none"> <li>Lightwood Planning and The Wyndham Lewis Trust are promoting a strategic development and green infrastructure opportunity to the north of Cardiff at Capel Gwilym Road and Thornhill Road.</li> <li>Cardiff LDP Draft Delivery Agreement is being consulted on in a time of flux in the Welsh planning system. DDA is very much a creature of the current planning system. The DDA does not (or cannot yet) fully engage with how the wider context affecting Cardiff's own LDP preview process. The shelf life of the DDA, as a project management tool, would appear to be limited, pending the firming up of the strategic context throughout 2021 and into 2022</li> <li>Delivery Agreement should explain preparation of the Strategic Development Plan (SDP) and how the preparation of the Replacement LDP and SDP will proceed in parallel;</li> <li>The proposed plan period should align with the National Development Framework (NDF) and forthcoming SDP and run to 2040;</li> <li>The way that the issue of Green Belt is to be dealt with will impact on an essential future update of the DDA. It is important that the mechanics between the forthcoming SDP and the Cardiff LDP review are fully thought out and communicated to landowners. Cardiff cannot unilaterally identify Green Belt.</li> <li>Policy 34 of Future Wales 2040 expects the boundaries of Green Belt to be established in the SDP itself. The SDP will also have a competency in the identification of strategic sites. The demarcation of Green Belt boundaries will also require the identification of strategic sites to be inset to cater for growth. It may also be the case that suitable non-strategic sites are suitable for in-setting. It seems illogical for a new Green Belt to be reviewed and amended, to any degree, immediately.</li> <li>Matters of Housing Need and Supply - in our assessment, the best-case scenario for housing delivery in Cardiff 2006-26 is around 30,000 homes (against the requirement for 40,000+) and we suggest that the City should not seek to dampen its development programme to a lower level for 2020-2040.</li> <li>Future plan-making for Cardiff should also be exploring the continuation of, at least, the delivery performance of the current LDP (2006-2026). The key point is that the evidence base informing the South East Wales SDP and Cardiff LDP should not rely solely on data that projects forward past under delivery.</li> <li>Paragraph 3.14 of the DDA advises that the Council "will commission expert consultants to provide advice on the most appropriate level of growth for a Plan period beyond the end date of the existing LDP". It is essential that plan-making tests and evaluates alternative futures to ensure Cardiff and South East Wales at least maintains, or better, enhances its competitiveness and prosperity vis-a-vis other core British city regions, including the West of England Combined Authority area. Achieving a synergy between economic development (jobs growth) prospects and housing growth is a key consideration, as is the relative growth roles for Cardiff and Newport.</li> </ul>	<p>The comments from Lightwood Planning/Wyndham Lewis Trust are noted.</p> <p>The requirement to review LDPs every 4 years is set out in National Planning Guidance</p> <p>In terms of the relationship with the preparation of the SDP at this stage it is difficult to comment as the Corporate Joint Committees (CJCs) responsible for preparing the SDP have yet to be established and given this procedures and processes are not yet in place for the preparation of the SDP. However, given the likely timescales for preparation of the SDP it is clear the LDP will progress in advance of this process rather than in parallel and will thereby inform the emerging SDP.</p> <p>Welsh Government guidance states that LDPs should have a plan period of 15 years and given this it would not be appropriate to have a 20 year plan period to 2040</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>Growth levels for the replacement LDP will be determined based on up to date evidence and will be consulted upon at a later stage.</p>	No changes required to Delivery Agreement or Review Report.
12	Lisvane Community Council	<ul style="list-style-type: none"> <li>Very troubled by the disparity in the population figures used in the adopted LDP and latest estimates. Population growth is a key driver for maintaining a robust LDP but the enormity of the variance (i.e. more than 30,000 people) casts doubt on the integrity of the adopted LDP and reinforces the need for correct figures to be used in the review.</li> <li>Number of households are 10% fewer than originally predicted with only 16,521 houses completed between 2006 and 2019 against a target of 45,000.</li> <li>The Report asks for more candidate sites to be brought forward to cover the period to 2036 but given the shortfall in achievement it would seem unnecessary.</li> </ul>	<p>The comments from Lisvane Community Council are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed</p>	No changes required to Delivery Agreement or Review Report.

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>7,500 student flats have been built since 2014 – some are converted commercial/office buildings but the reality is that many of the flats remain empty. Other ways of utilising redundant buildings should be examined.</li> <li>Some of the proposals under the recovery strategy conflict with existing LDP aims e.g the requirement to provide more buses when people will be happier travelling in their own vehicles which will require more and better car parking.</li> <li>Until there is more clarity about the impact of COVID it probably will not be possible to fully identify what measures are appropriate.</li> <li>LCC is committed to the protection of the Green Wedge this review is a key opportunity for Cardiff Council to reaffirm its commitment to the Green Wedge and Settlement Boundary and to ensure that inappropriate developments are not permitted.</li> <li>The Report expects that the current LDP will deliver a modal split of 50:50 by 2026. Given the marginal changes to date that seems unlikely</li> <li>LCC is concerned that any introduction of CIL would result in a reduced level of funds available for local communities. Any adoption of CIL by Cardiff Council should only happen after robust consultation with Community Councils to include assurances as to how funds will be spent as compared with the existing S106 arrangements.</li> <li>The older people housing strategy is welcomed</li> <li>Given the shift in market forces away from retail and towards online sales LCC is wondering whether there needs to be an appraisal of retail needs and whether such space might otherwise be used for new homes.</li> <li>Question whether the Plan needs to take account of European legislation and directives as UK as now left EU;</li> </ul>	<p>issues which will be considered once the review of the LDP begins.</p> <p>Growth levels for the replacement LDP will be determined based on up to date evidence and will be consulted upon at a later stage.</p> <p>The review of existing allocations will be an issue for the LDP Review alongside the call for candidate sites. However, it should be noted that the LDP will remain the Development Plan until 2026. Thus existing allocations can still be brought forward in line with the LDP.</p> <p>A call for Candidate Sites is the first formal stage of the LDP preparation process as set out in guidance, following the approval of the Delivery Agreement.</p> <p>The relevance of EU legislation and directives, Under the Withdrawal Act, EU-derived domestic legislation such as existing environmental regulations that implement EU Directives which were in force immediately prior to the end of the transition period will continue to form part of UK domestic law after 31 December 2020 until amended by new legislation. Given this they remain relevant to the LDP preparation process.</p>	
13	Llandaff Society	<ul style="list-style-type: none"> <li>Request the Llandaff Conservation group is added to list of general consultees in DA.</li> <li>Consensus building is welcomed</li> <li><b>The RLDP needs to be shorter and sharper, with an improved focus on priorities</b></li> <li>The evidence base should include the elements of place and heritage which make Cardiff, and areas within it including Llandaff, unique.</li> <li>Much more attention needs to be given to health and well-being in the RLDP, starting with air quality.</li> <li>Impact of Covid and BREXIT on our economy and work patterns means it will be important to ensure a heightened focus on sustainability. With the use and re-use of buildings, spaces and neighbourhoods.</li> <li>The consequences of decline (eg in the City Centre) and regeneration without destroying Cardiff's distinctive character, heritage and spirit of place need to be managed.</li> <li>The strategy underpinning the RLDP needs a complete readjustment. <ul style="list-style-type: none"> <li>Be more citizen-focussed</li> <li>To reflect the heritage of Cardiff</li> <li>To be far more attuned to the need to deal with the climate change</li> <li>To state clearly the design and landscaping standards required inside and outside Conservation Areas and</li> <li>Ensure transport and land-use planning go hand-in-hand and each is more carefully phased to support the Council's policy of moving to sustainable communities, and dominance of sustainable transport modes.</li> </ul> </li> </ul> <p><b>Review Report</b></p> <ul style="list-style-type: none"> <li>Increased priority must be given to historic environment policy to recognise that it is irreplaceable.</li> <li>It is vital that our listed buildings, Conservation Areas and their settings (i.e. KP17 and EN9) are given a higher priority if we are to ensure that Cardiff remains an amalgam of distinctive 'places',</li> <li>Not enough emphasis is being given to the urgent need to provide more sustainable modes of transport. The need for action in the light of the Climate Emergency, as well as to tackle the obesity crisis, make it vital that the Replacement LDP takes a fresh approach urgently need a tram-train to Creigiau, linked to a public transport system for the region fit for the 21st Century.</li> <li>LDP will need to tackle congestion</li> </ul>	<p>The comments from the Llandaff Society are noted.</p> <p>To ensure the preparation of the new plan reaches a wide audience across the city the Council will engage through a wide range of methods. These include reaching out on social media platforms, implementation of a new user friendly website, use of short films to explain the Replacement LDP process and issues the plan needs to consider and user friendly documents and surveys reaching out to a wide audience including children and young people. These are in addition to the traditional methods of notifying consultees on the LDP database and engaging through a range of existing networks.</p> <p>The Evidence base list to inform the preparation of the new plan is not intended to be exhaustive and consideration for the need for the additional studies suggested can be given as the plan progresses. The findings of some of the studies will be used to inform the consultation on strategic options in the autumn and a full list will be published alongside consultation on the Preferred Strategy and Deposit Plan giving residents an opportunity to comment on the findings. These studies will need to consider the impacts of the pandemic and will need to be kept under review as more information on this comes available over the next year or so.</p>	<p>Amend Delivery Agreement to include Llandaff Conservation Group to the General Consultation Bodies List.</p> <p>Amend Delivery Agreement to provide further detail regarding the Council's commitment to inclusiveness through providing user friendly documentation and using user friendly consultation techniques in order to engage with the wider community, including children and young people.</p> <p>Amend the Delivery Agreement to provide further detail of who will be involved in plan preparation including using established Council Environmental/Community and Economic networks/social media platforms.</p> <p>Amend Delivery Agreement to provide further clarification that the evidence base work will help inform the strategic options stage which will be subject to consultation and engagement next winter.</p>

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>We urge the Council to introduce charges for workplace parking in Cardiff</li> </ul> <b>Delivery Agreement</b> <ul style="list-style-type: none"> <li>Llandaff Society urges the Council to ensure that the evidence base is robust, the assessments (SEA/SA) honest and the Preferred Strategy demonstrably reflects the views of communities.</li> <li>Welcome the commitment of the Council for the Llandaff Conservation Area Appraisal to become SPG, and suggest that the Llandaff Conservation Advisory Group (the only one still operating in Cardiff) is added to the consultation list and invited to the Stakeholder Conference.</li> </ul>	The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.	
14	McEvoy, Cllr	<ul style="list-style-type: none"> <li>As MS on Cardiff's LDP and that of the Propel Cardiff Council Group is that it should be revoked.</li> <li>There should be no further green field development. Measures should be put in place to protect green field sites from being developed.</li> </ul>	<p>The comments from Cllr McEvoy are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>There will be opportunities for engagement at key stages during the formal preparation process. These are listed in the summary provided on page 27 of the draft Delivery agreement.</p> <p>Growth levels for the replacement LDP will be determined based on up to date evidence and will be consulted upon at a later stage.</p>	No changes required to Delivery Agreement or Review Report.
15	Mineral Products Association	<ul style="list-style-type: none"> <li>The Mineral Products Association (MPA) is the trade association for the aggregates, asphalt, cement, concrete, dimension stone, lime, mortar and silica sand industries.</li> <li>We welcome the inclusion of the MPA in the list of consultees Appendix A and will contribute to the process in due course.</li> <li>The 2nd Review of the Regional Technical Statement should form part of the evidence base and be included in the list.</li> </ul>	The comments from the Mineral Products Association are noted.	Add the 2 <sup>nd</sup> Review of the South Wales Regional Technical Statement for Aggregates to the evidence base list in the Delivery Agreement and Review Report
16	Network Rail	<ul style="list-style-type: none"> <li>Support the approach, and welcome the continued consultee status of Network Rail and look forward to future consultations to Network Rail.</li> <li>Core Valley Lines have now been transferred to Transport for Wales, and therefore they will have increased interests in the development of the LDP. We would therefore request that any consultations impacting the CVL should be directed to tfw directly.</li> </ul>	The comments from Network Rail are noted and support welcomed.	No changes required to Delivery Agreement or Review Report.
17	Newport City Council	<ul style="list-style-type: none"> <li>Due to the Covid-19 pandemic Cardiff's RLDP is now on a similar timescale as Newport. The review report notes that there are not sufficient synergies between the Authorities to warrant the preparation of a Joint LDP (RR paragraph 2.5 &amp; 5.1) which we have also concluded. Each authority has unique factors to consider within their own plan that would not benefit from a strict joint approach.</li> <li>We note the examples of across boundary working already taking place between authorities (RR paragraph 2.24, 2.26, 5.2 &amp; 5.3) and that the "ongoing dialogue with other Local Authorities will help maximise efficiencies and consistency with regard to gathering/sharing evidence and agreeing methodologies where possible" (RR paragraph 4.2). This joint approach towards the evidence base is welcomed.</li> </ul>	The comments from Newport City Council are noted and support welcomed.	No changes required to Delivery Agreement or Review Report.
18	North West Cardiff Group	<ul style="list-style-type: none"> <li>Welcome the opportunity to comment on the proposal to prepare a Replacement LDP -</li> <li>Cardiff's Replacement LDP (RLDP) should take account of the regional context.</li> <li>The Council should confirm the origin of statistics used in plan preparation, to help consultees assess the basis for the policies proposed.</li> <li>The Council must make a judgement based on the latest population and household projections and other relevant factors to produce a new LDP that helps create a more live-able and sustainable City taking into account the current very large housing land bank (24k - para 3.19). The new plan must encourage a wider range of house types and tenures, all with much better energy efficiency,</li> <li>Pleased to note (para 3.59) that renewable energy will get higher priority in the RLDP.</li> <li>Question the optimism of figures relating to job creation since 2006</li> <li>Question the optimism that housing completions will increase significantly from current levels</li> </ul>	<p>The comments from the North West Cardiff Group are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>There will be opportunities for engagement at key stages during the formal preparation process. These</p>	No changes required to Delivery Agreement or Review Report.

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>• Congestion may have reduced in 2020/21 due to COVID-19 impact on travel and work and shopping, but we suggest that the longer term trend is uncertain.</li> <li>• To need to invest in new cleaner public transport;</li> <li>• The imperative for action in the light of the Climate Emergency, as well as the need to tackle the obesity crisis, make it vital that the Replacement LDP takes a fresh approach. It needs to phase better public transport and much improved provision for cycling before release of any more housing land.</li> <li>• The huge uplift in land values accruing to owners of any greenfield allocations in the RLDP must be subject to a substantial rate of CIL in order to deliver the strategic City-wide infrastructure needed for developing a sustainable City, including Metro.</li> <li>• 50/50 modal split policy is not working now, and sustainable transport infrastructure is not being delivered quickly enough to deliver it in future. This must be addressed in the RLDP.</li> <li>• Welcomes the acknowledgement of the importance to health and well-being of open space, but is dismayed to see the amount that is no longer “public” as its maintenance is to be paid for by new residents and its use is thus semi-private. We suggest that this practice should stop.</li> <li>• Para 2.67 lists the COVID-19 impacts that will need to be considered. The list includes “Need to deliver “critical infrastructure” in a consistent and joined up manner.” This should be essential for any strategic development, not something to be considered as a pandemic impact. The list does not include the impact on housing demand. This is a serious omission.</li> <li>• Para 3.12 talks about ‘revised dwelling needs’ and requirement for new sites. There seems to be an inbuilt assumption that more sites will be required. Yet para 3.19 shows that there is an overall landbank of over 24,000. If dwelling need continues to reduce (WG household projections are 10% lower now than they were when the LDP was adopted) additional sites will not be required if production on the existing strategic sites is speeded up.</li> </ul>	<p>are listed in the summary provided on page 27 of the draft Delivery agreement.</p> <p>Growth levels for the replacement LDP will be determined based on up to date evidence and will be consulted upon at a later stage.</p>	
19	O Shea, Karen	<ul style="list-style-type: none"> <li>• Some parts of the proposal go into great detail, whilst others are too sparse on detail to be meaningful</li> <li>• Not enough protection is afforded to:</li> <li>• Greenfield sites – all developments should first be made to explore fully brownfield regeneration opportunities and the opportunities to utilise vacant space, before any new previously undeveloped land is considered. Location/proximity should not be used as an excuse for not taking these options – sustainable and creative transport solutions should be found.</li> <li>• Residential areas from developments which drive mass inward commuting – examples would include proposals for or extensions of park and ride and parkway style developments;</li> <li>• Greenspaces which are rapidly dwindling due to recent planning development approvals. These are of critical importance for wildlife, biodiversity, amenity, and both physical and mental well-being;</li> <li>• Previously undeveloped land, eg. Woodlands, wetlands, meadows, and waterways which provide important natural habitats for rare and dwindling species;</li> <li>• Biodiversity and promotion of wildlife habitats (not simply protection)</li> <li>• Light pollution</li> <li>• The physical characteristics of areas, to ensure that any schemes proposed are appropriate and in keeping, visually as well as in function and</li> <li>• Flood risk in all areas, in particular lower-lying areas.</li> <li>• Clean air quality – be it from vehicle pollution, industry or waste recycling activities – no microforest references at all;</li> <li>• Public safety – ensuring well designed neighbourhoods, access and lighting schemes, plus protection from antisocial behaviour, neighbourhood crime and danger from activities such as criminal damage, pollution and fly-tipping;</li> <li>• Public footpaths which are vital for people to access outdoor areas and greenspaces</li> <li>• Ensuring that proposals are sufficiently and actively promoted, not simply so that people have the awareness, opportunity and time to respond, but also the digital and physical means and skills to engage in proposals which could affect them, voice their concerns and have them addressed– the process as is too heavily weighted in favour of developers. Feeling one has not been adequately engaged in a process before it is too late can have a serious mental health impact on communities, and of course potentially long term negative impact if inappropriate schemes are granted approval – it is therefore strongly in the area’s interests to engage fully with all those affected</li> <li>• Ensuring that amenities for children, youth, the elderly and those with health issues and disabilities are key parts of all development schemes and that they are actually delivered by developers. Residential</li> </ul>	<p>The comments are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>Growth levels for the replacement LDP will be determined based on up to date evidence and will be consulted upon at a later stage.</p> <p>To ensure the preparation of the new plan reaches a wide audience across the city the Council will engage through a wide range of methods. These include reaching out on social media platforms, implementation of a new user friendly website, use of short films to explain the Replacement LDP process and issues the plan needs to consider and user friendly documents and surveys reaching out to a wide audience including children and young people. These are in addition to the traditional methods of notifying consultees on the LDP database and engaging through a range of existing networks.</p>	<p>Amend Delivery Agreement to provide further detail regarding the Council's commitment to inclusiveness through providing user friendly documentation and using user friendly consultation techniques in order to engage with the wider community, including children and young people.</p> <p>Amend the Delivery Agreement to provide further detail of who will be involved in plan preparation including using established Council Environmental/Community and Economic networks/social media platforms.</p> <p>Amend Delivery Agreement to provide further clarification that the evidence base work will help inform the strategic options stage which will be subject to consultation and engagement next winter.</p>

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<p>schemes in particular are too cramped, roads and pavements too narrow and too lacking in parking provision,</p> <ul style="list-style-type: none"> <li>• Preserving and enhancing the area's historical, archaeological and cultural assets, and those of neighbouring areas which can be directly impacted by Cardiff authority's actions, plans and policies.</li> <li>• Sites of special scientific interest; historic landscapes, archaeologically sensitive areas; sites of importance for nature conservation; conservation areas; Special areas of conservation and Special protection areas; and Scheduled Ancient Monuments. These should be cherished, safeguarded (perhaps even enhanced if appropriate),</li> <li>• Insufficient emphasis is placed on not simply protecting greenspaces and wildlife habitats, but also promoting and planting new woodlands, wildflower meadows, and trees which encourage pollinators and which can provide sustainable healthy food sources</li> <li>• The Capital city should be exemplar in ensuring proactive and timely engagement with members of the public on proposals, putting mechanisms in place to ensure that all people, regardless of age, ability, digital capability/access, wealth, language, etc. Can understand and voice concerns on proposals.</li> <li>• Too little emphasis is placed on digital</li> <li>• The vision for learning, opportunity, culture and sport does not go far enough – education assets should be spaces for the wider community, to promote greater engagement, sustainability and achieve greater community coherence, connectivity and pride.</li> <li>• As a creative capital, creativity does not feature enough in the plan – apart from being important for problem solving and innovation, creativity can give people a voice – in particular those who find themselves in disadvantaged circumstances, . Creativity is critically important</li> <li>• Cultural enrichment does not play enough of a role in the LDP; Not enough emphasis on helping narrow the gap for those in poverty or for those experiencing mental health challenges. There should be greater provision for ensuring banking and access to cash facilities.</li> <li>• Use of acronyms throughout the document. Documents such as this should be free from jargon and accessible to all.</li> </ul>		
20	Price, Michael	<ul style="list-style-type: none"> <li>• Questions how the RLDP will reduce deprivation and provide for more jobs in Cardiff East; increase active travel and; protect open space.</li> </ul>	<p>The comments are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p>	No changes required to Delivery Agreement or Review Report.
21	Public Health Wales	<ul style="list-style-type: none"> <li>• Would have liked to see a stronger reference in the document to the importance of the LDP in protecting and improving the health and wellbeing of the population.</li> <li>• Page 4 there could be an aim that says something like: <ul style="list-style-type: none"> <li>○ 'guide development which positively impacts health and wellbeing', or possibly include a statement somewhere in the document which reflects this important part of the LDP if it isn't one of the clear aims in itself. I think this is a really good opportunity for Cardiff to do some great work around making the links stronger between health and planning policies and having it upfront in the review aims would give it the importance it needs to ensure as Mark says the policies are core rather than in SPGs.</li> </ul> </li> <li>• Page 8, paragraph 1.25 refers to the Wellbeing Plan being produced, but as it has been produced, the wording should say 'this plan looks at' rather than 'this plan will look at'. Though the current plan ends in 2023, which is obviously before the LDP will be published.</li> <li>• <a href="https://www.Cardiff.gov.uk/ENG/Your-Council/Strategies-plans-and-policies/Local-Wellbeing-Assessment/Draft-Local-Well-being-Plan/Pages/default.aspx">https://www.Cardiff.gov.uk/ENG/Your-Council/Strategies-plans-and-policies/Local-Wellbeing-Assessment/Draft-Local-Well-being-Plan/Pages/default.aspx</a></li> </ul>	The comments from Public Health Wales are noted.	Suggested references added to final version of the Delivery Agreement and paragraph 1.25 amended as suggested.
22	Radyr & Morganstown Association	<ul style="list-style-type: none"> <li>• The RMA is pleased to be listed as a General Consultation Body in Annex Please note that the formal name of our group should be listed as Radyr &amp; Morganstown Association (RMA) and not the current Radyr and Morganstown Community Association.</li> <li>• Concerned that consultation is limited to "the relevant stages" and not "at all stages" as is stated for other categories within this Annex.</li> </ul>	<p>The comments from Radyr and Morganstown Association are noted.</p> <p>The review period and consultation stages are matters governed by Welsh Government guidance relating to the preparation of the LDP. This guidance requires</p>	Amend Delivery Agreement to amend reference from Radyr and Morganstown Community Association to the now Radyr & Morganstown Association (RMA) in the General Consultation Bodies List.

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>Disappointing that so little time has been allowed in a four year plan for active consultation with representatives of the people of Cardiff. In particular, that the Preferred Strategy Consultation and Deposit Plan Consultation are only open for the minimum six weeks statutory consultation period. Such a tight time-limit places limitations on representative groups such as ourselves</li> <li>The assertion at this very early stage that such an important strategic document as the LDP only has a small team of officers available to work on it is concerning both to the level of consideration that the LDP will have internally and the level of support that groups like ours might be able to access when attempting to engage with the LDP revision process effectively.</li> <li>The commitment in the existing LDP is that it is to be reviewed after four years. The current timetable sees an LDP that is due to expire in 2021 not being in a position to be replaced until late 2024, three years after a strategic document on which Council decisions are made should have been reviewed and potentially replaced. Whilst we understand the time it takes for such a document to undergo effective review we must register our disappointment that this process is starting so late and inevitably prolonging the life of the current LDP for decision making without opportunity for short term amendment whilst the full review is undertaken.</li> </ul>	plans to be reviewed at 4 year intervals and sets out a detailed process for LDP preparation, including the number of consultation stages required	
23	Radyr and Morganstown Community Council	<ul style="list-style-type: none"> <li>.Radyr &amp; Morganstown Community Council is pleased to be included as one of the specific consultation bodies. Members are keen to know how Cardiff Council intends to respond to any key issues that are raised by the Community Council during the LDP consultation process.</li> <li>Requests that Cardiff Council agrees to provide specific responses to any key issues that are submitted by R&amp;MCC during the consultation. We would be pleased to discuss with you how such a robust system of feedback could best work</li> </ul>	<p>The comments from Radyr and Morganstown Community Council are noted.</p> <p>In terms of feedback on comments made by consultees a report will be prepared at Preferred Strategy and Deposit stages setting out a response to all comments made at these stages.</p>	No changes required to Delivery Agreement or Review Report.
24	Rees, Cllr Dianne	<ul style="list-style-type: none"> <li>Consider the Town and Country Planning Act (LDP) Amendment Regulations 2015 are out of date. Raise concerns regarding the requirements of the 2015 Act as being subjective and possibly dangerous. The statutory requirement to advertise consultation stages should be re-instated in local press and media platforms.</li> <li>Population and household forecasts are critical to inform the Replacement LDP to determine the number of houses which will be needed up to 2036.</li> </ul> <p>DRAFT DELIVERY AGREEMENT.</p> <ul style="list-style-type: none"> <li>Why does the Draft Delivery Agreement have to take into account European legislation, policies and other initiatives at European level? We left the European Union at the end of January 2021. Is this necessary?</li> <li>EVIDENCE BASED ASSESSMENTS.</li> <li>Population and Household forecasts must be better</li> <li>Local Housing Needs Assessment. We should wait until the Pandemic is over to study and understand the needs of individuals and communities of the future.</li> <li>Similarly for Gypsy and Traveller Accommodation Assessment. We have no data as yet to understand the effect of the Pandemic on this community.</li> <li>The Draft Delivery Report does not reflect post EU membership and how society will be in Cardiff when the coronavirus Pandemic has retreated. It is too soon to commence a new LDP.</li> </ul>	<p>The comments from Cllr Rees are noted.</p> <p>The need for press adverts is a matter governed by Welsh Government guidance relating to the preparation of the LDP. This guidance no longer requires press notices to be published at key stages.</p> <p>Growth levels for the replacement LDP will be determined based on up to date evidence and will be consulted upon at a later stage.</p> <p>In terms of the relevance of EU legislation and directives, Under the Withdrawal Act, EU-derived domestic legislation such as existing environmental regulations that implement EU Directives which were in force immediately prior to the end of the transition period will continue to form part of UK domestic law after 31 December 2020 until amended by new legislation. Given this they remain relevant to the LDP preparation process.</p> <p>The review period are matters governed by Welsh Government guidance relating to the preparation of the LDP. This guidance requires plans to be reviewed at 4 year intervals, meaning the plan is now due for review.</p>	Amend Review report to correct the spelling error highlighted by Cllr Rees and update Capital Ambition reference in document.
25	Robson, Cllr Adrian	<ul style="list-style-type: none"> <li>Broadly support the proposal to form a new LDP and the proposed timetable.</li> <li>Pleased to see that rather than reviewing it, a new plan is to be introduced.</li> <li>Appendix D – need to mention risk of resources (particularly staff and finance) being diverted should they be needed to tackle the Coronavirus efforts</li> <li>Seek confirmation that it is recognised that all consultee groups should have a role to play in Cardiff life.</li> </ul>	<p>The comments from Cllr Robson are noted and welcome the support for the proposed approach.</p> <p>To ensure the preparation of the new plan reaches a wide audience across the city the Council will engage through a wide range of methods. These are in addition to the traditional methods of notifying</p>	<p>Amend Delivery Agreement to include Rhiwbina Garden Village Residents Association on the General Consultation Bodies List.</p> <p>Amend Delivery Agreement to provide further detail regarding the Council's</p>

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>Request that Rhiwbina Garden Village Residents Association is added to the general consultation bodies list?</li> </ul>	<p>consultees on the LDP database and engaging through a range of existing networks.</p>	<p>commitment to inclusiveness through providing user friendly documentation and using user friendly consultation techniques in order to engage with the wider community, including children and young people.</p> <p>Amend the Delivery Agreement to provide further detail of who will be involved in plan preparation including using established Council Environmental/Community and Economic networks/social media platforms.</p> <p>Amend Appendix D of Delivery Agreement to include reference to risk of resources being diverted should they be needed to tackle Coronavirus efforts.</p>
26	St Fagans Community Council	<p>Comments on Replacement LDP Delivery Agreement</p> <ul style="list-style-type: none"> <li>It is crucial that we and our community have a voice and are listened to. Whilst understand that there are different interests and views; a considered balance needs to be struck. But too often we and the people that we represent feel that the balance is missing, or is weighted heavily in favour of developers.</li> </ul> <p>Evidence base</p> <ul style="list-style-type: none"> <li>A critical piece of evidence is whether the current LDP is delivering the councils objectives - is it genuinely perceived to be delivering quality, sustainable communities that promote sustainable transport?</li> <li>Greater consideration must be given to surface water management issues and underground conditions when considering where to build. Underground springs and watercourses should be factored in.</li> <li>Air quality is a serious issue, with road traffic a major contributing factor.</li> <li>We request that Cardiff engages in maximum publicity and consultation. This is the way to gain the support and confidence of residents.</li> <li>Delivery agreement mentions that there are 'resource limitations to the extent of engagement that is possible'. We appreciate this but have 2 comments:</li> <li>Resource must be used in an equitable manner; one group should not receive undue preference.</li> <li>Community councils and other bodies can act as a link between the council and its residents; we can help to make up the resource shortfall,</li> <li>Question why the invitation to submit candidate sites is given prominence, or takes place early in the process. There are major sites still under development from the existing LDP, in many cases development has not yet started, and will certainly not be completed until well into the replacement plan. We are in a very different situation from that when the LDP was approved; demographics and the economy have changed beyond what anyone could have imagined.</li> <li>The replacement plan need to be prepared in the context the WG intention to introduce strategic development plans the issue is not about whether new housing is required, but where it is needed, and what type of housing is needed.</li> <li>. Would like to see more emphasis given to the needs of local businesses.</li> <li>The evidence base includes green infrastructure 'identify relevant data regarding Cardiff's natural environment'. We believe this needs clarification and expansion</li> <li>Cardiff's heritage is missing from the evidence base, yet it is important not just for its residents but as a means to attract visitors and income through tourism.</li> <li>St Fagans Community Council is a member of the NWCG and supports the comments made by the group.</li> </ul> <p>Comments on Cardiff Replacement LDP Review Report</p> <ul style="list-style-type: none"> <li>St Fagans CC is a member of the NWCG and we support the comments made by the group.</li> </ul>	<p>The comments from St Fagans Community Council are noted.</p> <p>Comments related to the evidence base. This is not intended to be exhaustive and consideration for the need for the additional studies suggested can be given as the plan progresses. The findings of some of the studies will be used to inform the consultation on strategic options in the autumn and a full list will be published alongside consultation on the Preferred Strategy and Deposit Plan giving residents an opportunity to comment on the findings. These studies will need to consider the impacts of the pandemic and will need to be kept under review as more information on this comes available over the next year or so.</p> <p>The comments regarding maximising publicity and consultation are noted. In order to ensure the preparation of the new plan reaches a wide audience across the city the Council will engage through a wide range of methods. These include reaching out on social media platforms, implementation of a new user friendly website, use of short films to explain the Replacement LDP process and issues the plan needs to consider and user friendly documents and surveys reaching out to a wide audience including children and young people. These are in addition to the traditional methods of notifying consultees on the LDP database and engaging through a range of existing networks.</p> <p>In relation to the timing of the invitation to submit candidate sites. This stage is required at the beginning of the process to build up the evidence base for the plan and is a requirement Welsh Government guidance on the preparation of LDPs.</p> <p>In terms of the relationship with the preparation of the SDP at this stage it is difficult to comment as the Corporate Joint Committees (CJCs) responsible for</p>	<p>Provide further clarification that the evidence base work will help inform the strategic options stage which will be subject to consultation and engagement next winter (para 1.23)</p> <p>Provide further detail regarding the Council's commitment to inclusiveness through providing user friendly documentation and using user friendly consultation techniques in order to engage with the wider community, including children and young people (para 2.3)</p>

	Consultee Name	Consultee comment	Council Response	Council Recommendation
		<ul style="list-style-type: none"> <li>• Vital that the replacement LDP (RLDP) takes account of the regional context. Until the strategic development plan (SDP) is produced LDPs across the region need to be coordinated.</li> <li>• Request that the council provides the origin of all statistics and data used in plan preparation. This will assist consultees to understand and assess the basis for the policies proposed.</li> <li>• Latest household and population projections are 8% lower for population and 10% lower for household formation than in the LDP. These are significant changes equally important will be the type of residences required, and where they are required.</li> <li>• There is a need for more energy efficient housing. so we were pleased to note (para 3.59) that renewable energy will get higher priority in the RLDP.</li> <li>• Question the optimism.of employment is showing 'a continuing strong performance'; para lists covid-19 issues to be considered: impact on the economy and rising unemployment are top of the list.</li> <li>• Strategic allocations are not delivering any facilities which means that new residents have to travel to and from them mainly by car unsustainable and is embedding poor travel choices.</li> <li>• Question the optimism of 'housing completions will increase significantly from current levels'. Suggest this optimism is not justified given the continuing economic uncertainty and potential increasing unemployment due to the impact of covid-19. A reduction in housing completions should not be used to justify further land releases in advance of a clear plan that develops communities rather than housing estates.</li> <li>• Compliance with legal levels of NO2 by the end of 2021. This year is unlikely to be representative in terms of traffic, and consequently, air quality levels. Question whether meeting the target in 2021 will be meaningful,</li> <li>• With interest rates at a historic low it makes sense to invest in new cleaner public transport; we've waited too long and support the plans to do so.</li> <li>• The RLDP must ensure improved public transport and much improved provision for cycling and walking before release of any more housing land.</li> <li>• The huge uplift in land values accruing to owners of any greenfield allocations in the RLDP must be subject to a substantial rate of CIL in order to deliver the strategic city-wide infrastructure needed for developing a sustainable city, including metro.</li> <li>• 50/50 modal split clear to us that that policy is not working now, and sustainable transport infrastructure is not being delivered quickly enough to deliver it in future. This must be addressed in the RLDP.</li> <li>• Covid-19 impacts. The list includes "need to deliver "critical infrastructure" in a consistent and joined up manner." This should be essential for any strategic development. List does not include the impact on overall housing demand. This is a serious omission.</li> <li>• There seems to be an inbuilt assumption that more sites will be required if dwelling need continues to reduce (WG household projections are 10% lower now than they were when the LDP was adopted) additional sites will not be required if production on the existing strategic sites is speeded up and actually completed together with appropriate facilities.</li> <li>• Welcome the statement that there will be a review of the links between climate change and flood risk this is essential because we cannot agree with the statement at 3.54 that climate change policies are working effectively.</li> </ul>	<p>preparing the SDP have yet to be established and given this procedures and processes are not yet in place for the preparation of the SDP. However, given the likely timescales for preparation of the SDP it is clear the LDP will progress in advance of this process rather than in parallel and will thereby inform the emerging SDP.</p> <p>Comments are noted. The Review Report is factual looking at the past performance of the current LDP and highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p>	
27	Stephen, S	<ul style="list-style-type: none"> <li>• The Climate Emergency, and its multiple impacts, does not appear to be as prominent as an emergency of this scale merits. Ecological dimensions of this emergency are lacking.</li> <li>• Other cities are working on initiatives to increase and facilitate citizen participation in these processes. I would also like to see greater attention to depending our democratic processes.</li> <li>• Please add me to any relevant mailing lists</li> </ul>	<p>The comments are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>There will be opportunities for engagement at key stages during the formal preparation process. These are listed in the summary provided on page 27 of the draft Delivery agreement.</p> <p>To ensure the preparation of the new plan reaches a wide audience across the city the Council will engage</p>	<p>Consultee added to LDP Consultation database.</p> <p>Amend Delivery Agreement to provide further detail regarding the Council's commitment to inclusiveness through providing user friendly documentation and using user friendly consultation techniques in order to engage with the wider community, including children and young people.</p> <p>Amend the Delivery Agreement to provide further detail of who will be involved in plan preparation including using established</p>

	Consultee Name	Consultee comment	Council Response	Council Recommendation
			through a wide range of methods. These include reaching out on social media platforms, implementation of a new user friendly website, use of short films to explain the Replacement LDP process and issues the plan needs to consider and user friendly documents and surveys reaching out to a wide audience including children and young people. These are in addition to the traditional methods of notifying consultees on the LDP database and engaging through a range of existing networks.	Council Environmental/Community and Economic networks/social media platforms
28	Taylor Wimpey/North East Cardiff Landowners Consortium	<ul style="list-style-type: none"> <li>Taylor Wimpey Ltd and the North East Cardiff Landowner's Consortium, developer/landowners for a substantial part of Strategic Site F (SSF), which is a strategic allocation in the adopted Cardiff Local Plan.</li> <li>Need to ensure the timely delivery of SSF is aligned to the national, regional and local context identified for the LDP Review.</li> <li>TW and NECLC support the commitment identified to the continued delivery of the SSF as a significant part of the Council's land supply, a short form revision procedure is not appropriate for a Plan for a replacement LDP for Cardiff.</li> <li>It is considered that the LDP Vision and LDP Objectives outlined within the Draft Review Report are appropriate and aligned to the opportunities presented by the SSF allocation</li> <li>Important that the Welsh Government growth projections are supported and informed by robust evidence that includes a revised Local Housing Market Assessment</li> <li>Note that Cardiff is still projected to experience significant growth over future years and therefore the deliverability of land supply to meet the housing requirement proposed is critical.</li> <li>Having regard to previous delivery rates which have fallen short in previous years, the LDP review is an opportunity to review the effectiveness of development management policies insofar as they support the delivery of development, in particular strategic sites which comprise a significant part of the Council's committed supply. , it is critical that the policy framework established through the Replacement Plan promotes and protects the timely delivery of strategic site allocations in the interests of addressing established housing need requirements for Cardiff over the short term and to 2035.</li> <li>The LDP review must consider the effectiveness of policies that guide the planning of strategic sites, where phased implementation is critical, as is striking the right balance of ensuring appropriate and proportionate site wide design and implementation strategies but not frustrating delivery of development through tiers of prescriptive pre-commencement requirements.</li> <li>Appropriate to review existing SPG as part of the LDP review process. Where elements of SPG are overlapping or out of date, there will be scope for these to be rationalised and bring these up to date to reflect and align with current practice and to help provide certainty to support the effective and timely delivery of the strategic site allocations (e.g. Planning Obligations).</li> <li>In order to ensure continuity, and an ongoing basis for the delivery of the new homes for Cardiff, it is important that the review process is progressed and brought forward in line with the programme outlined within the Replacement LDP Delivery Agreement.</li> <li>A full revision procedure is the most appropriate form of review and a replacement LDP should be prepared for the period to 2035.</li> </ul>	<p>The comments from Taylor Wimpey/North East Cardiff Landowners Consortium are noted and support for the approach of a full plan review welcomed</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p> <p>Growth levels for the replacement LDP will be determined based on up to date evidence and will be consulted upon at a later stage.</p> <p>The Plan period covers a 15 year period 2021 to 2036.</p>	No changes required to Delivery Agreement or Review Report.
29	The Coal Authority	<ul style="list-style-type: none"> <li>Note that the conclusion of the draft review is that the full revision procedure is considered the most appropriate form of review and that a Replacement LDP should be prepared for the period 2021 to 2036.</li> <li>The Coal Authority has no specific comments to make at this time.</li> </ul>	The comments from the Coal Authority are noted.	No changes required to Delivery Agreement or Review Report.
30	Urban Habitats	<ul style="list-style-type: none"> <li>Didn't see any reference to public health involvement and wondered how this would best be brought into the LDP review as beyond this current stage it would be valuable to consider how wellbeing and public health are brought into the core policies as much as possible rather than in lower status supplementary guidance.</li> </ul>	<p>The comments from Urban Habitats are noted.</p> <p>The Council will work closely with Public Health Wales on the preparation of the replacement plan.</p>	No changes required to Delivery Agreement or Review Report.

	Consultee Name	Consultee comment	Council Response	Council Recommendation
			The Integrated Sustainability Appraisal will incorporate an assessment of the health impacts of the replacement plan.	
31	Waite, T	<ul style="list-style-type: none"> <li>Assume the new LDP will recognise the changing waste streams given the drive for a circular economy and the building of an incinerator since the last LDP was completed. This incinerator has capacity to cope with the cities current and future waste and this should be recognised in the plan.</li> <li>Assume that no further developments will be allowed on the <b>Wentloog</b> levels SSSI land hope all 'Protect and enhance' countryside land will be protected further expanded in the LDP recognizing the need for this key habitat and green space.</li> <li>Traffic is a growing area and adequate plans should be made to address this.</li> <li>Air pollution is a growing trend and nothing should be done which knowingly adds to emissions within the city in a significant way.</li> <li>Carbon emissions reductions and drive to neutrality should be a relevant topic in any developments.</li> <li>The Mor Hafren proposal <b>is</b> currently going through the DNS Process. This site is currently on 'Protect and enhance' land in the current LDP.</li> <li>Assume there will be no movement of the boundary in the next LDP. Moving this boundary mid process by a key stakeholder could create a clear conflict of interest and legal challenge to the process.</li> </ul>	<p>The comments are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p>	No changes required to Delivery Agreement or Review Report.
32	Wentlooge Community Council	<ul style="list-style-type: none"> <li>In general the logic is clear but there seems to be some areas such as green space and protection of biodiversity without substance and clarity. This is of significant concern, as over recent year's development applications on the protected sites of environmental and historical landscape around the city has increased with more of these areas being eaten away.</li> <li>Any changes to an LDP should take a bold step in the current climate conditions to protect and enhance the green space. It is now proven that the smallest of wildlife needs protection as it has a place within the eco system and without these the chain. Breaks down. Community gardens are not an answer to the problems of open space for wellbeing or wildlife.</li> <li>To downplay employment sites we see as short sighted, especially when there is a need for economic recovery after COVID and a need for the country to be a player on the world stage after Brexit.</li> <li>We see the future as having a need for a hybrid workplace, with an element of working from home but also with people needing a place to work and identify with. This also brings with it face to face interactions that can only be good for wellbeing.</li> </ul>	<p>The comments from Wentlooge Community Council are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p>	No changes required to Delivery Agreement or Review Report.
33	Williams, Cllr Joel	<ul style="list-style-type: none"> <li>Endorse and echo the comments made by Cllr Rees in her submissions</li> </ul>	The comments from Cllr Williams are noted.	No changes required to Delivery Agreement or Review Report.
34	Williams, E	<ul style="list-style-type: none"> <li>UK retail industry suffered some major collapses throughout 2020. There were 177,000 jobs lost in what was a punishing year for the high street, with a string of household names succumbing to administration during Covid-19. Evidence suggests that there is far more to come in 2021 and beyond. This therefore is just the beginning of a painful restructuring of an industry that is a major employer but where fewer and fewer physical stores are going to needed to serve shoppers in the internet age.</li> <li>How does the Rightacres Property Company, in collaboration with Cardiff Council, intend to move forward with their plans for the so-called Central Quay? Surely now is not only the time for a major rethink in terms of their proposed masterplan vis-à-vis retail space but, more importantly, an opportunity for city planners and developers alike to lead the way in green design concepts</li> <li>Many young people come here to study and then stay because they see that Cardiff is different; they discover that Cardiff has a small and accessible heart and a beautiful civic centre, with the river Taff and Bute Park right on their doorstep. Sadly, developments, such as Central Square, now make Cardiff look more and more like Anytown UK.</li> <li>Build for tomorrow. A few more roof gardens and far fewer retail outlets</li> </ul>	<p>The comments are noted.</p> <p>The Review Report is a factual review of the past performance of the current LDP highlighting areas for reconsideration. The comments raised are detailed issues which will be considered once the review of the LDP begins.</p>	No changes required to Delivery Agreement or Review Report.

Cardiff Council

# Corporate Parenting Advisory Committee

Annual Report  
2019/20

# Chair's Foreword

I am delighted to introduce the 2019/20 Annual Report of the Corporate Parenting Advisory Committee. I have been proud to chair this important Committee again this year. As Deputy Leader of the Council and Chair of the Committee I would like to thank my fellow Committee members for their focus and hard work to ensure the wellbeing of our looked after children and care leavers.

As you will see from the report the Committee has once again considered a very large volume of work during the year and we have been very busy. Highlights have included hearing detailed feedback from young people through a number of engagement sessions which will inform our work as a Committee and for the upcoming Corporate Parenting Strategy. It has been great to see the experiences of our looked after children first hand and their feedback will be vital in our forward work plan.

Our commitment to our looked after children and care leavers and the importance Committee members place on their role can be seen from the variety of work undertaken throughout the year. Of particular interest has been finding out more about our Child Friendly City Programme an exciting programme aimed at ensuring Children rights are adhered to and that young people across the city can have a voice and have an input in decisions that impact them.

Attendance at Committee meetings has remained high throughout the year showing the dedication our individual elected members have to the work undertaken by the Committee and the will to support our looked after children and care leavers across the city.

I look forward to chairing the Committee again in 2019/20 and for us all to continuing to work as corporate parents to nurture, respect and to be as ambitious for our looked after children and young people as we would for our own children.

I would also like to thank those managers and partners who have taken time and effort to share and impart their knowledge and understanding of issues, solutions, good practice and achievement. We as Committee members are grateful for those insights.

**Councillor Sarah Merry**

Chair of the Corporate Parenting Advisory Committee

# Assistant Director's Overview

The Annual report for 2019/2020 continues to showcase the wide range of work the Corporate Parenting Advisory Committee have been involved in over the past year. Throughout the report there is a strong focus on the voice of our looked after children across the city. A great example of this is from a wide range of engagement sessions held with our Bright Sparks Forum and previous engagement through our Bright Spots Survey.

Based on what our young people have told us about their concerns, things that are working well and their dreams and aspirations for the future the annual report has been structured to highlight the work undertaken by the Committee based around a number of these themes. This information will also be used to shape our Corporate Parenting Strategy.

This exciting strategy will aim to strengthen the links between our looked after children and Corporate Parenting Committee and our shared Corporate Parenting action plan will bring together our key stakeholders to help improve the lives of our looked after children and care leavers.

The links between our looked after children across Cardiff and the Corporate Parenting Committee will be strengthened with our young people shaping our future work programme for the upcoming year.

This will build on a wide range of initiatives to support our young people across the city such as Cardiff 2030 vision, our Child Friendly City programme and Cardiff Commitment all aimed at improving the outcomes, educational attainment and aspirations for young people across the City.

**Deborah Driffield**

Assistant Director Children's Services

# Introduction

Cardiff Council's Corporate Parenting Advisory Committee are collectively responsible for ensuring that all children who are looked after by the Council receive the best possible care and support. That they are appropriately safeguarded and achieve the best possible chances in life.

This report presents the Committee's main activities during 2019/20. It begins with background information that is helpful in understanding the Committee's function, purpose and the scale of its responsibilities. Following sections summarise activity. Those sections include:

- A record of meetings and attendance.
- Young Person Participation.
- The Annual Programme
- Activity in Monitoring Performance.

## Background

### Corporate Parenting

The term "corporate parenting" indicates that the local authority has the same interest in the progress and attainment of looked-after children as a reasonable parent has for their own child.

The Welsh Local Government Association Corporate Parenting Workbook states:

*"...good corporate parenting only happens when elected members and officers are working together to protect and promote the interests of looked-after children".*

The overarching objective of the Corporate Parenting Advisory Committee as stated in the terms of reference is:

*"To seek to ensure that the life chances of looked after children, children in need and care leavers are maximised in terms of health, educational attainment, and access to training and employment , to aid the transition to a secure and productive adulthood".*

### Governance

A Corporate Parenting Panel was established in Cardiff during 2007 as a good practice mechanism to support the discharge of the Council's responsibilities. That Panel had no statutory role or formal decision making powers.

In 2014 the Corporate Parenting Panel and the Children and Young People Scrutiny Committee undertook a joint Inquiry to consider:

- Ways to raise the profile of corporate parenting.
- The role of the Panel.
- Lines of accountability.

As a result of the recommendations arising from the inquiry, a formal Corporate Parenting Advisory Committee was created to replace the Panel. The Committee met for the first time on the 8th of October 2014. The current Membership is now in its third year, with a small number of changes in individuals during the period.

The Annual report covers the period of beginning of May 2019 to the end of April 2020

The Current Terms of Reference for the Corporate Parenting Advisory Committee are set out below which covers the period reported. The current Terms of Reference are under review and subject to change.

An independent expert was appointed to under a review of the Member Safeguarding Protocol. In January 2020, Council considered and approved an ordinary resolution which welcomed the independent review of the Members' Safeguarding Protocol and put forward proposals in relation to the remit of the review which included; the development of a protocol on the corporate parenting role of Councillors to align with the Member Safeguarding Protocol; a review of the terms of reference and operation of the Corporate Parenting Committee; and, make recommendations on how the role of the committee can be strengthened. Due to restrictions as a result of the Covid-19 pandemic the review was not completed during this reporting period.

## **Terms of Reference**

As a Committee, the Corporate Parenting Advisory Committee has a remit:

- To advise and make recommendations to the Cabinet or Council (pursuant to s.102 (4) of the Local Government Act 1972) with regard to the discharge of corporate parenting functions.
- To ensure that Corporate Parenting has a role and status within the Council.

During 2019/20 the Committee operated within the following terms of reference:

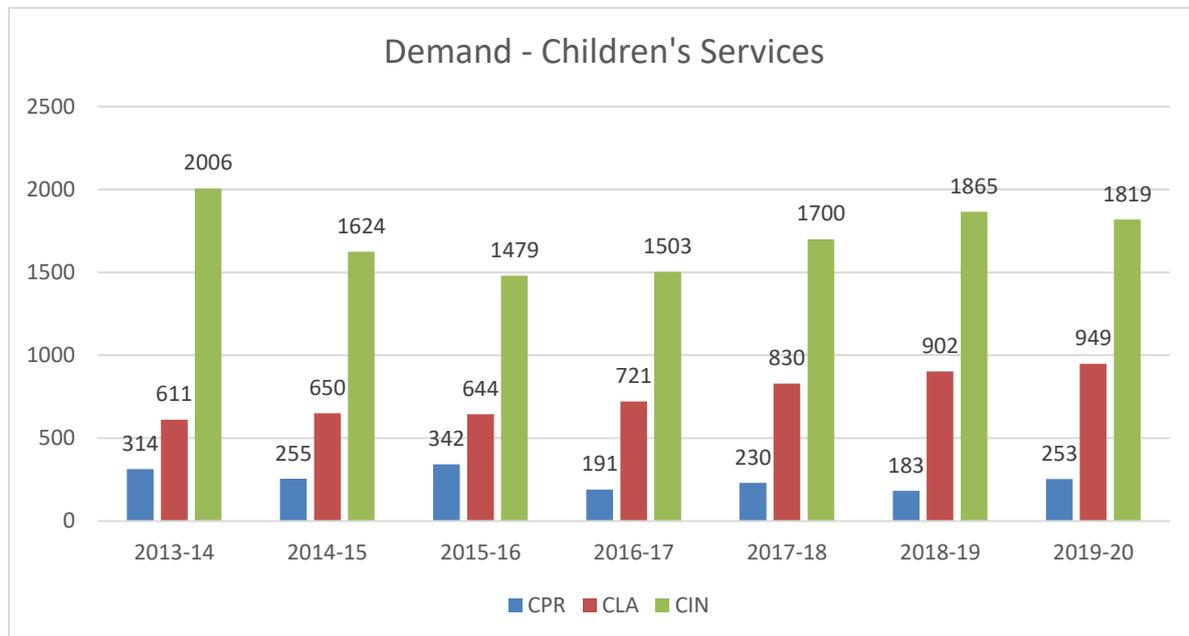
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| a)  | To champion the life chances and rights of Children Looked After; Children in need; Care Leavers and children and young people in the criminal justice system across the Council, with Elected Members and partners. |
| (b) | To actively promote real and sustained improvements by ensuring that there are mechanisms in place to:   |

ascertain and have regard to the child or young person's view, wishes and feelings, so far as reasonable practicable; have regard to the importance of promoting and respecting the child or young person's dignity; have regard to the characteristics, culture and beliefs of the child or young person; have regard to the importance of providing appropriate support to enable the child or young person to participate in decisions that affect them; have regard to the importance of promoting the upbringing of the child by the child's family, in so far as doing so is consistent with promoting the child's well-being; Where the child is under the age of 16, ascertain and have regard to the views, wishes and feelings of those with parental responsibility for the child, in so far as doing so is consistent with the well-being of the child, and reasonably practicable; That there is a follow on provision for young people leaving care that meets the need of young adults.

- (c) To develop and undertake a programme of consultation, listening and engagement events with Children Looked After, Children in Need and Care Leavers as well as visits to services providing support and advice to those children and young people.
- (d) To recommend ways in which more integrated services can be developed across all Council directorates, schools and other stakeholders to lead towards: - Improved education attainment and achievement for Children Looked After, Children in need and Care Leavers; Emotional and Mental Health and Well-being Support for Children Looked After, Children in Need, and Care Leavers; Improvements in services for children with disabilities; To encourage Looked After Children, Children in need and Care Leavers to become active citizens.
- (e) To ensure performance monitoring systems are in place, and regularly review performance data to ensure sustained performance improvements in outcomes;
- (f) To benchmark and learn from best practice of other Local Authorities;
- (g) To receive all relevant Children's Services inspection and annual reports, including: Children's Homes Quality of Care Report; Child Practice Review Themes, Fostering Annual Quality of Care Report; Adoption Fostering Annual Quality of Care Report; 4C's Commissioning; Out of Area Annual Report; Education Report; Children's Complaints reports; and Advocacy Annual Report;
- (h) To develop, monitor and review a corporate parenting strategy, and ensure its effective implementation through work plans and corporate parenting training programmes;
- (i) To submit an annual progress report to the Cabinet and make recommendations where responsibility for that function rests with the Cabinet;
- (j) To report to the Children and Young People's Scrutiny Committee as necessary;
- (k) To recommend the appointment of co-opted members to the Committee for approval by Council;
- (l) To submit an Annual Report on the work of the Committee to full Council;
- (m) All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties;

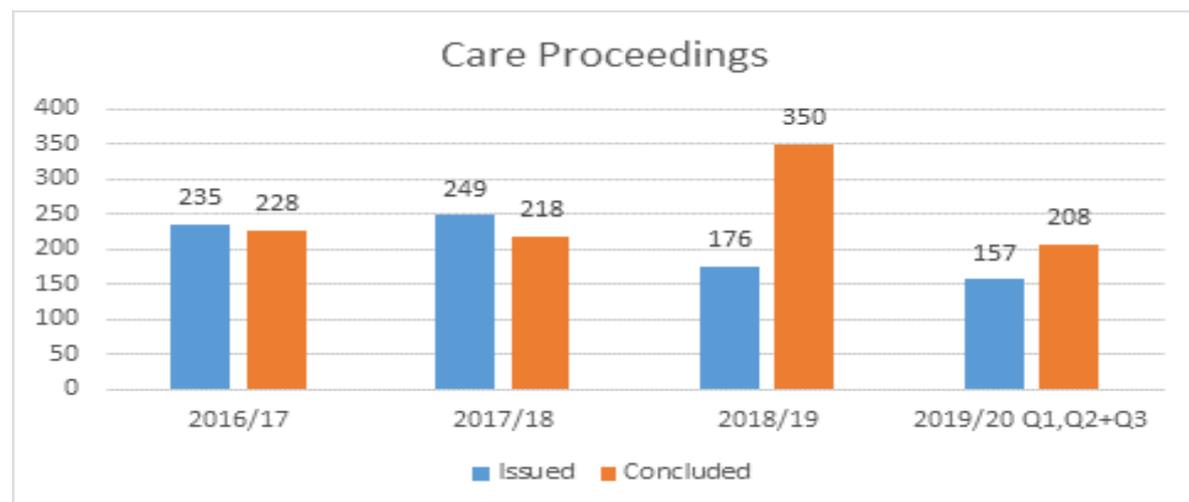
# The Population

At 31st March 2020, there were **949 looked after children in Cardiff**.

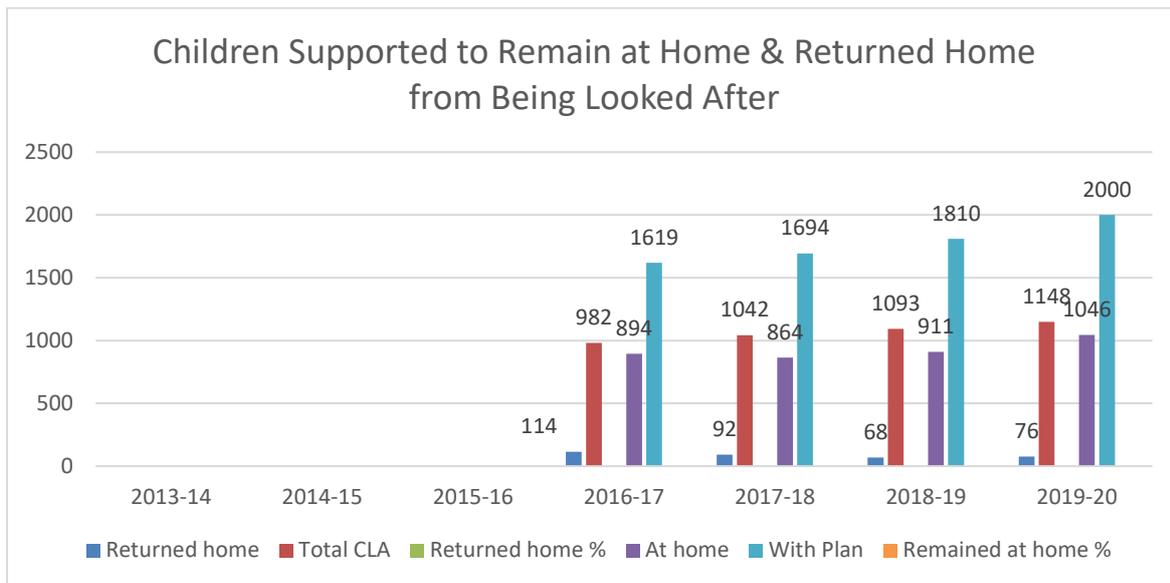


Of the 2000 children with a Care and Support Plan at 31<sup>st</sup> March 2020, 52.3% were supported **to live at home** and were therefore not being looked after.

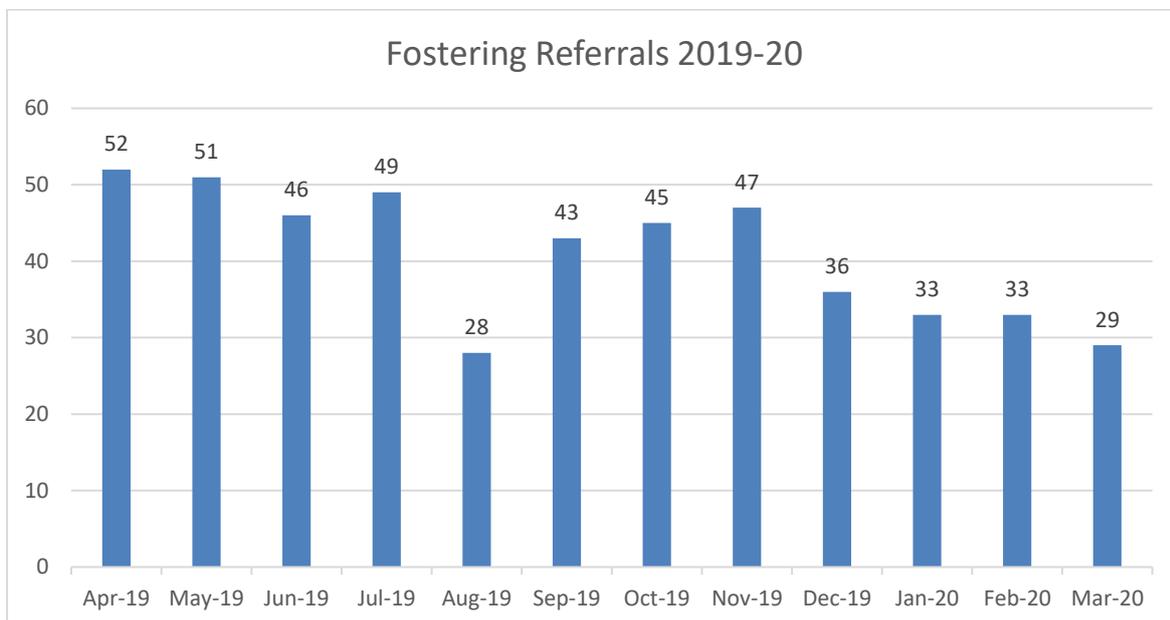
Care proceedings data outlined below cover up to quarter 3, quarter 4 data is currently unavailable at the time of report due to difficulty in collating manually during COVID 19 pandemic restrictions.



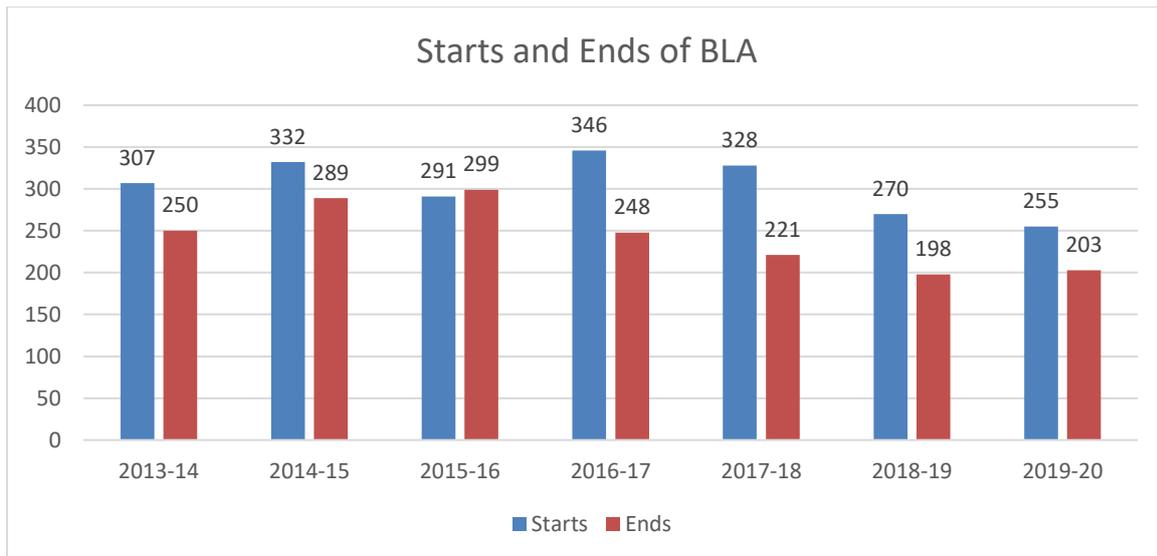
Of the total number of 1,148 children who were looked after during the 2019/20 year, **76 returned home**.



In addition to the 76 children who were returned home from care, **171 children were in the care of their parents**, but remain subject to a Care Order, and **148 children were placed with relative carers**.



Care proceedings issued and concluded data covering 2018-2019 is still being formulated at the time of the report.



56.6% (388/685) of looked after children in regulated placements were placed in Cardiff as of 31<sup>st</sup> March 2020

65.5% (449/685) of looked after children were in **external provider placements** as of the 31<sup>st</sup> March 2020.

Of the children who were **care leavers** in 2018/19, **54%** (40/74) were engaged in **education, training or employment** one year after leaving care.

Of the total number of **care leavers**, **21.39%** (77/360) experienced **homelessness** during the year.

As of 31<sup>st</sup> March 2020 **81 children were in external residential placements**

93.7% of care leavers were in suitable accommodation at the time of leaving care

8.07% (77/954) of children experienced **more than 3 placements**. The ceiling target is not to exceed 9% which we were in line with. Cardiff were and continue to strive to ensure all children are in the right placement for them and that children are returned to Cardiff from out of area placements where appropriate for their needs.

# Attendance

## Meetings

During the 2019/20 municipal year, four Committee meetings were held

The scheduled meetings were held on the 15th July 2019, 17<sup>th</sup> September 2019, 18<sup>th</sup> November 2019 and 28<sup>th</sup> January 2020.

## Membership

Membership of the Committee is decided at the beginning of each year by full Council. Seats are allocated on a politically proportionate basis. The Committee is chaired by the Deputy Leader of the Council and includes 3 Cabinet members. There were two changes of individual membership during the 2018/19 term. During 2018/19 members of the Committee were as follows:

COUNCILLOR REPRESENTATIVE		ATTENDANCE	
		<i>Meetings: Possible</i>	<i>Meetings: Actual</i>
Sarah Merry Chair	Labour (Deputy Leader, Cabinet Member for Education, Employment and Skills)	4	4
Cllr Sue Lent Deputy Chair	Labour	4	3
Cllr Fenella Bowden	Independent	4	4
Cllr Sean Driscoll *	Conservative	3	3
Cllr Fenella Bowden	Independent	4	4
Cllr Graham Hinchey	Labour (Cabinet Member for Children & Families)	4	4
Cllr Robert Hopkins**	Liberal Democrats	3	3
Cllr Shaun Jenkins	Conservative	4	3
Cllr Ashley Lister	Labour	4	4

\*Members who left the Committee during the year. \*\*New Members of the Committee.

Meetings were also attended by a core group of senior managers from Children's Services Education and Cardiff and Vale University Health Board along with a young person. They attended in the capacity of advisors to respond to questions. Invited guest speakers presented to the Committee. Further information is provided on those discussions in the following section of this report.

# Summary of 2019/20 Business

## Engagement / participation of young people

The Committee's current terms of reference require its members to hold events and undertake visits. To ensure mechanisms are in place to enable looked after children, children in need and care leavers to play an integral role in service planning and design and to act upon feedback. The Committee may recommend the appointment of co-opted Committee Members for approval by Council.

### Children's Rights

The rights of children and young people must be upheld in accordance with the Social Services and Wellbeing (Wales) Act 2014, the Children Act 2004, Children Act 1989, the United Nations (UN) Convention on the Rights of the Child 1991, and the Human Rights Act 1998.

The UN Convention on the Rights of the Child infers that:

- All departments and all levels should put children's interest first (article 3).
- Special attention should be given to any children who are suffering discrimination (article 2).
- The active and informed participation of children as citizens and rights holders should be promoted (article 12.)

### Extracts from the United Nations Convention on the Rights of the Child

#### Article 2

1. States Parties shall respect and ensure the rights set forth in the present Convention to each child within their jurisdiction without discrimination of any kind, irrespective of the child's or his or her parent's or legal guardian's race, colour, sex, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status.

2. States Parties shall take all appropriate measures to ensure that the child is protected against all forms of discrimination or punishment on the basis of the status, activities, expressed opinions, or beliefs of the child's parents, legal guardians, or family members.

#### Article 12

1. States Parties shall assure to the child who is capable of forming his or her own views the right to express those views freely in all matters affecting the child, the views of the child being given due weight in accordance with the age and maturity of the child.

2. For this purpose, the child shall in particular be provided the opportunity to be heard in any judicial and administrative proceedings affecting the child, either directly, or through a representative or an appropriate body, in a manner consistent with the procedural rules of national law.

The Committee throughout the year were updated on how the voice of looked after children have been incorporated in a range of areas of work and were made aware of a range of initiatives and projects in development to further strengthen the voice of the child.

It should be noted that listening, consultation, and engagement permeates throughout the Committee's programme, as detailed in further sections of this report. Through a number of reports such as Complaints and representations reports and Independent Reviewing Officer service report the voice of looked after children are placed at the centre. There has also been a wide range of specific Participation initiatives, programmes and projects presented to the Committee aimed to strengthen the voice of a young person and ensure that our young people have meaningful engagement to have an active role in shaping services that affect them.

## **Theme**

### **Participation**

1. To ensure that mechanisms are in place to enable Looked After Children, Children in Need and care leavers, to play an integral role in service planning and design, and that their views are regularly sought and acted upon;

### **The experience of looked after children and outcomes**

2. Promoting permanency
3. Providing high quality placements.
4. Provide young people leaving care with appropriate preparation for adult life, taking account of all of their needs including their wellbeing.

### **Specialist services**

5. Continue to improve services for children with disabilities, including short break care.
6. Improve and support the emotional health and mental wellbeing of looked after children.

### **Education**

7. Improve the education attainment and achievement for all looked after children.

### **The role of the Corporate Parenting Advisory Committee within the Council**

8. Strengthening the role of the Corporate Parenting Advisory Committee within the Council.

## Young Person Participation

### **Presentation on UNICEF UK Child Friendly City Strategy**

During July 2019 a member of the Community Education team presented to the Committee. The presentation informed members on the Partnership between Cardiff and UNICEF UK in working towards Cardiff becoming a Child Friendly City. The programme is aimed to help make cities and communities places where all children including the most vulnerable feel safe, heard and nurtured.

The vision of the Child Friendly City was shared with the Committee

*“A city with children and young people at its heart, where the voices, needs and rights of all children and young people are respected.*

*“A city where all children and young people, regardless of belief, ethnicity, background or wealth are safe, healthy, happy and able to share in the city’s success”*

Details were given on how the vision could be reached through a set of 5 goals with 17 commitments to action showing how the goals would be reached

The 5 goals presented to the Committee were:

- Goal 1** Every child and young person is valued, respected and treated fairly
- Goal 2** Every child and young person has their voice, needs and priorities heard and taken into account
- Goal 3** All children and young people grow up in a safe and supportive home
- Goal 4** All children and young people access high quality education that promotes their rights and helps them develop their skills and talents to the full
- Goal 5** Children have good physical, mental and emotional health and know how to stay healthy

Members expressed concern at the number of elected members who have still not undertaken the UNICEF training and queried whether there is an expectation that all staff will undergo the training. Members were advised that the training provided by UNICEF concentrated on police officers, those officers from education and social services as opposed to across the board. However, there is a mandatory eLearning module which staff have to undertake.

Discussions were held for the need for a child in care to get their voice heard, the prioritisation of education for the child who is looked after and queried how is more funding and support being identified for these children and not necessarily through a classroom environment. Members were advised that it is a difficult challenge, and that engagement can only take place when they feel it is appropriate. It is important to have the processes and structure to be able to have meaningful conversations. There is still work to be done on this, the Child Friendly City is an umbrella but Children’s Services and Education have the responsibility of doing the work.

## **The Mind of my own app**

In November 2019 the service manager for children services provided a presentation on a digital app to increase participation of looked after children. The Mind of my Own App would provide an opportunity for looked after children to provide real time feedback to services and support. Members were given case studies and key statistics outlining how the app has worked in other local authorities. Information was also given on how looked after children with additional needs would be able to access the app and get their voices heard.

Members expressed concern as to what would happen if communication was urgent, officers informed members that there is a process whereby reports are screened and contact will be made after. Such details will be clearly identified through an implementation plan. Discussions were held around the age of the young people using the app and how those with additional learning needs would be able to benefit. The Committee were informed that those children with additional learning needs who may struggle to share their views with the App will be able to share their views, wishes and feelings via Mind of my Own Express which is aimed at supporting communication in a primarily pictorial format.

CPAC were informed that a small group of young people in the Bright Sparks group tested the app, one person had literacy needs. The young people were actively engaged in the app and thought it was something that would benefit them and they would use.

## **Bright Sparks Awards**

On the 15<sup>th</sup> November 2019 Committee members Councillor Hinchey and Councillor Lister attended the Bright Sparks Awards ceremony, in 2019 the theme chosen by young people was the theme of "Heroes" providing an opportunity for looked after children to reflect on what and who a hero is. The event was attended by approximately 150 people including a range of staff from Social Services and the Lord Mayor. As part of the awards, the young people chose to introduce a Lifetime Achievement Award and dedicated the award to a foster carer who has provided an amazing 25 years of service to caring for children and young people. Committee members noted that it was really encouraging to hear young people talk of their parents, teachers and caregivers as heroes and to see how they recognised the people who have made a positive impact on their lives.

## **Voices from Care Cymru**

Voices from Care Cymru is an organisation that provides an independent voice for care experienced children and young people in Wales and delivers a range of services to support young people.

During January 2020 the Programmes Manager from Voices from Care Cymru provided the Committee with information about the project including the importance on supporting young people with their emotional and mental health, of sibling relationships; of being loved; and of stability and breaking the stigma that young people in care cannot do things that others can.

Members expressed concerns on how they could help support the Voices from Care organisation and were advised that responsibilities of corporate parents and raising an awareness of the voices from care; if there are activities and initiatives taking place young people would welcome the attendance of corporate parents; be champions for care experienced young people.

<b>Presentations / Reports</b>	<b>Dates presented</b>	<b>Guest speaker</b>
1. Child Friendly City strategy	July 2019	Community Education team
2. Mind of my own App	November 2019	Operational Manager
3. Voices from Care Cymru	January 2020	Programme Manager – Voices from Care Cymru

## **Experience of looked after children and outcomes**

### **Good practice in leaving Care**

Sections 105 to 115 of the Social Services and Well-being (Wales) Act 2014 place duties on a local authority to provide support for children and young persons who it has 'looked after' when they cease to be looked after (care leavers). The support provided is intended to be equivalent to that which a child who has not been looked after might reasonably expect from his or her parents.

During July 2019 Committee meeting, members were presented with what support was available to those Looked after children who have left care. The Committee were presented with information about categories of looked after children leaving care and what support is available.

The presentation outlined the key challenges facing care leavers that is faced UK wide:

- 43% are not in training, education or employment at the age of 19 years. (Wales figures)
- 43 per cent of care leavers felt the main professional supporting them had been unhelpful in helping them think about future housing needs. (UK figures)
- 40 per cent of care leavers say that not having enough savings for a deposit was a barrier to accessing accommodation. (UK figures)

Under section 108 of the 2014 Act, local authorities have duties towards young people in foster care who wish to continue living with their foster parents beyond the age of 18. The Committee were given information on the "When I'm ready" scheme.

During the meeting, members discussed a range of issues in relation to support for care leavers. Members referred to the Mind of My Own app and asked whether consideration is being given to those leaving care being allowed access. Officers noted that as the app is being purchased by the authority, the view is that access should remain with care leavers certainly until the age of 25. Members queried how we support our young people who are attending university. Officers advised that Personal Advisors were very good at providing advice, whether that be finance and budgeting issues, housing, the yellow box scheme which is an equipment exchange. It is largely about creating independence as opposed to dependency. As officers it is also necessary to sign off on financial assistance, for example for a gap in finance for accommodation. As parents we would provide that for our children, and the authority has to offer similar assistance.

## **Fostering update**

The recruitment and retention of foster carers continues to be a priority area for the service to address the balance between placements with in-house foster carers and independent fostering agencies. In January 2019, a Fostering Project Team was established to review fees & allowances and recruitment & retention.

The Operational Manager for Substitute Family Care provided an update to the Committee in September 2019 on the Fostering arrangements and provisions across Cardiff. Information was given on the recruitment and retention of foster carers, the impact on recruitment and plans for the future.

Members were informed of next steps including a review of resources and an additional funding of 300k recurring this will help with service modernisation, providing 24 hours informal support and plans to introduce 'finder's fee' for existing foster carers.

The Operational Manager noted the impact including a significant increase in enquiries including enquiries from IFA foster carers wishing to transfer to the in house service.

However, the Operational Manager stated that there was no quick solution and that the timeframe for application of fostering arrangements to placement is approximately 9 months. During the meeting members discussed the compliance monitoring which has now been in place for the last few months which allows the team to look at blockages and drift.

Members were advised that currently foster carers receive in the region of £450 per week, the majority of the monies received is not taxable and foster carers are still entitled to other universal benefits.

## **NYAS residential review**

The National Youth Advocacy Service (NYAS) is a service that provides advocacy support to children and vulnerable adults.

In November 2019 Committee meeting, members were provided with a presentation from the service manager of (NYAS) on its participation programme. Members were informed of the meaning of participation and the Committee were invited to comment, seek clarification on the presentation.

The Committee discussed the involvement of young children and the feedback provided. It was noted that small focus groups were formed with young people to discuss the service provided by Social Workers, the quality of the support provided, the contact provided and the aftercare support for care leavers. It was also noted that young people have been taking part in the interview process with in the service. Members queried the nature of changes as a result of the participation and were pleased to note that there were tangible outcomes and that the listening events provided a good source of feedback.

## **Children Services Locality Review**

In November 2019 members were provided with a detailed presentation outlining the new locality model for Children's Services. The Committee were informed that Cardiff will be split into three areas, with each area having an Operational Manager; Cardiff North, Cardiff East and Cardiff South.

The Committee were informed that the goal was to deliver excellence and to improve a child's journey by aligning services to the model. A number of key factors were analysed in establishing the areas:

Key factors were:

Deprivation,  
Policing,  
Education,  
Health

It was noted that as the city grows the population density changes the proposed areas will need to be periodically reviewed. Officers also presented the current cases held in each area:

1. Cardiff North -718 cases,
2. Cardiff East- 877 cases
3. Cardiff South - 791 cases.

Members expressed their support and for the model and locality regions that have been created. Discussions were held around the need for joint working, particularly between Social Workers and Education. Members raised the need for funding for children who are looked after, it was noted that the PDG for looked after children is administered by the consortia. Members welcomed the opportunity of hearing from the Consortia as to how that funding is allocated.

## Out of area placements update

Members were provided with an update on Children's out of area Placements at the January 2020 Committee meeting. Information was presented in regards to the types of placements, issues and a forward work plan. Officers presented information in regards to the reasons a child may be placed out of county:

- Exploitation/High risk behaviour
- Abuse and Neglect
- Drug & alcohol
- Terminally ill parents
- Domestic violence
- Sexual Abuse

Information was shared in regards to the issues facing out of area placements such as the insufficient numbers of in house foster carers, the reliance on independent fostering agencies and that placements are often led by what vacancies were available at the time.

The vision of local placements for local children was shared with the Committee and a forward plan to meet some of the challenges was outlined to members. This included actively recruiting in house foster carers and working with IFAs and local residential providers to develop relationships as well as introducing planning and forecasting.

The Operational Manager outlined to the Committee what work was underway to meet some of these challenges, such as a new in house residential provision. This would provide an in house assessment unit and would provide the opportunity to assess children and young people over a 12 week period, avoiding crisis driven moves.

Members queried how the authority kept in touch with those children who reside further afield and were informed that Social Workers undertake visits and reviews and that the Independent reviewing Officer would always have an oversight.

<b>Presentations / Reports</b>	<b>Dates presented</b>	<b>Guest speaker</b>
1. Good practice leaving care	July 2019	Operational Manager – Specialist Services
2. Fostering update	September 2019	Operational Manager
3. Locality Review	November 2019	Operational Manager
4. NYAS review	November 2019	Service Manager for NYAS
5. Out of area placements	January 2020	Operational Manager

## **Specialist Services**

### **Care and Support Plans**

The Social Services and Wellbeing Act (Wales) 2014 places a requirement to record information under the act there is a statutory requirement for every looked after Child to have a Part 6 Care and Support plan in place within 10 days of becoming looked after. These plans need to be updated regularly, including in preparation for a Looked after Child Review.

In July 2019 the Operational Manager for Specialist Services presented the importance of the voice of young people involved in their care and support plans as outlined in legislation. Details were given of when a care and support plan begins, how the plan is reviewed and what the plans aim to achieve in order to provide the best outcomes for looked after children.

### **Cardiff and the Vale UHB emotional and mental health development work**

In September 2019 the Committee were provided with information from a clinical psychologist on the Developmental Trauma Service for children who are looked after. The Committee were provided information outlining the service model, team structure and the challenges facing the service.

Members were given an outline of the service including the issues that were faced by young people and their families and the nature of problems and barriers that arose during meetings. Discussions also took place around funding, work with schools and training.

### **Fostering Well-being Programme**

In November 2019 Committee members were provided a presentation on a new Welsh Government funded Fostering Wellbeing programme. Members of the Fostering Network team presented a short video and outline of the programme.

Following a successful pilot in conjunction with Cwm Taf social services 2017 – 2019. The Fostering Network noted that they were rolling out the programme in phases by across Wales.

The programme aims to run a series of masterclasses to enable foster carers and supervising social workers to gain the skills, competence and confidence needed to help inspire and equip children and young people to fulfil their potential.

The programme focused on 5 basic needs that contributes to a looked after child's wellbeing:

- 1- Social – including being confident and forming appropriate relationships
- 2- Physical – including having a well-balanced diet, suitable accommodation, good health and recreation.
- 3- Emotional – including a positive self-image, managing of stress, the giving and receiving of love being free from abuse
- 4- Cultural – including having a sense of identity and belonging and understanding cultural norms and behaviours
- 5- Learning - access to formal and informal learning

Members confirmed their support of the programme but expressed concern about the financial pressures on schools who have a number of children who are looked after; The Committee were informed that there would be investment in the programme.

Members were keen to ensure that that knowledge in the masterclass will be widely shared. Foster Carers will be recruited as programme pioneers, as well as the skills and experience they have, they will receive training and support to help them cascade learning. This will aid sharing resources and understanding local issues. Concerns were raised by the Committee that Foster Carers are still not feeling valued and queried whether involvement in this programme could lead to some form of recognised qualification. Members were advised that Foster Carer Pioneers would receive some payment.

<b>Presentations / Reports</b>	<b>Dates presented</b>	<b>Guest speaker</b>
1. Care and Support plans	July 2019	Operational manager – Specialist Services
2. Cardiff and the Vale UHB emotional and mental health development work	September 2019	Clinical Psychologist
3. Fostering Well – being programme	November 2019	Fostering Well-being network- manager

## **Education**

### **Pupil Development Grant**

The Pupil Development Grant is a grant available to schools to support looked after and formerly looked after children. In September 2019 the regional lead for the Pupil Development Grant presented to the committee an outline on how the grant is allocated, the national model and the outcomes and objectives of the grant.

Members were informed that the Pupil Development Grant is allocated:

1. For The Salary for regional lead
2. To Support for Children placed outside of Wales
3. Strategically Delivered Support

Funding is allocated to clusters of schools and settings to build capacity and to provide bespoke interventions, both of which need to be based on evidence and impact. All activity in relation to the grant should consider sustainability beyond the lifetime of the grant.

The Committee were informed of the vision, values and objectives of the consortium and were given detail of the how the impact will be monitored. Information was given Projects must aim to enhance curriculum opportunities to support social and emotional development, which impacts on the following areas: Raising attainment/achievement, Improve attendance, Reduce exclusions.

Discussions were held amongst the Committee in regards to funding going to clusters of schools in order to provide bespoke interventions and build capacity. It was noted that funding will be based on evidence and impact. The clusters will have a CLA lead who will work across both primary and secondary schools. Members were advised that although a presentation had been provided outlining the new reporting arrangements as yet the figures cannot be reported.

### **Educational outcomes for Looked after Children 2018- 2019**

In January 2020 members were provided with the annual Briefing report in respect of the Performance of Cardiff Looked After Children which provided analysis of the educational outcomes for the academic years of Children Looked After in years 2, 6 9 and 11. Members were advised that it was important to note, with particular reference to the Key Stage 4 information, the reporting mechanism has changed; the information provided is from a specific point in time, namely the end of March 2019 which shows that 79 young people were looked after in year 11, 27 of which were out of County.

The report provided an analysis of educational outcomes for the academic year 2018/19 for children in the care of Cardiff Local Authority and identified the main strengths and shortcomings in performance. It also sets out future key actions.

Educational outcomes for children and young people in Cardiff have improved over the past five years, reflecting the focus on education as a key priority for Cardiff at the heart of the Council's Capital Ambition:

*"A good education provides the best start in life and remains the surest route out of poverty. We will continue to improve and invest in our schools and to make sure that every child has the best possible start in life."*

In October 2019, the council launched 'Cardiff 2030: a ten year vision for a capital city of learning and opportunity', building on progress made since the launch of 'Cardiff 2020' in 2016. Against this overall improving picture, 'Cardiff 2030' highlights the continuing importance of focused action in a number of areas, including the continuing need to improve educational outcomes for looked after children.

Officers noted that the attendance of looked after children educated in Cardiff schools in the primary phase is very good with an overall primary attendance figure of 94.76%. attendance of looked after children educated in the secondary phase is significantly below that of all pupils. The overall secondary attendance figure 93.8%. The drop in attendance through the key stages links directly to the drop in overall attainment. Officers will analyse in greater depth the reasons behind KS4 lack of achievement and identify changes that can be made and additional support that can be given. Additional staffing to support looked after children within the Education Directorate will be explored and the work on improving and monitoring the PEPs to identify underachievement will be central to improving performance

Members noted the report and queried the difference in performance of those in care and school locally as opposed to those out of county. Officers advised that emphasis is placed on bringing young people back to Cardiff as soon as possible and that the best chance for those young people is that they are attending school locally so that they have access to all the support services that can be provided. Concern was expressed amongst the Committee as to whether schools could do all that they could not to exclude children in care in secondary schools. Officers advised that schools are always challenged by the team about any proposed exclusion but if children are in school out of county it is far more difficult to challenge.

### **Extract from the report**

We have focussed on increasing the transparency of data and a central robust tracking system. Our central Virtual tracker is being used effectively to track Looked After children. This was highlighted by Estyn as excellent practice.

- We have stronger working relationship between the local authority and the Challenge Advisors in the Consortium ensuring that schools receive the appropriate degree of challenge.

They are updated on a regular basis to the number and year group of looked after children in their schools. Any particular concerns are raised in termly meetings.

- Stronger, effective partnerships with Children’s Services have meant quicker responses to concerns and removal of barriers impeding pupil progress.
- Education teams have all committed pledges to support looked after children in their joint role as corporate parents.
- A new PEP format and a new system of responsibility for completing PEPs by designated teachers in schools was initiated in September 2019. This will be an ongoing development priority but already there are improvements to note.

<b>Presentations / Reports</b>	<b>Dates presented</b>	<b>Guest speaker</b>
6. Pupil Development Grant	September 2019	Operational Manager
7. Education performance report	January 2020	Achievement Leader

## **The role of the Corporate Parenting Advisory Committee within the Council**

### **Cardiff Children’s Services Strategy 2019 – 2022**

In July 2019 Assistant Director for Children’s Services provided the Committee with information of the need and development of a new Cardiff Children’s Services Strategy 2019 -2022.

The Committee were provided with an outline for the need for the strategy focusing on key areas of significant pressures:

1. External demands and complexities
2. Placements
3. Legislation and work with the Courts
4. Workforce

The presentation outlined key performance indicators and future improvements that would be made to meet the challenges and pressures. Key priorities were set out including how Children’s Services would develop a strength based approach and how outcomes and improvements would be measured. A staff structure was provided to the Committee which provided a new locality focus model.

A discussion was held noting that the development and implementation of the strategy was a huge piece of work, Members noted that the task would prove

disruptive and wanted to be reassured that it was transformative and that the service would be better. Members were advised that a lot of consideration has gone into the strategy and officers accepted that it was indeed a huge piece of work but was necessary to ensure that a difference is made to the lives of our young people and their families.

## **Corporate Parenting Strategy**

The terms of reference required the Committee to develop, monitor and review a corporate parenting strategy, and ensure its effective implementation through work plans.

In January 2020 the Committee were presented with an update from officers on the new Corporate Parenting Strategy. Officers informed the Committee of the vision of the strategy and legislation applicable to looked after children and children in care to provide context to the document. The Committee were informed how the strategy will be co-produced with young people. Details were given on the work undertaken so far to engage looked after children including a timeline and details of engagement with young people and future engagement with stakeholders were outlined to the committee.

## **Member visits**

Councillor Bowden advised Members that she and Councillor Merry had attended a local High School in January. The purpose of the visit was to see the work undertaken to support looked after children and their carers. At the time of the visit there were 26 looked after children, it was noted to the Committee that only a few needed academic intervention. Although this is a positive it was noted that the biggest need for support was to support the emotional well-being and managing traumatised looked after children, there is a strong team at the school and staff are trained using Trauma Informed practice. The staff at the school are proactive in identifying the emotional and educational needs of young people and the well-being of staff was supported. There are 330 pupils on the SEN register, 34% of the school. They have been successful in obtaining 25 statements in 4 years

The Committee were advised that support is available to years 7 and years 8 via the ELPC to adjust to high school and that a permanent counsellor is employed via the Pupil Development Grant. Councillor Bowden and Councillor Merry were given a tour of the school and were able to meet a number of staff including the Deputy Head teacher and Safeguarding officer.

The key messages gained from the visit were:

- School does not use pupil exclusion but find different ways to tackle problems.
- Kinship carers – their need for support from CS together with funding for the carers to enable them to provide for the child; In many Kinship arrangements there is no one objectively organising contact with birth family & siblings; & there are no respite provisions;

- The lack of provision in Cardiff for an emotional trauma centre for young people who need it; the need for stronger advocacy. To support the family and the young person in care.

Councillor Bowden advised members that a visit was conducted by herself and Councillor Lister to a local prison. The purpose of the visit was to observe how children looked after were educated and supported by staff, as well as noting any issues surrounding children looked after whilst in prison. At the time of the visit 43% of the individuals at the prison would have been in the Local authority care at some point in their lives. The Youth Offending Institute (YOI) has an 'Excellent' rating by Estyn and has annual inspections.

Councillor Bowden and Councillor Lister were provided with a tour of classrooms and vocational workshops at the prison and met staff including the Head of Education for the YOI and resident Social Worker. The Committee were informed that the young people were supported to choose their education pathway and that each young person's educational and progress outcomes are tracked and shared at a multi-agency meeting about the young person.

Young people were able to develop basic skills including numeracy whilst undertaking workshops such as a carpentry. It was noted the importance of these workshops in not only developing skills for the young people but also to build self – confidence.

Over the last 12 months there has been a vast amount of work in improving the interface between Youth Justice, Education and Children's services. Attendance at meetings by all services is regularly monitored and reported on at a senior level and in a variety of forums with continuous improvement being evidenced. The Youth Justice Education worker has access to Educational databases and information relating to young people is shared and updated on a regular basis. Over 60% of the Youth Justice caseload is 'joint-worked' with Children services teams and there is ongoing work to strengthen relationships with Early Help services to ensure maximum partnership working.

All Youth Justice Staff have undergone further Asset Plus training around assessment, planning and reviewing - feedback has been positive. A Quality Assurance framework has been implemented to ensure that assessments are timely and accurate.

<b>Presentations / Reports</b>	<b>Dates presented</b>	<b>Guest speaker</b>
1. Children's Services strategy	July 2019	Assistant Director of Children's Social Services
2 Corporate Parenting Strategy	January 2020	Operational Manager

<b>Themes</b>	<b>Dates</b>	<b>Detail</b>
1. Young person Participation	July 2019 November 2019 November 2019	Presentation on UNICEF Child Friendly City Strategy Mind of my own app presentation Bright Sparks Awards
2. Experience of Looked After Children and Outcomes	July 2019 September 2019 November 2019 November 2019 January 2020	Good practice leaving care Fostering update Locality Review NYAS residential review Out of area placements
3. Specialist Services	July 2019 September 2019 November 2019	Care and support plans Cardiff and Vale UHB emotional and mental health development work Fostering Well- being programme
4. Education	September 2019 January 2020	Pupil Development Grant Education Performance Report
5. Role of Corporate Parenting Advisory Committee within the Council	July 2019 January 2020	Children services strategy Corporate Parenting Strategy

# Monitoring Performance

The terms of reference for the Committee require the Committee to regularly review performance data and ensure performance monitoring systems are in place to achieve sustained improvements. The following table lists the reports presented during 2019-20

Performance reports	Dates presented
1. Children's Homes Quality of Care report	September 2019
2. Children's Services report	November 2019
3. Complaints and representation report	January 2020
4. Independent Reviewing Officer Report	January 2020

## 1. Children's Services performance report

During November 2019, Quarter 1 of 2019/2020 were reported to the Committee. The purpose of the report was to help the Committee to understand the factors that impact on outcomes for children in need, looked after children and consider opportunities for improving outcomes.

### Extracts from the report

*At Quarter 1 2019/2020 Children's*

*934 children looked after.*

*71 starts of being looked after this quarter*

*39 ends of being looked after this quarter*

*385/ 676 (57.0%) children looked after in regulated placements are placed within Cardiff, increasing to 78.1% when taking neighbouring authorities into consideration.*

*97.7% of children looked after allocated to a social worker. Permanence secured for 7 children through adoption since 1 st April 2019.*

*In Quarter 1 it was reported that the following were working well:*

*Soft launch of Early Help Gateway in April - recruitment process for Family Support element of the Cardiff Family Advice Service completed and staff training and development is in progress. Staff morale is good and positive feedback has been received from families. Care Inspectorate Wales (CIW) visited the Family Support Service in April 2019*

- *Children's Services Strategy "Delivering Excellent Outcomes" developed with engagement with children and young people from the Bright Start Forum, 11 Plus Team and the Adolescent Resource Centre*

- *Fostering Fortnight was held during Quarter 1 to raise awareness of the in house fostering service and recruit new foster carers to Cardiff. At present, the number of children in in house fostering remains relatively stable, although the number of enquiries has increased - there were 15 full assessments ongoing at 30th June 2019.*

*But managers were worried about:*

*The interface and relationship between MASH / Support4Families and Family Help / Gateway needs strengthening to ensure consistent and correct step up and step down mechanisms.*

- *More work to do fully embed rights and participation in everything we do from practice to strategy and to communicate effectively.*

- *Supply of the right type of services for our most vulnerable children, including the lack of appropriate placement provision, scarcity of residential and foster care provision in a timely way to meet the needs of children and young people with more complex needs*

- *Social Worker vacancies in Children's Services - for Quarter 1 stand at 31.6% and result in an over reliance on agency social workers.*

- *Capacity within the Independent Reviewing Officer Service to complete timely children looked after review reports is challenging.*

- *Challenges in the Children Looked After Service as the service prepares to move into a locality model.*

- *Management of demand and complexity of caseloads.*

- *Numbers of children waiting for adoption 12 months after Placement Order made (51, 31 of whom are not yet placed).*

*Plans in place:*

*Continue to work with the Institute of Public Care to explore best practice procedures and embed these into the service.*

- Implement the Mind Of My Own app which will give young people an instant and convenient way to express their views, wishes and feelings, and social workers a smart way to record them.*
- Implement the priorities in the Commissioning Strategy, including development of emergency placement options.*
- A post to drive forward recruitment and retention was recruited to during Quarter 1 and a second post that will focus on workforce planning activities was also appointed to in the same recruitment process.*

Members noted that the Corporate Parenting Advisory Committee's Terms of Reference require the Committee to ensure performance monitoring systems are in place, and regularly review performance data to ensure sustained performance improvements in outcomes for looked after children, children subject if Care and Support plans and care leavers.

The reports in respect of this item were considered exempt from publication as they contained exempt information of the description contained in Paragraph 12 of Part 4 and Paragraph 21 of Part 5 of Schedule 12A Local Government Act 1972.

## **2. Complaints & Representations report**

The Committee's terms of reference state that it will receive Children's Services Complaints reports. 2. The current Welsh Government guidance and regulations in relation to social services complaints and representations came into being on 1st August 2014.

Citizens making complaints have a right to be listened to properly and have their concerns resolved quickly and effectively. Children's Services emphasis is on listening to concerns and using this learning to improve services for everyone who uses them. Complaints should be handled in such a way that the complainant is the focus, not the process, and that the particular circumstances of the complainant are taken into account (including their age or disability).

Where the complaint relates to a looked after child, a child in need or a care leaver the local authority has a duty to provide an advocate as required. All children or young people who make complaints are offered a meeting and all children and families will receive a written response to the concerns they have raised.

In January 2020 the Committee were presented with a Complaints and representation report covering the period from 1 st July to 30th September 2019

## **Extracts from the reports**

*During this quarter, the number of complaints received by Children's Services was 37, a decrease of 2 from Q1. a. Of the 37 complaints received, 12 of the complaints received were in relation to the Social Worker or the service received, a decrease from 20 recorded in Q1. A further 12 were disputing decision-making, a slight increase from Q1 were 11 were recorded. 3 complaints were received alleging a delay in providing service and 2 alleging inaccurate information being recorded. b. 13 complaints were received regarding the Child in Need Service, a slight decrease from Q1 (14). 13 complaints were received regarding the Looked after Children Service compared with 15 in Q1. Complaints regarding the Intake & Assessment Service remained static as 7 complaints were recorded in both Q1 and Q2. There were 2 complaints recorded under the Council's Corporate Complaints procedure.*

*Summary for Quarter 2 19. As at the 30th September 2019, the service were working with 2,877 children and young people and of these, we received: a. 37 complaints, a slight decrease from Quarter 1. 5 were directly from the young person, the same as Quarter 1 b. 19 compliments. Responses to AM / MP / Councillor Enquiry Letters 20. 18 AM / MP / Councillor Enquiry letters were received by Children's Services during the quarter, a decrease of 3 from Q1. 21. Requests for Information from statutory agencies: a. 150 requests were received and responded to on time, this compares to 177 received in Q1. b. 0 were completed outside of the statutory time frame. c. 0 requests were withdrawn d. There are no new requests in process at the time of writing. 22. The turnover has to be rapid due to the nature of the enquiries. Of these: a. 67 requests were from the Probation Service asking if there are children living in a household with individuals who have been bailed or will be etc. and wanting background information b. There were 20 requests from other Local Authorities' Children's Services Departments c. 63 requests were received directly from other services such as HMRC, Education and Health Services.*

The Committee noted the content of the reports.

## **Children's homes quality of care reports (Regulations 73 visits)**

Under Regulation and Inspection of Social Care Act (2016), Regulation 73 requires that the Responsible Individual undertakes visits to the care home every 3 months Under Regulation 80, the Responsible Individual must undertake a quality of care review every 6 months

In September members received the Annual Quality Assurance Report for Ty Storie short break service and Crossland's Children's home covering the period April 2018 – April 2019. The aim of producing the report was to inform and drive improvements in the quality of care provided to the young people living in the home.

The reports outlined visits which included interviews with residents, managers and staff, inspections of the premises, inspection of the daily log of events and inspection of the record of complaints.

The Operational Manager for resources in Social Services presented members to the Committee The presentation covered complaints and allegations, staffing, feedback from young people and parents and areas of development.

Ty Storrie short break centre is purpose built to accommodate a wide range of disabilities and needs of users and their families who require this specialist facility.

### **Extract from the report (Annual Quality Assurance Report)**

#### **Ty Storrie Report**

6 new children were offered overnight respite during the period and 2 children received tea visits prior to overnight stays being introduced.

Contracted to deliver 863 bed spaces per year and 881 nights were delivered and 22 tea visits. Reference to a positive inspection report which was received in March 2019. The report stated that children were looked after by a committed and caring staff team, individual needs were understood and good relationships exist with parents and partner agencies. Overall it determined that children received a good standard of care and support during their stays with evidence of positive outcomes being achieved

### **Extract from the report (Annual Quality Assurance Report)**

#### **Crosslands report**

An inspection took place in October 2018 – which found that young people were well cared for by consistent staff and management team. Staff were well trained using Signs of Safety as the underpinning model alongside RA, individual plans and risk assessments.

- Care is taken to involve young people in education, health social and leisure activities and to maintain positive family links in line with individual care plans. Young people were making progress.
- There were no areas of non-compliance.

Members noted the significant staffing challenges during the period with two changes of interim managers, and that, amongst other things, future focus is on ensuring a more consistent and settled period for staff which will in turn have a positive impact on the quality of care.

## Independent Reviewing Officer Service Monitoring Report

Local authorities are required by law to appoint an Independent Reviewing Officer (IRO) to every child who is looked after. They monitor care plans, convene and chair reviews for children subject to care orders or accommodated voluntarily in placements with foster carers, in residential, secure establishments, living with kinship carers or placed for adoption. Their role is to ensure that each care plan clearly sets out the help, care and support each child needs and takes full account of each child's wishes and feelings and to raise any issues with a care plan if they are identified.

In January 2020 the Committee were provided with a performance report from the Independent Reviewing Officer service.

The report outlined to the Committee the role, the function and activity of the Independent Reviewing Officer service.

Members discussed the increase in the Looked after Children population and noted the trends identified through case audits and population analysis in particular in reference to the Courts making greater use of a legal process to place children at home with a parent under Placement with Parent Regulations (PWP). Members noted that it can be difficult to evidence satisfactory progress to the Court that there has been sufficient change that would warrant changing the order. It was noted that a team has been reviewing all the PWP care orders. The Officer advised that whilst the rising number of children has placed additional pressure on staff workloads no local authority is meeting the 100% threshold. Reviews are very rarely more than a few days out of time and if that is the case IRO's make a concerted effort to ensure as much information is available to ensure the best for the child.

### Extract from the report

The IROs role is to monitor, both at formal Looked After Review meetings and in between as well. The purpose of the review meeting is to consider the plan for the child, monitor progress and enable decisions to be made. Part 6 of the Social Services & Well-Being Act (Wales) 2014 relates to Looked After Children and the role of the IRO.

Under this part of the Act it is a statutory requirement for each Looked After Child to have an effective Care and Support plan that meets their day to day long term needs and which identifies the outcomes for the child, and also demonstrates the multiagency plans to meet the child's needs.

The plan achieves this by setting objectives for work with the child, birth family and caregivers in relation to the child's developmental needs. These needs include health, education, emotional wellbeing and behavioural development, identity, family and social relationships, social presentation and self-care skills.

The Safeguarding and Reviewing Service is responsible for coordinating and chairing Child Protection Conferences as well as independently chairing and

reviewing children who are Looked After. The staffing establishment includes 15.5 members of staff employed as Independent Reviewing Officers (IRO's) with an additional IRO post that exclusively reviews families open to the Integrated Family Support Service (IFSS).

All IRO and Child Protection (CP) chairs in the service are able to undertake dual functions chairing Looked After Children reviews and/or Child Protection Conferences. The Independent Reviewing Officers are mostly all experienced social workers, however there have been some new additions to the team. A combination of experienced staff and new recruits has meant that the team has remained knowledgeable and innovative

## Conclusion

During 2019/2020 Committee members were provided with a vast variety of information from a number of sources helping the Committee to get a broad range of issues for Looked after children and those leaving care. The Committee were able to evaluate from departments in the authority and external partners to help build on their knowledge and gain a greater understanding of the everyday challenges faced by looked after children across the city.

As well as gaining an understanding of the challenges faced, the Committee were able to work with teams and be informed of initiatives to help overcome these challenges and were provided with a series of projects and programmes aimed at helping to improve the life chances of those young people who are looked after and those who have left care. Of particular interest were those projects that strengthened the voice of young people and strengthened children's rights.

Areas of particular interest to members during 2019/20 were:

- Child Friendly City Programme
- Mind of my own app
- Educational performance for looked after children.

### Moving forward into 2020/21

The Committee will continue to place looked after children at the centre of what they do and further strengthen the voice of the child in their work programme for the upcoming year.

A Corporate Parenting Strategy will be launched with an exciting action plan which will be able to deliver tangible outcomes for looked after children and care leavers across Cardiff.

The terms of reference will be reviewed in order to reflect the vision of the Committee which will provide greater focus to specific areas of work.

## Key areas of development for the year ahead

Key areas of development to be taken forward during 2019/20 will be to realign activity to achieve the requirements of the new terms of reference. Specifically:

- Ensuring new **mechanisms are in place to promote the sustained improvements** and to promote greater involvement in young people in the work of the Committee
- **Benchmarking and learning from best practice**
- To develop and undertake a programme of **consultation, listening and engagement events**
- To develop, monitor and review the **corporate parenting strategy 2020- 2023**.

The Committee continues to receive a significant and large volume of information at its meetings. Further work to be undertaken is to streamline information linked to the new Corporate Parenting Strategy, action plan and participation of young people.

The forward work programme will be shaped by members and young people feedback, the programme will be flexible based on current issues and challenges at the time, connections between internal and external partners will be strengthened which will contribute to the ongoing work of the Committee.

**COUNCIL:****18 MARCH 2021**

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**LEADER & CABINET STATEMENTS**

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1. Leader Statement – Councillor Huw Thomas
2. Deputy Leader, Education, Employment & Skills –  
Statement – Councillor Merry
3. Cabinet Member, Strategic Planning & Transport –  
Councillor Wild
4. Cabinet Member, Investment & Development – Councillor  
Goodway
5. Cabinet Member, Culture & Leisure – Councillor Bradbury
6. Cabinet Member, Finance Modernisation & Performance -  
Councillor Weaver
7. Cabinet Member, Housing & Communities - Councillor  
Thorne
8. Cabinet Member, Clean Streets, Recycling & Environment  
– Councillor Michael
9. Cabinet Member, Children & Families – Councillor  
Hinchey
10. Cabinet Member, Social Care, Health & Well-being –  
Councillor Elsmore

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**STATEMENT OF THE LEADER**

**AGENDA ITEM:**

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**Covid-19 Update**

The number of Covid-19 cases has fallen significantly over the last two months following the lockdown restrictions that were introduced in Wales from midnight on 19 December 2020. As of 11 March 2021, the rate of new cases in Cardiff currently stands at 39.5 per 100,000 over the 7 day period to 6 March 2021, the lowest it has been since September 2020 and below the threshold at which point the Welsh Government imposes 'circuit breaker' lockdowns. Given this improved situation, the Welsh Government has begun to ease lockdown restrictions, with Foundation Phase students returning to school from 22 February 2021 and all primary and certain secondary school pupils returning from the week beginning 15 March 2021. The Council is committed to ensuring the safe re-opening of schools in Cardiff, and I would like to thank everyone who has been involved in this effort for their incredible work and dedication.

Whilst we have come a long way since the peak of the pandemic, we must remember that this progress is fragile and it essential that we continue following all public health measures. Case levels are still relatively high and, for now, Wales remains under the highest alert level – Alert Level 4 – although the Welsh Government will review this status this week and announce any changes on 12 March 2021. As part of this review, the Welsh Government will also decide whether to re-open non-essential retail this month and self-contained tourism by Easter, as well as whether to replace the 'stay at home' measure with a 'stay local' rule.

In anticipation of this potential easing of restrictions, the Cabinet considered a report at its meeting on 25 February 2021 concerning the Council's response to the Covid-19 pandemic and the need to address the urgent issues facing the city as we gradually come out of lockdown. At this meeting, the Cabinet approved the allocation of appropriate resources to support the Council's continued response to the pandemic and the emerging economic crisis. This package includes the provision of staff and buildings to support Cardiff & Vale University Health Board in the rollout of the mass vaccination programme in Cardiff, as well as the formalisation of the Council's role as host of the Test, Trace, Protect (TTP) National Surge Capacity. Our TTP effort has been outstanding, and I am proud to report that TTP staff have recently been commended by senior Welsh Government officials for all the hard work that they undertook before Christmas to establish the all-Wales contact tracing surge team. Their efforts have made a real difference in supporting contact tracing capacity across Wales and getting the pandemic under control locally.

## **Mass Vaccination Programme**

The rollout of the Mass Vaccination Programme has continued to progress at pace, supported by the opening of an additional Mass Vaccination Centre (MVC) at Pentwyn Leisure Centre at the beginning of February 2021. As of 11 March 2021, Cardiff & Vale University Health Board has administered 177,763 vaccination doses, and the rate of vaccination will accelerate significantly as new MVCs become operational in the weeks and months ahead, including the new Bayside MVC at the former Toys R Us site in Cardiff Bay by the end of March 2021. The local vaccination effort has been nothing short of phenomenal, and I am pleased to report that we reached our targets of offering a first vaccine dose to all frontline social care staff by the end of January 2021 and everyone in the first four priority groups by mid-February 2021. Looking ahead, our next target is vaccinating priority groups 5 through 7 by 19 April 2021, which includes people aged 60-64, 65-69 and those with underlying health conditions, and we are well on our way to meeting this goal.

## **Brexit**

The UK/EU Trade and Cooperation Agreement (TCA) has now been in force for over two months, and the Council is continuing to support Cardiff's citizens and businesses as they react to the inevitable change and challenges that the Agreement has introduced.

As part of its effort to mitigate the economic impact of Brexit, the Council is working closely with local employers to help ensure the sustained supply of critical goods, as well as to ensure that businesses are signposted to the latest guidance and support as changes are phased in. Like many local businesses, certain members of the city's EU communities have been left vulnerable by the UK leaving the European Single Market, and members of these communities will require further support in securing their continued residency and working rights in this country. The latest Home Office statistics show that, as of 31 December 2020, 19,790 applications had been made to the EU Settlement Scheme (EUSS) by EU nationals residing in Cardiff. Given that an estimated 20,000 to 25,000 EU nationals live in Cardiff, the level of take-up to the scheme has been positive; however, we will continue our work to promote the scheme and ensure that all eligible residents apply before the 30 June 2021 deadline, which will entail addressing the barriers experienced by those who have not yet applied.

Moving forward, the Council will continue to work with its partners to provide information, help, guidance and support to Cardiff's citizens, businesses, organisations and communities as they adapt to this new reality.

## **Cardiff Capital Region City Deal – Homes for All the Region Programme**

I am due to attend a meeting of the Cardiff Capital Region (CCR) City Deal Regional Cabinet on Monday 15 March 2021, which will consider progress of the 'Homes for all the Region' Programme, following the approval of the Viability Gap Fund Full Business Case in March 2020 and the associated Evaluation Framework in September 2020. Local Authorities were able to submit up to a maximum of three applications to the Viability Gap Fund, which is comprised of a CCR Base Fund of £30m and a further £5m from Welsh Government.

The deadline for submitting applications was 11 January 2021 and the CCR received a total of 18 applications, with a total funding request of over £52 million. The Regional Cabinet will be asked to approve a proposed indicative shortlist of schemes to progress to the next stage of the process, which includes two schemes proposed by Cardiff Council that form part of our housing development programme – one scheme for an estimated 500 new homes in the city, which will be considered as part of the £30m CCR Base Fund and another for an estimated 50 new homes for consideration as part of the £5m Welsh Government Fund. Subject to the approval of the Regional Cabinet, it is proposed that CCR and its appointed advisors work with all the shortlisted schemes to resolve any identified key risks prior to a ‘final list’ of schemes being considered for approval in June 2021.

### **Cardiff Bay Rugby Codebreakers**

Initial designs for the statue commemorating the Cardiff Bay Rugby Codebreakers have been submitted and will be reviewed by the Fundraising Committee once Covid-19 restrictions are lifted. In the meantime, the Committee, in partnership with the Council’s Planning team, has commenced work to identify and review potential locations for the statue. I am pleased to report that a potential location has already been identified adjacent to the newly refurbished Cardiff Bay Train Station, which is less than 200 yards from the birthplace of both Billy Boston and Gus Risman – two of the three men chosen to adorn the statue. Furthermore, with the aid of the Council’s planning officers, a wider location search has begun and alternative options will be discussed in the coming months.

Due to the pandemic, the Committee’s fundraising and promotional activity continues to be on hold and will remain so until restrictions are lifted; however, the donation page is still live and contributions can be made at any time. Despite the lockdown’s impact on our fundraising efforts, we have received £1,500 in public donations to date, and we are preparing to accelerate this work in anticipation of restrictions easing in the spring and summer.

**Councillor Huw Thomas**  
**Leader of the Council**  
**11 March 2021**

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**COUNCIL: 18 MARCH 2021**

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**EDUCATION, EMPLOYMENT & SKILLS STATEMENT**

**AGENDA ITEM:**

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**School Return Update**

Building on the previous return of Foundation Phase pupils from 22 February 2021 and following announcements made at the end of February 2021, the Welsh Government is expected to confirm on 12 March 2021 the continued return of pupils to Primary and Secondary schools from 15 March 2021.

All Nursery and Primary schools, including Special schools, Specialist Resource Bases (SRBs) and Pupil Referral Units (PRUs) will return to in-school face-to-face learning for all learners from 15 March 2021. The Local Authority has encouraged the return of pupils as soon as possible from 15 March 2021, although we acknowledge the need for flexibility and local decisions when managing this.

In addition to the return of all Primary school pupils, learners in Years 11 and 13 in Secondary schools will return from 15 March 2021. Flexibility will be used to also bring Years 10 and 12 into school during the period from 15 March to 26 March 2021 where they can be accommodated. In addition, Years 7, 8 and 9 will have a reduced face-to-face provision for a check-in prior to Easter that will be focused on support for well-being in readiness for a return to onsite learning after Easter. The decision on what this looks like will be made at a local level.

All schools will continue to offer in-school support for identified vulnerable pupils and pupils of key critical workers from Key Stage 3 (KS3) and above. This in-school support will take place during normal school hours. The focus on supporting access to those learning remotely should continue for these learners attending school. Distance learning will need to be provided to all pupils KS3 and above when not receiving face-to-face learning in school.

Feedback from School Leaders indicates that the majority of learners have adapted well to distance learning, with the levels of engagement higher during this lockdown period than last year. It is clear that schools have made rapid progress in developing the skills needed to use online teaching platforms. Schools are carefully monitoring both engagement and the quality of provision. The Local Authority also continues to work with schools to ensure that all learners have access to appropriate devices and connectivity. It is recognised that some learners, often in some of the most disadvantaged communities, are facing challenges when expected to complete their school work at home. Schools are developing a range of strategies to engage with families and to meet the needs of all pupils requiring additional support.

## **Qualifications Assessment Arrangements 2021**

On 9 February 2021, Qualifications Wales wrote to all learners and centres in Wales to provide a further update on the arrangements for GCSEs, AS and A Levels, Skills Challenge Certificate and Essential Skills Wales qualifications for 2021. This followed the announcement made by the Welsh Government Minister for Education on 20 January 2021, which confirmed further changes to qualifications following further disruption to learning and the move to a Centre Determined Grade model.

The letters to learners and centres included the first version of guidance for centres that provides high level information about the requirements for producing Centre Determined Grades, based on pieces of work that candidates have completed over the course of study. It provides an overview of what decisions teachers need to make, how they should make those decisions and what types of evidence should be used to support those decisions. Reference is also made to decision making records, quality assurance processes and the review of appeals processes which requires centres to implement internal processes to allow learners to request a review of the centre's judgement of their grade and/or correct any factual errors. Qualifications Wales has acknowledged that this first version of the guidance does not answer all the questions that centres may have, but they wanted to get information to centres as quickly as possible and will provide periodic updates to the guidance document as it is developed.

It was confirmed that the awarding of the Skills Challenge Certificate qualifications will align with the approach for awarding Approved GCSEs, AS and A level qualifications in summer 2021. In addition, schools and colleges will be able to provide a Centre Determined Grade for learners who are unable to access the usual methods of assessments for Essential Skills Wales qualifications due to the impact of Covid-19.

The WJEC has continued to update its guidance and FAQs for learners and centres including:

- a timeline giving details of when further information will be made available.
- Initial Qualification Assessment Frameworks: summarising key requirements of each qualification, assessment materials to be provided by WJEC, how learners may provide evidence of knowledge, skills and understanding, and advice about determining grades.
- a WJEC Assessment Creation Guide: a guide for teachers to assist them in the development of assessment materials.
- Non-Examination Assessment (NEA) Guide: a guide to the adaptations made for NEA in summer 2021.
- Qualification Adaptations: a guide to the adaptations made to the assessed content in summer 2021.

It has also been confirmed that the A Level and GCSE results days will be earlier than usual in Wales on 10 & 12 August 2021. Exams and assessments will continue in vocational qualifications where they are needed for students to demonstrate the necessary professional standard in an occupation. Further details regarding grades submission dates, quality assurance and outcomes of a consultation with schools regarding the key grades descriptors will be provided in due course.

On 4 March 2021, Qualifications Wales confirmed the appeals process and routes for private candidates. There will be a three-stage process:

- Stage 1 – By June 2021, schools and colleges will share provisional centre determined grades with their learners. A learner can ask their school or college to review provisional grades and/or check for any errors before they are submitted to WJEC.
- Stage 2 – After results days in August 2021, a learner can appeal to WJEC that the grade judgement that their school or college has made is unreasonable and/or a procedural error has been made.
- Stage 3 – Following completion of the Stage 2 appeal, learners can request an Exam Procedures Review Service (EPRS) review from Qualifications Wales to check whether WJEC has followed their procedures correctly.

Final qualification grades will not be issued to learners until the results days, which are 10 August 2021 for AS and A Levels and 12 August 2021 for GCSEs.

Detailed arrangements for 'private candidates' are being finalised so that they can be awarded a grade this summer. Where a private candidate already has a relationship with a school or college, then arrangements can continue as planned. Where a private candidate does not have an established relationship with a school or college, Welsh Government is working with Local Authorities to ensure there are centres who will accommodate private candidates, and that these are available and accessible across Wales. Assessment of private candidates will be carried out in a similar way to other learners.

### **Young People Not in Employment, Education or Training**

Close work between the Youth Service, schools, EOTAS (Education Other Than At School) team, Pupil Referral Unit (PRU) and wider partners such as Cardiff and Vale College has helped keep the number of young people Not in Employment, Education or Training (NEET) in Cardiff at below 2%. Our Youth Service provided a combination of targeted support with open access provision, but had to be innovative in its delivery to achieve the high level of support it was attaining pre-Covid. Emphasis has shifted to detached youth work and digital support, both approaches reaching thousands of young people and maintaining contact to provide information, support and guidance. Schools, Cardiff and Vale College and the PRU have also played an important part with extra classes being established to support the most vulnerable. Work will now focus on maintaining those places or finding places for post-16 young people who are NEET and this will be achieved by building on the base established with Children's Services, Housing and Cardiff Youth Justice Service in identifying vulnerable young people and providing a joint response.

### **Free School Meals/School Catering**

All pupils eligible for Free School Meals (FSM) will continue to receive supermarket vouchers until their individual school catering provision is restarted. In most schools, as interim and phased arrangements are ongoing, this is likely to be until at least the start of the summer term on 12 April 2021.

## **Music Service**

Staff from the Music Service continue to provide an online tuition service. As schools restart, the service will work them to agree the best practical date for the resumption of face-to-face tuition and the restart of ensemble rehearsals.

## **Additional Learning Needs (ALN) Provision**

As children return to school, the Multi-Disciplinary Forum will continue to operate, enabling Special schools to continue working closely with Health and Children's Services to coordinate support for learners with Additional Learning Needs (ALN) and their families. The forum has enabled effective risk assessments to be carried out for children with complex medical or behavioural needs.

The final ALN Code has been laid before the Senedd. The implementation plan has been modified, taking into account the additional pressures on schools in the context of Covid-19. Rollout of the new system will begin in September 2021 for new cases and for specific year groups who have needs at school action/school action plus. Cardiff schools are working together in clusters and are well-placed to begin implementation.

**Councillor Sarah Merry**  
**Cabinet Member for Education, Employment & Skills**  
**11 March 2021**

**STRATEGIC PLANNING & TRANSPORT STATEMENT**

**AGENDA ITEM:**

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**Consultation on Future of Castle Street**

The Council is due to launch a public consultation to seek views on options for the future of Castle Street. Options include maintaining the existing arrangement which permits access only to buses, taxis and cycles or a remodelling of lane allocation to allow general traffic on one lane in each direction. Details of the consultation will be letter dropped to local residents and businesses, supplemented by social media promotion to the wider city, site notices and Cardiff Council website presence. Stakeholder engagement sessions will also be undertaken.

**Cycleways Update**

**Cycleway 1**

The consultation on the next phase (1.2) of the route, which will provide safe, segregated space from the city centre all the way to the University Hospital of Wales site is now complete and the tender for the works will be publicised imminently.

**Cycleways 2 and 5**

A new 'pop-up' cycleway, which runs from Cathedral Road to Dumfries Place, opened to the public on 15 March 2021. This pop-up cycleway will be extended to the end of Wellington Street to the west and to the junction with Broadway on Newport Road to the east. This new route uses separate traffic signals for cyclists at each of the junctions, with a different 'stage' at each junction for traffic and pedestrians.

**Cycleway 3**

Work on the cross-city south route – connecting Lloyd George Avenue with Herbert Street and Tyndall Street – has begun and will be delivered in a pop-up form.

**Cycleway 4**

Work is now complete on the phase between Castle Street and Western Avenue, through Sophia Gardens. A public consultation on options for the next phase between Western Avenue and Llandaff is underway. This route aims to eventually link new Local Development Plan housing sites with the city centre.

## **20mph Pilots**

Cardiff Council is working with Welsh Government as one of eight areas across Wales to trial 20mph limits. This is part of the initial phase of a national rollout of 20mph limits and a further expansion of the progress which has already been made in Cardiff to implement 20mph limits in many local communities. The pilot area is 'Central North Cardiff', which includes Whitchurch & Tongwynlais, Llandaff North, Rhiwbina and Heath. The national pilot will include testing new enforcement and behaviour change initiatives.

## **More Scooters for Schools**

More schools are set to benefit from free scooters. 21 primary schools received free scooters when this scheme was first launched in 2018/19 with funding from Welsh Government's Play Sufficiency Grant. The scooters are being used by schools, maintained nurseries and Families First pre-school settings for informal play activities in schools, as well as scooter training provided by the Council's Road Safety Team. The scooters help children get exercise and develop their balance and agility. This helps them make the transition to riding a bicycle.

Additional funding from another source has been acquired to purchase another 245 scooters for primary schools. All Cardiff primary schools will then have scooters.

Adult scooters are to be provided to secondary school specialist resource bases and special schools as part of the Council's rollout of Phase 2 of the Schools Bike Fleet scheme (see below).

## **Schools Bike Fleet – Phase 2**

The Schools Bike Fleet scheme is a partnership project between Cardiff Council, Welsh Cycling and British Cycling and is funded by Welsh Government. The scheme provides schools in Cardiff with a fleet of free bikes, which can be used in school by pupils as part of cycle training, PE and other educational activities. In Phase 1 of the scheme, 31 schools and the EOTAS (Education Other Than At School) team received bike fleets.

A second phase of scheme is in the process of being implemented. In Phase 2, a further 48 new fleets, including bespoke fleets for children with additional needs, are being provided to primary schools, secondary schools, special schools, specialist resource bases and Cardiff Youth Justice Service.

## **Cycling and Bike Mechanics Skills for Young People**

Cardiff Youth Service's Cycle to Education Programme is helping young people in specialist educational provision settings in the city to learn new skills to help get them on track in their future careers. It has also benefitted from the Schools Bike Fleet scheme.

Six-to-twelve week courses are being delivered, focusing on accredited bike maintenance qualifications, cycling proficiency and safe route planning, to young people aged 12-18 on alternative educational pathways.

The EOTAS team is hoping to roll out more courses towards the summer to reach more young people. In the summer term, a group of young people who have already completed the course will be going into primary schools to pass on some of their new skills to younger pupils and encourage them to get into bike riding. Those who are now proficient in bike mechanics and safe riding will also give back to their communities with free bike fixing and servicing events and workshops at Gabalfa, and across the city at each of the youth activity centres in Butetown, Eastmoors, Powerhouse, North Ely and St Mellons.

### **Cycle Parking for Schools**

The Council is busy installing more high quality bike shelters in schools across Cardiff. A total of 19 schools are set to have new shelters before the end of March 2021. These facilities have been funded by Welsh Government. Funding has been sought from Welsh Government in 2021/22 to continue the provision of bike shelters to all schools which need them.

### **School Streets**

Demand is continuing to grow for School Streets. 14 School Streets are now in place and have received positive feedback from schools, residents and the wider community. A future programme is being developed in response to concerns about safety outside school gates in many of our communities across the city. Additional restrictions will be put into place in 2021/22.

### **Highway Resurfacing and Surface Treatments**

The highway resurfacing programme has continued and has concentrated on strategic routes in the city, such as the A4232 and Central Link (A4234). Large areas of new surfacing have been installed in areas which had deteriorated in order to improve the overall condition of the network. In addition, the micro-asphalt treatment programme has commenced and is concentrated primarily on residential roads throughout the city. The programme is well underway and, weather permitting, will continue through to completion in April 2021.

### **Millennium Walkway**

Replacement works have commenced on the boardwalk alongside the Principality Stadium. The existing timber is being removed and will be replaced by a composite material made of recycled materials, which will provide a safe, attractive and sustainable replacement solution to the existing timber deck.

### **Blackweir Bridge – Re-Opening & Feasibility Study for Replacement Bridge**

Blackweir Bridge has re-opened following the completion of structural works to make it safe by Cardiff University, who hold responsibility for maintenance of the bridge over the River Taff. The Council has sought funding from Welsh Government's Active Travel Fund to undertake work to investigate the feasibility of constructing a replacement bridge. The existing bridge is heavily used and forms part of the Taff Trail. The bridge deck is narrow and does not meet the standards required under the Active Travel Act. A replacement bridge would need to be designed to meet these standards and to accommodate future growth in walking and cycling.

## **Bus Emergency Scheme**

The Council is working in partnership with Welsh Government, Transport for Wales, local authorities and bus operators on the Bus Emergency Scheme (BES) being funded by Welsh Government. The BES2 Agreement that has been formulated is to be in place until 31 July 2022 and it will continue to address the loss of revenue from fares and the additional costs associated with responding to the pandemic. It will also seek to provide a platform for improving the bus network and encouraging people back into using public transport during the recovery period.

**Councillor Caro Wild**  
**Cabinet Member for Strategic Planning & Transport**  
**11 March 2021**

**COUNCIL: 18 MARCH 2021**

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**INVESTMENT & DEVELOPMENT STATEMENT**

**AGENDA ITEM:**

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**Indoor Arena**

I can inform councillors that the Council has now signed a pre-contract service agreement for the proposed Indoor Arena at Atlantic Wharf in Butetown. This will allow the developer to progress the detailed design and develop a full business case ahead of submitting its application for planning.

Concurrently, my officials are working with the Council's Into Work services and the Cardiff Commitment team in order to involve the local community in all aspects of the project from the outset. Crucially, this will help ensure that the local community is involved in shaping the economic opportunities that the development will generate.

**Investment Enquiries**

Councillors will be pleased to note that levels of new investment enquiries continue to be high, despite the current economic climate. As previously reported, these enquiries are predominantly from the fintech business and life sciences sectors, which are both key sectors in the Administration's Economic Strategy. I am pleased to inform Council that this includes a recent enquiry from a fintech business that is now located at the Cardiff Business Technology Centre.

**Town Centre Loan Scheme**

I can confirm that enquiries for support under the Town Centre Loans Scheme are also at a high level and I anticipate that this will benefit the older historic buildings in the city centre and the Bay area. This also reflects the continued confidence that the investment community has in the city's economy and its ability and willingness to contribute to the city's economic recovery when circumstances allow.

**Former Howells/House of Fraser Store**

I am pleased to report that developers looking to acquire and invest in the former Howells/House of Fraser store in the city centre have been in discussions with Economic Development officials to discuss their emerging proposals for the building. As the city responds to the challenges created by the pandemic, we plan to ensure that the city centre will emerge stronger and more resilient. It is inevitable that the city centre will change but, in changing, it will be important to ensure that it will have a sustainable future.

## **Support for Businesses**

Councillors will be aware that well over £100m of direct support to local businesses has been administered by the Council, with over £10m provided by the Economic Development team through the discretionary fund. The Administration will continue to work closely with Welsh Government to provide this direct support to businesses.

Councillors will also be pleased to learn that many of the city's businesses that have been impacted by the pandemic, but omitted from the original business rates relief scheme due to their rateable value exceeding £500,000, have now received confirmation that they will now benefit from the scheme. The Council had previously made representations on behalf of these businesses, including many of our hotels that have seen turnover decimated. This will come as a relief to many as it will help secure city centre based jobs.

**Councillor Russell Goodway**  
**Cabinet Member for Investment & Development**  
**11 March 2021**

**COUNCIL: 18 MARCH 2021**

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**CULTURE & LEISURE STATEMENT**

**AGENDA ITEM:**

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**Covid-19 Impact on Culture & Leisure**

As I shared with Members last month, Covid-19 continues to impact on large parts of my portfolio, with many functions temporarily suspended or closed.

We are now a year on from the initial lockdown and I am all too aware that the events, live music and cultural sector are still to re-open. It is encouraging to see infection rates falling and the vaccine roll-out progressing at pace. However, we know that these are just two measures and there are many other considerations that will need to be taken into account before we can safely fully reopen our venues and welcome events back to our capital city.

In the interim, the Council continues to liaise closely with the Welsh Government and industry sector partners to consider next steps and to ensure that we are ready to respond as soon as it is safe for us to do so. Based on the Welsh Government's current alert levels, it is hoped that a number of carefully curated test events will be staged after Easter. These will be limited in size and will require strict adherence to social distancing and associated safety guidance. Council officers continue to work with Welsh Government and the wider sector to facilitate the development of this guidance.

The Council's cultural venues remain closed, but we continue to liaise with Welsh Government to assist in mitigating the associated financial pressures. Many of the Council staff historically employed at the venues continue to support our response to the pandemic, including supporting services such as Test, Trace, Protect (TTP). In addition, officers are working to prepare and support plans for the city's recovery as we move through the Welsh Government alert levels, building on the successful approach implemented during the summer and autumn months of 2020.

**Parks and Playgrounds**

Last week, I was delighted to announce that the Council had been successful in securing grant funding of £228k through the Woodland Trust's Emergency Tree Fund. The fund has been set up to tackle climate change and the Trust has made a pledge to support the planting of 50 million trees throughout the UK by 2025. The funding will enable the Council to establish a tree nursery for the production of locally grown native stock, contributing to the aim of increasing tree canopy in Cardiff over time and supporting our vision for a carbon-neutral city.

I'm also pleased to report that, as part of the Council's investment programme, four playground refurbishment schemes at Caedelyn Park in the Rhiwbina Ward, Moorland Park in the Splott Ward, Grange Gardens in the Grangetown Ward and the Creigiau Play Area in the Creigiau & St Fagans Ward are underway.

Those who have visited Roath Park recently will have observed the refurbishment of the Scott Memorial Lighthouse, which has included re-painting, renewal of lighting and servicing of the clock. I am very grateful to the sponsor of these works. The refurbishment has generated significant interest and made a real difference to one of Cardiff's most iconic features.

**Councillor Peter Bradbury**  
**Cabinet Member for Culture & Leisure**  
**11 March 2021**

**COUNCIL: 18 MARCH 2021**

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**FINANCE, MODERNISATION & PERFORMANCE STATEMENT**

**AGENDA ITEM:**

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**Investigatory Powers Commissioners Office Inspection**

The Council was recently subject to a remote inspection by the Investigatory Powers Commissioners Office (IPCO), of which the outcome was very positive. The inspection found that the organisation is in a strong position with regard to the management of covert surveillance and resulted in a single recommendation being made by IPCO, which relates to some minor updates and amendments to recently revised policy documents.

The Director of Governance & Legal Services and Monitoring Officer is the Council's nominated Regulation of Investigatory Powers Act (RIPA) Senior Responsible Officer (SRO) and took the lead in the discussion with the Inspector. The information provided to the Inspector was found to demonstrate a level of compliance that will not, for the present, require a physical inspection to be undertaken. The Inspector also found *"the SRO and her team enthusiastic and knowledgeable regarding RIPA management, and very keen to demonstrate a high level of compliance, which is a credit to your organisation"*.

In response to the last such inspection in 2017, a comprehensive action plan was developed by the Council and its implementation was overseen by the SRO. Details of the subsequent measures introduced by the Council to address the previous recommendations were shared with the Inspector and demonstrated how seriously the Council takes its compliance responsibilities.

The letter sent to the Council detailing the outcome of the inspection confirmed that the Inspector *"was impressed by the content and clarity of the operational and policy guidance provided by Cardiff Council, and....would be happy to sign post other authorities to view your policies as an example to follow"*.

The Council is well placed regarding the handling of any product of surveillance and has in place the required safeguarding measures through the organisation's Data Retention policy. The Council has also maintained an up-to-date training and awareness regime across all the relevant departments and teams, including the Senior Management Team.

## **Census 2021**

The Into Work Advice Service has been successful in securing funding to provide digital support to people completing the 2021 Census.

The Advice Service's Digital Team will operate the local Census Support Centres for Cardiff. The team will support people who are digitally excluded and require extra assistance to complete the online survey. Support will also be available to those filling out paper versions (this is likely to be less than 10% of people).

The team is working hard to promote the support available. As well as including information on the Council's website and all social media platforms, marketing materials will also be made available in public spaces across Cardiff, including Hubs, community and day centres, and on bus stops.

Extra support will be provided to ensure that vulnerable groups are fully included in the Census; these include people presenting as homeless, with health conditions or disabilities that make it difficult for them to complete the form.

## **Digital Democracy Funding**

I am pleased to confirm that the Council has been awarded £39k in grant funding from Welsh Government's Digital Democracy Fund. This will be used by Democratic Services to upgrade equipment and purchase software licenses that will enable the Council to hold hybrid decision making meetings where members would be able to attend both remotely and in person.

## **Mobile App and Web**

Last month saw continued progress in the development of digital services for the citizens of Cardiff. The CardiffGov app was downloaded a further 1,514 times in February 2021, which followed a peak month in January 2021 of 2,324 downloads. The total number of downloads since launch has now reached 41,290 as the platform continues to grow its customer base. The current 2020/21 period is up 68% on our position by the end of 2019/20.

A new digital service to allow customers to report missed collections was introduced to the web on 22 February 2021 and is currently being tested for release on the mobile app at the start of April 2021.

Our data continues to show that where digital services exist our citizens are choosing them as their preferred option with on average between 65% to 75% usage compared to traditional channels.

The Council's website had 182,513 visitors in February 2021 viewing 668,729 pages of information. 65% of our visitors chose to do so using a mobile device. Over 6,000 online forms were submitted, which is a slight reduction on the figures for January 2021. The Council Tax content has also been re-prioritised based on customer behaviour during the pandemic, focusing more on helping people facing financial difficulty. Covid-19 related information was viewed 14,500 times.

## **Chatbot (BOBi)**

Since the chatbot was relaunched at the start of the pandemic, BOBi has had over 40,500 conversations with residents averaging 942 chats per week. 30% of these conversations are now taking place outside of normal office hours. BOBi is currently learning about our recycling centres and will soon be able to make bookings and help residents to amend or cancel existing bookings. The main topics for conversations in February 2021 were missed collections, other waste issues and council tax.

## **C2C – Connect to Cardiff**

In February 2021, Connect to Cardiff (C2C) received 33,422 calls and an additional 3,341 emails from residents. Interaction on social media continued to be popular with over 7,000 messages. February's figures also show an overall reduction in contacts compared to January 2021, which ensured that the service achieved an answer rate of 92%. C2C is currently supporting residents through the recent city-wide roll out of changes to waste collections, with additional staff in place whilst our customers get used to the new ways of working. C2C is also working closely with colleagues ahead of the forthcoming Senedd and Police & Crime Commissioner elections on 6 May 2021 and will be extending its opening hours on polling day from 7am to 10pm to offer as much assistance as possible to residents.

## **Bike Fund**

Following on from the success of the Bike Fund for Looked After Young People, the Into Work Advice Service has been successful in securing funding from the NHS to provide similar support for adults. The Bike Fund will be used to support people who are long-term unemployed where travel/transport is a barrier to them gaining employment. The project will also promote green, sustainable travel and advocate healthier behaviours.

**Councillor Chris Weaver**  
**Cabinet Member for Finance, Modernisation & Performance**  
**11 March 2021**

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**COUNCIL: 18 MARCH 2021**

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## **HOUSING & COMMUNITIES STATEMENT**

### **AGENDA ITEM:**

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#### **Hubs & Libraries Update**

Work has started on the new Health and Wellbeing Hub at the Maelfa site in Llanedeyrn. This long-awaited project is a partnership between Cardiff Council and Cardiff & Vale University Health Board to expand and connect with the existing Powerhouse Hub. The first phase of the project, which will deliver a brand new replacement Multi-Use Games Area (MUGA) for local young people, will be completed in summer 2021, with work on the main building expected to last until mid-2022.

Community engagement on proposals to transform Rhiwbina Library took place using digital methods. There has been a wide range of community interest in the scheme and findings from the engagement will feed into the next design stage.

#### **Hub Events Website**

The new Hub Events website [www.cardiffhubs.co.uk](http://www.cardiffhubs.co.uk) is going from strength to strength. In February 2021, the site had over 3,600 views (an increase of 33% on the previous month). Hub teams delivered 159 online events attracting over 1,300 attendees, including some from as far away as Brazil.

The Hub teams focus on a range of universal offers, including Health & Wellbeing, Culture and Learning. There is a new Wake Up & Stretch session every weekday morning at 9.30am and the Low Impact Fitness Training & Move Freely sessions continue to be very popular, along with Mindfulness Mondays. Quizzes also remain popular, as well as the new gardening tips and advice sessions, online drawing and sporting memories. In addition, more events for young people are starting, including Yoga for Teenagers and Mini Mindfulness, as well as Chess and Code Clubs.

Feedback received to date has highlighted how much people value these digital events and has demonstrated the greater reach that such events can have.

#### **Together for Cardiff – Discretionary Emergency Fund**

The Together for Cardiff Discretionary Emergency Fund has been launched to support those most in need. The emergency fund is available to individuals over the age of 16 and families living in Cardiff who are experiencing severe hardship. Other eligibility criteria will apply. The fund can help with expenses such as paying for essentials like gas and electric, for essential repairs to a cooker or washing machine and for essential furniture or equipment to address digital deprivation.

Applicants to the emergency fund will be supported by the Council's Money Advice Team, who will discuss the household's circumstances, explore ways to maximise their income by accessing grants, discounts and benefits and provide help to manage any debts they may have. If all other options have been exhausted, advisors will provide guidance to make an application to the emergency fund.

Applications will be assessed by an independent panel of council officers meeting twice a week and, if successful, any necessary purchases or payments will be made on the applicant's behalf within three days of the initial application.

The money for the Together for Cardiff Discretionary Emergency Fund has been kindly donated by businesses and individuals.

### **Windrush Compensation Scheme**

The Windrush Compensation Scheme was launched by the UK Government in April 2019 to compensate members of the Windrush generation and their families for the losses and impacts they suffered as a result of not being able to demonstrate their lawful immigration status. Working in conjunction with We Are Digital, the Council's Money Advice Team will now be able to assist those affected in making a claim. We Are Digital were appointed by the Home Office as the official support provider for the scheme in December 2020 and have provided in-depth training to staff on this application process. The Money Advice Team will also offer customers help with income maximisation, grants, discounts and other areas of financial support, which may improve their current circumstances.

**Councillor Lynda Thorne**  
**Cabinet Member for Housing & Communities**  
**11 March 2021**

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**CLEAN STREETS, RECYCLING & ENVIRONMENT STATEMENT**

**AGENDA ITEM:**

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**4-day Working Update**

The new service delivery model has now been rolled out across Cardiff to deliver an efficient and effective service. The new service is not just about changing working hours, but also about delivering an improved service fit for a capital city. New fleet, digital management of collections and improvements in customer service are supporting the delivery of the new service model. Inevitably, there have been some teething problems associated with such a major change to service delivery and working arrangements, but the position in terms of missed collections is continuing to improve as the new model beds in.

Garden waste collections will recommence from Tuesday 23 March 2021 and will alternate with residual waste (black bin) collections and be collected every two weeks.

**Fly-tipping Enforcement**

The Administration is committed to tackling fly-tipping in the city and, in 2019/20, we maintained our good performance in clearing over 99% of reported fly-tipping incidents within five working days, with 80.35% of incidents leading to enforcement activity. All-Wales performance data for 2019/20, which was published last month by Welsh Government, also shows that Cardiff (473), Carmarthenshire (67) and Powys (57) Councils issued the highest numbers of Fixed Penalty Notices (FPNs) in Wales in 2019/20.

Unfortunately, over 70% of fly-tipping incidents contain domestic waste items, which is why I would like to remind householders to protect themselves by always checking with Natural Resources Wales that the person they use to remove any excess rubbish from their homes is a registered waste carrier. Otherwise, they risk a fine of up to £300 if their waste is found fly-tipped. Householders can also be fined up to £5,000 and end up with a criminal record if taken to court.

Fly-tipping is a serious crime. It causes considerable damage to the environment, the economy and local communities, with the consequences being up to a £50,000 fine or imprisonment for the offender. Since 2017, we have introduced both covert and overt CCTV surveillance at hotspots throughout the city in order to assist us with preventing and tackling fly-tipping. Funding from the Welsh Government's Circular Economy Fund will be used to support the operation of 8 covert cameras in Cardiff that will help identify offenders so that appropriate education or enforcement can be applied.

Partnership working with Natural Resources Wales, Fly-tipping Action Wales, South Wales Police, South Wales Fire & Rescue Service, Local Authority networks/forums, neighbouring councils and community groups continues to be at the heart of our efforts to tackle this blight on the environment, undertake joint investigations and ensure that offenders are held to account. Gathering evidence is crucial in securing enforcement action against those who are accountable; however, this can be difficult and I would encourage residents to help play their part in reporting fly-tipping incidents and helping to identify any offenders, particularly any large scale incidents of waste being fly-tipped from vehicles used by unregistered waste carriers.

### **New Reuse Centre**

The new reuse centre at Lamby Way is expected to open in the next few months. Work is continuing to fit-out the new reuse building, which will support our partner, Wastesavers, in finding a new home where items donated by the citizens of Cardiff can be reused. I will provide further details about the new facility over coming weeks.

### **Bereavement Services**

Bereavement Services are still extremely busy dealing with the second and third waves of the Covid-19 pandemic. It is anticipated that March 2021 will continue in a similar vein to the last three months. Staff have continued to work extremely hard to ensure that the excess deaths have been dealt with in a compassionate manner and that bereaved families have not had extended waiting times for funerals.

After the success of accepting electronic paperwork introduced at the start of the pandemic back in March 2020, Bereavement Services will be launching a Funeral Directors portal later this month where up-to-date information will be provided on a dedicated site for funeral professionals. In addition, it will allow for statutory paperwork for funerals to continue to be submitted electronically, thereby speeding up the funeral arrangement process, reducing visits to the offices and minimising physical contact.

### **Registration Services**

The backlog of births from the first and the most recent lockdown periods have been, for the most part, cleared and the service is now registering births in February 2021. This is a great achievement as the backlog of registrations was 2,500 back in September 2020, with a further backlog of 800 in January 2021 following the lockdown restrictions that were implemented in Wales just before Christmas. The team has worked very hard to get back to a good position for registering births during the current pandemic.

The service has been able to offer 'drive thru' appointments at all times when staff were unable to do face-to-face appointments. The Registrar would take all the details over the phone, then print off the register page and go out to the parent's/parents' car to check and sign their registration, limiting contact and keeping both staff and customers safe. This method has meant priority birth registrations have been dealt with throughout the last year and was much appreciated by those needing to register their babies urgently.

Deaths continue to be registered by phone and this has been gratefully received by our customers. It means that our vulnerable citizens who may be shielding, have childcare difficulties, or live far away and are unable to travel, have been able to register from the comfort of their own home. One gentleman registered his mother's death from as far away as Canada, with some others also registering from European countries. It is hoped that legislation will allow the facility to register a death over the phone to remain as a permanent option going forward once the emergency pandemic legislation that allows this facility ends in March 2022.

Citizenship Ceremonies at the Mansion House had to cease in March 2020 due to the Covid-19 pandemic and the lockdown and social distancing restrictions that were put in place. The team has managed to deal with all those requiring Citizenship Ceremonies on a one-to-one basis or when restrictions allow, in groups of five in the St David's Room at City Hall. This has meant that there is no backlog of new citizens waiting to receive their full British Citizenship status unless there are reasons they are not able to attend such as being out of the country, or unable to travel due to 'stay local' lockdown restrictions.

### **Cardiff Dogs Home**

Our charity group, The Rescue Hotel has been amazing at supporting ongoing vet treatment to dogs at Cardiff Dogs Home since March 2020 and throughout the pandemic. They have raised funds and applied for grants to support lots of our essential work at Cardiff Dogs Home.

Plans for refurbishing the current site and providing new kennels have been drafted for the existing and talks between the Charity, Cardiff Dogs Home and an external training company introduced to the group by former Wales and British Lions rugby team captain, Sam Warburton OBE, are underway which could lead to a significant benefit to the Dogs at the Home. Sam Warburton and The Rescue Hotel are keen to replace the existing internal kennels at Cardiff Dogs Home via a specialist company. Sam Warburton has raised almost £48,000 and, with gift aid, this amount will increase to £60,000. The Rescue Hotel has also raised an additional £40,000 so far.

A £5,000 grant has been secured from Petplan to subsidise neutering in an effort to replace a scheme that was ended by Dogs Trust in January 2021 due to them facing their own financial pressures. Staff have identified a funding opportunity through the National Lottery to pay for the extension of the Volunteer Co-ordinator & Marketing Officer post at Cardiff Dogs Home for another year after December 2021. The National Lottery has also indicated they will fund improvement in staff facilities so an application for that is also being prepared.

A qualified canine behaviourist now visits the Cardiff Dogs Home three days per week to provide training and de-sensitisation work with our more damaged and traumatised dogs. This is funded by The Rescue Hotel. She is also developing online training modules for our adopters and prospective owners.

An on-site vet practice is due to become operational by 6 April 2021. This will reduce the vet costs for Cardiff Dogs Home and provide affordable basic vet services to all citizens in Cardiff. This has been facilitated by Cardiff Dogs Home and funded by The Rescue Hotel.

A survey has been completed and plans are being drawn up to build a secure exercise on site which can be hired out for use by the public for safe off-lead play for their dogs. This is going to be in demand as people are aware of the issues of dog theft and the shocking increase of the crime. Lots of people re-home dogs that have behavioural issues due to their history and they need a safe place for free play. The money for this has been raised by The Rescue Hotel.

### **Clean Air Plan – Bus Retrofit Scheme**

Following the closing of the application window the Council through the support of Welsh Government has awarded grant funding to two operators, Stagecoach and Cardiff Bus. The funding will enable equipment to be fitted to 49 buses operating in the city and will see nitrogen dioxide emissions of these buses improve by up to 95%. The full programme to retrofit these buses should be completed by the end of July 2021.

### **Electric Vehicle (EV) Chargers**

A further 10 charging locations have now been installed at five locations across the city. These are fast 7kw chargers, and will enable residents with no off street parking to charge their vehicles, once they are fully operational by the end of the month. The Council will continue to work on expanding our public network of chargers as we look to support and encourage residents on transitioning to cleaner vehicles as per our commitment in the draft One Planet Strategy. We are also continuing to roll out rapid EV chargers in key locations in the City Centre and the Bay with our partner on this pilot project, Osprey Charging. Installations at new locations on Park Place, Howard Place and King Edward VII Avenue are currently being progressed by our partner and will further enhance the EV network in Cardiff.

### **Flood Risk Management**

The detailed design of the Cardiff Coastal Defence Scheme is continuing with the specialist consultants. A draft business case is scheduled to be completed by the summer with a view of submission of the full business case to Welsh Government by the end of the year. Following acceptance of the full business case, a tender and contract award process will be required to enable a site commencement date during 2022.

The Flood Risk Management Team has been successful in obtaining funding for outline business cases for areas of flood risk throughout the city. Consultants have been employed through a competitive tendering process to develop the outline business cases in view of submitting to Welsh Government to enable progression to the next stages. Investigations and improvements have also been completed to highway drainage systems to address highway flooding issues experienced during recent storms.

**Councillor Michael Michael**  
**Cabinet Member for Clean Streets, Recycling & Environment**  
**11 March 2021**

**COUNCIL: 18 MARCH 2021**

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**CHILDREN & FAMILIES STATEMENT**

**AGENDA ITEM:**

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**Covid-19 Operating Model**

Children's Services continue to review the Covid-19 operating model on a regular basis. On 27 February 2021, Welsh Government announced a change to Covid-19 rules allowing households with a child aged under 1 to bubble with another household. In light of this, kinship carers are able to support contact with families where they are in a bubble and where this is in accordance with the child's plan. 16 and 17 year olds living alone or with young people of the same age, but no adult, are also able to form a bubble with another household so are able to use this as an opportunity to have contact with their families or a significant other to support their emotional health and wellbeing. All other contact is virtual unless there are exceptional circumstances, such as final contacts or where the risk of not going ahead with contact is deemed to be higher than doing so. Face-to-face contact requires Operational Manager approval and agreement via the Children's Management Team and decisions are made on a case-by-case basis.

Children's Services are also working closely with colleagues in Education & Lifelong Learning to support the challenge of children returning to school. Aside from the logistical issues, it is anticipated that an increase in wellbeing support will be required for children who are experiencing anxiety about returning to school. In addition to this, it is anticipated that referrals to Children's Services will increase as teachers become aware of issues that children have experienced during lockdown.

**Review of 2020-21**

2020-21 has been a year like no other. Children's Services, along with all other council directorates, has been faced with responding to the ongoing and changing needs of the Covid-19 pandemic, whilst continuing to providing essential services. Our ability to do so, and to continue doing so, is testament to the commitment and dedication of the workforce, and I cannot thank them enough for the resilience they have shown. During the year, we have appointed a Director of Children's Services and all permanent Operational Managers are in post. In spite of the difficulties posed by the pandemic, the service has made some significant achievements, which can be summarised as follows:

- Recruitment and retention of social workers has continued to be a priority and we have seen a net gain of 26 social workers during the year to date.
- We have had a positive inspection report from Care Inspectorate Wales (CIW).

- We have maximised use of technology to maintain virtual contact with children, families, colleagues and partners.
- We have strengthened multi-agency working relationships, including improving our approach to risk management and work with Community Safety.
- Engagement with staff – we have implemented a practice development group which oversees a number of workstreams to drive improvement.
- A Quality Assurance Framework has been developed and a lead officer is in post to drive improvement.
- A fourth case management team has been introduced in localities to strengthen the capacity for decision making.
- Work on developing the skills mix of teams commenced.
- Specialist exploitation social workers have been integrated into locality teams.
- Adoption processes have been strengthened with the embedding of Life Journey Workers in case management teams.
- The Corporate Parenting Strategy has been reviewed and updated with dedicated officer in post to implement the action plan.
- The updated Exploitation Strategy has been published and arrangements are in place to improve corporate oversight of exploitation and safeguarding.
- We have ensured focussed support on services for young carers with appointment to a specialist post.
- We are on target to launch the Reunification Framework in Quarter 1 2021/22.
- The number of children remaining with their families in kinship arrangements has increased – an important element of our work to shift the balance of care.
- In house fostering provision has significantly increased.
- Improved partnership arrangements are in place for management and recording of young people who go missing.
- Additional accommodation for vulnerable young people has been secured through joint working with colleagues in Housing.
- The Personal Adviser Service worked closely with the Into Work Service to support young people into education, training and employment.
- Work towards upgrading the CareFirst client record system to Eclipse has commenced.
- CareFinance has been implemented for fostering payments.
- We have developed scorecards and data to support decision making and are implementing PowerBi as long term solution.
- The development of updated policies and procedures is also progressing well.

Finally, I also want to thank the majority of Members who attended our recent briefings on developments within our Early Help service and the positive outcome of the recent Care Inspectorate Wales (CIW) inspection.

### **Assessment Centre**

Work towards opening the Assessment Centre is continuing at pace. The purpose of the Assessment Centre is to ensure that children have a full assessment of their needs within a 10-week period before decisions are made about the most appropriate placement for them to move to, or be rehabilitated at home. We are nearing the end of the recruitment process and are developing the model with a view to opening in May 2021.

## **Mind of My Own**

Another exciting development in Children's Services is the planned launch of an app called 'Mind of My Own' that will support children to communicate with us and enable us to capture the views of children and young people in our care planning. We are in the process of implementing the app and will be providing training for all staff shortly. This is a really welcome development that will help children to give voice to their lived experience and be heard.

## **Family Drug and Alcohol Court**

I am really pleased to let you know that the Cardiff and Vale of Glamorgan region has been selected as the pilot location for Family Drug and Alcohol Courts in Wales. The Family Drug and Alcohol Court is an alternative family court for care proceedings that is designed to work with parents who struggle with drug and alcohol misuse. The focus is on trying to solve the problems that have led the Local Authority to bring the parent to court acknowledging that mental health problems and domestic abuse may be contributory factors. This is a really exciting project for Cardiff to be at the heart of and a fantastic opportunity as the evidence suggests that model delivers significant benefits for parents and children, as well as cost benefits for public services.

## **Cardiff Family Advice and Support (CFAS)**

The level of calls received by the Family Gateway has remained at a consistent level throughout January and February 2021. 27% of calls, which led to the team completing well-being referrals, were as a result of self-referrals from families who were seeking support. This continues to show that families feel confident in contacting the service.

Caseloads within the Family Help Team have also remained consistently high. Family Help Advisors across the East, West and Disability Teams are currently supporting 488 children and young people. 94 family assessments were completed in January 2021 and 97 cases were closed following the completion of a successful family plan and with evidence of positive distance travelled.

Development work in relation to alternative referral methods has been ongoing and it is expected that web chat and the online Early Help referral form will be launched early in the new financial year.

## **The Childcare Offer**

By the end of February 2021, 380 childcare settings were signed up to provide Childcare Offer places. 151 applications were processed in the month, with 139 approved. This brought the total number of children being funded to 1,577. The £465,201 spent in the month on childcare places and additional support brings spending for the year to date to £4,250,706.

## **Childcare and Play Grant**

Of the additional £606,183 made available by Welsh Government since late Autumn 2020, to date, a total of £194,546 has been provided to childcare settings following the submission of successful grant applications. This represents 32% of the additional funding available. Of this, £57,455 has supported 12 settings who were required to

close due to a positive Covid case; £10,750 has been shared across 28 settings who have claimed funding for additional Covid related costs, and 18 settings have accessed the sustainability grant, with £102,581 paid out to date.

Further applications are currently being assessed and the Childcare Business Support, Childcare Offer and Early Help Teams continue to promote the availability of the funding to childcare providers in order to maximise the take up of the grant and, therefore, the benefit to the sector.

Childcare providers can access the grant application forms via the Cardiff Family Advice and Support (CFAS) website: [Cardiff Childcare Business Support - Cardiff Family Advice and Support : Cardiff Family Advice and Support \(cardiffamilies.co.uk\)](https://www.cardiffamilies.co.uk)

**Councillor Graham Hinchey**  
**Cabinet Member for Children & Families**  
**11 March 2021**

**COUNCIL: 18 MARCH 2021**

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**SOCIAL CARE, HEALTH & WELL-BEING STATEMENT**

**AGENDA ITEM:**

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**Digital Events**

Community Engagement Officers from Independent Living Services (ILS) have worked with 27 groups in the city to develop digital platforms and helped citizens to engage with these by providing IT support and advice.

The Cardiff Sporting Memories group has moved online. The group has been supported by Community Inclusion officers based in Community Hubs to undertake a joint challenge. The group decided that they would walk from Lands' End to John O'Groats without leaving their homes, a distance of 603 miles. The Community Inclusion Officers gifted pedometers to all members of the group and Community Engagement Officers provided support to set the devices up. Between them, the group have completed about 451 miles so far. This has provided the group with a shared goal and ensured that they have been keeping active at home.

Following the success of the Christmas festival, the 50+ Active Body Healthy Mind Virtual Spring Festival will be held online during the week commencing 22 March 2021. Organised by ILS, the festival aims to help older people stay active, connected and healthy at home. Three days of digital events will take place, offering a range of engaging activities on each day, such as low-impact exercise, art and crafts, gardening, creative writing, mindfulness, cook-alongs, singing, raffles and more.

**Independent Living Services**

Demand on the First Point of Contact (FPOC) service remains high, especially during lockdown periods where the needs of citizens escalate for information, advice, and assistance. The FPOC service continues to work effectively from home and, to date, 43,842 calls have been dealt with by the FPOC, which is a 10% increase on the same period last year. 87% of referrals were able to be dealt with by the FPOC without onward referral to Social Care.

The FPOC Hospitals Team, known as the 'Pink Army', has extended their service provision and now provide support across four sites: University Hospital Llandough (UHL), St David's Hospital, University Hospital Wales (UHW) now including the Emergency Unit and the new Covid-19 'surge' hospital at the UHW Lakeside Wing. The number of patients seen has increased with the expansion of services by about 34% compared to last year's figures. The Pink Army continues to support safe hospital discharge and help reduce blocked beds in hospitals, which has been vital throughout this period.

The Joint Equipment Store continues to deliver its critical (same/next working day) services for both Social Care and Health. The critical working model has supported timely hospital discharges, prevented hospital admissions and prevented breakdown in care services. To date, 482 critical service deliveries have been made which is an increase of 70% on last year.

### **Dementia Friendly City**

A person-centred toolkit, 'Read About Me', has been distributed to Cardiff care homes. The toolkit has been developed by Cardiff & Vale University Health Board and promotes continuity of care for people with dementia or cognitive impairment throughout their journey and can make a significant difference to the experience of vulnerable people during hospital stays.

Cardiff Council staff have also continued to undertake Dementia Friends training to develop their awareness of the disease and to make a commitment to Dementia Friendly Action. Currently, 3,172 Council staff have completed the training as we work towards an Age Friendly Cardiff.

### **Locality Services**

The Older Peoples Teams across community and hospital settings have continued to prioritise the care and support needs of vulnerable people in Cardiff. Work has been undertaken throughout the last 12 months with ILS to ensure that citizens at risk of loneliness and isolation have received support from colleagues across the service.

Hospital social care staff have remained working in the acute hospitals to maintain flow to ensure that citizens are discharged safely and appropriately. Being able to meet virtually has been revolutionary in improving communication and building relationships with Health colleagues.

The Single Point of Access to hospital discharge has developed and further work is being undertaken to enhance this service, bringing in all of the benefits of collaborative working across Social Care and colleagues in ILS. Workable respite arrangements have also been put in place to provide support to carers where required.

The closure of a residential care home in February 2021 was managed with great commitment and care by a range of teams, including Social Workers, Home Care staff and colleagues across the Council. This was a challenging piece of work, but our clients were supported and careful decisions were made with them and with families about their future accommodation. The Social Care teams were encouraged by the warmth and support from other directorates at a very challenging time.

### **Mental Health Services**

Adult Community Mental Health Teams have remained open and have continued to operate throughout the pandemic, delivering secondary mental health care across Cardiff. After an initial drop in referral rates following the first lockdown, referral rates have steadily returned to pre-lockdown levels.

The Emergency Duty Team's operating model has remained unchanged in these challenging times, providing a timely response and ensuring that citizens across Cardiff are safeguarded outside of normal office hours.

After a temporary suspension of their service whilst awaiting government guidelines, the Deprivation of Liberty Safeguarding team has continued to discharge their duties through virtual assessments.

The Approved Mental Health Professional service has remained operational throughout the last 12 months, ensuring a timely response to those citizens in Cardiff in need of acute care. Mental Health Support for Older People and the Community Alcohol and Drug Team have continued to operate on an agile basis, safeguarding the individuals they work with and facilitating hospital discharges.

The Ty Canna Day Service has adapted its model as a result of the pandemic providing 20 online groups per week to a wide range of individuals and has continued to offer practical one-to-one support within Covid-19 guidelines to individuals involved in their service.

### **Learning Disabilities**

The Learning Disabilities Team has continued to have full contact with individuals and families utilising digital functions, as well as face-to-face support where needed throughout the Covid-19 period, ensuring that support has been maintained. Staff have developed expertise in assisting people to understand the risks of Covid-19 to support them to maintain their own safety.

Positive relationships with providers have been maintained and multi-agency work has ensured that complex day services have been able to open to provide support. The Learning Disabilities Team has worked with providers to research digital offers to continue to support people they work with, such as Innovate Trust's Insight App, which offers a huge range of daily online activities.

There has been significant work to assist people in crisis to access appropriate accommodation, including the development of isolation accommodation to support complex hospital discharge. The Supported Living Team has maintained close support with our accommodation providers to ensure the safety of our tenants.

### **Adult Safeguarding**

During 2020/21, Adult Safeguarding has seen significant developments across the service to meet the changing needs of the people of Cardiff during the Covid-19 pandemic and wider strategic and regulatory changes. Some of the highlights are:

- Roll-out of the Wales Safeguarding Procedures across the Local Authority area.
- Introduction and development of an interface between the FPOC Team and Adult Safeguarding.
- Strengthening of joint working arrangements between Adult Safeguarding and Social Work, Health and Commissioning based services.
- Strategic placement of services within the Community Safety Partnership structure.
- Ongoing development of pathways relating to Adult Safeguarding and Refugee and Asylum Seekers.

- Linking in with services relating to extremism.
- Improved duty functions within the team to provide more timely management of cases and early risk management approaches.
- Continuing to meet and exceed expectations of managing and supporting referrals, whilst working in a more agile way.
- Continuing to feed in to the Regional Safeguarding Board.

### **Commissioned Services**

Enhanced engagement with providers has been introduced to offer support and guidance in relation to the management of Covid-19. This has included the introduction of multi-agency supportive management meetings, fortnightly provider newsletters, weekly supportive meetings with domiciliary care and care home provider associations and wider virtual provider forums and webinars. The service has continued to undertake work with providers in respect of the recommissioning of domiciliary care by holding virtual test-and-learn sessions. The service has also worked with care home providers to start implementing a new dynamic approved provider list and new contract and serviced specifications.

### **PPE**

Cardiff Council has played a crucial role in ensuring the safety of citizens and staff throughout the Council and commissioned services. To date, 36 million articles of PPE have been provided, including gloves, masks, aprons, face coverings, hand sanitiser, anti-viral sprays and wipes. The Council has worked with Welsh Government and suppliers to ensure that demand has been met and continues to provide supply. The Council has also provided advice and support to services regarding the safe use of PPE, including donning and doffing advice, and advice around the safe use of 4-point PPE.

### **Staff Development and Training**

During the last year, the Council has funded the secondment of seven employees from Adult Services to the Social Work degree course.

The training team has transformed the way it delivers training across the sector by developing virtual training modules to replace the traditional face-to-face training that has been offered previously. The training team has organised 740 courses over the last 12 months across the region with an 80% attendance rate. Staff have continued to deliver face-to-face manual handling training governed by a strict risk assessment that required participants to wear full PPE at times during the training when physical distancing was not possible. In addition, the team continues to support domiciliary care providers to comply with registration requirements.

**Councillor Susan Elsmore**  
**Cabinet Member for Social Care, Health & Well-being**  
**11 March 2021**



# CYNGOR CAERDYDD CARDIFF COUNCIL

**COUNCIL:**

**18 MARCH 2021**

## REPORT OF THE DIRECTOR OF GOVERNANCE & LEGAL SERVICES

### COMMITTEE MEMBERSHIP

#### Reason for Report

1. To receive nominations and make appointments to current committee vacancies as set out in the report and in accordance with the approved allocation of seats and political group wishes.

#### Background

2. The Annual Council 26 November 2020 established the Committees and Panels of the Council and their composition. The seats allocated to political groups on each committee were calculated in accordance with political balance, and nominations were received for each committee from the political groups.
3. In accordance with the Welsh Audit Office Statement of Action P3b (report March 2016), Membership of Committees is a standing item on monthly Group Whips meetings and Full Council, as appropriate.

#### Issues

4. The Annual Council 26 November 2020 received nominations to committee seats. Not all seats were filled and the vacancies that remain are as follows:

Committee	Vacancy	Group	Nomination Received
Audit Committee	1 vacancy	1 x Labour	
Corporate Parenting Advisory Committee	1 vacancy	1 x Propel	
Planning Committee	1 vacancy	1 x Conservative	
Public Protection	1 vacancy	1 x Propel	
Policy Review & Performance Scrutiny	1 vacancy	1 x Propel	

5. Further nominations to fill existing vacancies received from political groups prior to Full Council on 4 March 2021 will be reported on the amendment sheet.

### **Legal Implications**

6. The Council is under a duty to make appointments to Committees, in accordance with the approved allocation of seats to political groups, so as to give effect to the wishes of the political groups (pursuant to Section 16 of the 1989 Act).
7. The size and composition of the Local Planning Authority Committees (Wales) Regulations 2017 (made under section 39 of the Planning (Wales) Act 2015), provide that in relation to the size and composition of planning committees where wards have more than one elected Member, only one Member may sit on the planning committee, in order to allow other ward Members to perform the representative role for local community interests.
8. The Council's Planning Committee Procedure Rules currently provide for the establishment of the Planning Committee, and Rule 1.1A(ii) reflects the requirements of the above Regulations.

### **Financial Implications**

9. There are no financial implications directly arising from this report.

### **RECOMMENDATION**

The Council is recommended to appoint to the vacancies on Committees in accordance with the approved allocation of seats and Party Group wishes, as set out on the Amendment Sheet.

### **DAVINA FIORE**

**Director Governance and Legal Services**

12 March 2021

### **Background Papers**

Annual Council Reports and Minutes 26 November 2020

Council Report and Minutes 28 January 2021

Council Report and Minutes 4 March 2021

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



**COUNCIL:**

**18 March 2021**

**REPORT OF DIRECTOR GOVERNANCE & LEGAL SERVICES**

**APPOINTMENT OF LOCAL AUTHORITY GOVERNORS TO SCHOOL GOVERNING BODIES**

**Reason for this Report**

1. To appoint Local Authority School Governors to fill vacancies.

**Background**

2. Section 19 of the Education Act 2002 makes provision for the governing bodies of maintained schools to include Local Authority appointed governors, with further detail contained in the Government of Maintained Schools (Wales) Regulations 2005. When Local Authority school governor vacancies arise, either by appointees reaching the end of their term of office or resigning, it is the statutory duty of the Council to fill the vacancies as soon as possible.
3. The Local Authority Governor Panel was constituted at the Annual Council in May 2015 to advise the Council on appointments and removal of governors to those places allocated to the Local Authority.

**Issues**

4. The Local Authority Governor Panel met on 8 March 2021 to consider new applications to fill current and future vacancies due to arise by 30 June 2021. The recommendations of the panel, in respect of new appointments and re-appointments, are contained in Appendix 1 to this report.

**Reasons for Recommendations**

5. To ensure that the Council fulfils its statutory functions in respect of the appointment of Local Authority governors for maintained schools.

**Legal Implications**

6. As noted in paragraph 2 of the report, the Council is required, pursuant to the Education Act 2002, section 19 and regulations made there under, to appoint local authority governors to the governing bodies of maintained schools, in accordance with those statutory provisions. Appointments are for a fixed term of 4 years from the date of the appointment and governors may be re-appointed for a further 4 year term.

7. Appointments to outside bodies are a local choice function, which is reserved under the Council's Constitution to full Council. Accordingly, the appointment of Local Authority governors to governing bodies requires the approval of full Council.
8. In response to the COVID-19 pandemic, the Welsh Government has issued the Local Authorities (Coronavirus)(Meetings)(Wales) Regulations 2020, which came into force on 22<sup>nd</sup> April 2020. These regulations temporarily relax the rules relating to local authority meetings in order to minimise risks to public health. For appointments made by Council, the Regulations provide that the terms of office of all appointees who were in office when the Regulations came into force (on 22<sup>nd</sup> April 2020) shall automatically be extended until a new appointment is made, which may be at any time before 1<sup>st</sup> May 2021.
9. The Regulations therefore remove the requirement for appointments to be made for local authority governors whose terms of office are due to expire on or after 22<sup>nd</sup> April 2020, until 1<sup>st</sup> May 2021. This means that re-appointments (or new appointments) may be deferred until 1<sup>st</sup> May 2021 if current governors are content to remain in office. However, the Council may decide to re-appoint governors for a further 4 year term.
10. Members will note that this report recommends the appointments and re-appointments of local authority governors, as set out in Appendix 1, for a further 4 year term.

### **Financial Implications**

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

### **Recommendation**

12. That, in accordance with the recommendations of the Local Authority Governor Panel, the Council approves the new appointments and re-appointments of Local Authority governors to the school governing bodies as set out in **Appendix 1**, each for a term of 4 years from the date of the appointment.

**Davina Fiore**  
**Director Governance & Legal Services**  
11/03/2021

*The following Appendix is attached:*

Appendix 1            List of Local Authority school governor vacancies and recommendations for appointment by the Local Authority Governor Panel for the period 1 March 2021 to 30 June 2021.

*The following Background Documents have been taken into account: N/A*

**LA Governor Vacancies - Recommendations from LA Governor Panel  
1 March 2021 to 30 June 2021**

**Appendix 1**

- i. All appointments in the list are recommended by the LA Governor Panel and will have satisfied the required application process.
- ii. All terms of office unless otherwise stated are for 4 years.

**Existing LA Governor Vacancies**

<b>School Name</b>	<b>Ward</b>	<b>Start of Vacancy</b>	<b>Applications Received</b>
Baden Powell Primary School	Splott	30/01/2021	
Cantonian High School	Fairwater	05/01/2021	
Cardiff West Community High School	Caerau	10/12/2020	Joanne Lerner
Creigiau Primary School	Creigiau & St Fagans	27/05/2020	
Eastern High	Trowbridge	09/11/2020	Jessica Morgan
Hawthorn Primary School	Llandaff North	26/09/2020	
Millbank Primary School	Caerau	11/02/2021	
Peter Lea Primary School	Fairwater	12/01/2021	
Pontprennau Primary School	Pontprennau & Old St Mellons	09/09/2019	
Springwood Primary School	Pentwyn	24/02/2021	Jessica Gow
The Hollies School	Pentwyn	28/03/2020	
The Rainbow Federation	Llanrumney	13/12/2021	
Tremorfa Nursery School	Splott	08/12/2020	
Whitchurch Primary School X 2 vacancies	Whitchurch & Tongwynlais	20/12/2020 07/03/2020	Simon Morgan
Windsor Clive Primary School	Ely		
Ysgol Gyfun Gymraeg Bro Edern	Penylan	28/11/2020	
Ysgol Gymraeg Coed-Y-Gof	Fairwater	29/01/2020	
Ysgol Gymraeg Nant Caerau	Caerau	19/11/2020	
Ysgol Gymraeg Pwll Coch	Canton	18/06/2020	
Ysgol Y Wern	Llanishen	16/11/2020	

## Future LA Governor Vacancies

School	Ward	Start of Vacancy	Re-appointment Requested	New Application Received
Albany Primary School	Plasnewydd	19/05/2021		
Cardiff High School	Cyncoed	01/05/2021	Nonny Matthewson	
Cathays High School x 2 vacancies	Gabalfa	19/05/2021 30/06/2021	Jane Setchfield Cllr Chris Weaver	
Coed Glas Primary School	Llanishen	01/05/2021		
Danescourt Primary School	Llandaff	30/06/2021	Nisreen Mansour	
Ely and Caerau Children's Centre x 2 vacancies	Ely	01/05/2021 28/06/2021	Denise Kelland	
Fairwater Primary School x 2 vacancies	Fairwater	29/03/2021 01/05/2021		
Gabalfa Primary School	Llandaff North	01/05/2021		
Grangetown Primary School x 2 vacancies	Grangetown	01/05/2021 30/06/2021	Miguela Gonzalez Cllr Ashley Lister	
Greenhill School x 2 vacancies	Rhiwbina	01/05/2021 30/06/2021	Anne Ambler Cllr Jayne Cowan	
Hywel Dda Primary School	Ely	30/06/2021	Geoffrey Morgan	
Kitchener Primary School	Riverside	30/06/2021	Cllr Kanaya Singh	
Llanishen Fach Primary School x 2 vacancies	Rhiwbina	01/05/2021 28/06/2021	Eleanor Sanders David Greaves	
Llysfaen Primary School	Lisvane	01/05/2021	Cllr David Walker	
Mary Immaculate High School x 2 vacancies	Caerau	01/05/2021 01/05/2021	Sally Power	James Ford
Meadowbank School	Llandaff North	01/05/2021	David Melding	
Meadowlane Primary School	Trowbridge	01/05/2021	Dawn Mitchell-Williams	
Millbank Primary School	Caerau	01/05/2021	Cllr Peter Bradbury	
Mount Stuart Primary School	Butetown	29/06/2021	Cllr Saeed Ebrahim	
Oakfield Primary School	Trowbridge	29/06/2021	Cllr Joel Williams	

School	Ward	Start of Vacancy	Re-appointment Requested	New Application Received
Rhydypenau Primary School	Cyncoed	01/05/2021	Nonny Matthewson	
Springwood Primary School	Pentwyn	30/06/2021	Cllr Emma Sandrey	
St David's CW Primary School	Pentwyn	30/06/2021	Steve Erickson	
St Mellons C.W Primary School	Llanrumney	01/05/2021		
Ton-Yr-Ywen Primary School	Heath	01/05/2021	Cllr Lyn Hudson	
Whitchurch High School	Whitchurch & Tongwynlais	01/05/2021		Andrew Davies
Ysgol Glan Ceubal	Llandaff North	30/06/2021	Cllr Jennifer Burke Davies	
Ysgol Glan Morfa x 2 vacancies	Splott	01/05/2021 01/05/2021	Anne Hughes Cllr Huw Thomas	
Ysgol Gyfun Gymraeg Bro Eder	Penylan	01/05/2021		
Ysgol Gyfun Gymraeg Plasmawr	Fairwater	01/05/2021	Dr Arun Midha	
Ysgol Gymraeg Pwll Coch	Canton	30/06/2021	Cllr Stephen Cunnah	
Ysgol Gynradd Gwaelod Y Garth Primary School	Pentyrch	28/06/2021	Dr Rachel Garside	
Ysgol Gynradd Gymraeg Pen-y-Groes x 2 vacancies	Pentwyn	24/03/2021 01/05/2021		
Ysgol Pencae	Llandaff	01/05/2021		
Ysgol Y Berllan Deg	Pentwyn	01/05/2021		
Ysgol Y Wern	Llanishen	19/05/2021	Mike Landers	

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