

CABINET: THURSDAY, 18 NOVEMBER 2021 at 2.00 PM

A Cabinet Meeting will be held remotely on 18 November 2021 at 2.00 pm

A G E N D A

- 1 Minutes of the Cabinet Meeting held on 14 October 2021 *(Pages 3 - 8)*

Clean Streets, Recycling & Environment

- 2 Sustainable Drainage Approval Body (SAB) Adoption and Future Maintenance of Sustainable Drainage (SuDS) Features *(Pages 9 - 32)*
- 3 Local Air Quality Management - Annual Air Quality Progress Report *(Pages 33 - 200)*

Culture & Leisure and Investment & Development

- 4 Old Library and Norwegian Church Update *(Pages 201 - 304)*

Finance, Modernisation & Performance

- 5 Budget Monitoring Month 6 2021/22 *(Pages 305 - 366)*

Social Care, Health & Wellbeing

- 6 Disabled Adaptations (Changes to the Regulatory Reform Order *(Pages 367 - 376)*

Strategic Planning & Transport and Housing & Communities

- 7 Updated Gypsy and Traveller Accommodation Assessment *(Pages 377 - 418)*

PAUL ORDERS

Chief Executive

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

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**CARDIFF COUNCIL
CYNGOR CAERDYDD**



MINUTES

CABINET MEETING: 14 OCTOBER 2021

Cabinet Members Present:	<p>Councillor Huw Thomas (Leader) Councillor Peter Bradbury Councillor Susan Elsmore Councillor Russell Goodway Councillor Graham Hinchey Councillor Sarah Merry Councillor Michael Michael Councillor Lynda Thorne Councillor Chris Weaver Councillor Caro Wild</p>
Observers:	<p>Councillor Adrian Robson Councillor Emma Sandrey Councillor Keith Parry</p>
Officers:	<p>Paul Orders, Chief Executive Chris Lee, Section 151 Officer James Williams, Deputy Monitoring Officer Sarah McGill, Corporate Director Joanne Watkins, Cabinet Office</p>

36 MINUTES OF THE CABINET MEETING HELD ON 23 SEPTEMBER

The minutes of the Cabinet meeting held on 23 September were approved

37 ONE PLANET CARDIFF STRATEGY AND ACTION PLAN

The Cabinet received the One Planet Cardiff Strategy which set out the Council's plan to deliver a Carbon Neutral Council by 2030 and the intention to work with city-wide partners to develop a road map and action plan for a Carbon Neutral City by 2030. It was reported that in producing the 2021 OPC Strategy the Council had completed a detailed carbon baselining and impact assessment which had enabled an understanding of the current carbon position, both of Council operations and also of the wider City and the data showed that the largest impact is from emissions from transport and domestic premises. Therefore the strategy provided an appropriate response which had been led by the evidence in the carbon emissions assessment, acknowledging what stakeholders across the city want prioritised, and captured the

need to work collaboratively to make the huge shift to a Carbon Neutral city by 2030 whilst also delivering a post-COVID recovery.

RESOLVED: that

1. the 2021 One Planet Cardiff Strategy as attached at Appendix 1 to the report be approved
2. approval be given to the 2021 One Planet Cardiff Action plan which sets out the current actions to be undertaken over a short to long term range to address the residual carbon emissions aimed at achieving a carbon neutral target by 2030.
3. Approval be given to the undertaking of a staff survey and resident's survey to assist in the development of a Behaviour Change Action Plan for the Council and the City and for this Action Plan to be brought back to Cabinet for approval and a date to be confirmed.
4. the Council become a signatory of the UK100 Net Zero Pledge.
5. the Council become a signatory to the Edinburgh Declaration.

38 SCHOOL ORGANISATION PLANNING: 21ST CENTURY SCHOOLS: THE EXPANSION AND REDEVELOPMENT OF CATHAYS HIGH SCHOOL

Councillors Merry and Weaver declared personal interests in this item as LEA appointed members of the Governing body

Following the publication of the statutory notice in relation to proposals to make changes to the capacity, buildings and specialist resource base at Cathays High, the Cabinet received a report outlining the objections received. The report contained a summary of the objections received and the Council's response.

RESOLVED: that

- (i) Approval be given to the proposals in respect of changes to Cathays High School, as set out in paragraph 1 of this report, without modification, subject to the Charity Commission's consent in relation to the trust on the Maindy site
- (ii) officers be authorised to take the appropriate actions to implement the proposals as set out in paragraph 1 of the report
- (iii) officers be authorised to publish the decision within 7 days of determination of the proposal.
- (iv) It be noted that a further report will be brought to Cabinet in relation to Trust and Property matters.
- (v) Authority be delegated to the Director of Education & Lifelong Learning (in consultation with the Cabinet Members for Education, Employment & Skills and Finance, Modernisation & Performance, the Director of Governance and

Legal Services, the Director of Economic Development and the Corporate Director for Resources) to determine all aspects of the procurement process (including for the avoidance of doubt development of all procurement documentation and selection and award criteria, commencement of procurement through to award of contracts) for the new build schools.

39 **SCHOOL ORGANISATION PROPOSALS: PROVISION FOR CHILDREN AND YOUNG PEOPLE WITH ADDITIONAL LEARNING NEEDS (ALN)**

Councillor Peter Bradbury declared a personal interest as an LEA appointed governor at Ty Gwyn

The Cabinet received a report outlining proposals for a public consultation to be held on a range of proposals to strategically extend and realign special school and specialist resource bases to provide 136 additional Secondary and post-16 Emotional health and wellbeing needs (EWHN) places, 139 additional Secondary age Complex Learning and Autism Spectrum Condition places, 42 additional Age 3-19 Complex Learning and Autism Spectrum Condition places, 150 additional Primary Complex Learning and Autism Spectrum Condition places.

RESOLVED: that

1. officers be authorised to consult on proposals as outlined in paragraph 54 of the report
2. the proposal for an increase in the designated number at The Marion Centre Specialist Resource Base, at The Bishop of Llandaff Church in Wales High School, from 42 to 66 places from September 2022 be noted
3. it be noted that the statutory consultation process to increase the designated number at the Marion Centre at The Bishop of Llandaff Church in Wales High School is to be undertaken by the governing body of the school, and officers be instructed to provide all reasonable assistance in this regard.
4. the proposal for an increase in the designated number at Whitchurch High School Specialist Resource Base from 70 to 100 from September 2022 be noted
5. it be noted that the statutory consultation process to increase the designated number at the Whitchurch High School Special Resource Base is to be undertaken by the governing body of the school, and officers be instructed to provide all reasonable assistance in this regard.
6. the Director of Education & Lifelong Learning be authorised to formally respond on behalf of the Council to the public consultations issued by the governing bodies of The Bishop of Llandaff Church in Wales High School and Whitchurch High School in due course.
7. It be noted that officers will bring a report on the outcome of the consultation to a future meeting to seek authorisation as to whether to proceed to publish

proposals in accordance with section 48 of The School Standards and Organisation (Wales) Act 2013.

40 **SCHOOL ORGANISATION PLANNING: CARDIFF WELSH IN EDUCATION STRATEGIC PLAN (WESP) 2022-2032**

The Cabinet received the draft Welsh in Education Strategic plan. The plan set out a series of ambitious commitments to ensure that every child in the city could receive a Welsh language education, that the number receiving a Welsh language education would increase and that, through the significant use of Welsh in English medium education, all children would feel confident speaking Welsh. It was proposed that the plan be subject to public consultation with a wide range of stakeholders including elected Members, schools, parents, pupils, the relevant partner organisations and interested parties.

RESOLVED: that

- (i) Agreement be given to consult on the content of the draft Welsh in Education Strategic Plan (WESP) in autumn 2021.
- (ii) It be noted that officers will bring a report on the outcome of the consultation to a future meeting to seek authorisation for submission to and consideration by Welsh Ministers

41 **JAMES STREET REGENERATION, CARDIFF**

Appendices 4 to 9 of this report are not for publication as they contain exempt information of the description contained in paragraphs 14 of part 4 and paragraph 21 of part 5 of Schedule 12A of the Local Government Act 1972.

Cabinet considered a report seeking authority to dispose of a collection of buildings known as Merchant's Place/Cory's Buildings situated on the corner of James Street and Bute Street, Butetown and to appropriate Council owned land at James Street, Butetown, to the Housing Revenue Account. It was intended that both actions would assist in the regeneration of James Street by protecting and refurbishing the iconic Merchant Place/Cory's Buildings and redeveloping derelict land to deliver new Council housing.

RESOLVED: that authority be delegated to the Director of Economic Development, in consultation with the Cabinet Member for Investment & Development, the Section 151 Officer and the Legal Officer to:

- a) Conclude the disposal of the property known as Merchants Place/Cory's Building marked red on the site plan attached at Appendix 1 to the Preferred Bidder set out in this report and in line with the Heads of Terms set out in Confidential Appendix 6.
- b) Appropriate land at James Street marked blue on the plan attached as Appendix 1 to the Housing Revenue Account in line with the valuation attached at Confidential Appendix 9.

42 **WORLD HEALTH ORGANISATION: AGE FRIENDLY CITIES AND COMMUNITIES**

The Cabinet received seeking approval for an application to join the World Health Organisations global network for Age Friendly Cities and Communities. A core element of the application process was the development of a Cardiff 'Working Towards an Age Friendly City Action plan which set out a number of commitments to the Older people of Cardiff.

RESOLVED: that the application to the World Health Organisation to join the global network for Age Friendly Cities and Communities be approved and commitment be given to an Age Friendly promise to the people of Cardiff.

43 **FIFTH CARDIFF LOCAL DEVELOPMENT PLAN ANNUAL MONITORING REPORT**

The Cabinet considered the Local Development Plan (LDP) Annual Monitoring Report (AMR) which provided a comparison with the baseline data provided by the previous AMR's. It was reported that overall the findings of the fifth AMR are positive with the majority of the indicators shown as green indicating that most LDP policies are being implemented effectively.

RESOLVED: that Council be recommended to endorse the fifth AMR for submission to the Welsh Government by 31st October 2021.

44 **PROCUREMENT OF A PUBLIC CAR CLUB SCHEME FOR CARDIFF**

The Cabinet received a report outlining details of proposals to support the growth of the car club sector in Cardiff. It was reported that Cardiff's existing car club was launched in Cardiff in December 2010 and that the term of the original contract has expired. It was proposed that a procurement process be undertaken to appoint an operator for a scheme in Cardiff which would enable the Council to clearly set out expectations for standards and delivery, such as the expansion of the scheme.

RESOLVED: that

1. authority be delegated to the Director of Planning, Transport & Environment in consultation with the Cabinet Member Strategic Planning and Transport, Cabinet Member Finance, Modernisation & Performance, s.151 Officer and Director Governance and Legal Services to determine all aspects of the procurement process for a public Car Club Scheme for Cardiff (including approving the evaluation criteria to be used, and authorising the award of the contracts) and all ancillary matters pertaining to the procurement and proposals above.
2. the objectives set out in paragraphs 12 and 13 of this report be noted

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**SUSTAINABLE DRAINAGE APPROVAL BODY (SAB) - ADOPTION
AND FUTURE MAINTENANCE OF SUSTAINABLE DRAINAGE (SUDS)
FEATURES****CLEAN STREETS, RECYCLING & ENVIRONMENT (COUNCILLOR
MICHAEL MICHAEL)****AGENDA ITEM: 2**

Reasons for this Report

1. Following the introduction of legislation in January 2019, entailing the mandatory adoption of Sustainable Drainage Systems (SUDS), approval is being sought for the use of commuted maintenance sums (CMS) becoming the preferred maintenance mechanism on new development.

Background

2. Increasingly, ensuring sustainable solutions to water management are central to the development process. Sustainable Drainage Approval Body (SAB) applications are a key part of the development approval process and a parallel, complimentary, system to the land use planning system. As the new legislation has been implemented the specific issue relating to the adoption and long-term maintenance of the new SuDs features has emerged. This has been a particular issue on the major new housing developments being delivered across Cardiff.
3. Regarding the setting up of an effective regulatory system, a report titled Sustainable Drainage Systems (SuDS) was brought to Cabinet on the 21st February 2019. The purpose of this report was to advise members of the implementation of Schedule 3 of the Flood and Water Management Act 2010 (FWMA) for the use of SuDS in new developments. Also, to approve the creation of the SuDS Approval Body (SAB) and advise on the statutory responsibilities that Cardiff Council, acting in its capacity as a SAB, are required to undertake.
4. The Welsh Government laid the commencement order on the 1st May 2018 for the new legislation to come into force on the 7th January 2019. From this date onwards:

- All new developments of more than 1 house or where the construction area is 100m² or more, were required sustainable drainage systems (SuDS) for managing surface water
 - Drainage systems for all new developments had to be designed and constructed in accordance with statutory SuDS standards
 - Local authorities became SuDS Approval Bodies
 - SuDS schemes were approved by the local authority acting in its SAB role before construction works begin
5. Schedule 3 of the Flood and Water Management Act 2010 places a mandatory requirement for the Unitary Authority, acting in its capacity as a SAB, to adopt compliant SuDS that:
- are constructed and function in accordance with approved proposals, including any conditions of approval; and
 - that the drainage system is a “sustainable drainage system”, meaning those parts of a drainage system that are not vested in a sewerage undertaker under a section 104 agreement of the Water Industry Act 1991.
6. The SAB are not required to adopt drainage systems when:
- they serve a single property;
 - any part of a SuDS for which the highway authority would already be responsible for maintaining;
 - any SuDS constructed by a sewerage undertaker under section 114 of the Water Industry Act 1991.
7. It is considered that the spirit of the legislation is to ensure that a single statutory body is responsible for the maintenance and inspection of SuDS features. Therefore, Cardiff Council as the SAB is the statutory body responsible for ensuring that the drainage system is maintained and inspected.

Issues

Pre-SAB Legislation

8. Prior to the implementation of the legislation there was a legacy of poorly constructed SuDS features with no one body responsible for their maintenance. These features remain unadopted by any statutory body.
9. In this pre-Sab period, there would, in general, have been no inspection regime during construction and many SuDS will therefore have had no inspection or have a maintenance regime in place post construction. Poorly constructed and maintained SuDS features are a flood risk to adjacent land and properties.
10. The UK Government commissioned a comprehensive review of the lessons learned from the summer floods of 2007. This was undertaken by Sir Michael Pitt and is known as *The Pitt Review*.

11. The review identifies that local flooding is exacerbated by unclear ownership and responsibilities. The review also highlighted the importance of who is responsible for the management of SuDS features. The report states:

RECOMMENDATION 20: *The Government should resolve the issue of which organisations should be responsible for the ownership and maintenance of sustainable drainage systems*

12. For some developments that were completed prior to SAB legislation coming into effect. The Council is already experiencing pressure from homeowners to adopt historic SuDS features as homeowners raise concerns at being charged for both Council Tax and a Management Company Maintenance Sum.
13. However, since such features would not have been inspected during construction the construction standards may not be up to adoptable standard or sustainable. Such features would not have been subject to mandatory adoption as there was no requirement for SAB approval at the time of the development.

Post-SAB Legislation

14. The legal requirement to adopt SuDS places a statutory responsibility for the management and maintenance of the drainage system on the SAB. Neither Schedule 3 nor the Welsh Government Standards for Sustainable Drainage provide for a mechanism for maintenance following adoption. Welsh Government's statutory guidance provides two main suggested options of how SuDS can be maintained:

a) In-house Local Authority Maintenance utilising Commuted Maintenance Sums (CMS)

This option requires the developer to pay for the long-term maintenance costs which is reflective of the maintenance plan for the lifetime of the SuDS. For consistency it is proposed that these Commuted Sums are calculated based on the industry standard prepared by the County Surveyors Society.

b) Private Management Company

Many developments use management companies to maintain features such as public open space, which may also be utilised to maintain SuDS features. Typically, the cost of a maintenance charge is shared by individual properties and paid to a Private Management Company by way of a service charge in perpetuity for each homeowner for ongoing maintenance of SuDS features.

15. Having considered the relative merits of the options, it is proposed to proceed with Option a) The **In-house Local Authority Maintenance utilising Commuted Maintenance Sums (CMS)**. The reason for this approach is that it will provide:

- (i) construction and future maintenance expense will be borne by the developer;
 - (ii) assurance that flood risk is managed through local authority-maintained assets and managed resources. In this regard it allows the risks and costs to be managed in a more coordinated manner;
 - (iii) a positive approach for end users (homeowners) as there is no ambiguity regarding the service charge payments;
 - (iv) the potential to utilise funds to develop existing teams (PROW or Parks), and if required utilise external contractor for specialist works;
16. In terms of the implications of this proposed model on wider services areas such as housing and schools, engagement has taken place to ensure this approach is acceptable.
17. Nonetheless, although we propose to proceed with this option there will be some exceptional circumstances when the use of Management Companies is acceptable. These are:
- Where the Council are the developer, a Management Company approach could be considered as the financial risk could be reduced by a guaranteed future SuDS maintenance agreement should the management company cease to trade.
 - An existing an ongoing agreement for a development where a Management Company (e.g., Plas Dwr development and Plasco Management Company) legal agreement for SuDS maintenance was signed prior to the SAB legislation being introduced.
18. A further advantage of this approach is that the Council already employs a CMS approach relating to the adoption of Highway infrastructure assets and currently manages the maintenance of these assets.

Resources

19. The existing teams in Highways services do not currently have adequate staff resource to manage the anticipated demand if in-house maintenance with CMS is the preferred option. It is therefore proposed to gradually develop the existing service area to undertake maintenance of existing features and other flood risk associated assets. As development progresses, more SuDS assets are introduced and more CMS are received, the team would expand in line with demand and develop into a specific Street Scene SuDS maintenance team.
20. Although the Private Management Company with direct charge on households would suggest no resource is required to maintain the SuDS assets, Welsh Government guidance suggests that the SAB should ensure the management company is competent to maintain SuDS. Also, the Council must still adopt the

assets and therefore remains ultimately responsible for ensuring maintenance is taking place to fulfil its statutory obligation to manage flood risk. There would therefore be a requirement for the Council to fund the management of Management Companies and manage any costs of transfer if these companies cease to undertake the work.

Scrutiny Consideration

21. This report was considered by the Environmental Scrutiny Committee. Any comments received will be circulated at the Cabinet meeting.

Reason for Recommendations

22. To agree to the proposed maintenance mechanism for the adoption of Sustainable Drainage Systems (SuDS) under Sustainable Drainage Approval Body (SAB) legislation.

Financial Implications

23. The costs arising from the implementation and operation of the in-house model will be funded from within existing resources. The Directorate plan to use relevant Commuted Sum resources to part-fund this model but further work may be necessary to ensure that this is an appropriate and feasible use of this earmarked funding source.

Legal Implications

24. Schedule 3 of the Flood and Water Management Act 2010 (FWMA) establishes SABS in Local Authorities. The legislation gives those bodies statutory responsibility for approving and in specified circumstances, adopting the approved drainage system.
25. Paragraph 17 of Schedule 3 of the FWMA imposes a mandatory duty to adopt where SuDS features are constructed and operate in accordance with SAB approval, save for single properties or publicly maintained roads.
26. The legislation does not provide specific power for SABs to raise charges to maintain SuDS features, nor does prescribe how such system should be maintained. However, a SAB does have broad discretion to impose conditions when issuing a SuDS approval, which may include the approval of a funding mechanism. Such conditions can ensure that the sustainable drainage systems will be maintained for the lifetime of the development. It is expected that local authorities will utilise both conditions and supplemental agreements pursuant to existing local government powers under s.111 of the Local Government Act 1972 to secure arrangements for a robust funding mechanism. Such matters will need to be considered in detail when considering a SuDs application.
27. It is a matter for the Council as SAB to determine how best such drainage systems should be maintained. The statutory guidance issued by Welsh Government provides suggestions of how such systems may be maintained

and includes both payment of commuted systems and use of private management companies are potential funding solutions. The SAB is required to have regard to statutory guidance. The decision maker will need to have regard to the risks of each option as set out in this report in considering a preferred funding mechanism.

Equalities

28. In considering this matter the decision maker must have regard to the Council's duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must, in making decisions, have due regard to the need to (i.) eliminate unlawful discrimination, (ii.) advance equality of opportunity and (iii.) foster good relations on the basis of protected characteristics. Protected characteristics are: (a) Age, (b) Gender reassignment, (c) Sex (d) Race – including ethnic or national origin, colour, or nationality, (e) Disability, (f) Pregnancy and maternity, (g) Marriage and civil partnership, (h) Sexual orientation (i) Religion or belief –including lack of belief. When taking strategic decisions, the Council also has a statutory duty to have due regard to the need to reduce inequalities of outcome resulting from socio-economic disadvantage ('the Socio-Economic Duty' imposed under section 1 of the Equality Act 2010). In considering this, the Council must take into account the statutory guidance issued by the Welsh Ministers (WG42004 A More Equal Wales The Socio-economic Duty Equality Act 2010 (gov.wales) and must be able to demonstrate how it has discharged its duty.
29. An Equalities Impact Assessment aims to identify the equalities implications of the proposed decision, including inequalities arising from socio-economic disadvantage, and due regard should be given to the outcomes of the Equalities Impact Assessment (Appendix xx).

The Well-being of Future Generations (Wales) Act 2015

30. The Well-Being of Future Generations (Wales) Act 2015 ('the Act') places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language, and is globally responsible. In discharging its duties under the Act, the Council has set and published wellbeing objectives designed to maximise its contribution to achieving the national wellbeing goals. The wellbeing objectives are set out in Cardiff's Corporate Plan 2020 -23
31. When exercising its functions, the Council is required to take all reasonable steps to meet its wellbeing objectives. This means that the decision makers should consider how the proposed decision will contribute towards meeting the wellbeing objectives and must be satisfied that all reasonable steps have been taken to meet those objectives.
32. The wellbeing duty also requires the Council to act in accordance with a 'sustainable development principle'. This principle requires the Council to act in

a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that Council decision makers must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, the Council must:

- Look to the long term
- Focus on prevention by understanding the root causes of problems
- Deliver an integrated approach to achieving the 7 national well-being goals
- Work in collaboration with others to find shared sustainable solutions
- Involve people from all sections of the community in the decisions which affect them

33. 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 on line using the link below: <http://gov.wales/topics/people-and-communities/people/future-generations-act/statutory-guidance/?lang=en>

Welsh Language

34. The decision maker should be mindful of the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards.

The decision maker must be satisfied that the proposal is within the Policy and Budget Framework, if it is not then the.

HR Implications

35. If the in-house option is taken forward as per the recommendation, it will require in the medium term the development of an in-house team. The roles within this team will be evaluated and created in line with corporately agreed processes and the standard recruitment processes applied.

36. Trade Unions have been fully consulted on the details within this report.

Property Implications

37. There are no property implications for this report

RECOMMENDATIONS

Cabinet is recommended to

1. note the mandatory requirement to adopt SuDS features
2. approve the in-house service model (as described in this report) to manage and maintain these features on all qualifying developments funded by commuted maintenance sums.

SENIOR RESPONSIBLE OFFICER	ANDREW GREGORY
	Director Planning, Transport & Environment
	12 November 2021

The following appendices are attached:

Appendix 1 – Legal Advice

Appendix 2 – Equality Impact Assessment

The following background papers have been taken into account:

- Cabinet Report 21st February 2019 – Sustainable Drainage Systems
- Flood and Water Management Act 2010, Schedule 3
<https://www.legislation.gov.uk/ukpga/2010/29/contents>
- The Water and Water Management Act 2010 (Commencement No.2) (Wales) Order 2018 <http://www.legislation.gov.uk/wsi/2018/557/made>
- Statutory National Standards for Sustainable Drainage Systems (SuDS)
<https://gov.wales/docs/desh/publications/181015-suds-statutory-standards-en.pdf>
- The Sustainable Drainage (Application for Approval Fees) (Wales) Regulations 2018 <http://www.assembly.wales/laid%20documents/sub-ld11778/sub-ld11778-e.pdf>
- Approval and Adoption (The Sustainable Drainage (Approval and Adoption) (Wales) Order 2018);
- Procedural matters relating to approval and adoption (The Sustainable Drainage (Approval and Adoption Procedure) (Wales) Regulations 2018)
- [Welsh Government Sustainable drainage \(SuDs\) Statutory Guidance](#)

Appendix 1

Legal Advice

The summary of the legal advice below is as follows:

(Legal Advice passed on by Newport Council)

A management company would be appointed to maintain the SuDS on behalf of the SAB. Service charges would be levied on new residents to cover the necessary operations. The SAB would have step-in rights (and the ability to recover monies) if the management company failed to maintain the SuDS. Ultimate control would be exercised by the SAB.

A commuted sum will be required to ensure the correct and proper funding of all future maintenance for 60 years for SuDS features.

The SAB does not need to maintain SuDS at the public expense. It can contract out maintenance to a management company. In this case, the SAB would be overseeing the management company. The SAB would not collect and spend the service charge itself; that would be down to the management company. Alternatively, the SAB has the broad power under s. 2 of the Local Government Act 2000 to do anything likely to achieve the environmental well-being of their area including entering into arrangements or agreements with any person.

The legal duty of maintenance ultimately lies with the SAB (Sch 3 para 22 of the 2010 Act). There is no express provision within the legislation to allow the SAB to levy a service charge. The Guidance (which the SAB is legally obliged to have regard to by virtue of Sch 3 para 15 of the 2010 Act) makes clear that SuDS adopted by the SAB can be maintained by a management company (paras 4.26 and 4.28) and that the SAB can recover the costs of maintenance using existing powers under local government legislation.

Ultimately, any outsourcing (whether to a management company or other body) will need to include provision for the SAB to intervene in the event of the failure of the company (para 4.24) since the SAB remains responsible for ensuring the system is maintained in compliance with SuDS standards.

However, section 3(2) of the LGA 2000 makes clear that the wellbeing power does not extend to raising money "by precept, borrowing or otherwise". What is being sought from residents here is exactly that: an individual precept to cover the cost of a service which the local authority has a statutory obligation to provide and ultimately (absent any other agreement) fund out of taxation. Assuming a resident does not agree to pay a service charge for the maintenance of SuDS and challenges the management company or Council in this regard, I do not see how the Council would have any power to force them to do so. Even if they have signed a contract upon purchase of their property to pay such a charge, if the Council has no legal power to collect such sums from them, then it may well be unenforceable.

The difficulty with the proposal is that I do not consider that the SAB would be in a position to demand the payment of a service charge from residents. Thus, even if

residents are contractually bound to pay it, the SAB would be acting unlawfully from benefitting from that payment because there is no power for them to receive such money from residents.

Furthermore, were the maintenance company to fail, the SAB would have no power to step in and levy a charge against residents themselves.

In summary, in my view the proposed mechanism of charging residents for SuDS maintenance via a service charge is unlawful because the Council has no power to levy an individual charge against residents for a service it is statutorily obliged to provide. Raising money in this way is expressly excluded from the LGA 2000 by s. 3(2).

I consider that the appropriate method is either a commuted sum paid to the Council which then funds the maintenance (whether it be outsourced or not) or an ongoing maintenance charge paid by the developer and its successor (if that is practical).

Equality Impact Assessment
Corporate Assessment Template



Strategy Title: Cardiff Council SuDS adoption strategy
New

Who is responsible for developing and implementing the Strategy?	
Name: Andrew Gregory	Job Title: Director
Service Team: Flood & Coastal Risk Management	Service Area: Planning, Transport and Environment
Assessment Date: 25/10/2021	

1. What are the objectives of the Strategy?

<p>Aim:</p> <p>To develop strategic options for the adoption of Sustainable Drainage assets (SuDS) as required by Schedule 3 of The Flood and Water Management Act 2010.</p> <p>Objectives:</p> <ul style="list-style-type: none"> ○ To develop the SuDS adoption policy, strategy and procedure ○ To develop a usable commuted sums calculator to assist in the adoption of SuDS assets
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**Equality Impact Assessment
Corporate Assessment Template**

- 1. Please provide background information on the Strategy and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]**

The purpose of this strategy is to set out the policy and procedure for the adoption of SuDS features.

Cardiff Council as the SAB (SuDS approval body) has a statutory duty under Schedule 3 of The Flood and Water Management Act 2010 to adopt SuDS features that serve 2 or more properties.

There are 2 avenues of adoption:

1. Commuted Sums (CMS)
2. Management Companies (Manco)

Legal advice has been sought and it has been confirmed that Cardiff Council will have a step in right should the Manco cease to trade however the council has no legal powers to charge residents for the services should there be a refusal to pay fees.

All other local authorities in Wales have chosen the CMS option.

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**Equality Impact Assessment
Corporate Assessment Template**

3 Assess Impact on the Protected Characteristics

3.1 Age

Will this Strategy have a **differential impact [positive]** on younger/older people?

	Yes	No	N/A
Up to 18 years	Y		
18 - 65 years	Y		
Over 65 years	Y		

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

The adoption of the SuDS assets by Cardiff Council will ensure effective operation and maintenance and as a result lower pluvial (rainfall and surface water) flood risk to nearby properties.

Ensuring the SuDS assets are in council ownership will allow educational institutions to utilise the features to aid in the teaching of flood risk and climate change.

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

Liaise and consult with local residents and educational institutions to advise of the SuDS features and their operational abilities.

Offer schools the opportunity of officer led talks and site visits to SuDS features.

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**Equality Impact Assessment
Corporate Assessment Template**

3.2 Disability

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

	Yes	No	N/A
Hearing Impairment		N	
Physical Impairment	Y		
Visual Impairment	Y		
Learning Disability		N	
Long-Standing Illness or Health Condition		N	
Mental Health		N	
Substance Misuse		N	
Other			N/A

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

Construction of SuDS features in the adopted highway for example could propose a trip hazard and effect safe travel routes for those with physical and visual impairments.

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

Ensuring all SuDS features are designed and constructed to a safe and adoptable standard.

Ensuring that safe pedestrian and access routes are taken into consideration.

Ensuring all SuDS features are maintained to the appropriate standard.

CARDIFF COUNCIL

Equality Impact Assessment
Corporate Assessment Template

3.3 Gender Reassignment

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

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

Please give details/consequences of the differential impact, and provide supporting evidence, if any.
N/A
What action(s) can you take to address the differential impact?
<ul style="list-style-type: none">○ N/A

CARDIFF COUNCIL

**Equality Impact Assessment
Corporate Assessment Template**

3.4. Marriage and Civil Partnership

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

	Yes	No	N/A
Marriage		N	
Civil Partnership		N	

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

CARDIFF COUNCIL

Equality Impact Assessment
Corporate Assessment Template

3.5 Pregnancy and Maternity

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

	Yes	No	N/A
Pregnancy	Y		
Maternity	Y		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.
Women who are pregnant or who are travelling with children have particular accessibility needs that are similar to people with mobility impairments, furthermore there are additional needs of young children. It should also be noted that men travelling with children also have accessibility needs.
What action(s) can you take to address the differential impact?
Ensuring all SuDS features are designed and constructed to a safe and adoptable standard. Ensuring that safe pedestrian and access routes are taken into consideration. Ensuring all SuDS features are maintained to the appropriate standard.

CARDIFF COUNCIL

**Equality Impact Assessment
Corporate Assessment Template**

3.6 Race

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

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

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

N/A

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

N/A

CARDIFF COUNCIL

**Equality Impact Assessment
Corporate Assessment Template**

3.7 Religion, Belief or Non-Belief

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

	Yes	No	N/A
Buddhist		N	
Christian		N	
Hindu		N	
Humanist		N	
Jewish		N	
Muslim		N	
Sikh		N	
Other		N	

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

N/A

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

N/A

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3.8 Sex

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

	Yes	No	N/A
Men		N	
Women		N	

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

N/A

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

N/A

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CARDIFF COUNCIL

Equality Impact Assessment
Corporate Assessment Template

3.9 Sexual Orientation

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

	Yes	No	N/A
Bisexual		N	
Gay Men		N	
Gay Women/Lesbians		N	
Heterosexual/Straight		N	

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

CARDIFF COUNCIL

Equality Impact Assessment
Corporate Assessment Template

3.10 Welsh Language

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

	Yes	No	N/A
Welsh Language		N	

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

N/A

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

N/A

CARDIFF COUNCIL

Equality Impact Assessment Corporate Assessment Template

4. Consultation and Engagement

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

Consultations with local educational institutions will take place via the education department and also during Climate Change talks that are given by officers from The Flood and Coastal Risk Management Team and Resilience Unit.

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

Groups	Actions
Age	Consultation and use of best practice.
Disability	Consultation and use of best practice. Training of staff to over the needs for all users.
Gender Reassignment	N/A
Marriage & Civil Partnership	N/A
Pregnancy & Maternity	Consultation and use of best practice. Training of staff to over the needs for all users.
Race	N/A
Religion/ Belief	N/A
Sex	N/A
Sexual Orientation	N/A
Welsh Language	Ensure all signs and materials are bilingual
Generic Over-Arching [applicable to all the above groups]	N/A

6. Further Action

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

7. Authorisation

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

Completed By : Simon Dooley

Date: 25.10.2021

CARDIFF COUNCIL

**Equality Impact Assessment
Corporate Assessment Template**

Designation: Team Leader – Flood and Coastal Risk Mangement	
Approved By: Gary Brown	
Designation: OM, Head of Highways	
Service Area: Planning, Transport and Environment	

- 7.1 On completion of this Assessment, please ensure that the Form is posted on your Directorate’s Page on CIS - *Council Wide/Management Systems/Equality Impact Assessments* - so that there is a record of all assessments undertaken in the Council.

For further information or assistance, please contact the Citizen Focus Team on 029 2087 3059 or email citizenfocus@cardiff.gov.uk

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**CARDIFF COUNCIL
CYNGOR CAERDYDD**



CABINET MEETING: 18 NOVEMBER 2021

**LOCAL AIR QUALITY MANAGEMENT – CARDIFF COUNCIL AIR
QUALITY ANNUAL PROGRESS REPORT 2021**

**CLEAN STREETS, RECYCLING & ENVIRONMENT
(COUNCILLOR MICHAEL MICHAEL)**

AGENDA ITEM: 3

Reason for this Report

1. The purpose of this report is to seek approval for the 2021 Cardiff Council (CC) Local Air Quality Management (LAQM) Annual Progress Report (APR), based upon on air quality datasets obtained in 2020, for submission to Welsh Government for approval.
2. To approve the undertaking of a procurement of a 2 year pilot project on a city wide indicative real-time monitoring network using the 20/21 One Planet Funding and to delegate all aspects of the procurement process to the Director of Planning, Transport & Environment in consultation with the Cabinet Members for Clean Streets, Recycling & Environment and Strategic Planning and Transport, the Section 151 Officer and the Council's Monitoring Officer (including approval of the evaluation criteria and authority to award contracts) and all ancillary matters pertaining to the procurement.

Background

3. Poor air quality is now considered the largest environmental risk to public health in the UK.¹ There is clear scientific evidence that shows that air pollution exposure reduces life expectancy by increasing mortality and morbidity risk from heart disease, and strokes, respiratory diseases, lung cancer and other conditions.
4. In the UK, in the context of air quality management, the main air pollutants that are the primary public health concern are particulate matter and Nitrogen Dioxide (NO₂). In the UK, it has been estimated that an equivalent of 23,500 deaths can be attributed to long-term exposure to NO₂ each year.²

¹ 'Estimating local mortality burdens associated with particulate air pollution', Public Health England, (2014)

² 'Improving air quality in the UK: tackling nitrogen dioxide in our towns and cities: UK overview document' Defra (2015)

5. The principal source of these pollutants is from road transport emissions, particularly from diesel cars. In 2012, the International Agency for Research on Cancer listed diesel exhaust pollution as a Class 1 carcinogen³ and extended this to all ambient air pollution in 2013.⁴
6. Public Health Wales has stated that poor air quality is the second greatest public health concern after smoking and is the most significant environmental determinant of health. In Wales, based on data for the period 2011-2012, it has been estimated that an equivalent of 1,100 avoidable deaths can be linked to NO₂ exposure each year.
7. Poor air quality does not only cause ill health, but it also has a wider societal cost. Accounting for health service costs and reduced productivity through lost workdays in the UK this is significant, standing at around £20bn every year.⁵
8. Some people are more at risk than others. Air pollution can disproportionately affect vulnerable population groups (e.g., children, older people, people with underlying chronic disease), as well as those exposed to higher levels because of living or commuting in urban or deprived locations.⁶
9. Examining the most recent datasets (2017) made available by Public Health Wales for the total number of all-cause non-accidental deaths registered in the Cardiff and Vale University Health Board area, the long-term mortality burden attributable to air pollution (fine particulate matter and nitrogen dioxide combined) is an estimated effect equivalent to 178-227 deaths.
10. Under Section 82 of the Environment Act 1995 every local authority has an obligation to regularly review and assess air quality in their areas, and to determine whether or not air quality objectives to protect health are likely to be achieved. Where the air quality reviews indicate that the air quality objectives are not being achieved, or are not likely to be achieved, Section 83 of the 1995 Act requires local authorities to designate an Air Quality Management Area ('AQMA'). Section 84 of the Act ensures that action must then be taken at a local level which is outlined in a specific Air Quality Action Plan (AQAP) to ensure that air quality in the identified area improves.
11. The air quality objectives applicable to LAQM in Wales are set out in the Air Quality (Wales) Regulations 2000, No. 1940 (Wales 138) and Air Quality (Amendment) (Wales) Regulations 2002, No 3182 (Wales 298).
12. This Annual Progress Report provides details on the ratified data for air quality monitoring undertaken in 2020 within the Cardiff Council area.

³ International Agency for Research on Cancer, (June 2012)

⁴ International Agency for Research on Cancer, (October 2013)

⁵ 'Every breath we take: the lifelong impact of air pollution', Royal College of Physicians and Royal College of Paediatrics and Child Health (2016).

⁶ National Institute for Health and Care Excellence 2017; WHO Regional Office for Europe 2016

13. Welsh Government issue statutory policy guidance to Local Authorities under section 88 of the Environment Act 1995 to bring the local air quality management system in Wales into line with the sustainable development principle outlined in Welsh Government's Well-being for Future Generations legislation, 2015. This guidance, with which local authorities must have regard to when carrying out their air quality functions under the Environment Act 1995, sets out that authorities in Wales have to produce an Annual Progress Report in **draft** by 30th September each year and publish it by 31st December at the latest. This report must include monitoring results for the previous calendar year, a progress report on action plan implementation and an update on any new policies or developments likely to affect local air quality.
14. This Annual Progress Report satisfies the above criteria examining ratified datasets for air quality monitoring undertaken in 2020 within the Cardiff Council area.

Issues

Covid-Pandemic

15. During the COVID-19 pandemic local air quality monitoring continued in Cardiff. However, some non-automated results were not available due to the National 'lockdown' measures introduced in the month of March 2020. Local Authorities including SRS at the time of the 'lockdown' measures being imposed looked for official clarity to ascertain if the monitoring was classified as essential in view of quietened road networks which may lead to a favourable bias, as well as difficulties faced by analytical laboratories utilised by SRS which had to adapt their working practises which added to postage delays.
16. Following those initial discussions, air quality data collection was deemed as an essential service by Welsh Government, whereby monitoring was resumed for **May 2020**.
17. The results for 2020, have been corrected/ ratified to account for the gaps in the annual datasets incurred by the COVID situation.

Air Quality in Cardiff

18. There are currently four Air Quality Management Areas (AQMAs) declared across Cardiff which have all been declared due to exceedances of the annual mean NO₂ Air Quality Standard (40 µg/m³), the main source of the pollution being derived from road transport emissions. The established AQMAs are:
 - **Cardiff City Centre AQMA** (declared 1/4/13 to incorporate Westgate Street; formerly St Marys St AQMA);
 - **Ely Bridge AQMA** (declared 1/2/07);
 - **Stephenson Court AQMA** (declared 1/ 12/10); and
 - **Llandaff AQMA** (declared 1/4/13).

19. **The 2021 Annual Progress Report presents monitoring data captured in 2020.** In line with the Cardiff Council's (CC) statutory duties under Part IV of the Environment Act 1995, Shared Regulatory Services on behalf of CC undertakes regular air quality monitoring at specifically allocated locations across Cardiff using automated and non-automated principles for ambient air Nitrogen Dioxide (NO₂), Particulate Matter (PM₁₀ & PM_{2.5}), Sulphur Dioxide (SO₂), Carbon Monoxide (CO) & Ozone (O₃).

Automated Monitoring Network

20. In 2020, Cardiff had four automatic air quality monitoring sites located at Frederick Street in the City Centre, Richard's Terrace, just off Newport Road, Castle Street⁷ and Lakeside Primary School.
21. The Frederick Street (Urban Background) site monitors on a 24/7 basis measuring levels of NO₂, PM₁₀ & PM_{2.5}, SO₂, CO and O₃ feeding data directly into Defra's Automatic Urban and Rural Network (AURN).
22. The Richard's Terrace site (Urban Traffic/ Roadside monitors on a 24/7 basis measuring levels of NO₂ & PM₁₀ at that location, feeding data directly into Defra's Automatic Urban and Rural Network (AURN).
23. The Castle Street site was installed as part of the Council's Clean Air Plan and the site monitors on a 24/7 basis measuring levels of NO₂, PM₁₀ & PM_{2.5} at that location, forming part of the Welsh Air Quality Network. Monitoring commenced in October 2020 and thus for 2020 less 20% data has been captured.
24. The 2020 results of the monitoring for NO₂, and PM₁₀, at the above-mentioned stations is presented in Table 1.

Table 1 - Summary of Automated Results for NO₂ and PM₁₀ as annual averages

Pollutant	Frederick Street City Centre	Richards Terrace Newport Rd	Castle Street *
NO ₂ µg/m ³	16	19	25
PM ₁₀ µg/m ³	14	17	16

*Data capture for the monitoring period is below 25% at 19.7% and thus it is not applicable to annualise data in this instance.

25. The results obtained at all 3 sites demonstrate compliance with the national air quality objectives for both NO₂ and PM₁₀ which are set at 40 µg/m³ as an annual average. Full datasets for these monitors are available on the Welsh Air Quality Forum Website <https://airquality.gov.wales/>.
26. Lakeside Primary School (Urban Background) site monitors on a 24/7 basis measuring levels of Polycyclic aromatic hydrocarbons (PAH) at that location, feeding data directly into Defra's PAH Digital (solid phase) Network. SRS serve as a local site operator to this site, however data interpretation is sanctioned by the consultants Ricardo Energy and Environment Ltd. Therefore, the purpose of this site and results derived

⁷ Installed late summer 2020 and operational from October 2020

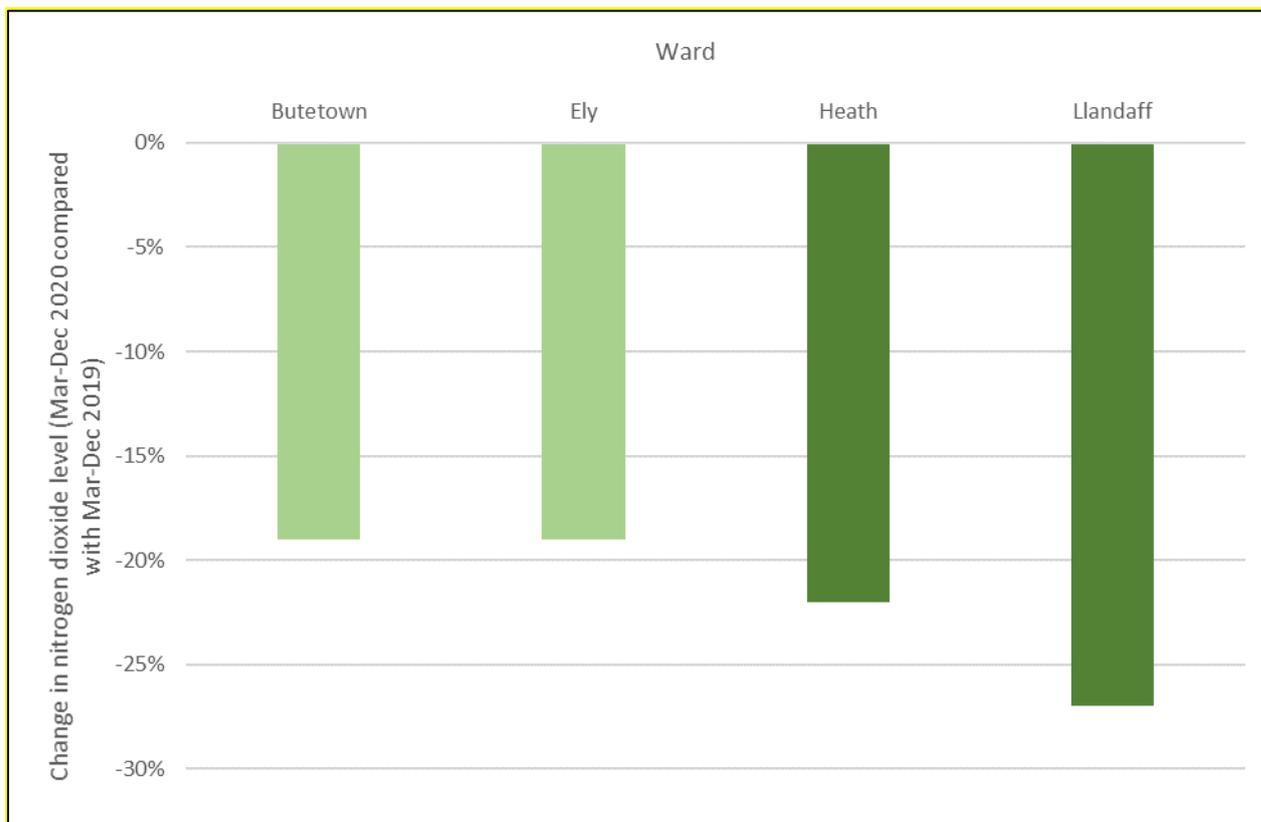
are not corresponded to any of the limit values outlined for the purposes of LAQM in Wales.

27. In addition, Cardiff Council has acquired the 6 near real time indicative air quality analysers. 5 analysers were purchased with the financial support of Welsh Government and the 6th analyser was facilitated by the Shared Regulatory Services (SRS) who had successfully accrued funding via a S106 planning contribution. The analysers have been specifically placed in locations to monitor the impacts of the Clean Air Plan, and also improve monitoring in the Llandaff AQMA and represent relevant exposure. The analysers continuously monitor for Nitric Oxide, Nitrogen Dioxide & Ozone, PM10 & PM2.5, and do so every 15 minutes (data uploaded every hour).
28. An online platform to access the available datasets is yet to be finalised with Cardiff Council's webpage development team.

Non-automatic Monitoring Sites

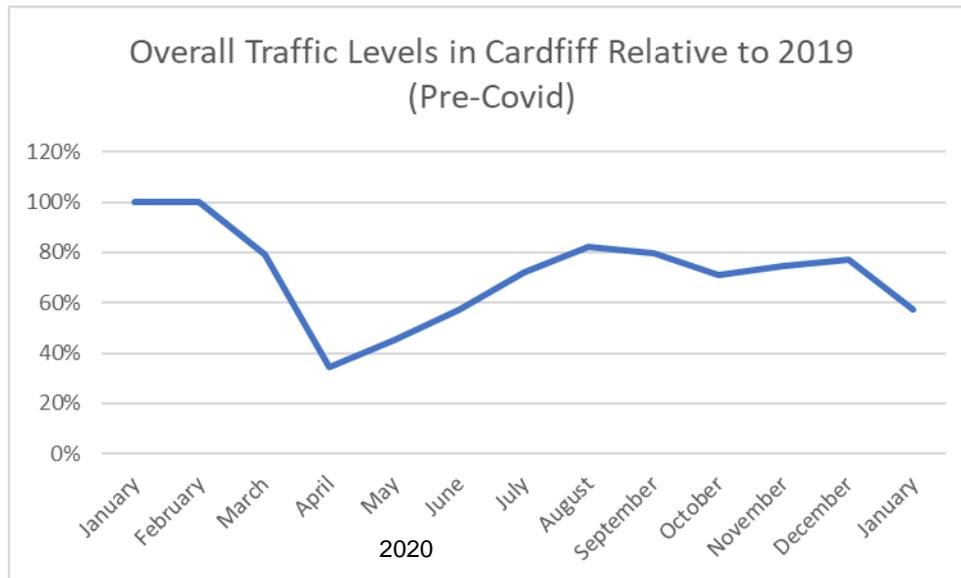
29. In 2020 CC operated 92 specifically allocated non automatic monitoring sites in Cardiff which monitor levels of Nitrogen Dioxide (NO₂).
30. **In 2020, out of the 92 monitoring locations, no monitoring sites recorded exceedances of the annual average objective set for NO₂ (40 µg/m³).**
31. The results are indicative that the impacts of the COVID lockdowns and restrictions therein have had an impact on pollution levels in Cardiff which is likely owing to traffic volumes having decreased. It is therefore likely that the concentrations recorded in 2020 are not representative of a true business as usual scenario and the results have generated a bias/underestimation of levels of pollution across Cardiff in 2020.
32. To demonstrate this further comparing a time period between March and December 2020 to the same period in 2019, across selected wards in Cardiff, there were reductions in NO₂ concentrations across the city as a result of the lockdowns and changes in travel patterns as detailed in Figure 1.

Figure 1 Improvements in air quality in Cardiff following Covid-19 lockdowns



33. The decreases in NO₂ concentrations are likely associated with a decrease in car travel to work and shopping centres, and an increase in walking and cycling during this period. It is notable that reductions appeared larger in less deprived areas, and one assumption is that this is likely to be due to a higher proportion of working adults being able to work from home in these areas.
34. This is supported by data from Transport Team which demonstrated that traffic across Cardiff overall was reduced by 28% for the year as a whole in 2020 (January-December) relative to 2019 pre-Covid levels. This reduction is even higher when the City Centre is viewed in isolation with a reduction of 38% being measured. Figure 2 illustrates the decreases in traffic compared to a pre-Covid (2019) period and it is clearly evident from the data the impacts of the national lockdowns/ firebreaks in March, October and December 2020 on traffic levels in Cardiff with noticeable decreases evident.

Figure 2 - Overall 2020 Traffic Levels in Cardiff Relative to 2019



- 35. To note it is not viewed as a preferable indicator to directly compare to previous years' data given influencing meteorological conditions that will influence results, however the exercise is useful to populate indicative trends/ visualise impacts that the COVID pandemic has had on pollution levels.
- 36. In accordance with Welsh Government's (WG) Local Air Quality Management Policy Guidance, July 2017, Cardiff Council recognise that there is no defined "safe level" when describing levels of air quality and work remains ongoing to reduce air pollution across Cardiff.

Results in AQMAs

City Centre AQMA

- 37. It is apparent that annual average NO₂ datasets in the City Centre, in and around the AQMA, were impacted by the pandemic as each monitoring location demonstrated compliance with the NO₂ objective of 40 µg/m³ as an annual average. The full impacts of the COVID pandemic and the measures implemented by the Council in response, particularly around Castle Street are most evident at the monitoring locations on Castle Street.
- 38. Using sites 186 & 187 located on Castle Street levels measured in 2019 pre pandemic were 44 µg/m³ at both sites. In comparison for 2020 the same locations recorded concentrations of 23 µg/m³ and 26 µg/m³, which equates to a reduction of 47% and 41%.

Ely Bridge AQMA

- 39. Monitoring undertaken within the Ely Bridge AQMA, at the façade of residential properties (Site 117, 192 & 218) recorded annual average levels of NO₂ at 30µg/m³ or less. Although levels captured are compliant with the air quality objectives, they need to be considered in light of the

Covid Pandemic and thus it is considered necessary that the AQMA should remain in place and focussed monitoring has continued into 2021.

Llandaff AQMA

40. Residential monitoring locations within the Llandaff AQMA, all indicate compliance with the annual average objective for NO₂ in 2020. As expected, owing to the impacts from COVID all monitoring locations in the AQMA have reduced concentrations. Site 212 which did indicate an exceedance of the annual average objective in 2019 with an annual average reading of 41.3 µg/m³ recorded a concentration of 33 µg/m³, a reduction of 20%.

Stephenson Court, Newport Rd, AQMA

41. All three monitoring sites within the Stephenson Court AQMA (Sites, 81, 131 & 198) show compliance with the annual average objective, and no site recorded concentrations >30 µg/m³. Site 131 recorded the highest concentration of 28 µg/m³ which in comparison to concentrations recorded in 2019 is a reduction of 22%.

Summary of Results in the AQMAs

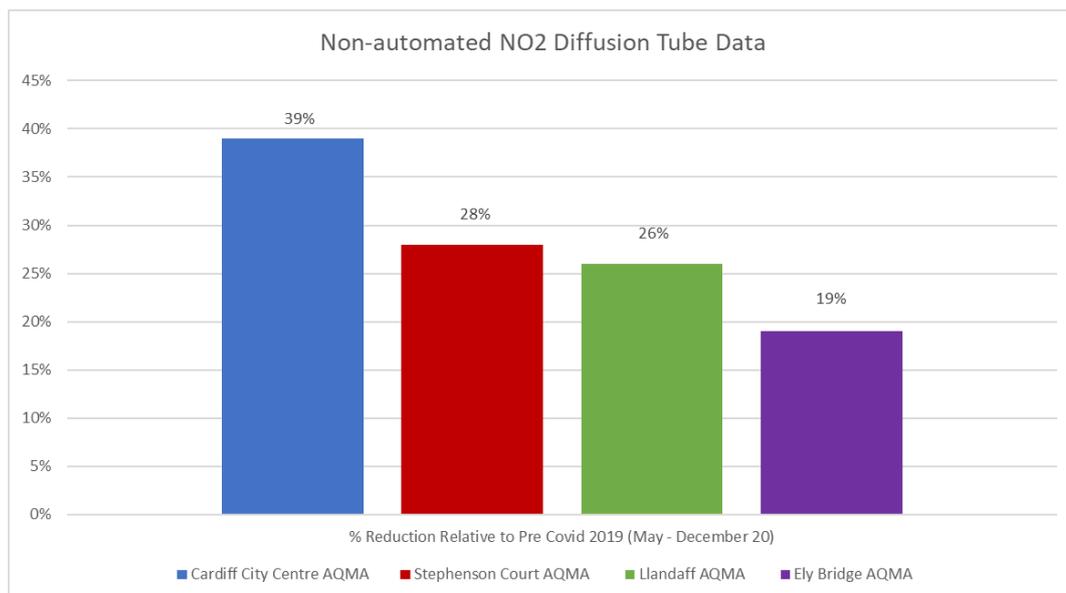
42. Table 2 below summarises the highest recorded annual average result at a residential location within each of the 4 AQMAs in 2020, thus representing worse case relevant exposure in terms of the annual objective for NO₂. It should be noted that the results summarised below in some instances is not a portrayal of the same monitoring site year on year, owing to variations in concentrations and the addition of any new monitoring sites.

Table 2 Highest Annual Average NO₂ Concentration (µg/m³) in AQMAs

AQMA	Annual Average NO ₂ Concentration (µg/m ³) Air Quality Standard =40 µg/m ³							
	2013	2014	2015	2016	2017	2018	2019	2020
City Centre	42.1	42.1	38.2	38.7	38.2	37.3	35.6	24.7
Stephenson Court	43.9	41.2	39.5	39.6	36.7	38.2	35.7	28.4
Ely Bridge	44.9	42.3	39.5	41.3	38	39.9	38.6	30.4
Llandaff	39.1	37.2	32.3	35.0	32.5	32.5	41.3	32.9

43. Some further analysis has been undertaken to ascertain what impact the pandemic has had on air quality levels, especially within the established AQMAs. Comparative exercises have been undertaken to observe a change in levels between certain time periods, for example a comparison to previous years' results which examines a pre Covid time period with that of a Covid impacted time period. As mentioned previously it is not viewed as a preferable indicator to directly compare to previous years' data given influencing meteorological conditions, however the exercise is useful to populate indicative trends and visualise the overall impacts of Covid. The results of this exercise is presented in Figure 3 below.

Figure 3 - COVID 19 Analysis on AQMA NO₂ Results



44. The reduction in the concentrations recorded in all four existing AQMAs will be highly influenced by the impact of the pandemic and subsequent lockdowns and travel restrictions throughout 2020. Therefore, monitoring within the AQMAs has continued in 2021, consideration of any future actions for the AQMAs which could include reviewing the boundary or revoking the AQMA will be assessed by the Council once an assessment of the longer-term recovery from Covid has been determined. The results to date for 2021 are currently suggesting similar reductions showing the impact that the pandemic has continued to have in influencing results. It is therefore imperative that focussed monitoring within the AQMAs continues and the need for any further action reviewed accordingly once it is confident that a near normal/ new normal situation has stabilised following the pandemic.
45. Although the 2020 data indicates that compliance is met in all four AQMAs, the Welsh Government has stated that *'air just barely compliant with the objectives is not 'clean' and **still carries long-term health risks** and while compliance with the national air quality objectives is essential, it is desirable to keep levels of pollution as low as reasonably practicable.*⁸
46. In accordance with LAQM best practise guidance, there are no monitoring sites in the district with annual average concentrations above 60 µg/m³ in 2020. This is therefore indicative that is unlikely that the hourly NO₂ objective was exceeded during this monitoring period.

Action Plans and Development of a Clean Air Strategy

47. Section 84 of the Environment Act 1995 ensures that action must then be taken at a local level which is outlined in a specific Air Quality Action Plan (AQAP) to ensure that air quality in the identified area improves. Therefore,

⁸ [Welsh Government Local air quality management in Wales Policy guidance June 2017](#)

Cardiff Council has a statutory requirement to produce an Air Quality Action Plan (AQAP) for each identified AQMA.

48. In 2017 the Council gave a commitment to produce a Clean Air Strategy and Action Plan by 2018. This objective of this report was to develop an Action Plan to address air quality issues not only in the AQMAs, but across all of Cardiff.
49. Highlighting this commitment, in 2018, SRS & CC developed a citywide Clean Air Strategy & Action Plan (CASAP) for Cardiff. The strategy coincides with Cardiff's Capital Ambition report and helps to implement and deliver the priorities outlined in the Ambition report with an overarching aim to improve air quality to protect and improve public health in Cardiff. The CAS & Action Plan appoints strategic measures that will look to generate a positive impact to citywide air quality levels, in particular traffic derived NO₂ levels. Each measure has endured a cost benefit appraisal procedure by weighting the measures in terms of air quality impact, cost and timescale. The key theme of the strategic measures is to increase the uptake of sustainable modes of transport by influencing a behavioural change in Cardiff.
50. The CASAP fulfils the requirements of the LAQM process to produce an Air Quality Action Plan (AQAP).
51. It will be imperative that the CASAP is reviewed following the full implementation of the Clean Air Plan in order to further prioritise measures, to ensure air quality levels are continuously improved in Cardiff. Therefore, it is likely that the CASAP will need a full review and update in 2022/23.

School Monitoring - School Streets Project

52. In view of the corporate commitment to deliver active travel plans for all schools by April 2022, SRS was commissioned by Cardiff Council's Transportation, Policy and Strategy Team to assist with Cardiff Council's Schools Streets pilot project in October 2019, which involves the temporary closure of road links surrounding and initial 6 specific schools in Cardiff.
 - Whitchurch High Lower;
 - Ysgol Melin Gruffydd;
 - Peter Lea Primary;
 - Llandaff Church in Wales Primary;
 - Pencaerau; and
 - Lansdowne Primary
53. These initial schools were selected for the pilot project owing to an assessment made by the Road Safety Team following numerous concerns and correspondence received relating to road safety issues at these schools. The road layouts at these schools allowed for the project to be accommodated.

54. The Traffic Regulation Order (TRO) is effective during the schools' morning and afternoon drop-off and pick-up hours. This project is seen as an excellent opportunity to take action to encourage parents, staff and children to adopt an alternative mode of travel.
55. Shared Regulatory Services (SRS) have further supported this pilot project by providing additional air quality monitoring at an additional 9 schools. The monitoring at the additional schools only commenced in December 2020 and thus data captured at these schools will be reported in the 2022 APR. The additional 9 schools are:
- St Cuthbert's School
 - Tredegarville School
 - St Peters School
 - St Monica's / Gladstone School
 - Lakeside School
 - Bryn Hafod School
 - Glan Yr Afon School
 - Willow Brook School
 - Creigiau School
56. SRS gather monthly datasets for NO₂ using non-automated passive diffusion tubes, undertaken at the schools' premises, inside the TRO zone at a residential façade and outside the TRO zone at a residential façade. This strategic placement of monitoring sites allows the examination of potential displacement impacts as a result of the adopted TRO zone.
57. The collection of data was suspended during the Covid Pandemic and was resumed when risk assessments deemed it was acceptable for officers to attend schools.
58. The results obtained from each of the 6 school sites indicated **full compliance with the NO₂ annual average objective of 40 µg/m³**. These results are summarised below in Table 3:

Table 3 - School Streets Monitoring NO₂ Results µg/m³

School Location	Streets	Monitoring	Annualised NO ₂ concentration µg/m ³
Whitchurch School	High	Lower	19.7
Crossroads of Old Church Rd and Glan-Y-Nant Ter. (outside)			27.5
Ysgol Melin Gruffydd School			18.3
36 Old Church Rd (outside)			27.3
Peter Lea Primary			17.3
3 Carter Place (outside)			16.2
Llandaff Church in Wales Primary			22.2
48 Hendre Close (outside)	Llandaff		18.8

Pencaerau School	18.6
6A Cyntwell Avenue (outside)	18.9
Lansdowne Primary School	18.5
209 Lansdowne Rd (outside)	31.7

59. Full details of these results are presented in the Annual Progress Report. Details of the results from the additional 9 Schools will be presented in the 2022 report owing to the work only commencing in December 2020.

Implementation of Clean Air Plan

60. At the start of 2020 Cardiff Council received confirmation of the grant funding from Welsh Government to implement its approved Clean Air Plan to ensure compliance with the EU Ambient Air Quality Directive limit value for NO₂.
61. The Council's published [Full Business Case](#) (Final Plan) set out a series of measures not only aimed at ensuring compliance on the A4161 Castle Street could be achieved in the shortest possible time, but provided city wide air quality improvements. The measures set out and approved by Welsh Government included:
- Implementation of Electric Buses – 36 Electric Buses to be implemented on a number of routes within the City Centre;
 - Bus Retro Fitting Programme;
 - Taxi Mitigation Scheme; and
 - City Centre Transportation Improvements.
62. A key component of the Clean Air Plan to deliver compliance was the full implementation of the City Centre Schemes, particularly the City Centre North (Castle Street) Scheme. The schemes would establish a high-quality active travel infrastructure for the city and improve connectivity between key developments by strategically aligning bus routes and enhancing links with the new Transport Interchange. These schemes were due to commence in early 2020, prior to the onset of the COVID pandemic.
63. As set out in the 'Recovery and Renewal: Greener, Fairer, Stronger' report, approved by Cabinet in May 2021, the Covid-19 pandemic had a unique impact on the city centre and on mobility patterns in the city. In order to create Covid-secure mobility options and environments a series of innovations and adaptations were introduced at pace in the city centre throughout 2020, including:
- **Summer 2020:** Castle Street was closed to all traffic to accommodate an outdoor dining area, with Station Terrace restricted to bus, taxi and limited access only.

- **Autumn 2020:** The pavement was extended on Castle Street south, outdoor dining areas were removed and buses, taxis & access vehicles were allowed in.
 - **Autumn 2020 – October 2021:** A series of Pop-up Cycleway were installed in the city centre to replicate those included in the permanent programme, extensions to these cycleways continue to be on site today and will see over 2.5 miles of additional cycleway installed.
64. The temporary measures established on Castle Street in response to COVID-19 led to a significant improvement in air quality on Castle Street and ensured that compliance with the EU Limit for NO₂ was achieved in advanced of the modelled forecast date within the Clean Air Plan of 2021.
 65. Monitoring has continued on Castle Street throughout 2021 and the current average concentration for NO₂ between January-September 2021 has been recorded at **22 µg/m³**. Full details of the monitoring undertaken in 2021 will of course be detailed in the 2022 APR.
 66. In June 2021 Cabinet approved the construction of the original City Centre North Scheme as detailed in the Clean Air Plan, albeit on an interim basis. This of implementing an interim scheme based on the need to assess any following a full post Covid recovery period could be fully accounted for to ensure that no detrimental impacts in terms of congestion and air quality would result from the Clean Air Scheme. At the time of this report these works are ongoing and impacts will be monitored and reported in the 2022 Annual Progress Report.
 67. As part of this evidence to support the Cabinet decision further detailed modelling of the City Centre Schemes. Further variable demand modelling (VDM) has been undertaken by transportation consultants, to provide updated transport data to reflect potential mode shift changes/ cancelled journeys as a result of the schemes. This differs from the previous modelling which was fixed demand which meant the model didn't take account of any changes and assumed travel behaviours remained the same. Using the updated VDM traffic data further air quality modelling has been undertaken which demonstrated that further improvements to NO₂ concentrations on Castle Street are now forecasted with a revised compliance figure of 28 µg/m³ calculated to be achieved by the end of 2021.
 68. Constant dialogue and ongoing collaboration with Welsh Government officials has been maintained throughout the pandemic in order to ensure that the Plan remains on course to deliver compliance in the shortest possible time.
 69. The Taxi Support Scheme was impacted as a result of the impacts of Covid and were further delayed to ensure that both schemes complied with revised competition/ state aid rules as set out the UK-EU Trade and Corporation Agreement.

70. The bus retrofit scheme was launched in September 2020 and following an open application process which ended on the 31st of December 2020, and subsequent review process, two application submissions were deemed successful. As per the requirements of the grant 80% funding to cover capital costs has been awarded to Cardiff City Transport Services Ltd (Cardiff Bus) to retrofit 20 buses, and Stagecoach South Wales to retrofit 29 vehicles.
71. It is anticipated that both operators will complete the delivery of their intended retrofit schemes by the end of October 2021.
72. Further details of these measures will be reported in the 2022 APR as these two schemes have yet to be fully implemented

Increasing Real Time Data/One Planet: Establishing a real-time city-wide air quality monitoring network

73. Although the Clean Air Plan devised a package of mitigation options with the primary objective to achieve legal compliance on Castle Street, via detailed analysis a wider benefit to air quality across the city is expected.
74. In view of monitoring of the expected outcomes derived by Cardiff's Clean Air Plan, data collection has remained primarily focused on the City Centre and existing Air Quality Management Areas (AQMA). These key areas, through the Clean Air Plan funding have been strengthened with enhanced air quality monitoring techniques, in the form of automated monitoring which allows the collection of air quality datasets (24/7). It is recognised that there would be wider benefits of establishing a broader real time air quality monitoring network across the City, which would further add to the existing network.
75. This broadened real time air quality monitoring network will strengthen the Council's and public's understanding for Cardiff's air quality by providing appropriate datasets and interpretation via a web-based platform/ smart application.
76. The purpose of the network would be to provide Cardiff with one of the most advanced regulatory monitoring networks for air quality data in Wales and enable the Council to comply with any future legislative changes from Welsh Government in terms of the likely introduction of a Clean Air Act/ Bill for Wales.
77. The data collected will serve as the foundation stone for research, policy development, health impact analysis and public understanding of air quality more widely across Cardiff. It will enable the Council to assess the impact of interventions that are currently being implemented through the Clean Air Plan and Transport Vision and any future interventions that may be required in other parts of the city to further reduce the impacts on air quality and encourage further modal shift to sustainable forms of transport.
78. By providing readily accessible real time datasets it is hoped that residents would use this data to make informed decisions on daily travel choices,

making use of alternative sustainable modes of transport which will create a positive impact for local air quality levels. Incidentally this will potentially have an indirect CO₂ benefit if these behaviours are solidified. Here with a potential increase in sustainable transport modes coincided with fewer journeys made by Cars this will evidently led to reductions in CO₂ emissions and support the Council's One Planet Ambitions.

79. One Planet Cardiff Capital funding has been made available to support the expansion of this network and the aim is to undertake a 2-year pilot project and increase the density of monitors in the city in the region of ~50 units. Following the completion of the pilot project, it will be necessary to undertake a review of the success of the project and assess options on continuation of the monitoring. After the 2 years additional revenue would be needed of approximate £50,000 p.a. to maintain access to the data by the Council.
80. In terms of locations of where the monitors will be cited officers will adopt a risk-based approach to any allocation considering the requirements of Local Air Quality Management Technical Guidance 16 (TG16), April 2021. The designated monitoring locations will be assigned based on relevant exposure to pollutants and where certain Air Quality Objective levels for a particular pollutant apply.

Scrutiny Consideration

81. The Environmental Scrutiny committee has considered this report. Any comments received will be reported to the Cabinet meeting.

Reason for Recommendations

82. To enable Cardiff Council to a final version of the Annual Progress Report on Local Air Quality Management to Welsh Government to meet statutory reporting requirements and to progress a city-wide pilot project for real-time air quality monitoring.

Financial implications

83. SRS has an existing budget to complete a programme of air quality management and monitoring across Cardiff. As previously reported to Cabinet the measures proposed and submitted to Welsh Government to achieve compliance with the Air Quality Legal direction have been agreed by Welsh Government. Welsh Government has awarded the subsequent funding to support the implementation of these measures.
84. Further thought as to how the ongoing revenue costs from expanding the Air Quality Monitoring Network if the pilot is a success will need to be considered.

Legal Implications

85. The legislative framework is set out in the body of the report. However, in addition when considering this matter Cabinet should have regard to the general legal advice set out below.
86. The second recommendation is to put simply ask Cabinet to delegate all aspects of the procurement process to the Director of Planning, Transport & Environment in consultation with the Cabinet Members for Clean Streets, Recycling & Environment and Strategic Planning and Transport, the Section 151 Officer and the Council's Monitoring Officer.
87. Full legal advice should be sought on the proposals the procurement process and in relation to the draft terms and conditions of the contract as the same are developed.
88. It should be noted as with any procurement undertaken by the Council that it should be carried out in accordance with the Council's Contract Procedure Rules and other applicable procurement legislation

General Legal Implications

89. The decision about these recommendations must be made in the context of the Council's public sector equality duties. The Council has to satisfy its public sector duties under the Equality Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties, Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. The Protected characteristics are age, gender reassignment, sex, race –including ethnic or national origin, colour or nationality, disability, pregnancy and maternity, marriage and civil partnership, sexual orientation, religion or belief – including lack of belief.
90. Also, in considering this matter Cabinet must also have regard to the Council's wider obligations under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards.
91. The Well-Being of Future Generations (Wales) Act 2015 places a 'well-being duty' on public bodies aimed at achieving seven 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.
92. In discharging its duties under the 2015 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 2021-24
93. 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.

94. The well-being duty also requires the Council to act in accordance with a 'sustainable development principle'. This principle requires the Council to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that Council decision makers must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, the Council must:

- Look to the long term;
- Focus on prevention by understanding the root causes of problems;
- Deliver an integrated approach to achieving the seven national well-being goals;
- Work in collaboration with others to find shared sustainable solutions; and
- Involve people from all sections of the community in the decisions which affect them

HR Implications

95. There are no HR implications to this report.

Property Implications

96. No immediate property implications are anticipated from the Cardiff Annual Air Quality Progress Report 2021.

97. Any future requirement to use Council land or property to deliver the objectives of the Cardiff Annual Air Quality Progress Report 2021 should be done so in accordance with the Corporate Property Strategy, Council's Asset Management process and in consultation with Strategic Estates and relevant service areas.

RECOMMENDATIONS

Cabinet is recommended to:

1. note and accept the monitored results gathered in 2020 and approve the 2021 Annual Progress Report (as attached as Appendix 1) for submission to Welsh Government for approval.
2. delegate authority to the Director of Planning, Transport & Environment in consultation with the Cabinet Members for Clean Streets, Recycling & Environment and Strategic Planning and Transport, the Section 151 Officer and the Council's Monitoring Officer to determine all aspects of the procurement process for the 2 year pilot project on a city wide real-time monitoring network (including approval of the evaluation criteria and

authority to award contracts) and all ancillary matters pertaining to the procurement.

SENIOR RESPONSIBLE OFFICER	Andrew Gregory Director of Planning, Transport & Environment
	12 November 2021

The following appendix is attached:

Appendix 1: Cardiff Council Annual Air Quality Progress Report 2021.

DRAFT FOR REVIEW

2021 Annual Air Quality Progress Report for Cardiff Council

In fulfillment of Part IV of the
Environment Act 1995
Local Air Quality Management

2021



Local Authority Officer	Jason Bale
Department	Planning Transport Environment/ Shared Regulatory Services
Address	County Hall, Cardiff, CF10 4RW
Telephone	
E-mail	jbale@cardiff.gov.uk
Report Reference number	LAQM.2021PR
Date	

Executive Summary: Air Quality in Our Area

Public Health

What has become distinctly apparent is that air Pollution is a local and national problem. Long-term exposure reduces life expectancy by increasing mortality, as well as increasing morbidity risks from heart disease and strokes, respiratory diseases, lung cancer and other effects.

What we know is that poor air quality in Wales poses as a significant concern for Public Health, regarded as the most significant environmental determinant of health. Its associated adverse risk to public health is particularly prevalent within urban areas and near major roads. The pollutants of primary concern for public health are particulate matter and primary/ secondary derived nitrogen dioxide (NO₂). Both pollutants primarily originate from motor vehicles.

The UK expert Committee on the Medical Effects of Air Pollution (COMEAP) estimates that air pollution is responsible for “an effect equivalent of between 28,000 and 36,000 deaths (at typical ages) each year”. This does not mean there are ‘actual’ deaths from air pollution exposure; rather, that the reduced life expectancy which everyone experiences because of air pollution exposure (6-8 months on average, but could range from days to years) is ‘equivalent’ to between 28,000 and 36,000 deaths when summed. In Wales, based on the latest data available (for 2017), Public Health Wales estimates the burden of long-term air pollution exposure to be the equivalent of 1,000 to 1,400 deaths (at typical ages) each year.

Examining the most recent datasets (2017) made available by Public Health Wales for the total number of all-cause non-accidental deaths registered in the Cardiff and Vale University Health Board area, the long term mortality burden attributable to air pollution (fine particulate matter and nitrogen dioxide combined) is an estimated effect equivalent to 178- 227 deaths.

Despite the efforts made by national government and local authorities there is an apparent disconnection between air quality management and Public Health. The status of Air quality management in Wales focuses upon a hotspot approach and fails to reference other factors such as socioeconomic status or exposure to other environmental determinants of health.

Fundamentally, it is plausible that air pollution affects everyone to some extent. Whilst the legislative air quality limit values are based on epidemiological evidence and are ultimately intended to protect public health, there is also recognition that health effects may be experienced below these thresholds for some of the key pollutants (e.g. PM_{2.5} and NO₂), particularly affecting most susceptible groups: young children, the elderly and those with pre-existing health conditions and comorbidities. Acknowledged as the triple jeopardy concept- air pollution combines with other aspects of the social and physical environment to create an inequitable disease burden on more deprived parts of society; populations of areas with low socioeconomic status are prone to exacerbated effects from exposure to air pollution, in part as they are more likely to suffer pre-existing health conditions as a result of their poorer living conditions and lifestyle, but also as they are more vulnerable, being more likely to be living in areas with higher levels of air pollution.

Air Quality in the City of Cardiff Council

Local authorities have a statutory duty under Part IV of the Environment Act 1995 & Air Quality Strategy for England, Scotland, Wales and Northern Ireland 2007 to manage local air quality. Under Section 82 of the Environment Act 1995 the Local Air Quality Management (LAQM) process places an obligation on all local authorities to regularly review and assess air quality in their areas, and to determine whether or not air quality objectives are likely to be achieved.

The air quality objectives applicable to LAQM in Wales are set out in the Air Quality (Wales) Regulations 2000, No. 1940 (Wales 138) and Air Quality (Amendment) (Wales) Regulations 2002, No 3182 (Wales 298). Where the air quality reviews indicate that the air quality objectives may not be met the local authority is required to designate an Air Quality Management Area (AQMA). Action must then be taken at a local level and outlined in a specific Air Quality Action Plan (AQAP) to ensure that air quality in the identified area improves.

In line with the Cardiff Council's (CC) statutory duties under Part IV of the Environment Act 1995, Shared Regulatory Services (SRS) on behalf of CC undertakes regular air quality monitoring at specifically allocated locations across Cardiff using automated and non-automated principles for ambient air Nitrogen Dioxide (NO₂), Particulate Matter (PM₁₀ & PM_{2.5}), Sulphur Dioxide (SO₂), Carbon Monoxide (CO) & Ozone (O₃).

With regards to prioritising ambient air quality sampling locations, the Council adopts a risk-based approach to any allocation of monitoring sites, considering the requirements of The Department for Environment, Food and Rural Affairs' (Defra) Local Air Quality Management Technical Guidance 16 (TG16), April 2021. The designated monitoring locations are assigned based on relevant exposure and where the certain Air Quality Objective levels for a particular pollutant applies. TG16 states that annual mean objectives should apply at "All locations where members of the public might be regularly exposed. Building facades of residential properties, schools, hospitals, car homes etc."

Monitoring Network

In 2020, Cardiff had four automatic air quality monitoring sites, equivalent to Automated Urban Rural Network (AURN) standards, located at Frederick Street in the City Centre, Richard's Terrace, just off Newport Road, Castle Street and Lakeside Primary School.

Cardiff Frederick Street (Urban Background)- AURN 1

The site monitors on a 24/7 basis measuring levels of NO₂, PM₁₀ & PM_{2.5}, SO₂, CO and O₃ feeding data directly into Defra's Automatic Urban and Rural Network (AURN).

Richard's Terrace, Newport Road (Urban Traffic)- AURN 2

The site monitors on a 24/7 basis measuring levels of NO₂ & PM₁₀ at that location, feeding data directly into Defra's Automatic Urban and Rural Network (AURN).

Cardiff Castle Street (Urban Traffic/ Roadside)

Commissioned in October 2020 with the financial support of Welsh Government. The site monitors on a 24/7 basis measuring levels NO₂, PM₁₀ & PM_{2.5} at that location, forming part of the Welsh Air Quality Network.

Cardiff Lakeside (Urban Background)

The site monitors on a 24/7 basis measuring levels of Polycyclic aromatic hydrocarbons (PAH) at that location, feeding data directly into Defra's PAH Digital (solid phase) Network. SRS serve as a local site

operator to this site, however data interpretation is sanctioned by the consultants Ricardo Energy and Environment Ltd, whereby concentrations are compared to the national air quality objective for B[a]P in ambient air, based on an annual mean concentration of 0.25 ng/m³. Details can be found in the [UK Air Quality Strategy \(Defra, 2007\)](#). Therefore, the purpose of this site and results derived are not corresponded to any of the limit values outlined for the purposes of LAQM in Wales.

Summarised results for various pollutants for the outlined automatic monitoring stations can be found at <http://www.welshairquality.co.uk> & <https://uk-air.defra.gov.uk/interactive-map>

AQ Mesh Analysers

In addition to the newly commissioned automated monitoring station on Castle Street, Cardiff Council has acquired the use of 7 near real time indicative air quality analysers. 5 analysers were purchased with the financial support of Welsh Government and the 6th & 7th analysers were facilitated by the SRS who had successfully accrued funding via a S106 planning contribution. The analysers have been specifically placed and represent relevant exposure. The monitors are located at the following locations:

Clean Air Monitors

Westgate Street -
Lower Cathedral Road
Tudor Street
North Road
Penarth Road

S106 Monitors

Llandaff – Bridge Street
Canton – Lansdowne Rd (installed 2021)

The analysers continuously monitor for Nitric Oxide, Nitrogen Dioxide & Ozone, PM10 & PM2.5, and do so every 15 minutes (data uploaded every hour). Information regarding the specification of the monitors can be viewed at <https://www.aqmesh.com/product/>. These monitors do not form part of the regulated Welsh automated monitoring network, but as specified they are an indicative form of monitoring and a useful tool to look at datasets on a high-resolution basis. An online platform to access the available datasets is yet to be finalised with Cardiff Council's webpage development team.

Non-automatic Monitoring Sites- In 2020 there were 92 specifically allocated non automatic monitoring sites across Cardiff which monitored levels of nitrogen dioxide (NO₂). These sites are supported and maintained by SRS on behalf of CC. The non-automatic sites do not provide live data; instead they consist of diffusion tubes which are placed at each of the sites, collected and replaced on a rolling monthly basis. The results derived from the tube sampling are then averaged over the year to enable a comparison of the results against the annual average (**40µg/m³**) and 1-hour (**200µg/m³ not to be exceeded > 18 times per year**) air quality objectives for NO₂.

Analysis of Diffusion Tubes

Annual Average- Once erroneous data have been deleted, it is necessary to calculate the annual average. The data need to be annualised, and then bias corrected. In order to do this, firstly the annual average is calculated for all sites.

Annualisation- Where valid data capture for the year is less than 75% (9 months), where necessary the continuous and NO₂ diffusion tube monitoring data have been "annualised" following the methods as described in Defra's LAQM (TG16), Boxes 7.9 & 7.10.

Bias Adjustment- After annualisation, the diffusion tubes should be corrected for bias. Bias represents the overall tendency of the diffusion tubes to under or over-read relative to the reference chemiluminescence analyser. This should not be confused with precision, which is an indication of how similar the results of duplicate or triplicate tubes are to each other. While it is possible to adjust diffusion tube results to account for bias, it is not possible to correct for poor precision. A spreadsheet-based tool has been developed that allows local authorities to easily calculate the bias and precision of their tubes.

There are two bias adjustment figures made available to Local Authorities. Firstly there is the Local Authorities' local bias adjustment figure calculated using a co-location study at a local reference automated site (Frederick Street being the site used in Cardiff), and secondly there is the national bias adjustment factor derived by all individual co-location studies undertaken that utilise the same laboratory and analytical techniques for diffusion tube analysis. It must be decided which factor to use based upon quality assurance and increased certainty.

The bias adjustment factor applied to Cardiff's 2020 data is 0.76. The applied bias adjustment factor has been calculated using the national diffusion tube bias adjustment factor spreadsheet version 06/21. Due to insufficient data capture <90%, in accordance with Defra's LAQM (TG16), Box 7.11 it is preferable not to perform a co-location study due to concerns associated with the data quality. The National Bias Adjustment Factor supplied by the LAQM Defra website, based on 24 studies, which appointed Socotec UK Ltd Didcot laboratory, gave a figure of 0.76 and so this has been adopted for ratification purposes.

Distance Correction- Where an exceedance is measured at a monitoring site not representative of public exposure, NO₂ concentration at the nearest relevant exposure has been estimated based on the "NO₂ fall-off with distance" calculator (<http://laqm.defra.gov.uk/tools-monitoring-data/no2-falloff.html>). The procedure is described in LAQM (TG16), Section 7.77-7.79.

For 2020 the NO₂ diffusion tube network was extensively reviewed and amended to improve and encapsulate a wider footprint of the Cardiff Council area. As part of the improvements new monitoring sites were commissioned within the designated AQMAs, as well new sites commissioned in support of project related work that required air quality monitoring datasets. Such project work included a School's Street Project and its Traffic Regulation Order (TRO) project. Here this work was commissioned in late 2019 by Cardiff Council's Transportation, Policy and Strategy Team which involves the temporary closure of road links surrounding specific schools in Cardiff, 6 in total. To note; this described TRO project has grown to 15 schools in total since December 2020.

Summary of results collated in 2020

Automated monitoring- Results highlighted in **Section 2.2** of this report indicate compliance with the relevant air quality standards applicable for the purpose of LAQM in Wales.

Non- automated monitoring- In 2020, compliance with the set annual average objective for NO₂ (40µg/m³) was achieved at all monitored locations. One would expect these compliant levels was a result of the impacts of COVID-19 and the national lockdowns resulting in subsequent reductions in traffic volumes and emissions therein.

In accordance with Welsh Government's (WG) Local Air Quality Management Policy Guidance, July 2017, SRS and CC recognise that there is no defined "safe level" when describing levels of air quality. Although compliant levels were achieved at all monitored locations in 2020, subsequently as a result of COVID-19 impacts, Cardiff Council remains vigilant and will work towards sustaining/ improving these levels of compliance across the city for future years.

Air Quality Management Areas

Air Quality Management Areas (AQMAs) are declared when air quality is close to or above an acceptable level of pollution, known as the air quality standard/ objective

Based on monitoring results and further detailed assessments, there are currently four Air Quality Management Areas (AQMAs) declared across Cardiff which have all been declared due to exceedances of the annual mean NO₂ Air Quality Standard (40ug/m³), known to be predominantly derived from road transport sources.

1. **Cardiff City Centre**- declared 1st April 2013
2. **Llandaff**- declared 1st April 2013
3. **Stephenson Court**- declared 1st December 2010
4. **Ely Bridge**- declared 1st Feb 2007

Figure 1- Boundary of Cardiff City Centre AQMA

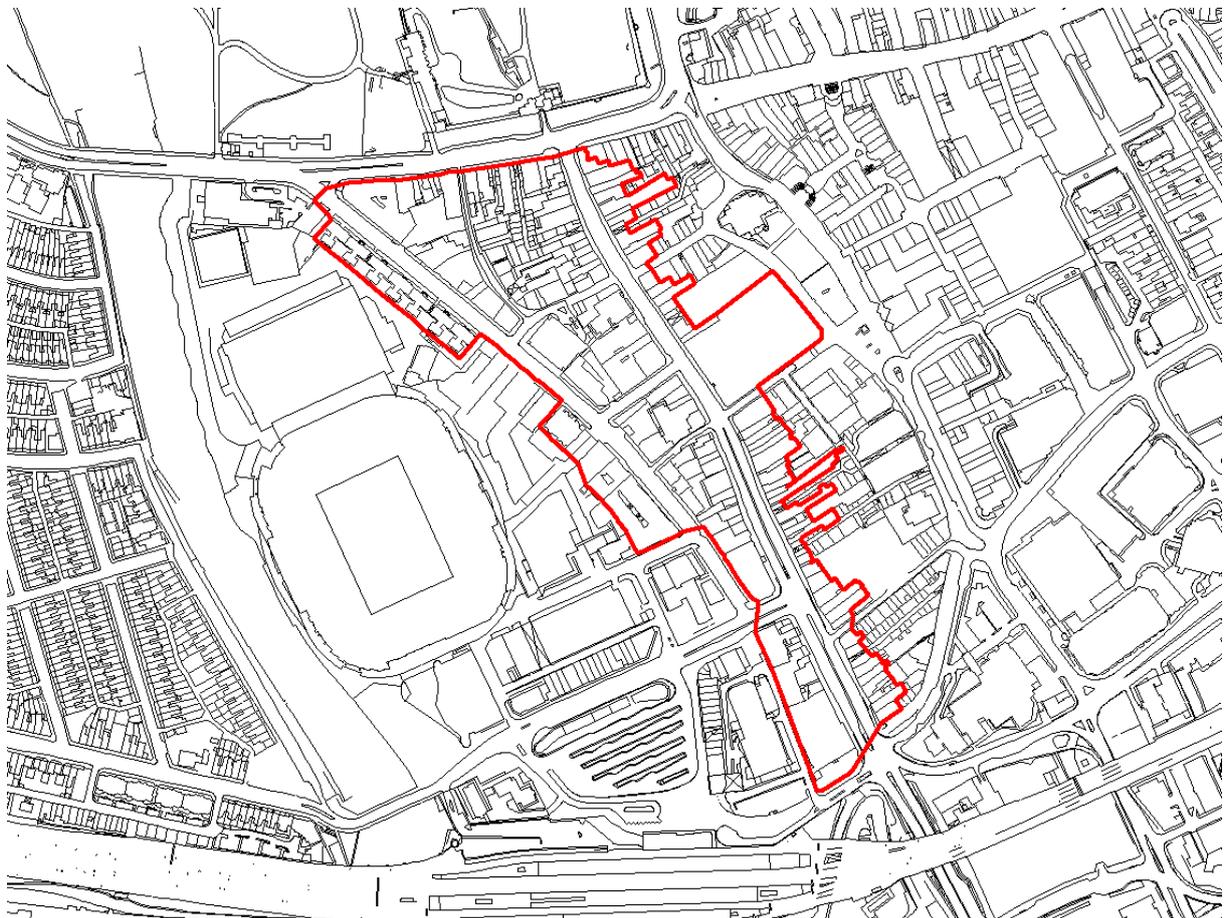


Figure 2- Boundary of Ely Bridge AQMA



Figure 3- Boundary of Stephenson Court AQMA

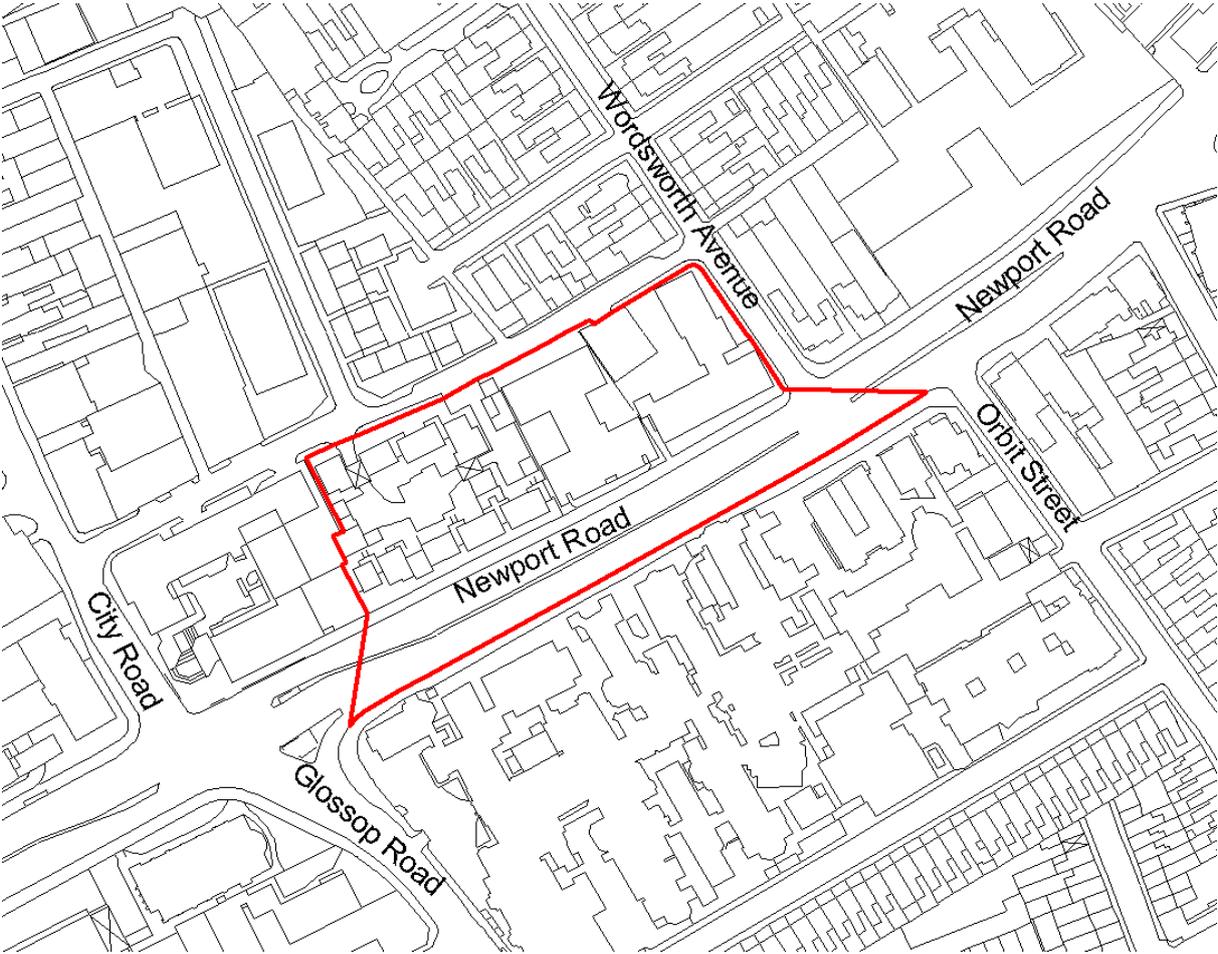
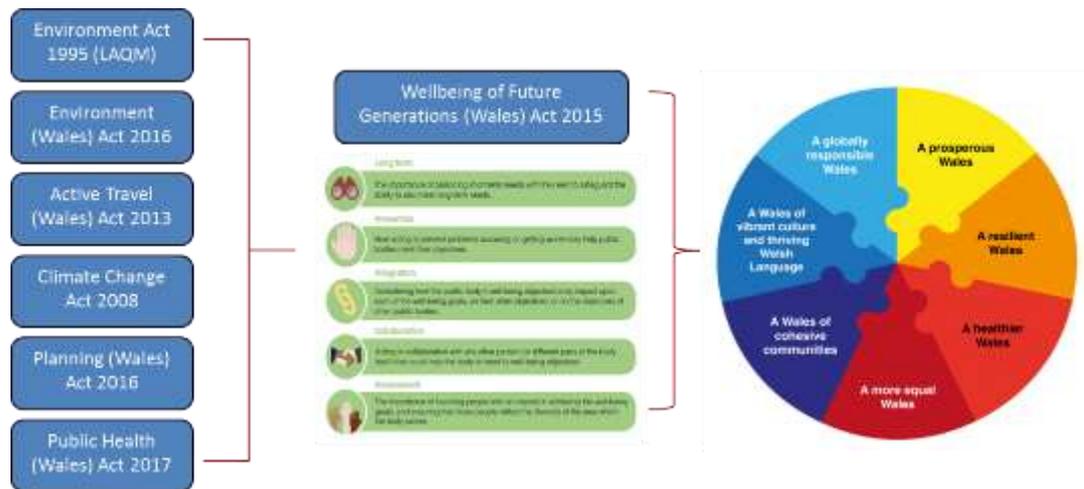


Figure 4- Boundary of Llandaff AQMA

SRS/ CC adopts the principles of The Well-being of Future Generations (Wales) Act 2015. The Act is a significant enabler to improve air quality as it calls for sustainable cross-sector action based on the principles of long-term, prevention-focused integration, collaboration and involvement. It intends to improve economic, social, environmental and cultural well-being in Wales to ensure the needs of the present are met without compromising the ability of future generations to meet their own needs. The Act places responsibilities on public bodies in Wales to work in new ways (including via Public Services Boards) towards national Well-being goals. Progress is measured against a suite of well-being and Public Health Outcomes Framework indicators; there is one specifically concerned with air pollution.

As Figure 5 illustrates, the Act is the legislative vehicle for “Health in all Policies in Wales” and provides the underpinning principles for all policy and decision making, including economic development, in Wales. Reducing air pollution, health risks and inequalities can help contribute to most, if not all, of the well-being goals. As such, the Act presents excellent opportunities to change policy and practice to enhance air quality management arrangements across Cardiff (and wider).

Figure 5- The Well- being of Future Generations (Wales) Act 2015 Matrix



SRS and CC are very aware of the concerns for air quality impacts. SRS & CC is committed to achieving levels as low as reasonably practicable by demonstrating levels beyond the annual objectives set for pollutants. In order to improve the air quality in Cardiff, action needs to be taken across the city as a whole. The main air pollutants which cause a public health concern and primarily worsen air quality in Cardiff are particulate matter and primary/ secondary derived nitrogen dioxide (NO₂), derived by transport vehicles.

Welsh Government’s publication; Local Air Quality Management, Policy Guidance, June 2017 recommended two clear goals:

- (1) achieve compliance with the national air quality objectives in specific hotspots; and
- (2) reduce exposure to pollution more widely, so as to achieve the greatest public health benefit.

Collective efforts, therefore, should look beyond targeted action in localised air pollution hotspots and do this in parallel with universal action to reduce risks for everyone.

Section 84 of the Environment Act 1995 ensures that action must then be taken at a local level which is outlined in a specific Air Quality Action Plan (AQAP) to ensure that air quality in the identified area improves. After declaring an AQMA the authority must prepare a **DRAFT** Air Quality Action Plan (AQAP) within 18 months setting out measures it intends to put in place to improve air quality to at least the air quality objectives, if not even better. The AQAP must be **formally** adopted prior to 24 months has elapsed. AQMA(s) are seen by local authorities as the focal points to channel resources into the most pressing areas of pollution as a priority.

In view of the statutory obligation to produce an AQAP for each AQMA, in 2019 SRS & CC developed a citywide Clean Air Strategy & Action Plan (CASAP) for Cardiff. The strategy is an evolving document and coincides with Cardiff’s Capital Ambition report, helping to implement and deliver the priorities outlined in the Ambition report with an overarching aim to improve air quality to protect and improve public health in Cardiff. The CAS & Action Plan appoints strategic measures that will look to generate a positive impact to citywide air quality levels, in particular traffic derived NO₂ levels. Each measure has endured a cost benefit appraisal procedure by weighting the measures in terms of air quality impact, cost and timescale. The key theme of the strategic measures is to increase the uptake of sustainable modes of transport by influencing a behavioural change in Cardiff. The CASAP fulfils the requirements of the LAQM process to produce an Air Quality Action Plan (AQAP).

Clean Air Plan

In addition to Cardiff's 4 AQMAs and CASAP work, following the formal publication of Defra's UK detailed air quality plan to tackle roadside nitrogen dioxide (NO₂) concentrations in July 2017, it was identified from air quality monitoring undertaken by Cardiff Council (CC) and modelled projections from WG that Cardiff would continue to exceed EU & UK Air Quality Directive Limit Values for NO₂ beyond 2020. The report detailed modelled projections from the Joint Air Quality Unit (JAQU) which showed continued non-compliance of the national annual average NO₂ standard by 2021 along identified road networks. The roads which have been modelled as exceeding the annual limit value are the A4161, the A4232, the A4234, the A470 and the A48. These areas of exceedence are also featured in the CAS & Action Plan document as any mitigation measures implemented on the referenced road links will have an impact on the LAQM AQMAs.

As a result of the detail in the UK Plan, and a subsequent High Court ruling, in March 2018, under Part IV of the Environment Act 1995, Section 85(7), WG issued a formal direction to CC to address its air quality concerns, with particular reference to the specified 5 road links. The direction has been governed by the Welsh Minister for Environment who has determined that the direction deemed necessary to meet obligations placed upon the United Kingdom under the **EU Ambient Air Quality Directive (2008/50/EC)**.

The Direction specified that CC had to undertake a feasibility study in accordance with the HM Treasury's Green Book approach, to identify the option which will deliver compliance with legal limits for nitrogen dioxide in the area for which the authority is responsible, **in the shortest possible time**.

Cardiff Council has developed a Clean Air Project Team who have met the necessary reporting requirements outlined by the Direction.

The results of the local modelling presented in the Initial Plan, differed to that undertaken by Defra using the Pollution Climate Mapping model. Defra's modelling identified two road links under baseline conditions which were projected to show non-compliance beyond 2021, namely the A48 and the A4232. The localised modelling identified only one road link under baseline conditions projected to show non-compliance beyond 2021, this being the A4161 Castle Street, in the City Centre.

Within the Initial Plan Report a long list of measures developed from the CASAP were qualitatively assessed against a primary objective of achieving compliance with set air quality objectives in the shortest possible time. The measures were considered against secondary objectives and were subjected to further qualitative assessments against the WelTAG Well-being Aspects.

The Council's published [Full Business Case](#) (Final Clean Air Plan) documents early intervention measures as well as aspired measures the Council are endorsing to improve localised air quality on the outlined A4161 Castle Street with a vision of improving citywide air quality levels. These measures include;

- Implementation of Electric Buses – 36 Electric Buses to be implemented on a number of routes within the City Centre;
- Bus Retro Fitting Programme;
- Taxi Mitigation Scheme;
- City Centre Transportation Improvements; and
- Active Travel Measures.

The Clean Air Plan initially demonstrated that the outlined package demonstrates the greatest level of compliance on Castle Street, with $31.9\mu\text{g}/\text{m}^3$ forecasted in 2021 as a result of the implementation of the measures. In addition to achieving compliance on Castle Street, the impact of the package of measures was also been modelled at local air quality monitoring locations, including those locations within existing Air Quality Management Areas (AQMAs). The results of the modelling indicated that all monitoring locations are expected to have concentrations below the $40\mu\text{g}/\text{m}^3$ which further demonstrates that the package of measures will improve local air quality including within existing AQMAs.

The final plan was approved by the Minister on the 16th December 2019, with grant funding to implement the plan awarded in January 2020. The Council started delivering its Clean Air Plan's package of preferred mitigation measures designed to address air quality concerns for Castle Street, as well as contribute to air quality benefits citywide. The Clean Air Plan's complete delivery has somewhat been impacted by Covid, but is still on target to deliver compliance by the end of 2021 in accordance with Welsh Government timescales.

During the delivery period of the mitigation options, in accordance with the impacts and measures put in place to facilitate the COVID pandemic and subsequent reduced traffic movement on Castle Street, air quality datasets gathered on Castle Street have indicated consistent compliance with the legal air quality limit values set for Nitrogen Dioxide (NO₂). With the complete delivery of measures forecasted for the end of 2021, sustained air quality compliance on Castle Street is likely to continue. The current average (2021) NO₂ figure is $23\mu\text{g}/\text{m}^3$ with the legal limit set as $40\mu\text{g}/\text{m}^3$.

A key component of the Clean Air Plan to deliver compliance was the full implementation of the City Centre Schemes, particularly the City Centre North (Castle Street) Scheme. The schemes would establish a high quality active travel infrastructure for the city and improve connectivity between key developments by strategically aligning bus routes and enhancing links with the new Transport Interchange. These schemes were due to commence in early 2020, prior to the onset of the COVID pandemic.

As set out in the 'Recovery and Renewal: Greener, Fairer, Stronger' report, approved by Cabinet in May 2021, the Covid-19 pandemic has had a unique impact on the city centre and on mobility patterns in the city. In order to create Covid-secure mobility options and environments a series of innovations and adaptations were introduced at pace in the city centre throughout 2020, including:

- Summer 2020: Castle Street was closed to all traffic to accommodate an outdoor dining area, with Station Terrace restricted to bus, taxi and limited access only;
- Autumn 2020: The pavement was extended on Castle Street south, outdoor dining areas were removed and buses, taxis & access vehicles were allowed in; and
- Autumn 2020 – October 2021: A series of Pop up Cycleway were installed in the city centre to replicate those included in the permanent programme, extensions to these cycleways continue to be on site today and will see over 2.5 miles of additional cycleway installed.

The temporary measures established on Castle Street in response to COVID-19 led to a significant improvement in air quality on Castle Street and ensured that compliance with the EU Limit for NO₂ was achieved in advanced of the modelled forecast date within the Clean Air Plan of 2021. Monitoring undertaken from the Castle Street station installed to assess progress of the Clean Air Plan is summarised as follows in

In June 2021 Cabinet approved the construction of the original City Centre North Scheme as detailed in the Clean Air Plan, albeit on an interim basis. The decision to install the scheme as an interim measures was done so on the basis it would be necessary to assess any residual impacts following a full post Covid recovery period, to ensure that no detrimental impacts in terms of congestion and air

quality would emerge. At the time of this report these works are ongoing and impacts will be monitored and reported in the 2022 Annual Progress Report.

As part of this evidence to support the Cabinet decision further detailed modelling of the City Centre Schemes. Further variable demand modelling (VDM) has been undertaken by transportation consultants, to provide updated transport data to reflect potential mode shift changes/ cancelled journeys as a result of the schemes. This differs from the previous modelling which was fixed demand which meant the model didn't take account of any changes and assumed travel behaviours remained the same. Using the updated VDM traffic data further air quality modelling has been undertaken which demonstrated that further improvements to NO₂ concentrations on Castle Street are now forecasted with a revised compliance figure of **28 µg/m³** calculated to be achieved by the end of 2021.

Constant dialogue and ongoing collaboration with Welsh Government officials has been maintained throughout the pandemic in order to ensure that the Plan remains on course to deliver compliance in the shortest possible time

Welsh Government, Clean Air Plan for Wales, Healthy Air Healthy Wales

At the time of drafting this report Welsh Government (WG) has published its latest plan which underpins its commitment and long-term ambition to improve air quality in Wales. The plan sets out WG's policy direction and proposed actions to reduce air pollution to support improvement in public health and the natural environment. Actions are proposed across four thematic themes, examined as People, Environment, Prosperity and Place.

The plan and its proposed actions is available at

<https://gov.wales/sites/default/files/publications/2020-08/clean-air-plan-for-wales-healthy-air-healthy-wales.pdf>

SRS/ CC support the aspirations of the plan and welcome the development of more stringent mitigation measures that will enable a cohesive approach to air quality management and protecting public health and the natural environment.

Actions to Improve Air Quality

As discussed previously CC currently has 4 established AQMAs within its Borough.

The CASAP encapsulates all established AQMAs in Cardiff and sets out the delivery of how Cardiff is set to tackle air quality concerns on a citywide basis. The document considers an array of mitigation measures that should be considered when trying to improve citywide air quality levels. SRS & CC have collaboratively made progress in examining avenues and mechanisms to assist with bringing strategic measures to fruition and therefore enhancing key areas that will in turn improve air quality.

As outlined the CASAP measures have formulated the foundations for Cardiff's Legal Direction, therefore subject to Welsh Government's final verdict on the submitted Full Business Case, finances may be available to support the some of the CASAP measures.

Public Transport

Improving Bus Emissions

ULEB (Ultra-low emission bus vehicles)

In 2018 SRS along with Cardiff Council's Transport team collaborated with Cardiff Bus company to put forward a successful bid application for the Ultra-Low Emission Bus (ULEB) fund made available by the Department for Transport (DfT).

The proposal draws links between the air quality management areas (AQMAS) identified under the LAQM regime, as well as the issued direction from Welsh Ministers which targets Cardiff on the regional scale highlighting non-conformities in association with European Directives. Therefore linking the two together; due to the heightened profile of air quality and its potential adverse impact on public health, and given Cardiff's Local Air Quality Management scenario, as well as its regional air quality concerns it is imperative that short term measures, such as increasing the uptake of low emission buses are implemented as soon as possible to start the process of achieving compliance with the air quality objectives.

The bid application looks at acquiring a total of 36 electric buses that would be introduced to the Cardiff Bus fleet over a projected 3year cycle. The introduction of the electric buses would form part of a cascade programme whereby Euro 3 standard buses would be offset from the fleet completely, therefore improving the overall fleet composition.

It is programme that the roll out of the electric vehicles will begin in the Quarter 3 of **2021**.

Cardiff Clean Bus Retrofit Programme

Owing to the previously offered Department for Transport's (DfT) Clean Bus Technology Fund.

(CBTF), Cardiff Council's Clean Air Project Team proposes to function as a regulatory entity to manage, regulate and fund such a retro fit scheme with Cardiff based bus operators.

The retro fit programme would see applicable bus vehicles fitted with the necessary upgrades to produce an emissions output equivalent to a Euro VI vehicle.

The proposed bus retrofit scheme has been approved by the EU Commission for a value of 80% aid intensity, requiring successful operators to cover the remaining 20% cost. The total amount of applicable funding is set at £1.8 million.

As outlined in the scheme's application conditional criteria; applicants are required to appoint the use of accredited technology which is compliant with the [Clean Vehicle Retrofit Accreditation Scheme \(CVRAS\)](#)

The buses to be retrofitted can be any pre-Euro VI (6) bus that is expected to be operational on the specified routes for at least five years or for 150,000 miles after the retrofit. Buses are not authorised to be moved to other localities outside the boundary of Cardiff.

The Grant is to reimburse Capital Costs incurred and may be spent on the Accredited Technology and cost of fitting it to the buses, and the cost of and fitting of monitoring equipment. Although this is specified as a reimbursement of Capital Costs, it has been agreed that once the relevant invoices are received by the applicant from their appointed supplier for the necessary retrofit works, following the submission of a grant claim form, Cardiff Council would provide the funding to cover 80% of the invoiced cost.

Following an open application process which ended on the 31st December 2020, and subsequent review process, two application submissions were deemed successful. Here 80% funding to cover capital costs has been awarded to two bus operators/ companies, a total of £561,612 awarded. Here £191,920 has been awarded to Cardiff City Transport Services Ltd (Cardiff Bus) to retrofit 20 buses,

and £369,692 has been awarded to Red and White Services Ltd, T/A Stagecoach South Wales to retrofit 29 vehicles.

It is anticipated that both operators will complete the delivery of their intended retrofit schemes by September 2021.

Bus Strategy

The Council has committed to preparing a Bus Strategy which will be informed by public consultation and engagement with key stakeholders. It will set out what is needed in Cardiff to ensure excellent bus services that will address the needs of both current and potential passengers in Cardiff. It will develop high level and strategic options for enhanced bus based public transport in Cardiff, which will inform a package of transport measures and initiatives described as 'Big Moves'. These strategic actions will collectively enable Bus working in a way that is integrated with Metro to become an effective mass public transit system for Cardiff.

City Centre Transport Networks Improvements

The schemes will establish a high quality active travel infrastructure for the city and improve connectivity between key developments by strategically aligning bus routes and enhancing links with the new Transport Interchange.

City Centre West (CCW)

The main aim of this scheme is to accommodate the new Transport Interchange and Central Square Development, whilst also Improving Air Quality within the City Centre AQMA. This will be achieved through removing through-traffic from Westgate Street and installing a new highway layout that will improve and connect the current bus network with the new Interchange, Central Square, Central Station and the City Centre Enterprise Zone. In addition, the scheme will offer improved safety for pedestrians via improved pedestrian crossing facilities, 20mph speed limits and an improvement to the pedestrian environment outside of the national stadium. The scheme will also install a network of stepped cycle tracks to connect the area with the proposed cycleways on Castle Street and the Taff Trail routes. [Works are progressing on site and as of September 2021 work will be commence on the bus gate and transport interchange entrance implementation.](#)

City Centre North (CCN)

The main aim of this scheme is to bring Castle Street into Air Quality compliance by 2021 by installing a two way dedicated cycleway along its length. The installation of the cycle lane and the reduction in highway space will allow for traffic to be reduced by ~29%. Improved pedestrian crossings with countdown timers will also provide safety improvements for pedestrians.

The Covid-19 pandemic had a unique impact on the city centre and on mobility patterns in the city. In order to create Covid-secure mobility options and environments a series of innovations and adaptations were introduced at pace in the city centre throughout 2020, including:

- **Summer 2020:** Castle Street was closed to all traffic to accommodate an outdoor dining area, with Station Terrace restricted to bus, taxi and limited access only.
- **Autumn 2020:** The pavement was extended on Castle Street south, outdoor dining areas were removed and buses, taxis & access vehicles were allowed in.
- **Autumn 2020 – October 2021:** A series of Pop up Cycleway were installed in the city centre to replicate those included in the permanent programme,

extensions to these cycleways continue to be on site today and will see over 2.5 miles of additional cycleway installed

In June 2021 Cabinet approved the construction of the original City Centre North Scheme as detailed in the Clean Air Plan, albeit on an interim basis. This of implementing an interim scheme based on the need to assess any following a full post Covid recovery period could be fully accounted for to ensure that no detrimental impacts in terms of congestion and air quality would result from the Clean Air Scheme. At the time of this report these works are ongoing and impacts will be monitored and reported in the 2022 Annual Progress Report.

City Centre East Phase 1

The main aim of this scheme is to provide a new dynamic for the bus network, whilst connecting cycleway and improving the pedestrian environment outside of Queen Street Station. This will be achieved through providing bus priority measure throughout the Station Terrace and Churchill Way areas that will provide new routes for buses, taking them away from the City Centre AQMA and closer to key areas such as Queen Street Station and the shopping district. The new bus routing system is also key to allowing the Interchange to be accessed from its south entrance, and work effectively on major event days. A cycleway will be installed to connect the east of the city centre with the City Centre Enterprise Zone and join up all the proposed cycleway routes. Pedestrian improvements on Dumfries Place and Station Terrace will also improve safety for pedestrians and improve connections to Queen Street Station and the City Centre Enterprise Zone.

At the time of writing this report returned tenders for the scheme were being reviewed. It is anticipated that site works will commence in late 2021 and thus the impacts of this scheme will be monitored and reported in the 2022 APR.

Park & Ride

Developing new bus park and ride facilities at M4 Junction 33 and other appropriate locations in Cardiff and neighbouring areas to reduce the number of cars driving into the city.

Development of Central Interchange

In 2018 CC planning department received receipt of a full planning application with contains the proposed design and plans for a new central interchange station. Construction works are progressing with an envisaged completion date set for quarter 4 2022.

South East Wales Metro

The Cardiff Capital Region Metro proposed by Welsh Government is likely to comprise a combination of rail-based and bus-based rapid transit routes linked through interchanges and using the same network brand and integrated ticketing system. A commitment has been made by Transport for Wales and the detail surrounding these commitments can be found at;

<http://tfw.gov.wales/whats-happening-south-east-wales>

Active Travel

School Monitoring and Active Travel Plans

Cardiff Council has a corporate commitment for every school in Cardiff to have an active travel plan by April 2022. Works are ongoing to understand how the Council can best support schools to develop and implement an active travel plan. The aim of an active travel plan is to increase the number of children, parents and staff travelling to school sustainably, particularly increasing walking, cycling and scooting. There are a range of resources, training and programmes available to schools and the ongoing works

will identify what actions the schools need to take and access the relevant initiatives and programmes to implement these actions.

To date 94% of Schools in Cardiff have now received support to develop an active travel plan. Each plan is tailored to the school, their location and their priorities for encouraging active travel. Actions within a plan are often a mix of practical or physical solutions, e.g. new cycle storage, and skills and confidence building, e.g. active travel curriculum resources, (these are aligned to the new curriculum in Wales).

Moving forward the team will continue to support the remaining schools to develop and complete their active travel plans. The team is supporting 40 schools to start the year long Living Streets WOW challenge in September 2021, and we will be trialling our ongoing active travel support for schools based on school clusters’.

Resources are available to view on [Keeping Cardiff Moving](#) under the schools tab.

School Streets Project

In view of the corporate commitment to deliver active travel plans for all schools by April 2022, for 2019 SRS was commissioned by Cardiff Council’s Transportation, Policy and Strategy Team to assist with Cardiff Council’s Schools Streets Project and its Traffic Regulation Order (TRO) pilot project. The pilot project involves the temporary closure of road links surrounding specific schools in Cardiff, 6 in total. This has subsequently grown to 15 schools in December 2020.

The TRO is in effect during the schools’ morning and afternoon drop-off and pick-up hours. This project is seen as an excellent opportunity to take action to encourage parents, staff and children to adopt an alternative mode of travel.

Shared Regulatory Services (SRS) have supported this pilot project by providing additional air quality monitoring. SRS gather monthly datasets for nitrogen dioxide (NO₂) using non- automated passive diffusion tubes, undertaken at the schools’ premises, inside the TRO zone at a residential façade and outside the TRO zone at a residential façade. This strategic placement of monitoring sites allows the examination of potential displacement impacts as a result of the adopted TRO zone. The datasets gathered to date indicate compliance with the air quality standards for NO₂.

Safe Routes to School

Planning and prioritisation of improvements to Cardiff’s walking and cycling network will be undertaken through the Integrated Network Map (INM) as part of our duties as set out under the Active Travel (Wales) Act 2013. The INM was approved by Council’s Cabinet in September 2017 and Welsh Ministers in November 2017. The INM can be viewed on the Council website here: www.cardiff.gov.uk/activetravel

In addition, Cardiff Council bids for Welsh Government Safe Routes in the Community Grant on an annual basis. This Grant is used to make changes to the highway environment, such as new zebra crossing facilities etc., and is focussed on creating safer walking and cycling routes to schools.

A new Walking Bus Strategy is currently being developed to provide schools with a further opportunity to promote walking to schools.

Cycling Strategy (2016- 2026) & Integrated Network Map

The Cardiff Cycling Strategy sets out an ambitious vision to double the number of cycling trips by 2026, from a 9.2% modal share in 2015 to 18.4% in 2026.

The Cycling Strategy and INM proposes 5 cycleways which will provide high quality cycle routes, segregated from pedestrians and motor vehicles on busy roads, and will connect strategic development sites, existing residential areas, employment sites, the city centre and Cardiff Bay. These will be supported by a network of secondary routes.

The Integrated Network Map sets out Cardiff Council's 15-year vision to improve cycling and walking routes across the city, in order to meet the requirements of the Active Travel (Wales) Act 2013 to plan for the provision of routes and improvements for active travel.

<https://www.cardiff.gov.uk/ENG/resident/Parking-roads-and-travel/Walking-and-cycling/ActiveTravel/Pages/default.aspx>

Cycleways

Cardiff Council are developing proposals for five Cycleways to support and promote cycling for all ages and abilities. The proposed routes will connect communities to major destinations across the city, including the City Centre and Cardiff Bay.

Cycleways will provide continuous routes that are intuitive and comfortable to use and separated from motor vehicles and pedestrians where needed.

The Cycleways will be developed from proposals in the Integrated Network Map which sets out a 15 year plan to improve routes for walking and cycling in the city.

The proposed Cycleway routes are:

- **Cycleway 1:** City Centre to Cathays, University Hospital Wales, Heath High Level and Heath Low Level Rail Stations, and North East Cardiff Strategic Development Site. Phase 1 Stuttgart Strasse to Cathays Terrace has been fully delivered. Phase 2 Cathays Terrace to University Hospital of Wales, Heath has secured funding and a consultation has now been completed on this phase, with works due to start in winter 2021. **Cycleway 2:** City Centre to Adamsdown, Newport Road retail parks, Rumney, Llanrumney and St Mellons Business Park; Some of this has been delivered as part of the Cross City Pop Up route as detailed below
- Cycleway 3: City Centre to Cardiff Bay;
- Cycleway 4: City Centre to Llandaff, Danescourt and North West Strategic Development Site:. Phase 1 between Cowbridge Road and Western Avenue via Sophia Gardens and Pontcanna Fields has been fully delivered and the Council has completed a detailed consultation on the options for Phase 2 which will connect Western Avenue with Llandaff village.
- Cycleway 5: City Centre to Riverside, Ely and Caerau. . Cycleway 5 is designed to connect the City Centre with key destinations including Leckwith, Cardiff City Stadium and South West Cardiff. At the time of writing this report the Council is consulting on Cycleway 5.3 which Cycleway 5.3 - Lawrenny Avenue. This route will link from the city centre westwards and its route along Lawrenny Avenue will benefit Fitzalan pupils and staff, and those of Ysgol Pwll Coch. The Lawrenny Avenue section has been prioritised to ensure it will be in place for the opening of the new school with improved crossings for pedestrians and cyclists.

COVID Response Cycleways

In response to COVID two routes - the 'Cross City' and 'Bay Loop' cycleways were implemented using temporary infrastructure as part of the Council's ongoing COVID Recovery plans:

- **Crosscity Pop Up Cycleway:** Linking the west to the east, the Cross City Route was installed along Leckwith Road, onto Wellington Street, then joining the current cycleway on Castle Street. The cycleway then continues along Boulevard de Nantes., Dumfries Place onto Newport Road to the junction with Broadway. One lane of traffic will be removed along the route to facilitate the pop up cycleway. Bus lanes will be moved and maintained where possible, bus stops will be access via a bus build out with a zebra crossing
- **Bay Loop:** This route commences from the Magic Roundabout, down East Tyndall Street, onto Tyndall Street, joining a new cycleway running both down and back up Lloyd George Avenue, joining Callaghan Square and ending on Penarth Road.

Nextbike

The Nextbike hire scheme launched in Cardiff in 2018. The scheme is financially funded by Welsh Government and its main objectives are to reduce congestion, free up parking spaces and provide a healthier way to travel around the city. The scheme comprises of 50 docking stations located around Cardiff which facilitate 500 bicycles. To date the scheme has been positively received by members of the public.

Since the introduction of the Nextbike scheme in March 2018, the Cardiff scheme has become the UK's most successful¹. By the end of summer 2019 the number of bikes available to hire further increased to 1,000.

In 2021 50 e bikes have been introduced to the fleet under the OVO bikes scheme a partnership between OVO Energy and Nextbike.

20mph Zones

The Council is committed to expanding 20mph limits to all residential areas in the city. The Welsh Government plan to legislate to make 20mph the default speed limit in all residential areas in Wales, and Cardiff Council is currently engaged with the Welsh Government on a pilot scheme in Cardiff North to develop the required technical processes and assess potential impacts from the schemes including air quality impacts. The timescale for extending 20mph limits to all residential areas of Cardiff will now be dependent upon the timetable for the new legislation set by the Welsh Government, however this is likely to be in 2023.

Public Service Boards Staff Charter

Working initially through Cardiff Public Services Board, a Healthy Travel Charter for Cardiff has been developed with major public sector employers and was launched in April 2019. Signatories to the Charter make 14 commitments on improving access to active and sustainable travel for staff and visitors to their main sites, and jointly commit to three targets namely:

- Reduce the proportion of commuting journeys made by car;
- Increase the proportion of staff cycling weekly; and
- Increase the proportion of vehicles used for business purposes which are plug-in hybrid or electric.

The Charter was signed by 11 public sector organisations at launch in April 2019, employing over 33,000 staff, with additional public and private sector organisations subsequently invited to sign up to the Charter.

¹ [NextBike In Depth Review 2018](#)

Currently it is not possible to fully assess the impacts of the above the measures but it is envisaged that such measures will contribute to wider behavioural changes and incentives to encourage further modal shift or uptake of low emission vehicles which will see improvements in air quality.

Clean Vehicles

Councils Fleet Transition

CC has developed a Sustainable Fuels Strategy to explore the potential to support a move within the city to increased use of sustainable fuels. An independent consultancy specialising in low carbon and fuel cell technologies, were commissioned to undertake a targeted fleet review of Cardiff City Council vehicles.

In the **short term** the following “quick wins” are recommended:

Undertake a managed replacement of Cardiff Council fleet, where cost effective. This would include replacing cars and small vans with EVs, which are expected to save the Council money on a total cost of ownership basis due to lower operating costs;

EV Infrastructure

-Progression of residential EV charging locations has ensured that 15 locations with a total of 18 fast charging points have been installed across the City. In 2020 a second phase of 5 sites with 2 charge points was progressed with completion undertaken in early 2021.

A Pilot project for installation of 6 Rapid Charging stations has been initiated with Osprey Charging and all 6 locations were completed in 2021.

The Council is also installing 22kw fast chargers in 10 Council Car parks, utilising Welsh Government ULEZTF funding. These will be installed in late 2021 early 2022 and full details will be detailed in the 2022 APR.

A further project looking to utilise street lighting columns is due to be implemented in late 2021 with the installation of a further 20 charging locations to be installed. further details will be provided in the 2022 APR.

Green Infrastructure Projects

Dusty Forge and Kitchener Primary School

In 2021 SRS have been appointed to support Cardiff Council’s Local Nature Partnership, whereby allocated capital funding has been achieved through Welsh Government’s “Local Places for Nature” scheme. Here green “living” walls have been installed at susceptible receptors located in areas of poor air quality, thus Dusty Forge building on Cowbridge Road West and Kitchener Primary School just off Ninian Park Road. The project aims to take action to encourage air quality awareness and outline the importance of utilising green infrastructure as a potential mitigation tool. Importantly the Council wish to monitor and outline any direct benefits associated with the scheme, such as the impact to ambient air quality levels.

Both green walls have been implemented and monitoring continues to be undertaken to examine any direct air quality benefits.

Further funding from the Local Places for Nature scheme has been secured this year (2021/2022) to provide additional green walls under the ‘Greening the Public Service Estate’ funding stream. As the

name suggests, site selection can now include any public building, not just those under Council ownership. A short-list of potential buildings is currently being compiled.

Improved monitoring

One Planet Cardiff Capital Funding

Although the Clean Air Plan devised a package of mitigation options with the primary objective to achieve legal compliance on Castle Street, via detailed analysis a wider benefit to air quality across the city is expected.

In view of monitoring of the expected outcomes derived by Cardiff's Clean Air Plan, data collection has remained primarily focused on the City Centre and existing Air Quality Management Areas (AQMA). These key areas, through the Clean Air Plan funding have been strengthened with enhanced air quality monitoring techniques, in the form of automated monitoring which allows the collection of air quality datasets (24/7). It is recognised that there would be wider benefits of establishing a broader real time air quality monitoring network across the City, which would further add to the existing network.

This broadened real time air quality monitoring network will strengthen the Council's and public's understanding for Cardiff's air quality by providing appropriate datasets and interpretation via a web based platform/ smart application.

The purpose of the network would be to provide Cardiff with one of the most advanced regulatory monitoring networks for air quality data in Wales and enable the Council to comply with any future legislative changes from Welsh Government in terms of the likely introduction of a Clean Air Act/ Bill for Wales.

The data collected will serve as the foundation stone for research, policy development, health impact analysis and public understanding of air quality more widely across Cardiff. It will enable the Council to assess the impact of interventions that are currently being implemented through the Clean Air Plan and Transport Vision and any future interventions that may be required in other parts of the City to further reduce the impacts on air quality and encourage further modal shift to sustainable forms of transport.

By providing readily accessible real time datasets it is hoped that residents would use this data to make informed decisions on daily travel choices, making use of alternative sustainable modes of transport which will create a positive impact for local air quality levels. Incidentally this will potentially have an indirect CO₂ benefit if these behaviours are solidified. Here with a potential increase in sustainable transport modes coincided with fewer journeys made by Cars this will evidently led to reductions in CO₂ emissions and support the Council's One Planet Ambitions.

One Planet Cardiff Capital funding has been made available to support the expansion of this network and the aim is to undertake a 2 year pilot project and increase the density of monitors in the city in the region of ~50 units. Following the completion of the pilot project, it will be necessary to undertake a review of the success of the project and assess options on continuation of the monitoring. After the 2 years additional revenue would be needed of approximate £50,000 p.a. to maintain access to the data by the Council

Publications & Policies

Cardiff's Transport White Paper

The Transport White Paper was launched on 15 January 2020 and lays out an ambitious 10-year plan to tackle the climate emergency, reduce congestion and improve air quality. It includes proposals for developing the South East Wales Metro, including new Metro lines connecting new and existing communities in the city, Rapid Bus Transport, Active Travel and improvements to our streets and the future of the car, including reducing car ownership through car clubs and greening through the expansion of EV charging infrastructure. Key regional projects are identified, with significant improvements proposed for all the major routes into the city. It also outlines the intention to consider all delivery options and to work with Welsh Government to develop a comprehensive investment plan. The timescale for the White Paper was amended in line with ongoing developments in relation to the Clean Air Plan to ensure alignment.

Document is available at;

<https://www.cardiff.gov.uk/ENG/resident/Parking-roads-and-travel/transport-policies-plans/transport-white-paper/Documents/White%20Paper%20for%20Cardiff%20Transport%202019.pdf>

Planning for Health and Well-being SPG (November 2017)

This Supplementary Planning Guidance (SPG) supplements policies in the adopted Cardiff Local Development Plan (LDP) relating to health and planning and has been developed jointly between the Council and the Cardiff and Vale University Health Board. This interaction underlines the fact that neither health nor planning considerations are made in isolation.

The purpose of this SPG is:

- To provide supporting information and guidance for planners, developers and investors on how our environment and the planning decisions we make, impact on the health and wellbeing of the population.
- To help achieve the Council's vision of addressing health inequalities and become a leading city on the world stage as set out in the Capital Ambition Document
- To ensure planning decisions contribute to the national and local Well-being Goals set out in the Well-being of Future Generations (Wales) Act 2015.
- To offer guidance for addressing the effect of the built and natural environment on health and well-being as part of a strategic approach to tackling the city's health inequalities and promoting healthy lifestyle options.
- To provide guidance on appropriate locations for health care facilities.
- To be an important material consideration in the determination of planning applications by setting out a range of potential health and well-being related factors that developers should consider when drawing up development proposals.

Green Infrastructure (GI) Supplementary Planning Guidance (SPG) (Nov 2017)

This document provides planning advice on a number of areas relating to development and the environment, including protection and provision of open space, ecology and biodiversity, trees, soils, public rights of way, and river corridors.

The green infrastructure approach combines all these elements to achieve a more joined-up approach to the environment. This approach is increasingly being used in Cardiff and across the UK. In Cardiff, planning advice in this area is often provided by a number of officers from across the Council working together as part of an integrated Green Infrastructure Group. This helps provide a more comprehensive approach.

The new document also differs from previous SPGs by providing in depth design advice, aimed at giving developers a clearer understanding of the approach expected when submitting designs for new developments. By having this information up-front developers are better able to provide suitable designs to the Council through the planning process.

Cardiff and Vale University Health Board Report

The report issued in 2017 examines how making active travel alternatives can lead to sustainable improvements in our health and well-being. The report focuses upon Cardiff's air quality concerns and recognises that alternative sustainable transport is a key enabler to improving air quality.

Planning Guidance for the Provision of Electric Vehicle Charging Points

In November 2018, the Council published a guidance document for developers on the provision of charging points in new developments. This document sets out the Council's expectations on the minimum number of electric charging points that should be provided depending on the nature of the development. The expectations are summarised as follows:

<i>Development Type</i>	<i>Provision</i>
Houses	One electric vehicle dedicated charging point (up to 7kW (32A) where possible) or installation of passive wiring to allow future charging point connection per house with garage or driveway.
Flats	At least 10% of parking bays should be provide with dedicated electric vehicle weatherproof charging points.
Commercial Car Parks and Community Facilities	At least 10% of parking bays should be provided with dedicated electric vehicle weatherproof charging points.
Public Transport Facilities and Taxi Ranks	Charging infrastructure will be required to facilitate the conversion of bus and taxi fleet, using appropriate technological solutions at suitable locations across the city.
Future Proofing	Subject to agreement with the Local Planning Authority standard provision may also require installation of groundwork/passive wiring at the outset to enable further future installation to match demand.

One Planet Cardiff Strategy

Cardiff Council declared a climate emergency in 2019 and has since been preparing the One Planet Strategy which sets out how we will respond and tackle this emergency and become carbon neutral Zero as a Council and a City by 2030. A draft One Planet strategy was published for consultation in October 2020 and public feedback on this, alongside a detailed analysis of the Council and city's current carbon position, have informed and shaped the final 2021 One Planet Cardiff Strategy report and its recommendations and action plan.

In producing the 2021 OPC Strategy the Council has now completed a detailed carbon baselining and impact assessment. This key milestone has enabled an understanding of the current carbon position, both of Council operations and also of the wider City.

The OPC Strategy confirms the Council's commitment to ensuring that Cardiff will become a Carbon Neutral Council by 2030. It also confirms our commitment to work in partnership with city wide stakeholders to determine a pathway to achieve a Carbon Neutral City by 2030

Local Priorities and Challenges

Challenges

Due to the unprecedented circumstances of the COVID pandemic , this has had an impact on the local air quality monitoring and the delivery of the package of measures sanctioned by Cardiff's Clean Air Plan.

Due to constant dialogue and ongoing collaboration with Welsh Government officials, the Plan remains on course to deliver compliance in the shortest possible time. During the COVID-19 pandemic local air quality monitoring has continued in Cardiff, however some non-automated results for a few selected months in 2020 are not available for reporting due to 'lockdown' measures introduced in the month of March 2020. Local Authorities including SRS at the time of the 'lockdown' measures being imposed looked for official clarity to ascertain if the monitoring was classified as essential in view of quietened road networks which may lead to a favourable bias, as well as difficulties faced by analytical laboratories utilised by SRS which had to adapt their working practises which added to postage delays.

Air quality data collection has been deemed as an essential service by Welsh Government, whereby monitoring was resumed for May 2020. The results for 2020 contained within this report have been ratified accordingly to account for the gaps in the annual datasets incurred by the COVID situation. The exclusion of this data will be further discussed, however at this moment in time, results gathered during the COVID pandemic, where it is apparent that road traffic volumes have decreased significantly are perhaps not representative of a true business as usual scenario which could generate a bias/ underestimate of levels.

Some indicative analysis has been undertaken to ascertain what impact the current pandemic has had on air quality levels, especially within the established AQMAs. Comparative exercises have been undertaken to observe a change in levels between certain time periods, for example the same year comparison distinguishing between pre-covid and covid timeframes, and comparison to previous years' results which examines a pre covid time period with that of a covid impacted time period. To note it is not viewed as a preferable indicator to directly compare to previous years' data given influencing meteorological conditions, however the exercise is useful to populate indicative trends/ visualise impacts.

Figure 6 - Same year Covid comparison (2020)

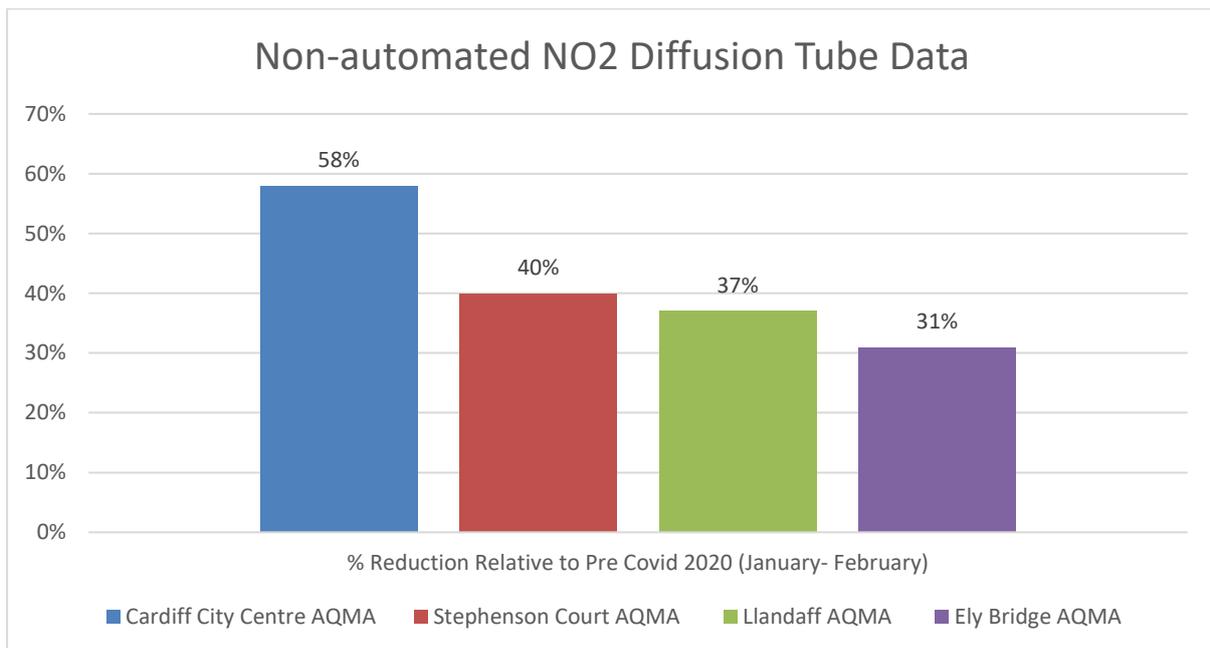
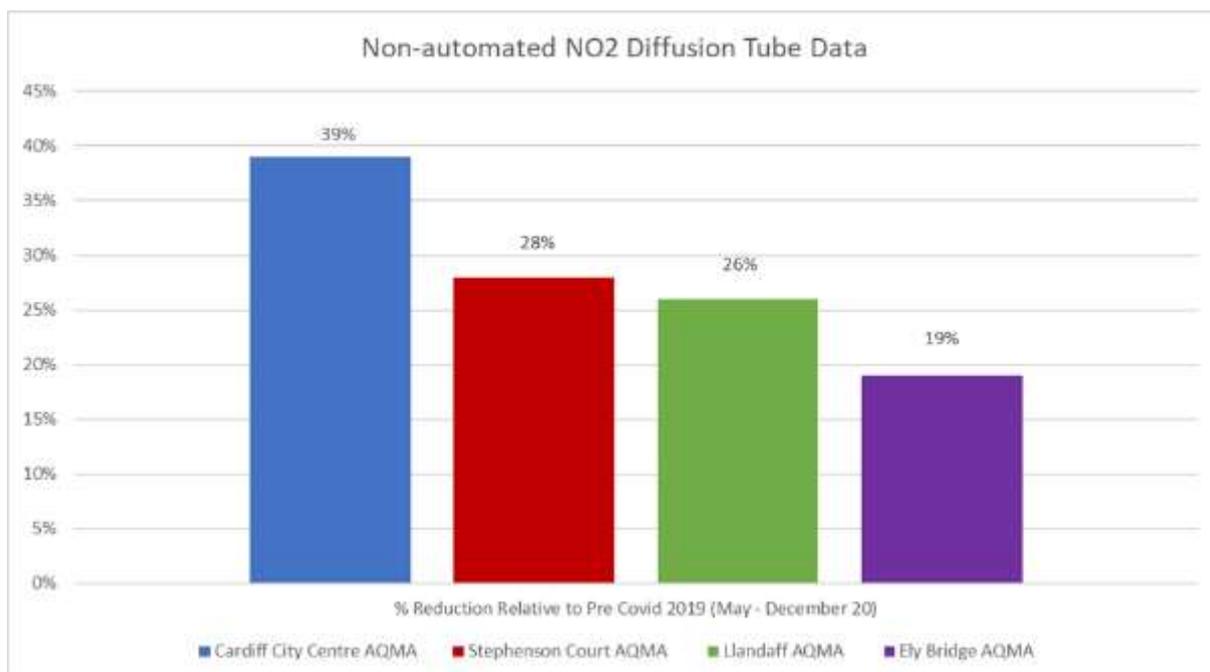


Figure 7- Previous year comparison (2019)



The main priorities for SRS and Cardiff Council in the coming year are;

- Deliver the Clean Air Plan that satisfies the requirements of Welsh Government and the previously described ministerial Direction.
- Once the Clean Air Plan has been delivered to review and update the Clean Air Strategy and Action Plan.
- Implementation of City Wide real time monitoring network.

How to Get Involved

CC welcomes any correspondence relating to air quality enquiries or concerns. Shared Regulatory Services (SRS) Specialist Services Team represents CC for local air quality management and therefore is contactable using the following email address AirQuality-SRSWales@valeofglamorgan.gov.uk

For any enquiries surrounding Cardiff's Clean Air Plan, specifically the roll out of mitigation measures please contact Cardiff's Clean Air Team on cleanairproject@cardiff.gov.uk.

Hourly and Monthly average monitoring data for pollutants measured is available at <https://airquality.gov.wales/>

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1 Actions to Improve Air Quality

1.1 Previous Work in Relation to Air Quality

Phase 1

The Local Air Quality Management regime commenced with the Air Quality Regulations 1997, which came into force in December of that year. These Regulations were revoked and superseded by the current Air Quality (Wales) Regulations 2000 (as subsequently amended in 2002).

The first phase of the review and assessment process concluded that for six of the seven pollutants included in the regulations there was little or no risk of the objectives being breached and that Air Quality Management Areas (AQMAs) for these pollutants were not necessary. Measures taken at the national level would be sufficient to ensure that there would be no local “hot-spots” of these pollutants and therefore local controls in addition to the national measures would not be required.

However, for the seventh of these pollutants, nitrogen dioxide (NO₂), it was concluded that national control measures such as vehicle emission and fuel standards, controls on industrial emissions, etc., would not, of themselves, be sufficient to ensure that the air quality objectives for this pollutant would not be met in all areas of Cardiff.

Whilst the vast majority of the area would meet the objectives, there were predicted to be local “hot-spots” close to heavily-trafficked road junctions where there were buildings close to the road and significant amounts of queuing traffic where the objectives would not be met.

As a result, four AQMAs were declared, each having been declared on the basis of measurements and modelling showing predicted breaches of the annual average objective for NO₂. These AQMAs were known as;

- The Cardiff West AQMA
- The Newport Road AQMA
- The Philog AQMA
- The St Mary Street AQMA

The first three of these came into force on 1st December 2000 and the latter on 1st September 2002. AQAPs the first three were published in November 2002 and for St Mary Street in February 2010.

Phase 2

The Council’s 2003 USA concluded that for five of the seven pollutants regulated under the LAQM regime there was no evidence to suggest that local “hot-spots” for these pollutants had been missed in the first phase of the review and assessment process and that there was no need to consider these pollutants further at this time.

The 2003 USA also concluded that no local hot-spots of nitrogen dioxide had been overlooked during the first phase of review and assessment and that further detailed assessment of this pollutant was not necessary.

However, whilst the USA concluded that there was no evidence to suggest a likely breach of the 2004 objective for particulate matter (PM₁₀), there was considerable doubt that the provisional 2010 objectives for PM₁₀ would be achieved.

As a result of the conclusions of the 2003 USA the Council issued Progress Reports in 2004 and 2005.

Phase 3

Following the 2006 USA, the Council published and consulted upon an Air Quality Management Area (AQMA) Review during the autumn of 2006. This concluded that two of the four AQMAs could be revoked and that the then Cardiff West AQMA should be reduced in size and renamed as the Ely Bridge AQMA. Orders making the changes came into force on 1st February 2007.

The 2007 Progress Report highlighted a potential problem with regard to nitrogen dioxide concentrations on Newport Road in the immediate vicinity of Stephenson Court, where concentrations had been marginally, but consistently, above the Air Quality objective for a few years. It was concluded that the possibility of declaring a new AQMA would be assessed in the 2008 Progress Report.

The monitoring data for the Stevenson Court area presented in the 2008 Progress Report led to the conclusion that a further “watching brief” would be kept with a view to reaching a firm conclusion once ratified monitoring data for the 2008 calendar year became available.

The monitoring data for 2007 presented in the 2008 Progress Report provided reassurance that the Council’s decisions in respect of the 2006 AQMA Review were soundly based.

Phase 4

The 2009 USA concluded that a Detailed Assessment for the Stephenson Court area of Newport Road was required as the annual mean concentration of nitrogen dioxide at three sites representative of relevant exposure in the area were above the air quality Objective.

A Detailed Assessment for this area was consulted upon during the summer of 2010 and the AQMA came into force on 1st December 2010.

The Council’s 2010 Progress Report was submitted in December 2010 and the 2011 Progress Report in June 2011.

The 2011 Progress Report highlighted abnormally high NO₂ 2010 annual mean concentrations across the Council’s monitoring network which could not be attributed to a particular source and evidence was presented to show that this was a regional issue probably associated with a prolonged period of unusually cold weather during November and December 2010. After dialogue with Welsh Assembly Government with regard to the conclusions reached about this data it was concluded that the Council would proceed to Detailed Assessments for the Llandaff and Westgate Street areas of the city and review the situation with regard to other exceedences when 2011 data is available and reported in 2012.

A Further Assessment for the Stephenson Court AQMA was submitted to WAG for review in December 2011, i.e. one year after the AQMA was declared, in compliance with Section 84(2)(a) of the Environment Act 1995.

Phase 5

The 2012 USA was the first report in Phase 5 of the review and assessment process.

Monitoring data for 2011 largely confirmed that the annual mean concentrations of nitrogen dioxide previously reported for 2010 were unusually elevated, both locally and regionally, and local concentrations had returned to more typical values in 2011.

Detailed Assessments in respect of nitrogen dioxide in Westgate Street and for the Llandaff area were consulted upon during the summer of 2012 and as a result a new AQMA for Llandaff was declared on 1st April 2013 and Westgate Street was incorporated into the St Mary Street AQMA; this latter AQMA is now named Cardiff City Centre AQMA.

The Council's 2013 Progress Report recommended proceeding to a Detailed Assessment for the Fair oak Road Roundabout in the Plasnewydd Ward of the city as monitoring data over previous years indicated the need. This was submitted for review during 2014. The Assessment concluded that, as monitoring data for 2013 had returned to Objective compliance, there was no need to declare an AQMA at that time. It was proposed to continue monitoring in the area and review the results year-on-year.

The Further Assessment for the City Centre AQMA was submitted in April 2014 and the conclusion that the declaration of the AQMA was justified was accepted.

A Further Assessment for the Llandaff AQMA was also submitted for review in 2014. This concluded that the declaration of the AQMA was justified based upon monitoring data available at the time. However, as monitoring data for 2013 showed compliance with the Objective, it was concluded that there was no need to develop an Action Plan at that time. Monitoring would continue and the situation would be reviewed year-on-year.

In summary, there are currently four AQMAs in Cardiff; all have been declared in respect of NO₂ resulting from road-traffic emissions:

- Cardiff City Centre AQMA
- Ely Bridge AQMA
- Stephenson Court AQMA
- Llandaff AQMA

Phase 6

The 2015 USA was the first report in Phase 6 of the review and assessment process.

Monitoring data for 2014 largely confirmed that the annual mean concentrations of nitrogen dioxide previously reported for 2010 were unusually elevated, both locally and regionally, and local concentrations had returned to more typical values in 2011.

Monitoring data for 2015 indicated that annual mean concentrations of nitrogen dioxide were not unduly elevated during the year and that in some locations concentrations may have been lower than expected. The 2016 Progress Report showed a number of sites representative of relevant exposure with exceedences of the 40µgm³ annual mean objective, however these sites and recorded exceedences were not out of character as were predominantly contained within the declared AQMAs.

2017 Annual Progress Report

There are a number of sites representative of relevant exposure with exceedences of the NO₂ annual mean objective (40µgm³). These sites are predominantly contained within the declared AQMAs. However, there are four monitoring locations (Site IDs 172, 180, 181, 185) which are not located within AQMAs.

Site 172 (Ocean Way) is a kerbside location situated up to 650m from any relevant exposure, used to examine potential impacts of traffic resulting from industrial development in the area.

Sites 180 & 181 were implemented due to new developments with the potential for adverse air quality impacting the amenity of future occupants (Windsor House, Windsor Lane & Fitzalan Court, Newport Road). Both developments were under construction in 2016, therefore influencing any datasets recorded. Only recently has the student accommodation at Windsor House been completed and construction still continues at the Fitzalan Court site.

Site 185 is not representative of relevant exposure and does not apply to the annual mean objective set for NO₂. Therefore, datasets collected at this monitoring location would apply to the 1-hour objective set for NO₂ (**200µg/m³, not to be exceeded more than 18 times per year**).

Monitoring for other pollutants did not result in other exceedences of National Air Quality Standards.

Due to technical issues, Cardiff City Centre's AURN site recorded low data capture for PM₁₀ measured by a TEOM- FDMS sampler. The total data capture for the year was 47.1%. As outlined in LAQM (TG16) the data from the sampler has been annualised in accordance with Box 7.9 and the 90.4th Percentile value has been given to examine the 24 hour objective.

It was decided not to revoke the Llandaff AQMA. Since the declaration of the Llandaff AQMA in 2013, results have highlighted that levels of NO₂ are generally improving and are now below the national objective of 40µg/m³ at locations of relevant exposure. Based on recent results the Council could be minded to revoke the AQMA. However, the 2017 APR highlighted that any decision made to revoke the AQMA needs to be mindful of the potential development of the strategic LDP sites to the north of the AQMA, Plasdwr and BBC Studios. Whilst detailed air quality assessments undertaken as part of the planning process have modelled that there is unlikely to be a detrimental impact on air quality levels in the AQMA, this can only be fully verified through on going monitoring.

Therefore, in an effort to reassure local residents and to be totally satisfied that levels will remain compliant with the NO₂ standard, SRS on behalf of CC reviewed the non-automatic monitoring network of NO₂ diffusion tubes for 2018. As a result, new and amended monitoring sites have been allocated. Officers will further assess the potential to implement real-time capabilities in the Llandaff AQMA as part of the Council's statutory duties under Part IV of the Environment Act 1995. There are now four monitoring locations within the Llandaff AQMA.

Monitoring for other pollutants did not result in other exceedences of National Air Quality Standards.

2018 Annual Progress Report

Monitoring data for 2017 indicates that annual mean concentrations of nitrogen dioxide recorded at sites of relevant exposure, within the already established AQMAs, continue to be elevated or exceed the annual mean NO₂ Air Quality Standard (40µg/m³).

The datasets indicate that the annual average objective for NO₂ was breached at monitoring locations outside of the existing AQMAs (Sites 172, 179, 180 & 181).

It is felt that at this stage no further detailed assessments are required;

Site 172 is placed on Ocean Way to monitor potential impacts of traffic resulting from industrial developments in the area. The site is not representative of relevant exposure, the nearest being >650m away. For 2018 Site 172 has been revoked from the monitoring network as it is felt that a strong trend of data has been collected at this location.

The 1-hour objective for NO₂ need only apply to site 179.

Sites 180 & 181 were implemented to monitor air quality levels and therefore the potential impacts to future occupants at new development sites. These developments were still under construction in 2017 and therefore datasets collected will be negatively influenced.

The report also documented the works ongoing to produce the CASAP document, as well as outlining the development of the Feasibility Study in line with the Legal Direction received from the Welsh Minister.

2019 Annual Progress Report

Monitoring undertaken in 2018 confirmed annual average NO₂ levels continued to breach or encroach upon set limit values/ air quality standards within already established AQMAs (7 exceedances of the annual mean objective in total).

The report provided an update regarding the completion of the Clean Air Strategy and Action Plan document (CASAP), as well as an update of mitigation measures proposed to address air quality concerns for Cardiff. The report also documented the finalisation of the Full Business Case (FBC) and its outcome in accordance with Welsh Government's issued Legal Direction.

2020 Annual Progress Report

The 2020 report identified that in 2019, out of the 100 diffusion tube monitoring locations, 6 monitoring sites recorded exceedances of the annual average objective set for NO₂ (40 µg/m³). All 6 monitoring locations were recorded within the already established City Centre and Llandaff air quality management areas (AQMA).

The report provided an update on the monitoring undertaken at 9 schools across Cardiff where previous studies from Client Earth identified the schools to be in close proximity to road links likely to cause exceedances of the NO₂ air quality standards. Monitoring undertaken at the 9 schools fully demonstrated continuous compliance with the annual average air quality standard for NO₂ for two success years. The report also provided an update of monitoring undertaken at a further 6 schools as part of a citizens science project funded by Natural Resources Wales. Again monitoring at these 6 schools demonstrated compliance with the objective for NO₂.

The report documented the approval from Welsh Government of the Final Clean Air Plan and awarding of funding to ensure the Council delivered compliance with the NO₂ limit value under the legal duties of the Ambient Air Quality Directive.

1.2 Air Quality Management Areas

Air Quality Management Areas (AQMAs) are declared when air quality is close to or above an acceptable level of pollution, known as the air quality standard/ objective (See Appendix A)

Based on monitoring results and further detailed assessments, there are currently four Air Quality Management Areas (AQMAs) declared across Cardiff which have all been declared due to exceedances of the annual mean NO₂ Air Quality Standard (40ug/m³), known to be predominantly derived from road transport sources.

1. **Cardiff City Centre**- declared 1st April 2013
2. **Llandaff**- declared 1st April 2013
3. **Stephenson Court**- declared 1st December 2010

4. **Ely Bridge**- declared 1st Feb 2007

1.3 Implementation of Action Plans

Each of the outlined AQMAs was declared as a result of road-traffic derived Nitrogen Dioxide (NO₂).

Section 84 of the Environment Act 1995 ensures that action must then be taken at a local level which is outlined in a specific Air Quality Action Plan (AQAP) to ensure that air quality in the identified area improves. After declaring an AQMA the authority must prepare a **DRAFT** Air Quality Action Plan (AQAP) within 18 months setting out measures it intends to put in place to improve air quality to at least the air quality objectives, if not even better. The AQAP must be **formally** adopted prior to 24 months has elapsed. AQMA(s) are seen by local authorities as the focal points to channel resources into the most pressing areas of pollution as a priority.

In view of the statutory obligation to produce an AQAP for each AQMA, in 2019 SRS & CC developed a citywide Clean Air Strategy & Action Plan (CASAP) for Cardiff. The strategy is an evolving document and coincides with Cardiff's Capital Ambition report, helping to implement and deliver the priorities outlined in the Ambition report with an overarching aim to improve air quality to protect and improve public health in Cardiff. The CAS & Action Plan appoints strategic measures that will look to generate a positive impact to citywide air quality levels, in particular traffic derived NO₂ levels. Each measure has endured a cost benefit appraisal procedure by weighting the measures in terms of air quality impact, cost and timescale. The key theme of the strategic measures is to increase the uptake of sustainable modes of transport by influencing a behavioural change in Cardiff. The CASAP fulfils the requirements of the LAQM process to produce an Air Quality Action Plan (AQAP).

Table 1– Progress on Measures to Improve Air Quality

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
Modal Shift & Influencing Travel Choice											
1.1	Increase Bus Use	Alternatives to private vehicle use	Proposals are in place for a park and ride system at Junction 33 which would look to intercept traffic on the A470, north Cardiff.	CC	No definite Start Date		Bus patronage figures produced via telematics	Unknown	Ongoing	Ongoing	
1.2	Promotion of cycling and walking	Promoting Travel Alternatives	DRAFT Cycling Strategy sets out to double number of cycling trips by 2026; 9.2% modal share in 2015 to 18.4% in 2026. Five cycleways proposed. The INM	CC	Ongoing		Cycle trips generated/ questionnaires	Unknown	Public Consultation undertaken	Ongoing	

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
			prioritises cycling and walking routes over 15 year period.								
1.3	School Travel Plans		CC has engaged with 'Living Streets' charity and have developed a 'WOW' (Walk Once a Week) scheme in 7 allocated schools in Cardiff.	CC & Living Streets Charity	Ongoing		Report updates from Living Streets	Unknown	7 allocated schools in Cardiff supported by CC.	Ongoing	
1.4	School Travel Plans		Cardiff Council's Schools Streets Project and its Traffic Regulation	CC	Ongoing		Monthly average NO ₂ levels examined at School property, Inside TRO and Outside TRO	Unknown	15 schools assigned to the TRO Zone pilot project.	End of 2021 (Subject to funding, possibly longer)	

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
			Order (TRO) pilot project.				zone at residential facades. Questionnaires for school pupils and parents.				
1.5	Personalised Travel Planning	Promoting Travel Alternatives	Public Service Board Staff Charter.	Public Health Wales/ Vale and Cardiff Health Board	Working initially through Cardiff Public Services Board, a Healthy Travel Charter for Cardiff has been developed with major public sector employers and was launched in April 2019.		Modal shift counts. Number of participating public sector organisations.	Unknown	The Charter was signed by 11 public sector organisations at launch in April 2019, employing over 33,000 staff, with additional public and private sector organisations subsequently invited to sign up to the Charter.		
1.6	Increase awareness of air quality concerns	Public Information	Cardiff 'car-free' day	CC	Completed 2019		Air Quality Measurements.	No target	When comparing Sunday 19th May to Car-Free Day event 12th May, the daily average reduction for NO2 is as follows; Duke Street/ Castle Street- 16.11% Stephenson Court on Newport Road- 28.15%		Try to geographically expand and hold car-free days more regularly in Cardiff.

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
1.7			Tredegarville CIW Primary School "Green Wall" project.	CC	Complete	August 2019	Air quality levels recorded at the school via non-automated principle diffusion tubes.	No target	Westgate Street- 13.62% Lower Cathedral Road- +9.14%		Investigate monthly average diffusion tube results following implementation.
1.8			Dusty Forge/ Kitchener Primary School	CC	Ongoing	November 2020	Air quality levels recorded via non-automated principle diffusion tubes.	No Target	Welsh Government's 'Local Places for Nature' scheme. In summary it is proposed to install green walls at 2 Council owned buildings in areas of poor air quality and develop a citizen science project with the local community to monitor changes in air quality and biodiversity.		Investigate monthly average diffusion tube results following implementation
Infrastructure											
2.1	Bus Route Improvement	Transport Planning and Infrastructure	City Centre Improvement Schemes (3 elements)	CC & WG	2018	2019 (City Centre West Initiated)	FBC	To ensure development does not cause any	All Schemes have been initiated, however due	2021	

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
			East side/ City Centre North/ City Centre West)			2020 (city centre north and east initiated)		adverse impact and where possible reduce levels to as low as reasonably practicable. Package of City Centre Schemes deemed to improve air quality levels for Castle Street. Revised modelling shows levels of 28 µg/m ³ will be achieved.	to the COVID-19 pandemic, schedule of works and final designs are being reviewed.		
2.2	Bus Route Improvement		Improve bus networks and efficiency of the service.	CC	Ongoing		Improvements to air quality levels monitored by indicative methods by CC	Unknown	Bus lanes have been installed on A470, A4119 & A48. Suggested		

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
							at sensitive receptor locations on specified routes.		400m of bus lane ensures each bus with a time advantage of 5 minutes.		
2.3	Public Cycle hire Scheme		Next Bike Hire Scheme	CC & WG	Ongoing		Daily reports on usage provided to CC. 150,000 rentals reported since March 2018.	Unknown	50 docking stations installed providing 500 bicycles for public use. Extra 500 bicycles assigned to Cardiff for the end of Summer 2019. 50 E bikes implemented in August 2021	Completed and continues to be expanded and enhanced.	
2.4	Cycle Network		Proposed Cycleways	CC	Ongoing		Cycling trip counts.	3.5% modal shift which aligns with the assumptions derived in the	Cycleway 1 St Andrew's Crescent to Senghennydd Road (works	Ongoing	

Comments Relating to Emission Reductions	Estimated Completion Date	Progress to Date/ Progress in Last 12 Months	Target Annual Emission Reduction in the AQMA	Indicator	Implementation Phase	Planning Phase	Lead Authority	Focus	Category	Measure	No.
		<p>are complete for phase 1 of cycleway 1. Phase 2 will be constructed in 21/22</p> <p>Phase 1 between Cowbridge Road and Western Avenue via Sophia Gardens and Pontcanna Fields has been fully delivered and the Council has completed a detailed consultation on the options for Phase 2 which will</p>	<p>feasibility study.</p>								

Comments Relating to Emission Reductions	Estimated Completion Date	Progress to Date/ Progress in Last 12 Months	Target Annual Emission Reduction in the AQMA	Indicator	Implementation Phase	Planning Phase	Lead Authority	Focus	Category	Measure	No.
		<p>connect Western Avenue with Llandaff~ village.</p> <p>report the Council is consulting on Cycleway 5.3 which Cycleway 5.3 - Lawrenny Avenue. This route will link from the city centre westwards and its route along Lawrenny Avenue will benefit Fitzalan pupils and staff, and those of</p>									

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
2.4	Public transport		New Cardiff Central	CC	Ongoing		Detailed AQAs quantifying the	To ensure development	Ysgol Pwll Coch <u>COVID Response</u> Two routes - the 'Cross City' and 'Bay Loop' cycleways - are being brought forward as part of the Council's ongoing COVID Recovery plans and are in line with the cycling vision set out in the Council's Transport White Paper.	Planning application received in 2018 for the	S106 funding acquired for the

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
	improvements-interchanges stations and services		Interchange development				level of impact to air quality levels.	does not cause any adverse impact and where possible reduce levels to as low as reasonably practicable	central interchange proposal including new bus station. Planning consent granted subject to approval and discharge of conditions.		amount of £10,000 to enhance air quality monitoring capabilities.
2.5			Cardiff Capital Region Metro - Proposed by WG (Rail and bus based rapid transit routes).	CC & WG	Ongoing			Unknown-supporting AQA will be a likely during the design and application stages	Ongoing	Ongoing	
2.6	20 mph zones	Traffic Management	Implement further speed restrictions and enhance those already established "20mph Zones"	CC	Ongoing		Safety figures & Monthly Average Diffusion tube results.	Unknown	CC has introduced 'signs only' 20mph limits in Cathays and Plasnewydd area. Approach	Ongoing	

Comments Relating to Emission Reductions	Estimated Completion Date	Progress to Date/ Progress in Last 12 Months	Target Annual Emission Reduction in the AQMA	Indicator	Implementation Phase	Planning Phase	Lead Authority	Focus	Category	Measure	No.
		<p>coincides with the Safe Routes to School Programme.</p> <p>Plans are in place to hopefully expand 20mph limit areas in Grangetown. This is complete.</p>									
	2022	Cardiff North Area has been included as a Pilot Area for WG assessment into 20 mph where existing limits are 30 mph. This study will assist	Unknown	Realtime Monitoring	Implementation		Welsh Gov		Traffic Management	20 mph Zones	2.7

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
Lower Emission Vehicles											
3.1	Public Vehicle Procurement	Promoting Low Emission Transport	Ultra-Low Emission Bus (ULEB) fund made available by the Department for Transport (DfT).	CC, DfT & Cardiff Bus	Ongoing	Three year rolling programme 2019- 2021	Improvements to air quality levels (NO ₂) monitored by indicative methods by CC at sensitive receptor locations on specified routes	Approximately >2µg/m ³ reductions in NO ₂ sensitive receptor locations along Westgate Street	Application received by DfT and deemed successful. Programme roll out expected quarter 3 2021.		
3.2	Company Vehicle Procurement- Prioritising uptake of low emission vehicles/ EV recharging		Sustainable fuels strategy- assessment of Cardiff Council vehicle fleets	CC	Ongoing		Economic savings and reduced Carbon footprint	Unknown	End of 2021 59 charge points across 7 Council sites fully implemented. 6 Rapid chargers which will support charging for 12 refuse Vehicles.	Ongoing	

Comments Relating to Emission Reductions	Estimated Completion Date	Progress to Date/ Progress in Last 12 Months	Target Annual Emission Reduction in the AQMA	Indicator	Implementation Phase	Planning Phase	Lead Authority	Focus	Category	Measure	No.
		1 E RCV in service with additional 6 vehicles on order. In conjunction with the fleet charging we are currently working on the procurement and orders of as many fleet vehicles as possible									
		Progression of residential EV charging locations has ensured that 10 locations with a total of 18 fast charging points have been installed across the City. Second phase of 5 sites with 1 charge points was being progressed before being impacted by COVID – these	Unknown	EV vehicle counts/ EV point usage.		Ongoing	CC	Increase EV optimistic charging points for Cardiff residents/ workers.		EV recharging	3.3

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
									are now planned for late August/ early September. Pilot project for installation of 6 Rapid Charging stations has been initiated with Enginie. One location has been fully installed with the remaining 5 locations now in final planning stages, and licenses being progressed.		
3.4	Taxi incentive to operate cleaner vehicles		Improve the emission standard profile of Cardiff's licensed Hackney and Private Hire Vehicles. Funding currently allocated to cover operating and maintenance costs over a	CC & WG	Ongoing		Uptake for the funding.	To ensure development does not cause any adverse impact and where possible reduce levels to as low as reasonably practicable	Due to COVID-19, discussions have been initiated to discuss if the allocated grant funding can be best utilised by revising the taxi incentive to a more preferable option.		To achieve greatest air quality improvements zero emission or ULEV classified vehicles need to be incentivised.

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
			set period for up to 620 vehicles.								
3.5	Cardiff Clean Bus Retrofit Scheme 2020-21	Vehicle Retrofitting programmes	Improve the emissions profile by improving the euro standard composition of bus fleets operated in Cardiff. Via a competitive tender application process, Cardiff Council will administer a retrofit scheme aimed at improving the emission output of bus vehicles	CC & WG	Ongoing		Number of bus vehicles converted;	FBC identifies that the retrofit alone would achieve compliance on Castle Street 39.6 µg/m ³ with 150 vehicles retrofitted.	Scheme went live on 1 st October 2020 and a total of 49 buses have been retrofitted as of September 2021. Impacts of these buses will be considered as part of 2022 APR		

No.	Measure	Category	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date/ Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
			operated in Cardiff.								
Policy											
4.1	Citywide strategy to reduce emissions and improve air quality	Policy Guidance and Development Control	Cardiff Clean Air Strategy and Action Plan (CASAP)	CC	2018		Recorded Improvements to air quality levels (NO ₂) monitored by indicative methods by CC at sensitive receptor locations	Annual average NO ₂ levels to be recorded at <35µg/m ³ at residential façade locations with specified AQMAs.	Finalised and approved by Cabinet. Submitted to Welsh Government for review.	Ongoing	
4.2	Taxi Licensing Conditions	Promoting Low Emission Transport	Amendments made to Cardiff taxi licensing conditions to promote a cleaner fleet.	CC	2019- 2020		Taxi fleet composition %.		Impacted owing to COVID impacts on Taxi trade during 2020-21	Ongoing and will need to be reviewed in 2022	
4.3	Transport White Paper		The Transport White Paper was launched on 15 January 2020 and lays out an ambitious 10-	CC	2020- 2030		Improved air quality levels/ journey time. Sustainable modes patronage.	To generate air quality levels as low as reasonably practicable.	Published document 2020.		

Comments Relating to Emission Reductions	
Estimated Completion Date	
Progress to Date/ Progress in Last 12 Months	
Target Annual Emission Reduction in the AQMA	
Indicator	
Implementation Phase	
Planning Phase	
Lead Authority	
Focus	year plan to tackle the climate emergency, reduce congestion and improve air quality.
Category	
Measure	
No.	

2 Air Quality Monitoring Data and Comparison with Air Quality Objectives

2.1 Summary of Monitoring Undertaken in 2020

2.1.1 Automatic Monitoring Sites

In 2020, Cardiff had four automatic air quality monitoring sites located at;

- Frederick Street in the City Centre;
- Richard's Terrace, just off Newport Road;
- Castle Street, Cardiff City Centre; and
- Lakeside Primary School.

Cardiff Frederick Street (Urban Background)- AURN 1

The site was commissioned in May 1992 and monitors on a 24/7 basis measuring levels of NO₂, PM₁₀ & PM_{2.5}, SO₂, CO and O₃ feeding data directly into Defra's Automatic Urban and Rural Network (AURN).

Richard's Terrace, Newport Road (Urban Traffic)- AURN 2

The site monitors on a 24/7 basis measuring levels of NO₂ & PM₁₀ at that location, feeding data directly into Defra's Automatic Urban and Rural Network (AURN).

Castle Street, Cardiff City Centre (Roadside)- Site 3

The site was commissioned in October 2020 and monitors on a 24/7 basis measuring levels of NO₂, PM₁₀ & PM_{2.5} at that location forming part of the Welsh Automated Monitoring Network.

Both sites AURN 1 & 2 are subject to six-monthly QA/QC audits by AEA, DEFRA's appointed contractor, and calibration gases are all traceable to National Standards. Calibrations have been carried out fortnightly by the appointed contractor.

For 2020, the Cardiff City Centre, Frederick Street Station achieved data capture levels for NO₂ and PM₁₀ at 84% and 89%. The Newport Road site captured levels for NO₂ and PM₁₀ at 99% and 95%. Given its late commissioning, the Castle Street site captured levels for NO₂ and PM₁₀ at 20% and 20%.

Figure 8- Location of Cardiff City Centre AURN Monitoring Site (AURN 1)

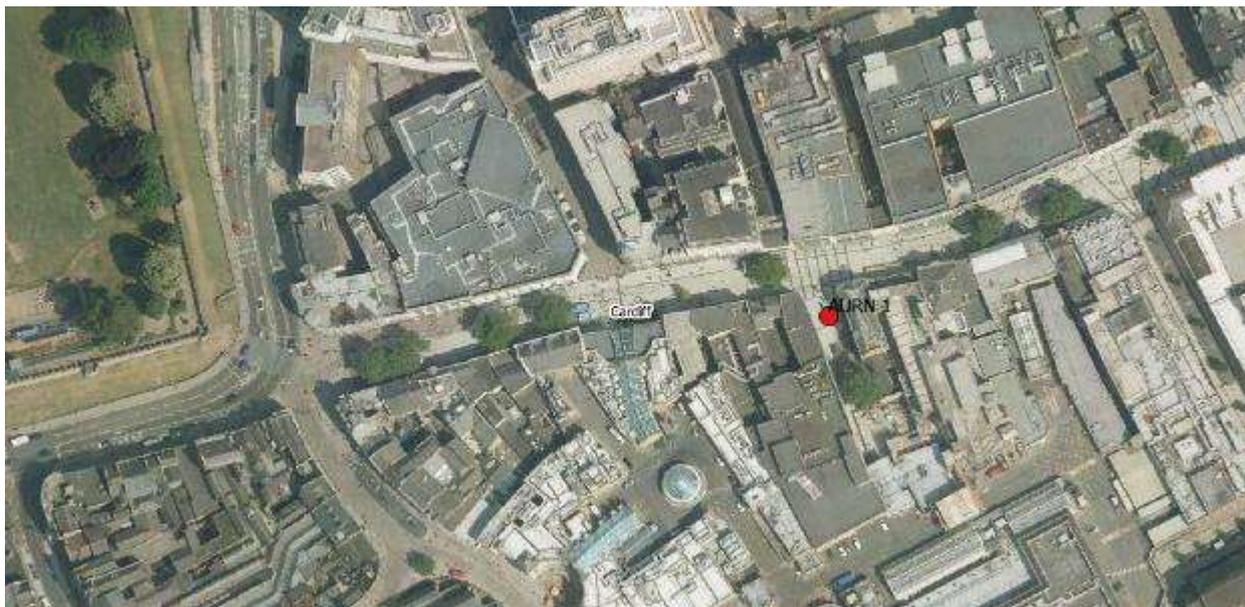


Figure 9- Location of Cardiff Newport Road AURN Monitoring Site (AURN 2)



Figure 10- Location of Castle Street, Cardiff City Centre Monitoring Site (Site 3)

Cardiff Lakeside (Urban Background)

The site monitors on a 24/7 basis measuring levels of Polycyclic aromatic hydrocarbons (PAH) at that location, feeding data directly into Defra's PAH Digitel (solid phase) Network. SRS serve as a local site operator to this site, however data interpretation is sanctioned by the consultants Ricardo Energy and Environment Ltd, whereby concentrations are compared to the national air quality objective for B[a]P in ambient air, based on an annual mean concentration of $0.25\text{ng}/\text{m}^3$. Details can be found in the [UK](#)

Air Quality Strategy (Defra, 2007). Therefore, the purpose of this site and results derived are not corresponded to any of the limit values outlined for the purposes of LAQM in Wales.

Summarised results for various pollutants for the outlined automatic monitoring stations can be found at <http://www.welshairquality.co.uk> & <https://uk-air.defra.gov.uk/interactive-map>

Additional Automated Monitors

.In addition to the newly commissioned automated monitoring station on Castle Street, Cardiff Council has acquired the use of 6 near real time indicative air quality analysers. 5 analysers were purchased with the financial support of Welsh Government and the 6th analyser was facilitated by the SRS who had successfully accrued funding via a S106 planning contribution. The analysers have been specifically placed and represent relevant exposure. The analysers continuously monitor for Nitric Oxide, Nitrogen Dioxide & Ozone, PM10 & PM2.5, and do so every 15 minutes (data uploaded every hour). Information regarding the specification of the monitors can be viewed at <https://www.aqmesh.com/product/>. These monitors do not form part of the regulated Welsh automated monitoring network, but as specified they are an indicative form of monitoring and a useful tool to look at datasets on a high-resolution basis. An online platform to access the available datasets is yet to be finalised with Cardiff Council's webpage development team.

Co-location Study

There are three diffusion tubes co-located at the Cardiff City Centre, Frederick Street station, whereby at the end of year, depending on data capture and precision, a locally derived bias adjustment factor is calculated. Due to insufficient data capture <90% for the Cardiff City Centre AURN, in accordance with Defra's LAQM (TG16), Box 7.11 it is preferable not to perform a co-location study due to concerns associated with the data quality. The National Bias Adjustment Factor supplied by the LAQM Defra website, based on 42 studies, which appointed Socotec UK Ltd Didcot laboratory, gave a figure of 0.75 and so this has been adopted for ratification purposes. In order to provide a conservative approach it was therefore decided to adopt the nationally derived bias adjustment factor as this would give slightly higher concentrations and fundamentally represent a worst case scenario.

Table 2- Details of Automatic Monitoring Sites

Site Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA?	Monitoring Technique	Relevant Exposure? (Y/N with distance (m) to relevant exposure)	Distance to kerb of nearest road (N/A if not applicable)	Does this location represent worst-case exposure?
Cardiff Centre AURN	Urban Background	318416	176525	NO ₂	N	Chemiluminescence	Y (5m)	200m	N
				PM ₁₀ , PM _{2.5}	N	TEOM- FDMS	Y (5m)	200m	N
				SO ₂	N	UV Fluorescence	Y (5m)	200m	N
				CO	N	Infra-Red GFC	Y (5m)	200m	N
				O ₃	N	UV Absorption	Y (5m)	200m	N
Cardiff Newport Road AURN	Roadside/ Urban Traffic	320095	177520	NO ₂	N	Chemiluminescence	Y (12m)	4.5m	N
				PM ₁₀	N	Beta Attenuation Monitor with Gravimetric Equivalence	Y (12m)	4.5m	N
Cardiff Castle Street	Roadside/ Urban Traffic	318055,	176459	NO ₂	N	Chemiluminescence	Y(2m)	2m	Y
				PM ₁₀ , PM _{2.5}	N	Beta Attenuation Monitor with Gravimetric Equivalence	Y(2m)	2m	Y

2.1.2 Non-Automatic Monitoring Sites

In 2020 there were 92 specifically allocated non automatic monitoring sites across Cardiff which monitored levels of nitrogen dioxide (NO₂). These sites are supported and maintained by SRS on behalf of the CC. The non-automatic sites do not provide live data; instead they consist of diffusion tubes which are placed at each of the sites, collected and replaced on a rolling monthly basis. The results derived from the tube sampling are then averaged over the year to enable a comparison of the results against the annual average (**40µg/m³**) and 1-hour (**200µg/m³ not to be exceeded > 18 times per year**) air quality objectives for NO₂.

2.1.2.1 Analysis of Diffusion Tubes

Annual Average- Once erroneous data have been deleted, it is necessary to calculate the annual average. The data need to be annualised, and then bias corrected. In order to do this, firstly the annual average is calculated for all sites.

Annualisation- Where valid data capture for the year is less than 75% (9 months), where necessary the continuous and NO₂ diffusion tube monitoring data have been “annualised” following the methods as described in Defra’s LAQM (TG16), Boxes 7.9 & 7.10.

Bias Adjustment- After annualisation, the diffusion tubes should be corrected for bias. Bias represents the overall tendency of the diffusion tubes to under or over-read relative to the reference chemiluminescence analyser. This should not be confused with precision, which is an indication of how similar the results of duplicate or triplicate tubes are to each other. While it is possible to adjust diffusion tube results to account for bias, it is not possible to correct for poor precision. A spreadsheet-based tool has been developed that allows local authorities to easily calculate the bias and precision of their tubes.

There are two bias adjustment figures made available to Local Authorities. Firstly there is the Local Authorities’ local bias adjustment figure calculated using a co-location study at a local reference automated site (Frederick Street being the site used in Cardiff), and secondly there is the national bias adjustment factor derived by all individual co-location studies undertaken that utilise the same laboratory and analytical techniques for diffusion tube analysis. It must be decided which factor to use based upon quality assurance and increased certainty.

There are three diffusion tubes co-located at the Cardiff City Centre, Frederick Street station to determine a locally derived bias adjustment factor. The bias adjustment factor applied to Cardiff’s 2019 data is 0.75. The applied bias adjustment factor has been calculated using the national diffusion tube bias adjustment factor spreadsheet version 09/20 as appose to the local derived bias adjustment factor. Due to insufficient data capture <90% at the Frederick Street site during 2019, in accordance with Defra’s LAQM (TG16), Box 7.11 it is preferable not to perform a co-location study due to concerns associated with the data quality. The National Bias Adjustment Factor supplied by the LAQM Defra website, based on 42 studies, which appointed Socotec UK Ltd Didcot laboratory, gave a figure of 0.75 and so this has been adopted for ratification purposes.

Distance Correction- Where an exceedance is measured at a monitoring site not representative of public exposure, NO₂ concentration at the nearest relevant exposure has been estimated based on the “NO₂ fall-off with distance” calculator (<http://laqm.defra.gov.uk/tools-monitoring-data/no2-falloff.html>). The procedure is described in LAQM (TG16), Section 7.77-7.79.

2.1.2.2 Sampling

It is important to site the diffusion tube in an area that is representative of relevant public exposure and therefore corresponds to the annual mean objective. With regards to prioritising ambient air quality sampling locations, the Council adopts a risk-based approach to any allocation of monitoring sites, considering the requirements of Local Air Quality Management Technical Guidance 16, February 2018. The designated monitoring locations have been assigned based on relevant exposure and where the certain Air Quality Objective levels for a particular pollutant applies. The document states that annual mean objectives should apply at “All locations where members of the public might be regularly exposed. Building facades of residential properties, schools, hospitals, car homes etc.”

In accordance with LAQM TG 16;

The site should be open to the sky, with no overhanging vegetation or buildings. It is important to place diffusion tubes where there is free circulation of air around the tube, but the opposite extreme should also be avoided, i.e. areas of higher than usual turbulence. For this reason, the tube should not be located on the corner of a building. Care should be taken to avoid any very localised sources, sinks of NO₂, or disturbances to the airflow. For example, tubes should be mounted greater than 10m from the following:

- Heater flues (particularly low-level balanced flues);
- Bushes or trees overhanging or surrounding the tube location;
- Air conditioning outlets;
- Extractor vents; or
- Underground ventilation shafts.

The location, site description and data gathered since January 2019 are given in **Table 2**. The data has been gathered over a period of 12 months between January and December 2019, adhering to specific monitoring dates controlled by Defra.

2.1.2.3 Laboratory Methods and Analysis of Diffusion Tubes

Analysis of the exposed tubes is carried out by Socotec UK Ltd Didcot operating procedure ANU/SOP/1015. The tubes are prepared by spiking acetone:triethanolamine (50:50) on the grids prior to the tubes being assembled. The tubes are desorbed with distilled water and the extract analysed using a segmented flow auto analyser with ultraviolet detection. As set out in the practical guidance the results were initially calculated assuming an ambient temperature of 11°C and then adjusted to 20°C to allow direct comparison with EU limits. The national bias correction factor for this laboratory was utilised as opposed to our own local co-location data. Adopting best practice guidance and adopting a conservative approach a bias correction factor of 0.76 was obtained and applied using the Defra website which is available using the following link; <https://laqm.defra.gov.uk/bias-adjustment-factors/national-bias.html>

Figure 11- Map Showing Location of Diffusion Tubes in and around the Cardiff City Centre AQMA



Figure 12- Map Showing Location of Diffusion Tubes in and around the Ely Bridge AQMA

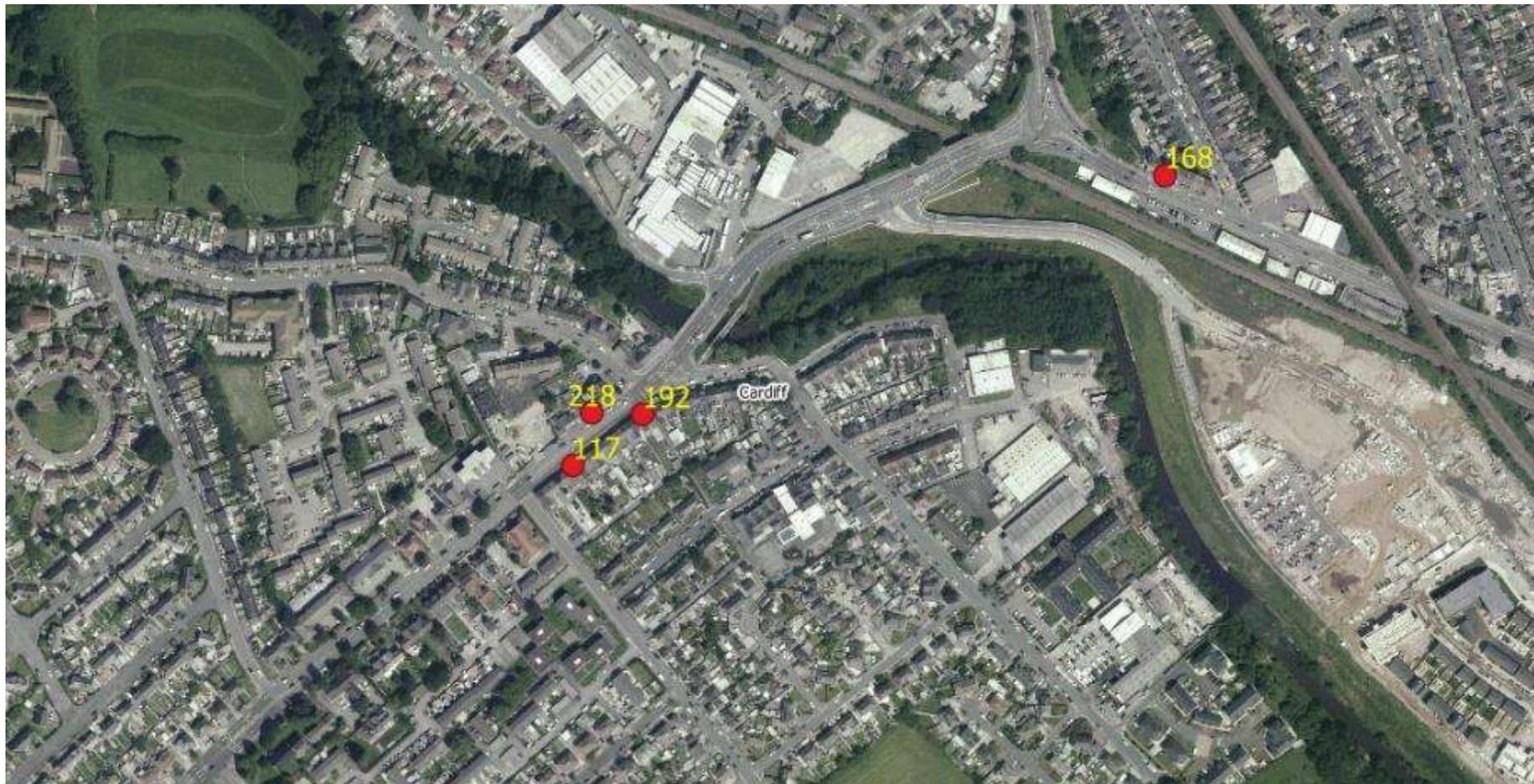


Figure 13- Map Showing Location of Diffusion Tubes in and around the Stephenson Court AQMA

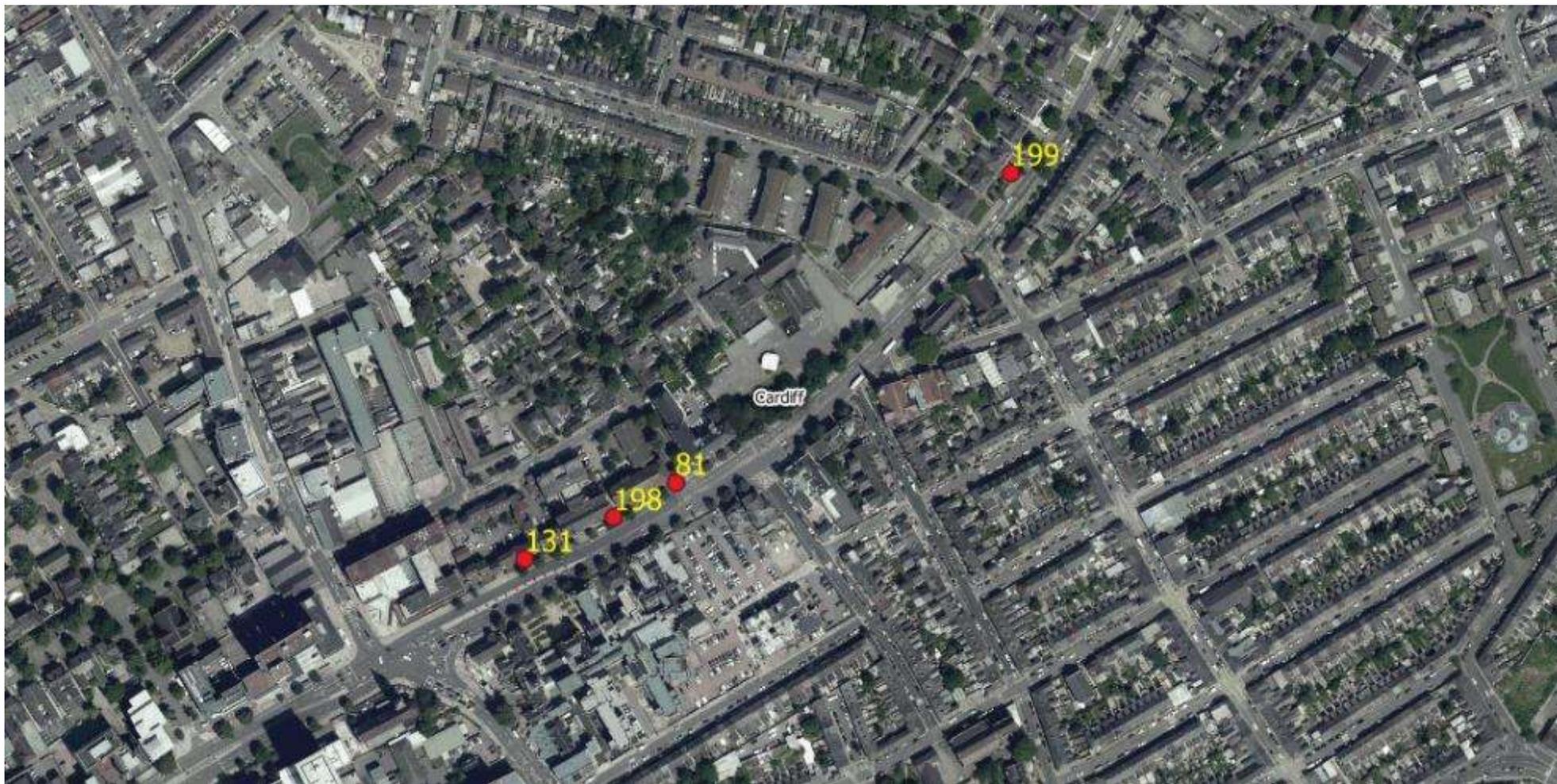


Figure 14- Map Showing Location of Diffusion Tubes in and around the Llandaff AQMA



Figure 15- Map Showing Location of Diffusion Tubes on Cowbridge Road West

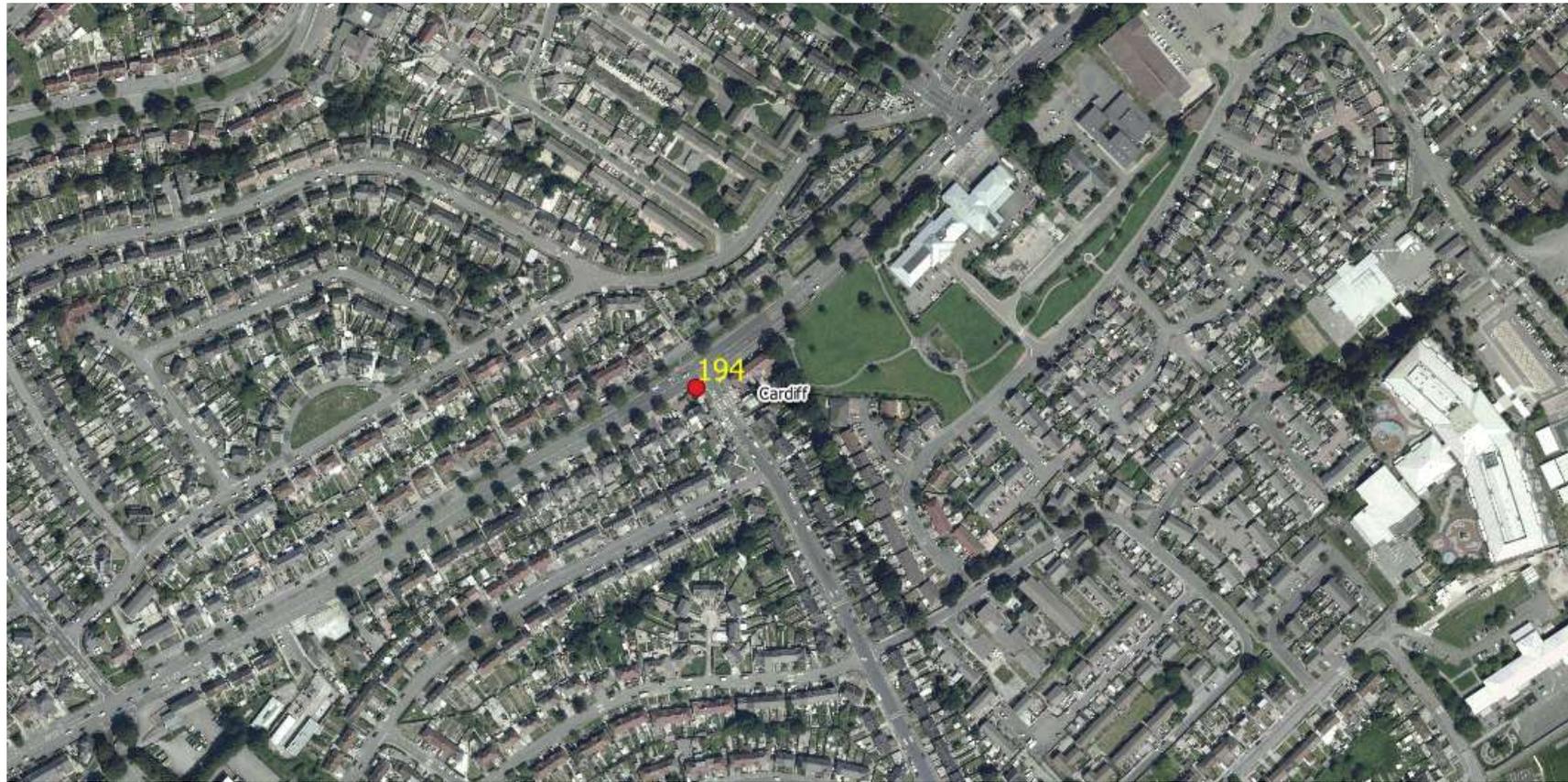


Figure 16- Map Showing Location of Diffusion Tubes in Western Avenue



Figure 17- Map Showing Location of Diffusion Tubes in Fairwater

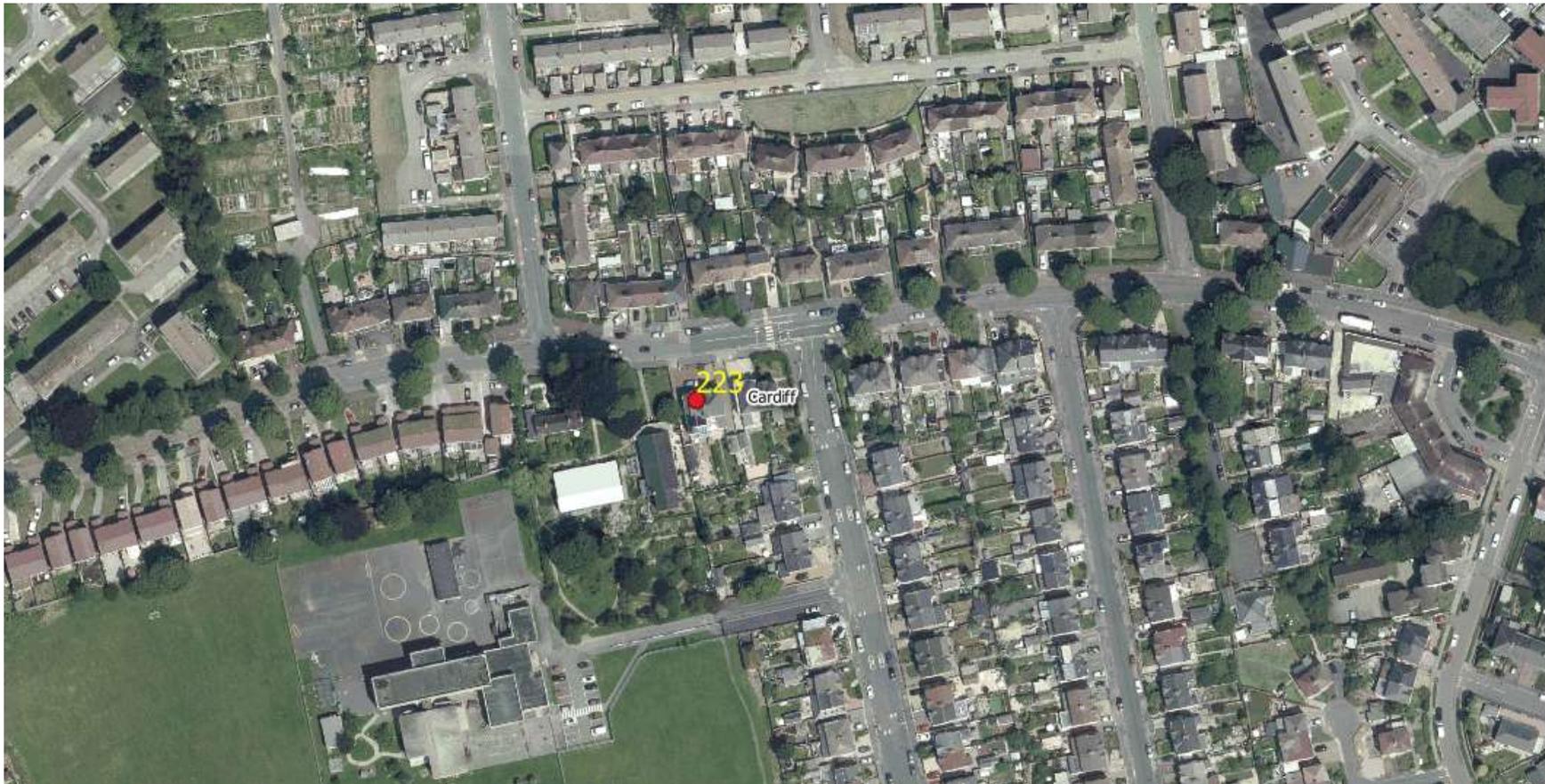


Figure 18- Map Showing Location of Diffusion Tubes in Llandaff and Cardiff Road



Figure 19- Map Showing Location of Diffusion Tubes in Cathays and Gabalfa Areas



Figure 20- Map Showing Location of Diffusion Tube in Riverside

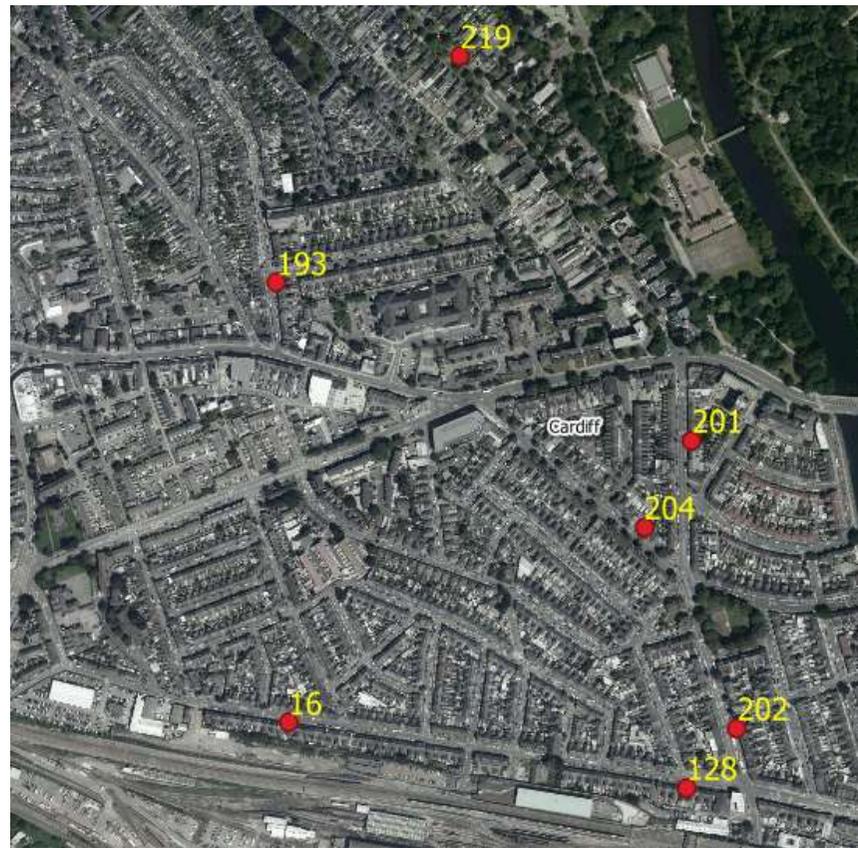


Figure 21- Map Showing Location of Diffusion Tubes in Canton



Figure 22- Map Showing Location of Diffusion Tubes in Fair oak Road Area,

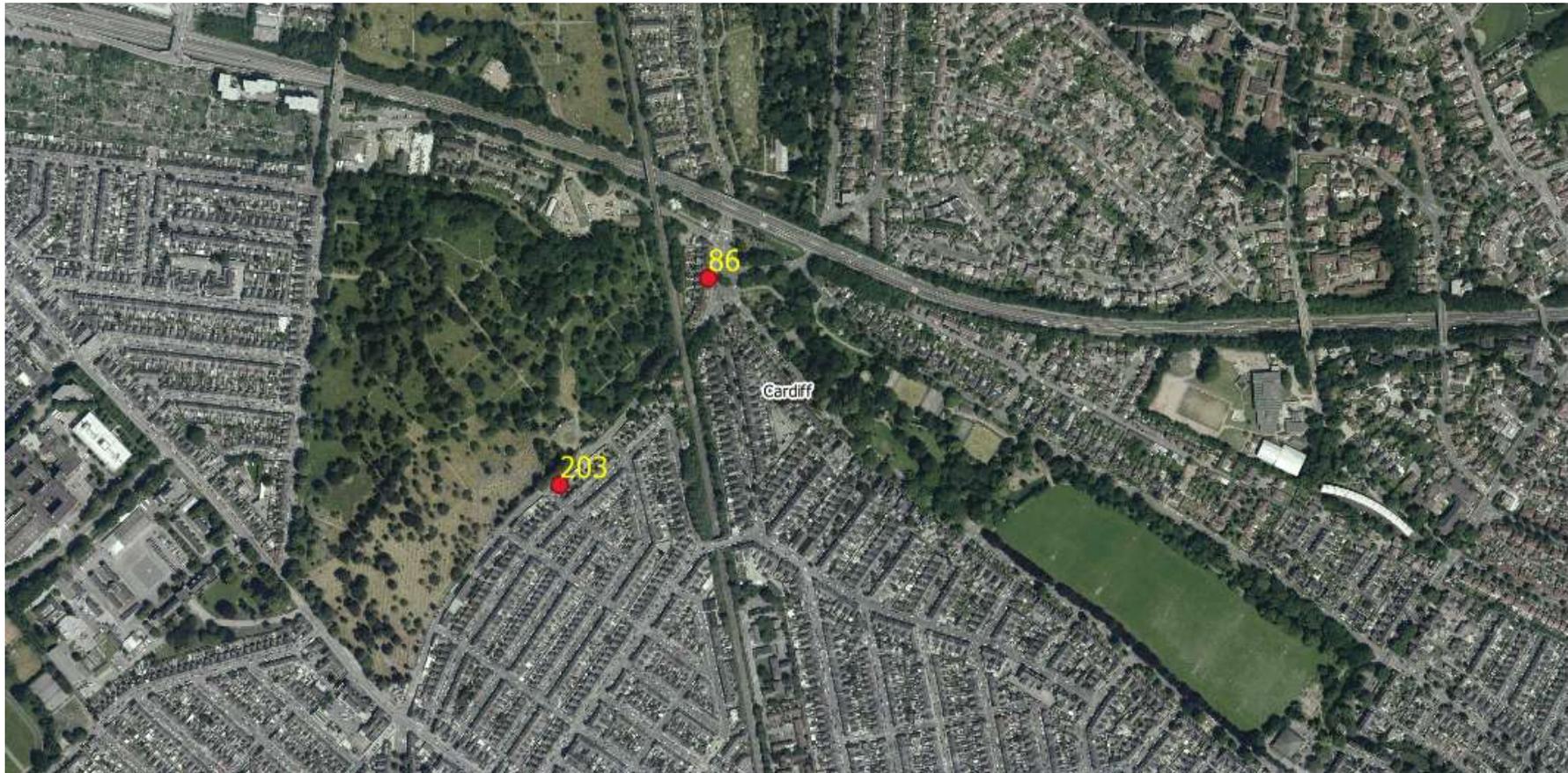


Figure 23- Map Showing Location of Diffusion Tubes in Penylan

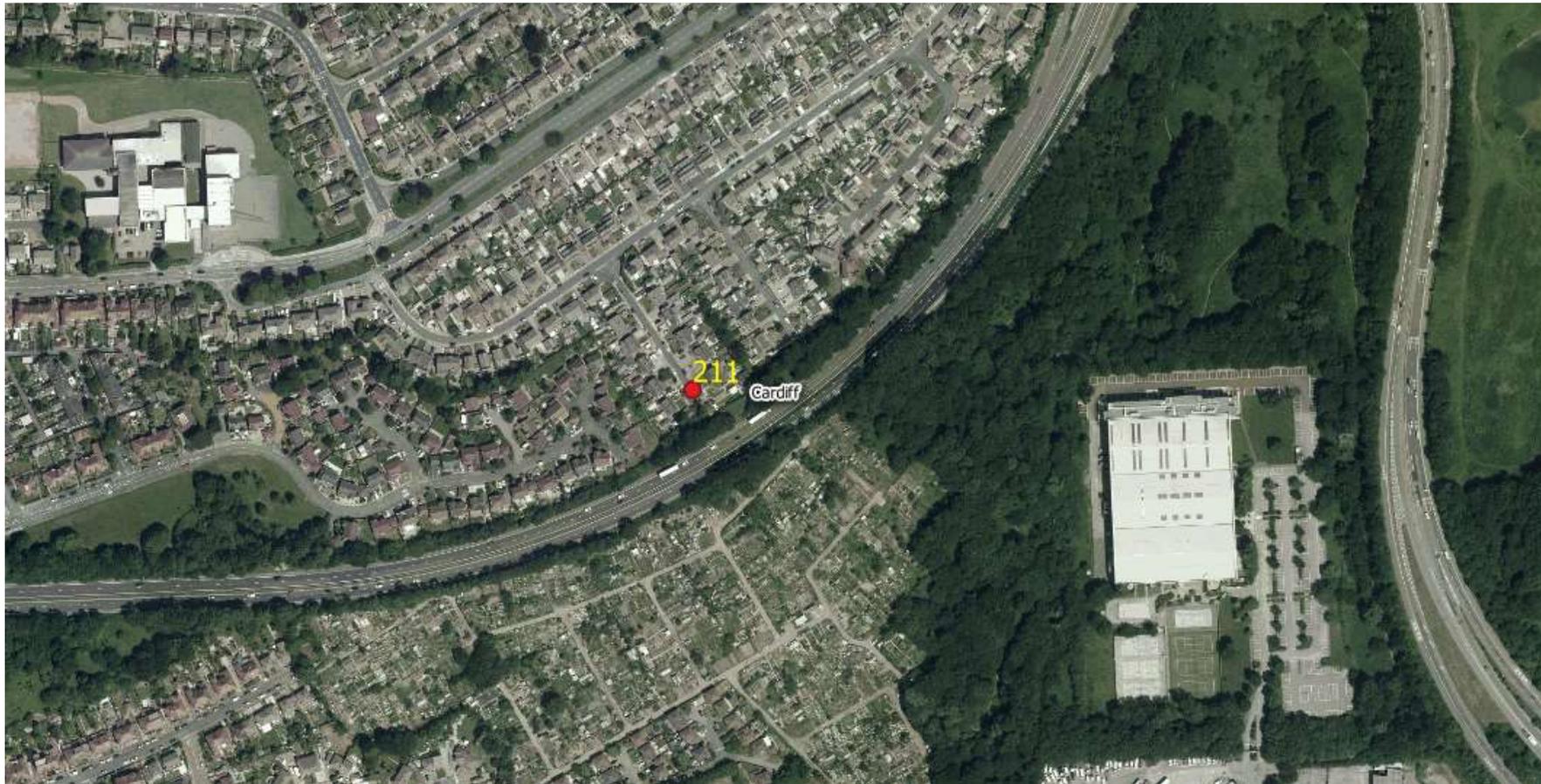


Figure 24- Map Showing Location of Diffusion Tubes in Heath and Caerphilly Road area



Figure 25- Map Showing Location of Diffusion Tubes in Butetown



Figure 26- Map Showing Location of Diffusion Tubes around Newport Road



Figure 27- Map Showing Location of Diffusion Tube in Grangetown/ Penarth Rd



Figure 28- Map Showing Location of Diffusion Tubes on Wentloog Road/ Rhymney

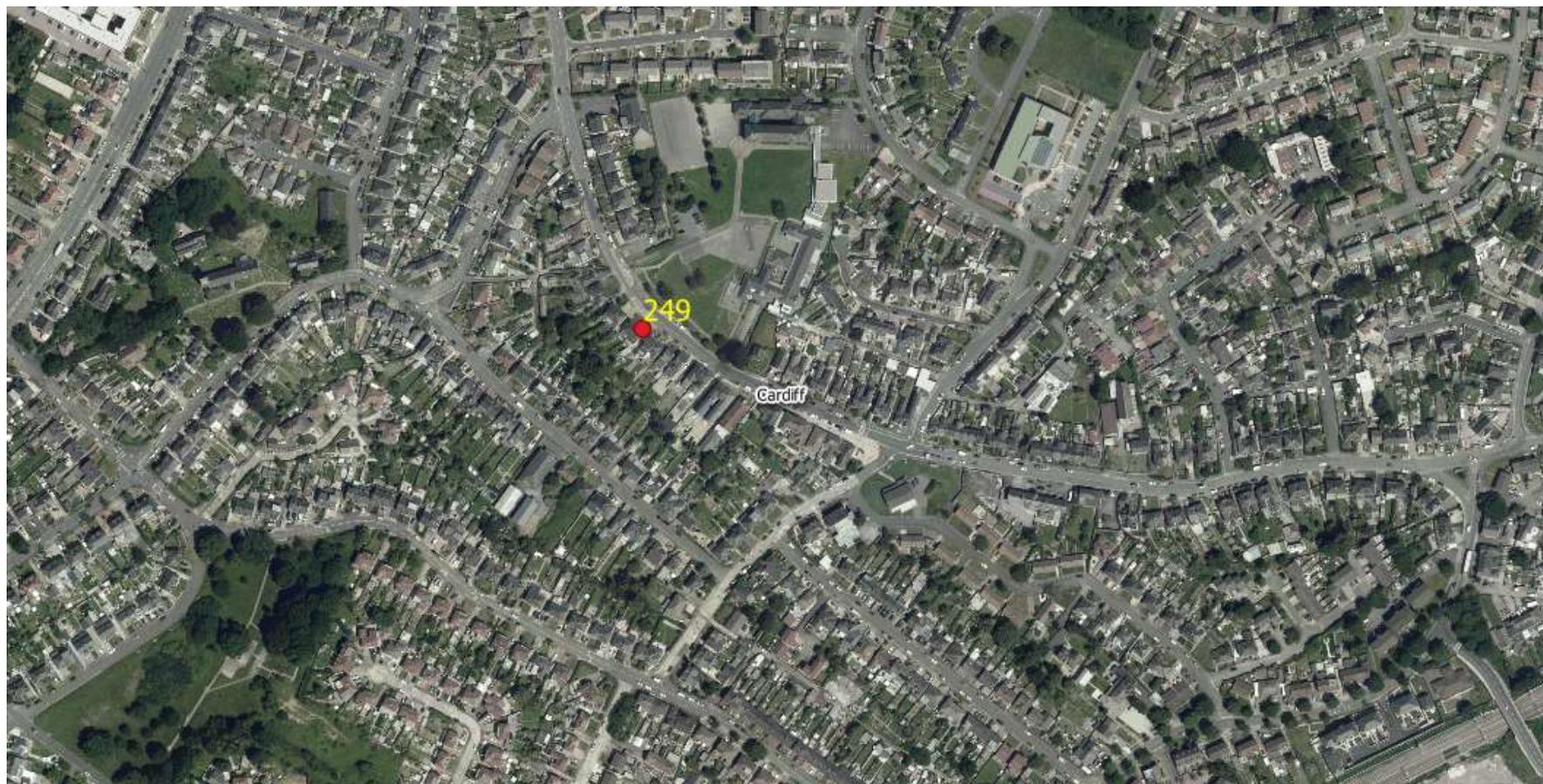


Figure 29- Map Showing Location of Diffusion Tube on Heol Isaf Road, Radyr

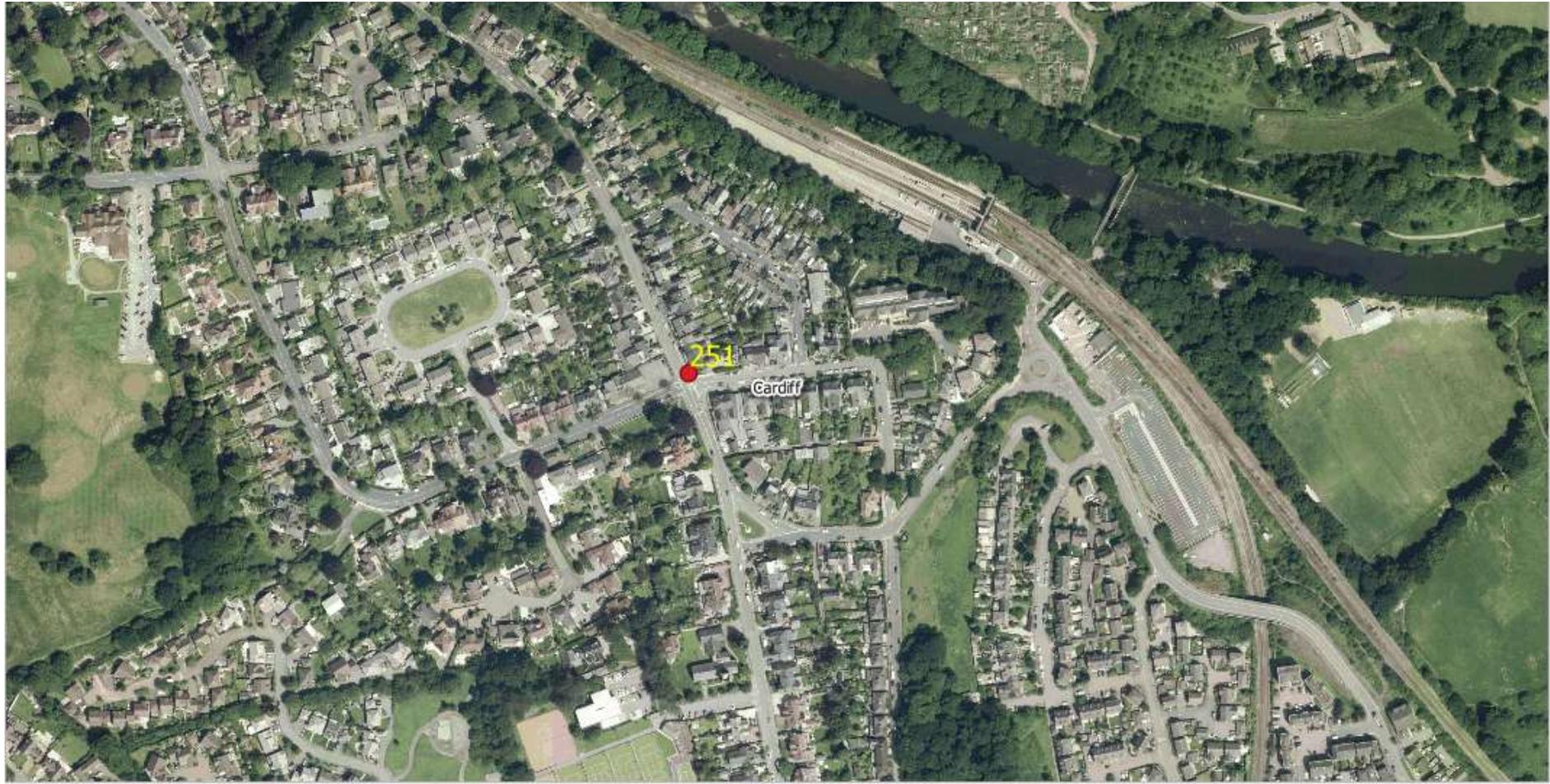


Figure 30- Map Showing Location of Diffusion Tubes in Splott, Willows Avenue



Figure 31 – Map of TRO School monitoring diffusion tube locations within Whitchurch Lower School and Ysgol Melin Gruffyd Primary School

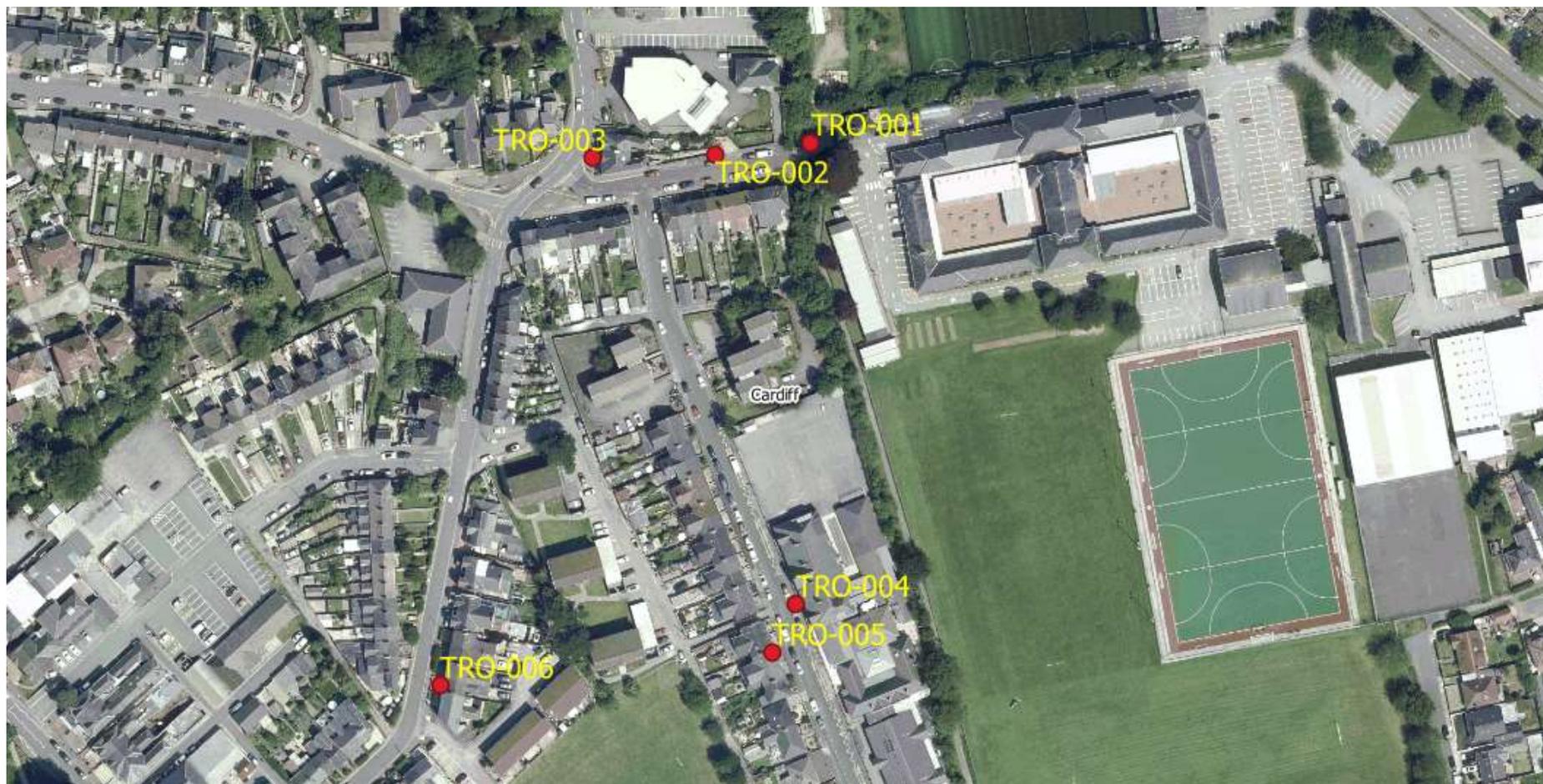


Figure 32 Map of TRO School monitoring diffusion tube locations within Peter Lea Primary School Zone



Figure 33 - Map of TRO School monitoring diffusion tube locations within Llandaff Church in Wales Primary School Zone



Figure 34 Map of TRO School monitoring diffusion tube locations within Pencaeru Primary School Zone



Figure 35 - Map of TRO School monitoring diffusion tube locations within Llansdowne Primary School Zone



Table 3- Details of Non-Automatic Monitoring Sites 2020

Site ID	Site Name	Site Type	X OS Grid Reference	Y OS Grid Reference	Site Height (m)	Pollutants Monitored	In AQMA?	Is Monitoring Co-located with a Continuous Analyser (Y/N)	Relevant Exposure? (Y/N with distance (m) from monitoring site to relevant exposure)	Distance to Kerb of Nearest Road (m) (N/A if not applicable)	Does this Location Represent Worst-Case Exposure?
16	Ninian Park Road	Roadside	317040	176060	1.5	NO ₂	N	N	Y (0.05m)	5m	Y
49	Penarth Road	Roadside	317760	175310	1.5	NO ₂	N	N	Y (0.05m)	7m	Y
58	Westgate Street	Kerbside	317937	176400	2.5	NO ₂	Y	N	N (5m)	0.5m	Y
81	Stephenson Court	Roadside	319387	176980	2.0	NO ₂	Y	N	Y (0.05m)	5m	Y
86	19 Fairoak Road	Roadside	318452	178805	1.5	NO ₂	N	N	Y (0.10m)	10m	Y
96	Manor Way Junction	Roadside	316601	179653	1.5	NO ₂	N	N	Y (0.05m)	5m	Y
98	Western Avenue (premises)	Roadside	314805	177345	1.5	NO ₂	N	N	Y (0.05m)	10m	Y
99	Cardiff Road Llandaff	Roadside	315275	178117	1.5	NO ₂	Y	N	Y (0.05m)	3m	Y
101	Cardiff Centre AURN	Urban Centre	318416	176525	3.0	NO ₂	N	Y, Triplicate with Tubes 102 & 103	Y (0.10m)	200m	Y
102	Cardiff Centre AURN	Urban Centre	318416	176525	3.0	NO ₂	N	Y, Triplicate with Tubes 101 & 103	Y (0.10m)	200m	Y
103	Cardiff Centre AURN	Urban Centre	318416	176525	3.0	NO ₂	N	Y, Triplicate with Tubes 101 & 102	Y (0.10m)	200m	Y
106	30 Caerphilly Road	Roadside	316851	179520	1.5	NO ₂	N	N	Y (0.05m)	5m	Y
112	17 Sloper Road	Roadside	316613	175910	1.5	NO ₂	N	N	Y (0.05m)	5m	Y
115	21 Llandaff Road	Roadside	316604	176641	1.5	NO ₂	N	N	Y (0.05m)	3m	Y
117	25 Cowbridge Road West	Roadside	314458	176735	2.0	NO ₂	Y	N	Y (0.05m)	2m	Y
126	Westgate Street Flats	Roadside	317946	176387	1.5	NO ₂	Y	N	Y (0.10m)	5m	Y
128	117 Tudor Street	Roadside	317540	175979	1.5	NO ₂	N	N	Y (0.05m)	5m	Y
131	Dragon Court	Roadside	319292	176932	1.75	NO ₂	Y	N	Y (0.05m)	5m	Y
143	Windsor House	Roadside	318009	176337	1.5	NO ₂	Y	N	Y (0.10m)	6.5m	Y
144	Marlborough House	Roadside	318046	176307	1.5	NO ₂	Y	N	Y (0.10m)	6.5m	Y
147	211 Penarth Road	Roadside	317636	175161	1.5	NO ₂	N	N	Y (0.10m)	7.0m	Y
148	161 Clare Road	Roadside	317695	175389	1.5	NO ₂	N	N	Y (0.05)	5.0m	Y
149	10 Corporation Road	Roadside	317764	175174	1.5	NO ₂	N	N	Y (0.05)	4.6m	Y
156	2a/4 Colum Road	Roadside	317997	177412	1.5	NO ₂	N	N	Y (0.10m)	5.0m	Y
157	47 Birchgrove Road	Roadside	316605	179703	1.5	NO ₂	N	N	Y (0.10m)	8.0m	Y
158	64/66 Cathays Terrace	Roadside	318093	177716	1.5	NO ₂	N	N	Y (0.05m)	3.0m	Y
159	IMO façade replacement	Roadside	320709	177918	1.5	NO ₂	N	N	Y (0.10m)	4.0m	Y
166	163 Lansdowne Road	Roadside	315950	176424	1.5	NO ₂	N	N	Y (0.05m)	5.4m	Y

168	570 Cowbridge Road East	Roadside	314856	176929	1.5	NO ₂	N	N	Y (0.05m)	4.8m	Y
174	76 North Road	Kerbside	317508	177868	1.5	NO ₂	N	N	Y (0.1m)	1m	Y
179	Altolusso, Bute Terrace	Roadside	318627	176039	2.0	NO ₂	N	N	N (5.1m)	2.1m	N
183	Station Terrace	Kerbside	318765	176623	2.0	NO ₂	N	N	N (5.5m)	0.5m	Y
184	Hophouse, St Mary Street	Roadside	318335	176074	2.0	NO ₂	Y	N	Y (0.05m)	3.0m	Y
186	Dempsey's Public House, Castle Street	Roadside	318044	176449	2.0	NO ₂	Y	N	Y (0.05m)	2.90m	Y
187	Angel Hotel	Roadside	317944	176436	2.0	NO ₂	Y	N	Y (0.05m)	2.85m	Y
188	Westgate Street (45 Apartments)	Roadside	318229	176154	1.8	NO ₂	Y	N	Y (0.05m)	3.30m	Y
190	3 Pearson Street	Kerbside	319056	177343	2.0	NO ₂	N	N	Y (0.05m)	0.75m	Y
191	7 Mackintosh Place	Roadside	318724	177776	2.0	NO ₂	N	N	Y (0.05m)	3.0m	Y
192	3 Cowbridge Road West	Roadside	314505	176769	2.0	NO ₂	Y	N	Y (0.05m)	3.0m	Y
193	24 Kings Road	Roadside	317025	176607	2.0	NO ₂	N	N	Y (0.05m)	3.0m	Y
194	115 Cowbridge Road West	Roadside	313870	176212	2.0	NO ₂	N	N	Y (0.05m)	12.5m	Y
195	244 Newport Road	Roadside	320147	177523	2.0	NO ₂	N	N	Y (0.05m)	6.0m	Y
196	2 Pencisely Road	Roadside	316223	177305	2.0	NO ₂	N	N	Y (0.05m)	6.5m	Y
197	GFF 369 Newport Road	Roadside	320313	177605	2.0	NO ₂	N	N	Y (0.05m)	6.5m	Y
198	Next Building to Stephenson Court	Roadside	319348	176958	2.0	NO ₂	Y	N	Y (0.05m)	4.6m	Y
199	157 Newport Road	Roadside	319599	177174	2.0	NO ₂	N	N	Y (0.05m)	12.6m	Y
200	350 Whitchurch Road	Roadside	317038	179073	2.0	NO ₂	N	N	Y (0.05m)	3.5m	Y
201	23 Lower Cathedral Road	Roadside	317547	176411	2.0	NO ₂	N	N	Y (0.05m)	3m	Y
202	22 Clare Street	Roadside	317604	176053	2.0	NO ₂	N	N	Y (0.05m)	3.5m	Y
203	10 Fair oak Road	Roadside	318255	178533	2.0	NO ₂	N	N	Y (0.05m)	4.5m	Y
204	53 Neville Street	Roadside	317487	176303	2.0	NO ₂	N	N	Y (0.05m)	5m	Y
207	42 Waungron Road	Roadside	314769	177343	2.0	NO ₂	N	N	Y (0.05m)	6.8m	Y
208	2 Llantrisant Road, Llandaff	Roadside	315152	178245	2.0	NO ₂	Y	N	Y (0.05m)	3m	Y
209	178 North Road	Roadside	317200	178537	2.0	NO ₂	N	N	Y (0.05m)	3.5m	Y

210	485 Caerphilly Road	Roadside	316692	181088	2.0	NO ₂	N	N	Y (0.05m)	7.5m	Y
211	19 Well Wood Close, Penylan	Roadside	320247	178903	2.0	NO ₂	N	N	Y (0.05m)	28m	Y
212	62 Bridge Road	Kerbside	315197	178221	2.0	NO ₂	Y	N	Y (0.05m)	1m	Y
213	Birchgrove Village	Roadside	316814	180012	2.0	NO ₂	N	N	Y (0.05m)	6.5m	Y
214	Mitre Place, Llandaff	Roadside	315254	178153	2.0	NO ₂	Y	N	Y (0.05m)	3.5m	Y
216	Lampost Adjacent to James St Flats	Roadside	318976	174596	2.0	NO ₂	N	N	N (6.5m)	1.0m	N
217	7 Avondale Road	Roadside	318312	174688	2.0	NO ₂	N	N	Y (0.05m)	6.8m	Y
218	16-18 Cowbridge Road West	Roadside	314471	176770	2.0	NO ₂	Y	N	Y (0.05m)	4.2m	Y
219	Pontcanna Inn Lampost	Kerbside	317256	176889	2.0	NO ₂	N	N	N (10m)	1m	N
220	Fitzalan Court Newport Road	Kerbside	318955	176689	2.0	NO ₂	N	N	N (6.5m)	1m	N
221	Stuttgarter Strasse (New student flats)	Kerbside	318530	176823	2.0	NO ₂	N	N	N (8m)	1m	N
223	St Fagans Road, Fairwater	Roadside	313668	177468	2.0	NO ₂	N	N	Y (0.05m)	12.2m	Y
224	110 Cardiff Road	Roadside	315714	177738	2.0	NO ₂	N	N	Y (0.05m)	4m	Y
243	25 Cardiff Road, Llandaff	Kerbside	315712	177740	1.75	NO ₂	Y	N	N (4m)	1m	N
244	25 Bridge Road, Llandaff	Roadside	314910	178789	1.75	NO ₂	N	N	Y (0.05m)	4m	Y
245	47 Willows Ave	Urban Background	321006	176584	1.75	NO ₂	N	N	N/A	N/A	N
249	Wentloog Road, Rumney	Roadside	321709	179081	1.75	NO ₂	N	N	Y (0.05m)	3m	Y
250	Central Square Cardiff, City Centre	Roadside	318201	176022	1.75	NO ₂	N	N	N (4m)	2m	N
251	Heol Isaf, Radyr	Roadside	313244	180367	1.75	NO ₂	N	N	Y (0.05m)	5.2m	Y
252	Llandaff Cathedral School building	Roadside	315674	177867	1.5	NO ₂	N	N	Y (0.05m)	80m	Y
253	Llandaff Cathedral School Perimeter	Kerbside	315694	177789	1.5	NO ₂	N	N	N (78m)	2m	Y
TRO-001	Whitchurch High Lower School	Kerbside	315621	180320	1.5	NO ₂	N	N	N (4m)	5m	N
TRO-002	Glan-Y-Nant Terrace (inside)	Roadside	315589	180316	1.5	NO ₂	N	N	Y (0.05m)	2m	Y
TRO-003	Crossroads of Old Church Rd and Glan-Y-Nant terr (outside)	Kerbside	315548	180315	1.5	NO ₂	N	N	N (5m)	2m	N
TRO-004	Ysgol Melin Gruffydd School	Roadside	315620	180360	1.5	NO ₂	N	N	Y (0.05m)	2m	Y
TRO-005	34 Glan-Y-Nant Rd (inside)	Roadside	315608	180151	1.5	NO ₂	N	N	Y (0.05)	3m	Y
TRO-006	36 Old Church Rd (outside)	Roadside	315497	180140	1.5	NO ₂	N	N	Y (0.05m)	2m	Y

TRO-007	Peter Lea Primary	Roadside	313878	178319	1.5	NO ₂	N	N	Y (0.05m)	3m	Y
TRO-008	36 Carter Place	Roadside	313894	178331	1.5	NO ₂	N	N	Y (0.05m)	4m	Y
TRO-0099	3 Carter Place	Roadside	314022	178334	1.5	NO ₂	N	N	Y (0.05m)	5m	Y
TRO-010	Llandaff Church in Wales Primary	Kerbside	315274	177784	1.5	NO ₂	N	N	N (5m)	5m	N
TRO-011	20 Hendre Rd Llandaff	Kerbside	315279	177750	1.5	NO ₂	N	N	Y (0.05m)	1m	Y
TRO-012	48 Hendre Rd Llandaff	Roadside	315209	177668	1.5	NO ₂	N	N	Y (0.05m)	3m	Y
TRO-013	Pencaeru School	Kerbside	312803	175519	1.5	NO ₂	N	N	Y (0.05m)	3m	Y
TRO-014	16 Cyntwell Avenue	Roadside	312809	175496	1.5	NO ₂	N	N	Y (0.05m)	4m	Y
TRO-015	6A Cyntwell Avenue	Roadside	312734	175411	1.5	NO ₂	N	N	Y (0.05m)	3m	Y
TRO-016	29 Norfolk St	Roadside	315811	176555	1.5	NO ₂	N	N	Y (0.05m)	3m	Y
TRO-017	209 Llandowne Rd	Roadside	315801	176492	1.5	NO ₂	N	N	Y (0.05m)	4m	Y

Notes:

1. 0.05m if the monitoring site is at a location of exposure (e.g. installed on the façade of a residential property)

2.2 2020 Air Quality Monitoring Results

Table 4– Non-automatic Annual Mean NO₂ Monitoring Results (2015- 2020)

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) µg/m ³ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
16	Roadside	Diffusion Tube	75	N	27.9	28.9	28.9	27.8	27.3	23.6
49	Roadside	Diffusion Tube	75	N	29.4	30.4	27.7	27.3	28.1	24.5
58	Kerbside	Diffusion Tube	58	Y	48.3	45.3	44.5 ²	45.8	41.2	30 ²
81	Roadside	Diffusion Tube	83	Y	35.3	37.6	35.9	34.9	34.4	27.2
86	Roadside	Diffusion Tube	75	N	34.9	35.6	37	33.4	31.7	25.8
96	Roadside	Diffusion Tube	75	N	31.1	36.9	31.8	31.4	29.4	22.2
98	Roadside	Diffusion Tube	75	N	25.4	28.4	26.2	26.1	24.6	20.0
99	Roadside	Diffusion Tube	83	Y	29.8	34.8	31	31.7	30.4	22.8

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) µg/m ³ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
101	Urban Centre	Diffusion Tube	58	N	20.3	23.1	21.3	21.1	NR	14.3 ²
102	Urban Centre	Diffusion Tube	58	N	21.1	22.5	20.9	20.6	NR	14.7 ²
103	Urban Centre	Diffusion Tube	58	N	20.7	23.2	21.6	20.7	NR	15.1 ²
106	Roadside	Diffusion Tube	75	N	29.4	32.2	31.5	27.8	28.3	24.5
112	Roadside	Diffusion Tube	75	N	27.1	29.5	27.4	26.7	25.8	20.7
115	Roadside	Diffusion Tube	75	N	32.5	32.8	32.7	30	30.6	25.3
117	Roadside	Diffusion Tube	42	Y	39.5	41.3	38	40	36.8	30.7 ²
126	Roadside	Diffusion Tube	75	Y	36.0	38.4	39.4 ²	35.1	33.3	22.3
128	Roadside	Diffusion Tube	75	N	29.6	31.2	29.8	28.3	29.8	25.0
131	Roadside	Diffusion Tube	83	Y	39.5	39.6	41.7	38.2	35.7	28.8

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) $\mu\text{g}/\text{m}^3$ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
143	Roadside	Diffusion Tube	83	Y	38.2	38.7	38.4 ²	37.3	35.6	23.5
144	Roadside	Diffusion Tube	75	Y	37.2	38.3	36.8 ²	34.3	33.9	25.0
147	Roadside	Diffusion Tube	75	N	27.7	28.8	26.2	29.3	26.9	20.5
148	Roadside	Diffusion Tube	75	N	27.5	29.2	27.3	26.6	25.6	21.3
149	Roadside	Diffusion Tube	75	N	33.6	31.2	32.5	31.3	30.1	26.8
156	Roadside	Diffusion Tube	67	N	25.9	29.7	25.7	26.8	24.8	17.4
157	Roadside	Diffusion Tube	75	N	27.2	28.2	28.3	25.1	23.6	19.3
158	Roadside	Diffusion Tube	75	N	25.5	29	26.1	26.2	24.2	17.6
159	Roadside	Diffusion Tube	75	N	34.0	35.5	38.6	35.6	32.2	26.4
166	Roadside	Diffusion Tube	75	N	32.1	33.2	32.1	30.6	31.4	26.3

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) $\mu\text{g}/\text{m}^3$ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
168	Roadside	Diffusion Tube	75	N	24.3	27.7	26.2	26	24.7	21.1
174	Kerbside	Diffusion Tube	75	N	28.7	33.3	27.5	28.2	26.8	17.7
179	Roadside	Diffusion Tube	83	N	-	39.7 ²	45.4 ²	43. ²	33.1 ²	32.4
183	Kerbside	Diffusion Tube	67	N	-	35.9	31.2	31.1	30.9	23.5 ²
184	Roadside	Diffusion Tube	67	Y	-	41.4	38.7 ²	39.9	40.5 ²	28.3 ²
186	Roadside	Diffusion Tube	75	Y	-	47.5	47.7 ²	45.8	42.7	23.1
187	Roadside	Diffusion Tube	58	Y	-	50.7	50.2 ²	50.8	43.9 ²	25.7 ²
188	Roadside	Diffusion Tube	50	Y	-	49.8 ²	49.8 ²	52.4 ²	43.7 ²	32.5 ²
190	Kerbside	Diffusion Tube	75	N	-	-	-	23.2	23.4	20.7
191	Roadside	Diffusion Tube	75	N	-	-	-	29.7	27.9	22.5

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) $\mu\text{g}/\text{m}^3$ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
192	Roadside	Diffusion Tube	83	Y	-	-	-	39.7	38.6	30.8
193	Roadside	Diffusion Tube	75	N	-	-	-	18.6	19.3	14.4
194	Roadside	Diffusion Tube	67	N	-	-	-	22	20.4	15.8 ²
195	Roadside	Diffusion Tube	58	N	-	-	-	31.6	31.2	24.2 ²
196	Roadside	Diffusion Tube	75	N	-	-	-	24.9	25.2	19.4
197	Roadside	Diffusion Tube	25	N	-	-	-	31	30.6	21.5
198	Roadside	Diffusion Tube	83	Y	-	-	-	35.1	33.5	25.7
199	Roadside	Diffusion Tube	75	N	-	-	-	23.9	25	20.7
200	Roadside	Diffusion Tube	67	N	-	-	-	33.4	31.1	27.4 ²
201	Roadside	Diffusion Tube	75	N	-	-	-	30.3	28.9	22.1

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) $\mu\text{g}/\text{m}^3$ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
202	Roadside	Diffusion Tube	75	N	-	-	-	27.8	27.6	23.3
203	Roadside	Diffusion Tube	75	N	-	-	-	21.6	20.6	17.2
204	Roadside	Diffusion Tube	75	N	-	-	-	23.3	22.1	18.7
207	Roadside	Diffusion Tube	75	N	-	-	-	21.7	20.6	16.7
208	Roadside	Diffusion Tube	83	N	-	-	-	25.4	24.9	18.9
209	Roadside	Diffusion Tube	67	N	-	-	-	22.7	22.3	15.2 ²
210	Roadside	Diffusion Tube	75	N	-	-	-	21.7	20.4	16.6
211	Roadside	Diffusion Tube	75	N	-	-	-	21.7	21.8	18.1
212	Kerbside	Diffusion Tube	83	Y	-	-	-	47.1 ²	41.3	33.4
213	Roadside	Diffusion Tube	0	N	-	-	-	-	24.1	NR

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) $\mu\text{g}/\text{m}^3$ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
214	Roadside	Diffusion Tube	83	Y	-	-	-	-	32.3	24.8
216	Roadside	Diffusion Tube	75	N	-	-	-	-	29.3	22.5
217	Roadside	Diffusion Tube	75	N	-	-	-	-	17.3	15.5
218	Roadside	Diffusion Tube	75	Y	-	-	-	-	35.5	28.2
219	Kerbside	Diffusion Tube	42	N	-	-	-	-	28.3	21.7 ²
220	Kerbside	Diffusion Tube	33	N	-	-	-	-	38.4 ²	27.9 ²
221	Kerbside	Diffusion Tube	58	N	-	-	-	-	NA	30.4 ²
223	Roadside	Diffusion Tube	75	N	-	-	-	-	14.9	12.8
224	Roadside	Diffusion Tube	67	N	-	-	-	-	23.1 ²	18.5 ²
243	Roadside	Diffusion Tube	67	N	-	-	-	-	-	25.7 ²

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) $\mu\text{g}/\text{m}^3$ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
244	Roadside	Diffusion Tube	75	N	-	-	-	-	-	18.2
245	Roadside	Diffusion Tube	75	N	-	-	-	-	-	14.3
249	Roadside	Diffusion Tube	75	N	-	-	-	-	-	17.3
250	Kerbside	Diffusion Tube	67	N	-	-	-	-	-	26.7 ²
251	Roadside	Diffusion Tube	75	N	-	-	-	-	-	13.5
252	Roadside	Diffusion Tube	67	N	-	-	-	-	-	13.6 ²
253	Kerbside	Diffusion Tube	58	N	-	-	-	-	-	19.4 ²
TRO-001	Roadside	Diffusion Tube	67	N	-	-	-	-	-	10.9 ²
TRO-002	Roadside	Diffusion Tube	67	N	-	-	-	-	-	12.9 ²
TRO-003	Kerbside	Diffusion Tube	75	N	-	-	-	-	-	15.6

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) $\mu\text{g}/\text{m}^3$ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
TRO-004	Roadside	Diffusion Tube	50	N	-	-	-	-	-	9.8 ²
TRO-005	Roadside	Diffusion Tube	75	N	-	-	-	-	-	11.5
TRO-006	Roadside	Diffusion Tube	58	N	-	-	-	-	-	17.0 ²
TRO-007	Roadside	Diffusion Tube	75	N	-	-	-	-	-	9.4
TRO-008	Roadside	Diffusion Tube	75	N	-	-	-	-	-	8.4
TRO-009	Roadside	Diffusion Tube	75	N	-	-	-	-	-	9.3
TRO-010	Kerbside	Diffusion Tube	67	N	-	-	-	-	-	10.5 ²
TRO-011	Kerbside	Diffusion Tube	75	N	-	-	-	-	-	12.2
TRO-012	Roadside	Diffusion Tube	75	N	-	-	-	-	-	10.6
TRO-013	Kerbside	Diffusion Tube	58	N	-	-	-	-	-	9.9 ²

Site ID	Site Type	Monitoring Type	Valid Data Capture 2020 (%) ⁽¹⁾	Within AQMA?	Annual mean concentration (adjusted for bias) $\mu\text{g}/\text{m}^3$ ⁽²⁾					
					2015 (Bias Adjustment Factor = 0.79)	2016 (Bias Adjustment Factor = 0.78)	2017 (Bias Adjustment Factor = 0.77)	2018 (Bias Adjustment Factor = 0.76)	2019 (Bias Adjustment Factor = 0.75)	2020 (Bias Adjustment Factor = 0.76)
TRO-014	Roadside	Diffusion Tube	75	N	-	-	-	-	-	14.1
TRO-015	Roadside	Diffusion Tube	75	N	-	-	-	-	-	11.5
TRO-016	Roadside	Diffusion Tube	75	N	-	-	-	-	-	16.9
TRO-017	Roadside	Diffusion Tube	75	N	-	-	-	-	-	21.1

Notes:

Exceedances of the NO₂ annual mean objective of 40 $\mu\text{g}/\text{m}^3$ are shown in **bold**.

NO₂ annual means exceeding 60 $\mu\text{g}/\text{m}^3$, indicating a potential exceedance of the NO₂ 1-hour mean objective are shown in **bold and underlined**.

(1) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(2) Diffusion tube data has been “bias adjusted” in accordance with Box 7.11 in LAQM.TG16 and “annualised” as per Boxes 7.9 and 7.10 in LAQM.TG16 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(3) Diffusion tube data has been corrected for distance to represent relevant exposure in accordance with Sections 7.77- 7.79 in LAQM.TG16 “Fall-off in NO₂ concentrations with Distance from the Road”

(4) School Monitoring Programme reported over 12-month period (April 2019- March 2020). Result provided is an average for this period.

Table 5– Automatic Annual Mean NO₂ Monitoring Results (2015- 2020)

Site ID	Site Type	Within AQMA?	Valid Data Capture for Monitoring Period % ⁽¹⁾	Valid Data Capture 2020 % ⁽²⁾	Annual Mean Concentration (µg/m ³)					
					2015	2016	2017	2018	2019	2020
Cardiff Centre AURN 1	Urban Background	N	100	84	27	23	20	20 ³	27 ³	16
Cardiff Newport Road AURN 2	Roadside/ Urban Traffic	N	100	99	-	-	-	29 ³	29	19
Cardiff Castle Street	Roadside/ Urban Traffic	N	78	19%						25 ⁴

Notes:

Exceedances of the Annual Average NO₂ objective (40µg/m³) are shown in bold.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) Data has been “annualised” as per Boxes 7.9 in LAQM.TG16 where valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(4) Data capture for the monitoring period is below 25% at 19.7% and thus it is not applicable to annualise data in this instance.

Table 6– Automatic 1-hour Mean NO₂ Monitoring Results (2015- 2020)

Site ID	Site Type	Within AQMA?	Valid Data Capture for Monitoring Period % ⁽¹⁾	Valid Data Capture 2020 % ⁽²⁾	Number of Hourly Means (> 200µg/m ³) ⁽³⁾					
					2015	2016	2017	2018	2019	2020
Cardiff Centre AURN 1	Urban Background	N	100	84	0 (14.98)	0	0	0 (84.55)	0 (84)	0
Cardiff Newport Road AURN 2	Roadside/ Urban Traffic	N	100	99	-	-	-	0 (98.12)	0	0
Cardiff Castle Street	Roadside/ Urban Traffic	N	78	19						0

Notes:

Exceedances of the NO₂ 1-hour mean objective (200µg/m³ not to be exceeded more than 18 times/year) are shown in bold.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) If the period of valid data is less than 85%, the 99.8th percentile of 1-hour means is provided in brackets.

Figure 36– Trends in Annual Mean NO₂ Concentrations Measured at Cardiff Frederick Street AURN (AURN 1) Site

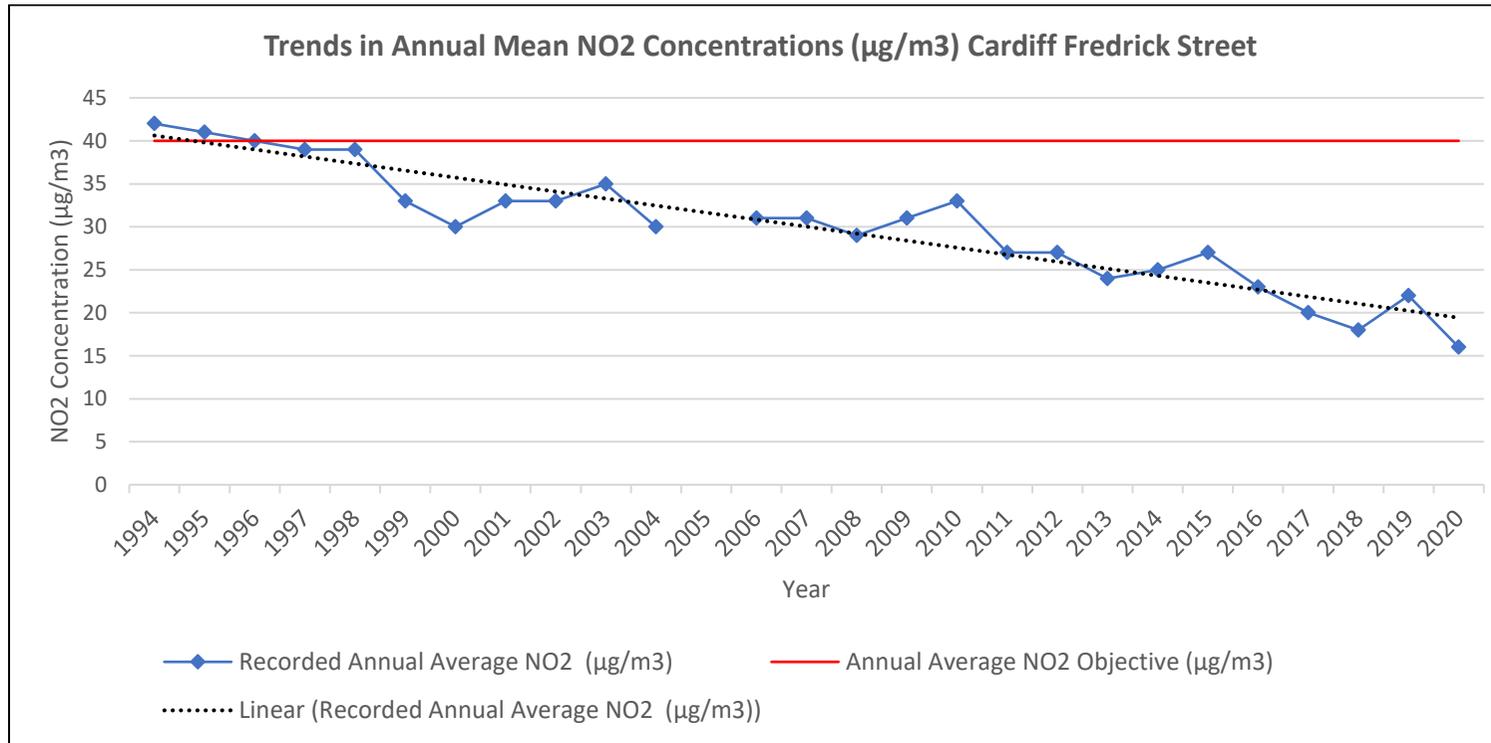


Figure 36 indicates a decreasing trend in annual average NO₂ concentrations in Cardiff’s background levels. However, it is noted that the 2019 figures did show a rise in annual average levels.

Table 7– Automatic Annual Mean PM₁₀ Monitoring Results (2015- 2020)

Site ID	Site Type	Within AQMA?	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2020(%) ⁽²⁾	Confirm Gravimetric Equivalent (Y or N/A)	PM ₁₀ Annual Mean Concentration (µg/m ³) ⁽³⁾				
						2016	2017	2018	2019	2020
Cardiff Centre AURN 1	Urban Background	N	100	89	N/A	15.1 ⁽³⁾	16	17	22.1 ³	14
Cardiff Newport Road AURN 2	Roadside/ Urban Traffic	N	100	95	Y	-	-	20.3 ³	19	17
Cardiff Castle Street	Roadside/ Urban Traffic	N	78	19	Y	-	-	-	-	16 ⁴

Notes:

Exceedances of the PM₁₀ annual mean objective of 40µg/m³ are shown in bold.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) Data has been “annualised” as per Boxes 7.9 and 7.10 in LAQM.TG16 where valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(4) Data capture for the monitoring period is below 25% at 19.7% and thus it is not applicable to annualise data in this instance.

Table 8– Automatic 24-Hour Mean PM₁₀ Monitoring Results (2015- 2019)

Site ID	Site Type	Within AQMA?	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2019 (%) ⁽²⁾	Confirm Gravimetric Equivalent (Y or N/A)	Number of Daily Means > 50µg/m ³ ⁽³⁾				
						2016	2017	2018	2019	2020
Cardiff Centre AURN 1	Urban Background	N	100	67.7	N/A	1 (30.52)	2	0	0 (44)	0
Cardiff Newport Road AURN 2	Roadside/ Urban Traffic	N	100	96	Y	-	-	0 (36)	12	0
Cardiff Castle Street	Roadside/ Urban Traffic	N	78	19	Y	-	-	-	-	0

Notes:

Exceedances of the PM₁₀ 24-hour mean objective (50µg/m³ not to be exceeded more than 35 times/year) are shown in **bold**.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) If the period of valid data is less than 85%, the 90.4th percentile of 24-hour means is provided in brackets.

Figure 37- Trends in Annual Mean PM₁₀ Concentrations Measured at Cardiff Frederick Street AURN (AURN 1) Site The displayed datasets indicate a downward trend in Cardiff's background PM₁₀ levels.

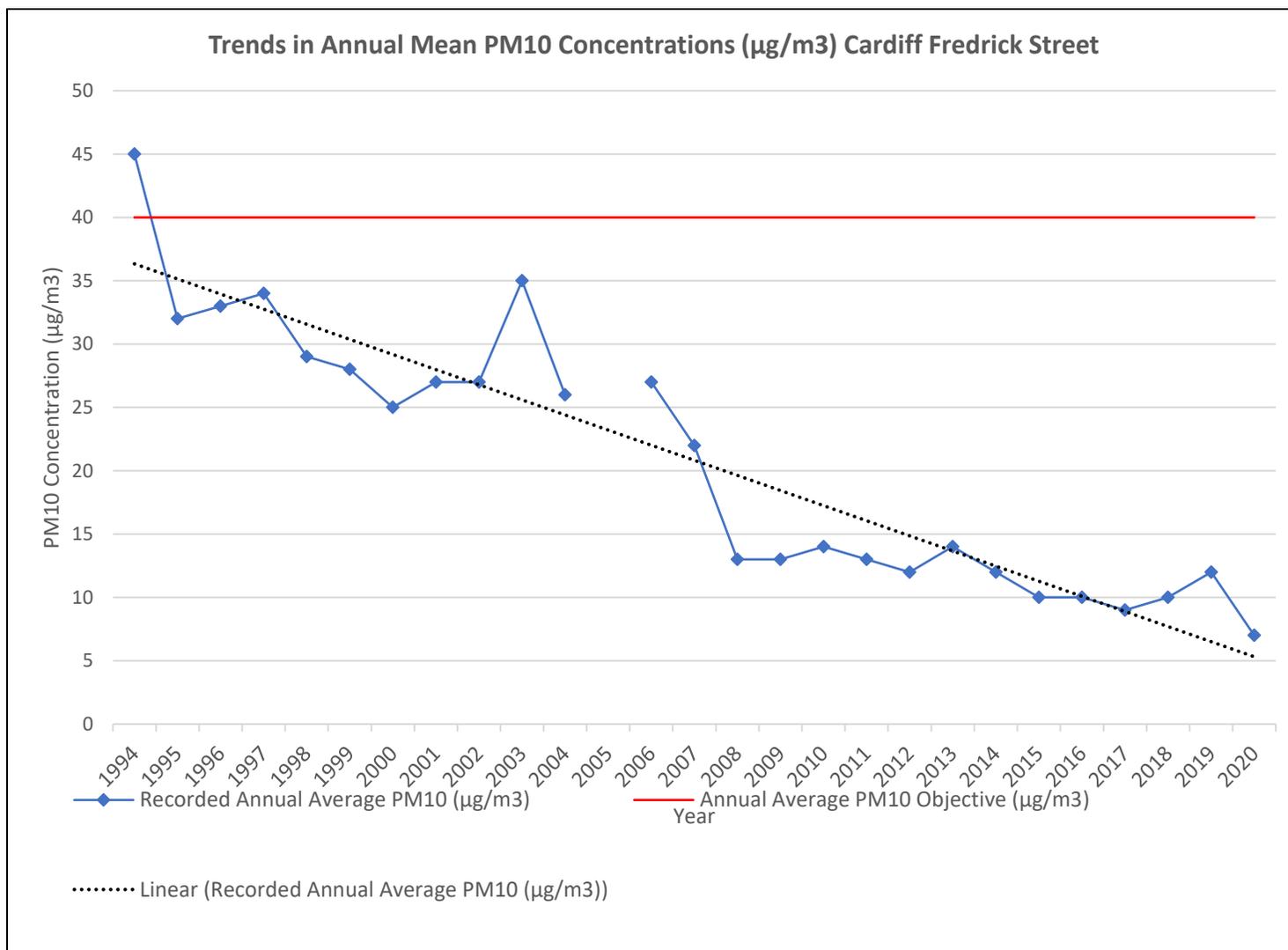


Table 9– Automatic SO₂ Monitoring Results: Comparison with Objectives

Site ID	Site Type	Within AQMA?	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2020 (%) ⁽²⁾	Number of Exceedences (percentile in bracket µg/m ³)		
					15-minute Objective (266 µg/m ³)	1-hour Objective (350 µg/m ³)	24-hour Objective (125 µg/m ³)
Cardiff Centre AURN 1	Urban Background	N	100	89	0	0	0

Notes:

Exceedences of the SO₂ mean objectives are shown in **bold**.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) In accordance with LAQM TG(16), due to the fact data capture is <85% it is a requirement to report the 99.9th percentile for 15 minute SO₂, however in this instance it is the 99.9th percentile for 10 minute SO₂.

(4) In accordance with LAQM TG(16), due to the fact data capture is <85% it is a requirement to report the 99.7th percentile for 1 hour SO₂

(5) In accordance with LAQM TG(16), due to the fact data capture is <85% it is a requirement to report the 99.2nd percentile for 24 hour SO₂

Table 10– Automatic Carbon Monoxide (CO) Monitoring Results: Comparison with Objectives

Site ID	Site Type	Within AQMA?	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2020 (%) ⁽²⁾	Number of Exceedences
					8-Hour Average Objective (10 µg/m ³)
Cardiff Centre AURN 1	Urban Background	N	100	69	0

Table 11– Automatic Ozone (O3) Monitoring Results: Comparison with Objectives

Site ID	Site Type	Within AQMA?	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2020 ⁽²⁾	Number of Exceedences
					Number of days where the 8-hour mean >100µg/m ³
Cardiff Centre AURN 1	Urban Background	N	100	95	0

2.3 Comparison of 2020 Monitoring Results with Previous Years and the Air Quality Objectives

During 2020 monitoring was carried out for nitrogen dioxide (NO₂), particulate matter (PM₁₀), sulphur dioxide (SO₂), carbon monoxide (CO) and ozone (O₃). There was no monitoring undertaken for benzene or 1-3-butadiene in line with the requirements of the LAQM regime in Wales.

2.3.1 Nitrogen Dioxide (NO₂)

Nitrogen dioxide was measured during 2020 at 3 sites equipped with an automatic NO_x analyser and by a network of 92 diffusion tubes.

In order to ratify the 2020 diffusion tube dataset, a bias adjustment factor of 0.76 was applied to the annual average readings. The factor was derived from the Defra website which gave the average correction factor from 24 co-location studies across the UK, whereby the analytical laboratory and method used was the same as CC. The national bias correction factor was utilized as it would provide results representative of a worst-case scenario. The bias correction factor of 0.76 was obtained from the following website: <http://laqm.defra.gov.uk/bias-adjustment-factors/national-bias.html>

2.3.1.1 Automatic Monitoring Data

NO₂ datasets obtained from the two automatic monitoring sites outlined as (AURN 1 & AURN 2) have been cross referenced to the annual and 1-hour average objectives set for NO₂. The findings summarised in Table 5 & Table 6 indicate compliance with both objectives.

2.3.1.2 Non- automated Monitoring Data

The nitrogen dioxide diffusion tube data is summarised in Table 4. The full dataset (raw monthly mean values) is included in Appendix A. All data displayed in Table 4 has been bias adjusted, where necessary annualised in accordance with Box 7.10 of LAQM (TG16) and distance corrected to represent exposure at the nearest sensitive receptor. Evidence of the sites annualised can be seen in Appendix C. The applied bias adjustment factor was 0.76, as described in Appendix C.

Table 4 shows that none of the 92 passive diffusion tube locations recorded a concentration of NO₂ above the 40µg/m³ annual mean objective set for NO₂ in 2020.

Air quality dataset trends within Cardiff's AQMAs

Figure 38- Trends in Annual Average NO₂ Concentrations Recorded at Façade Locations in City Centre AQMA

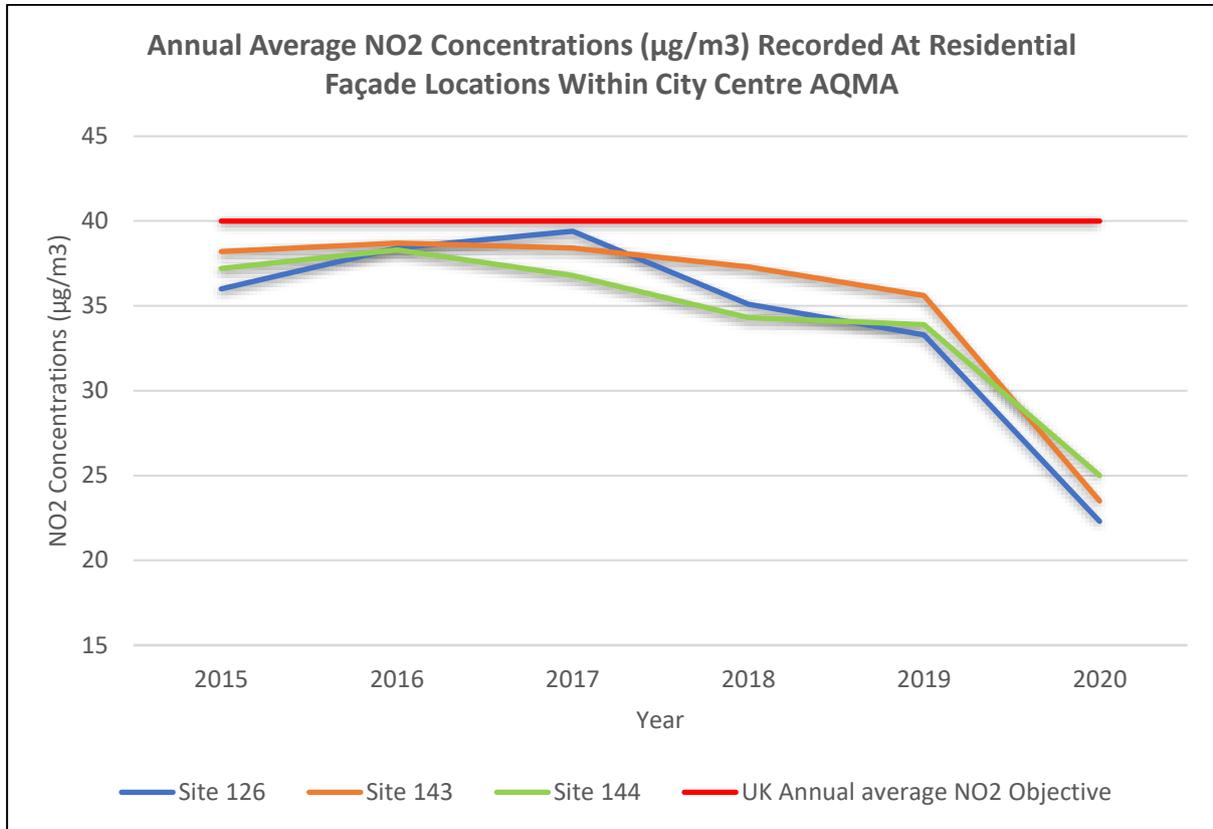
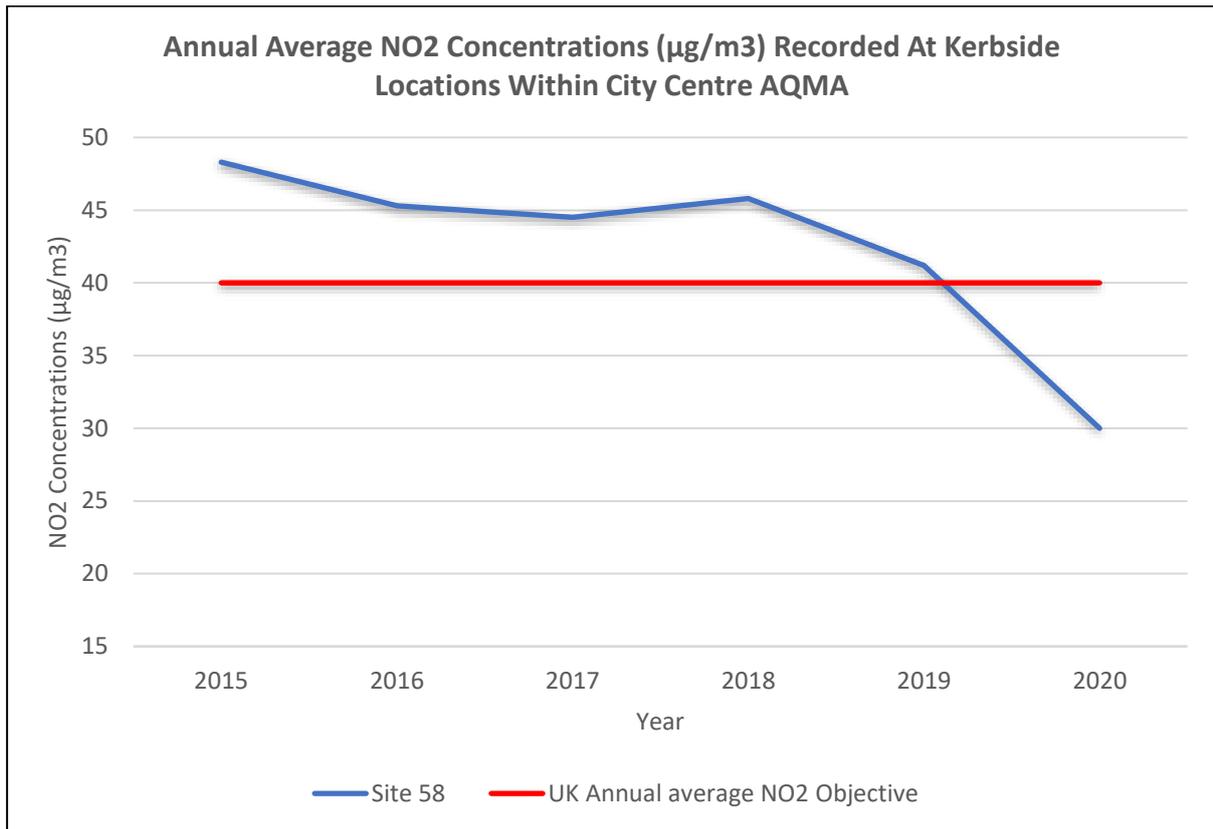


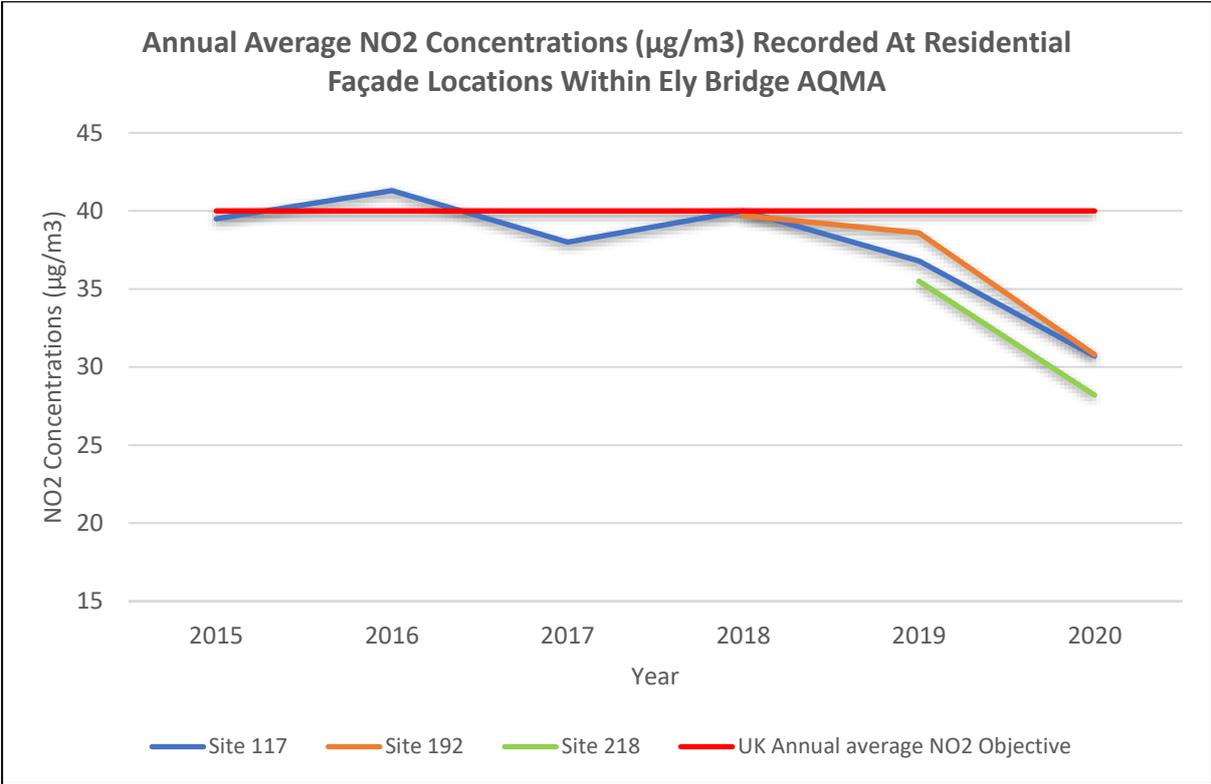
Figure 39- Trends in Annual Average NO₂ Concentrations Recorded at Kerbside Locations in Cardiff City Centre AQMA



Examining Table 4it is apparent that annual average NO₂ datasets in the City Centre, in and around the AQMA, were impacted by the pandemic as each monitoring location demonstrated compliance with the NO₂ objective of 40 µg/m³ as an annual average. The full impacts of the COVID pandemic and the measures implemented by the Council in response, particularly around Castle Street are most evident at the monitoring locations on Castle Street.

Using sites 186 & 187 located on Castle Street levels measured in 2019 pre pandemic were 44 µg/m³ at both sites. In comparison for 2020 the same locations recorded concentrations of 23 µg/m³ and 26 µg/m³, which equates to a reduction of 47% and 41%.

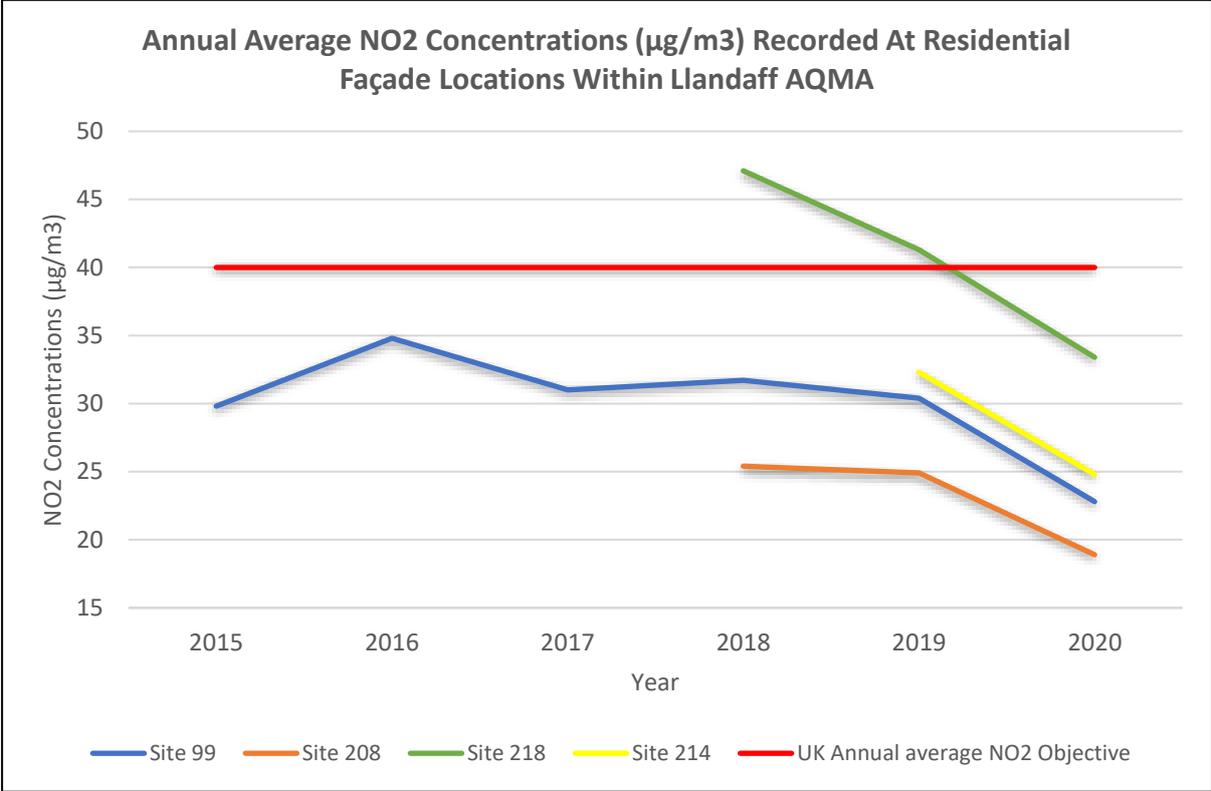
Figure 40- Trends in Annual Average NO₂ Concentrations Recorded at Façade Locations in in Ely Bridge AQMA



As depicted by

Figure 40 monitoring undertaken within the Ely Bridge AQMA, at the façade of residential properties (Site 117, 192 & 218) recorded annual average levels of NO₂ at 30µg/m³ or less. Although levels captured are compliant with the air quality objectives, they need to be considered in light of the Covid Pandemic and thus it is considered necessary that the AQMA should remain in place and focussed monitoring has continued into 2021.

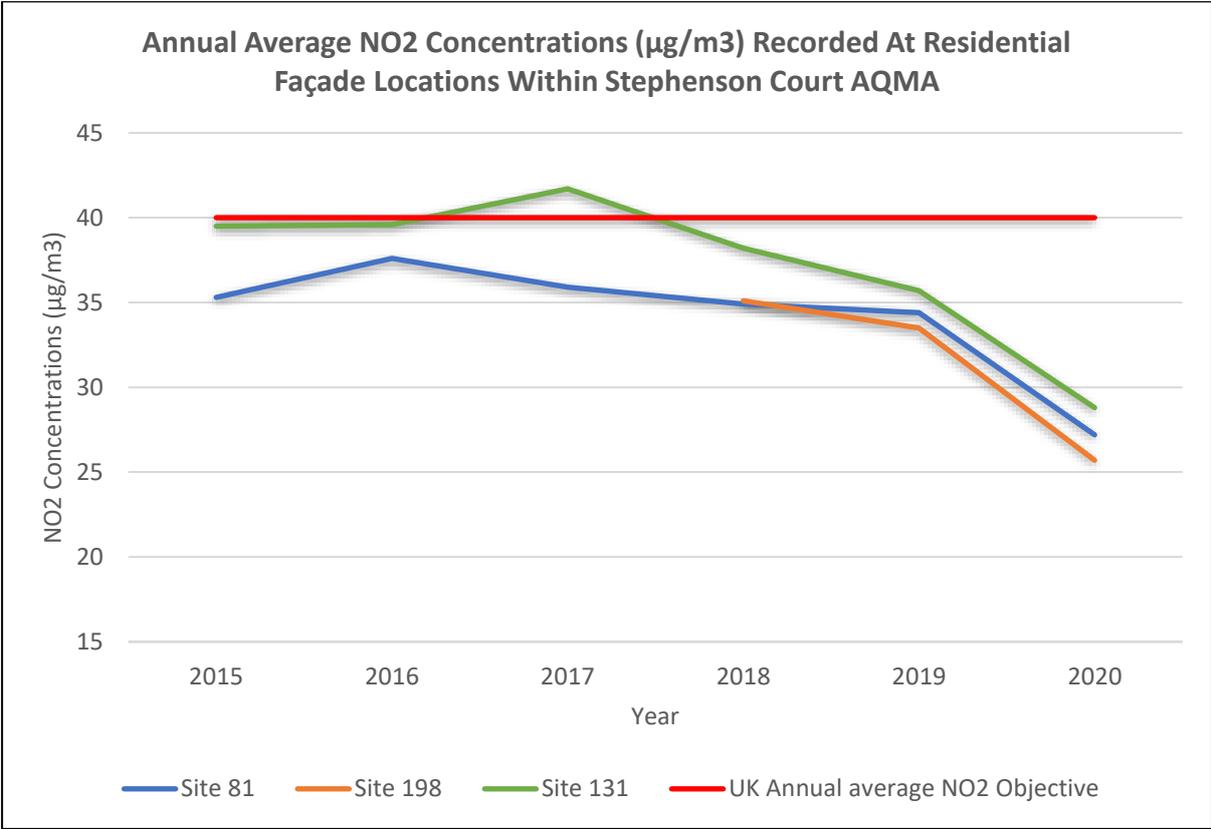
Figure 41- Trends in Annual Average NO₂ Concentrations Recorded at Façade Locations in Llandaff AQMA



Residential monitoring locations within the Llandaff AQMA, all indicate compliance with the annual average objective for NO₂ in 2020. As expected owing to the impacts from COVID all monitoring locations in the AQMA have reduced concentrations. Site 212 which did indicate an exceedance of the annual average objective in 2019 with an annual average reading of 41.3 µg/m³ recorded a concentration of 33 µg/m³, a reduction of 20%.

SRS who had successfully accrued funding via a S106 planning contribution, purchased a near real-time indicative air quality monitor (AQ Mesh analyser) which has been installed within the Llandaff AQMA boundary. Unfortunately the device installed suffered significant issues in terms of valid data collection throughout 2020, and officers from SRS are looking to resolve ongoing connectivity issues with the supplier of this device. As such valid data for 2020 is not available.

Figure 42- Trends in Annual Average NO₂ Concentrations Recorded at Residential Façade Locations within the Stephenson Court AQMA.



All three monitoring sites within the Stephenson Court AQMA (Sites, 81, 131 & 198) show compliance with the annual average objective, and no site recorded concentrations >30 µg/m³. Site 131 recorded the highest concentration of 28 µg/m³ which in comparison to concentrations recorded in 2019 is a reduction of 22%.

In accordance with LAQM best practise guidance; there are no monitoring sites in the district with annual average concentrations above 60µg/m³ in 2019. Therefore this indicates it is unlikely that the hourly nitrogen dioxide objective was exceeded.

2.3.2 Particulate Matter (PM₁₀)

As described in previous sections, monitoring of PM₁₀ has been carried out at the Cardiff Centre, Newport Road AURN monitoring sites (AURN 1 & 2) and Castle Street Monitor. The summary data is given in **Tables 7 and 8**.

The results of the monitoring indicate that recorded PM₁₀ concentrations at the Cardiff City Centre and Newport Road AURN monitoring stations and Castle Street monitoring station are compliant with both the annual mean (40 µg/m³) and 24-hour mean (>50 µg/m³ not to be exceeded more than 18 times per year) AQS objectives set for PM₁₀.

2.3.3 Sulphur Dioxide (SO₂)

Sulphur dioxide was measured at the Cardiff Centre AURN automatic monitoring site during 2019. The site is classified as “Urban Background” and is a relevant location for the 15-minute and 1-hour Objectives. Data for the monitoring is given in Table 9.

There were no exceedences of the set objectives during 2020.

2.3.4 Benzene

No monitoring of Benzene was undertaken by SRS on behalf of Cardiff Council in 2020.

2.3.5 Other Pollutants Measured

During 2020 monitoring for ozone and carbon monoxide was carried out in Cardiff. Details are in the following sections;

Carbon Monoxide

Carbon monoxide was monitored at Cardiff's City Centre AURN site during 2020.

Data capture at for the whole year at Cardiff's City Centre AURN site was 69%. There were no exceedences of the objective. **Table 10** summarises the findings.

There continues to be no risk of the National Air Quality Standard being exceeded.

Ozone

Cardiff Council monitors Ozone due to its potential correlations with other pollutants. In 2020, ozone was measured at the Cardiff City Centre, Frederick Street AURN site. Although Ozone is not included in the Local Air Quality Management system, the results are included in **Table 11** for completeness.

The results are compared with the running 8-hour mean objective as set by the Expert Panel on Air Quality Standards (EPAQs) which states the running 8-hour mean should not exceed 100µg/m³ on more than 10 days per year. There were 0 exceedences of the ozone objective in Cardiff in 2020.

2.4 Summary of Compliance with AQS Objectives as of 2020

Shared Regulatory Services have reviewed the results from the monitoring undertaken across the Cardiff in 2020.

The datasets indicate that the annual average objective for NO₂ was not breached at any monitoring locations inclusive of those within the existing AQMAs.

The results are indicative that the impacts of the COVID lockdowns and restrictions therein have had an impact on pollution levels in Cardiff which is likely owing to traffic volumes having decreased. It is therefore likely that the concentrations recorded in 2020 are not representative of a true business as usual scenario and the results have generated a bias/ underestimation of levels of pollution across Cardiff in 2020.

This is supported by data from Transport Team which demonstrated that traffic across Cardiff overall was reduced by 28% for the year as a whole in 2020 (January-December) relative to 2019 pre-Covid levels. This reduction is even higher when the City Centre is viewed in isolation with a reduction of 38% being measured.

3 New Local Developments

3.1 Road Traffic Sources (& other transport)

SRS on behalf of Cardiff Council continue to work and engage with the Transport and Highways team in Cardiff Council, consulting upon any road network proposals that has the potential to influence local air quality levels.

3.1.1 Narrow Congested Streets with Residential Properties Close to the Kerb

Cardiff Council has considered road traffic sources extensively in both this and each year in earlier reports; the monitoring network is very largely focused on measuring concentrations of nitrogen dioxide close to many of them. These have been discussed either in previous reports or earlier in this report.

There are no newly identified road traffic sources which need to be considered.

For 2020 SRS on behalf of Cardiff Council confirms that there are no new/newly identified congested streets with a flow above 5,000 vehicles per day and residential properties close to the kerb, that have not been adequately considered in previous rounds of Review and Assessment.

3.1.2 Busy Streets Where People May Spend 1-hour or More Close to Traffic

Datasets collected from improved monitoring locations along Kingsway/ Duke Street/ Castle Street Link area have been compared to the 1-hour objective set for NO₂ due to the fact each site is known for commercial use at ground floor level. Levels are shown to be compliant with the objective.

There are no new locations identified since the Council's 2020 Progress Report was submitted and there is no need to consider this further at this time.

SRS on behalf of Cardiff Council confirms that there are no new/newly identified busy streets where people may spend 1 hour or more close to traffic.

3.1.3 Roads with a High Flow of Buses and/or HGVs.

Other than Westgate Street, there are no roads in Cardiff where buses, coaches and HDVs account for >20% of road traffic, where flow of these vehicles is >2500 and there is relevant exposure within 10m of the kerb.

SRS on behalf of Cardiff Council confirms that there are no new/newly identified roads with high flows of buses/HDVs.

3.1.4 Junctions

Junctions have been fully considered in previous annual reviews and assessments.

SRS on behalf of Cardiff Council can confirm that there are no new/newly identified busy junctions/busy roads where exceedences of either the nitrogen dioxide or PM₁₀ objectives are likely.

3.1.5 New Roads Constructed or Proposed Since the Last Round of Review and Assessment

In July 2017 Cardiff saw the completion of the Eastern Bay Link Road which extends the A4232. No further new roads have been constructed since.

3.1.6 Roads with Significantly Changed Traffic Flows

Ratified traffic data has been examined and there are no roads in Cardiff which have experienced traffic flow (AADT) growth of 25% or more in the preceding three years.

There is increasing evidence from the traffic measurements both locally and regionally to suggest that, for economic and other reasons, traffic growth on major routes has stopped year-on-year and may even have declined recently. This has, for example, resulted in a number of air quality assessments submitted with planning applications assuming current levels of road traffic as a worst-case scenario.

It should be noted that Cardiff Council is actively implementing its traffic management policy of a 50:50 modal split, i.e. 50% of journeys being made other than by the private car. This is not just for new developments but also for the local road network as a whole.

The Council is currently considering planning applications for significant housing and mixed used developments at a number of “strategic sites” across the city.

SRS on behalf of Cardiff Council can confirm that there are no new/newly identified roads with significantly changed traffic flows.

3.1.7 Bus and Coach Stations

The 2017 APR outlined planning application (16/02731/MJR). The planning application was subject to approval following the fulfillment of a number planning conditions that accompanied the application with regards to air quality. However, the application was amended and therefore resubmitted as a new application (18/01705/MJR). Cardiff Council awarded planning consent for the proposal, subject to approval and discharge of Conditions attached to the application. In accordance with comments made by responsible officers in relation to air quality matters appropriate Conditions have been set and S106 contributions to enhance monitoring capabilities agreed.

A planning proposal was received in 2018 for the construction of a new sustainable transport hub at the University Hospital of Wales Concourse, Heath (planning application 18/01769/MJR). The application has been granted consent subject to approval and discharge of planning conditions. The supporting air quality assessment examined projected NO₂ & PM₁₀ levels in accordance with the short term objectives set for these pollutants; **1- hour mean objective for NO₂ (200µg/m³ not to be exceeded more than 18 times a year)** and **24- hour mean objective for PM₁₀ (50µg/m³ not to be exceeded more than 35 times a year)**. The assessment concluded that the operational air quality impact of the proposed development will not be significant.

The Transport Interchange in Central Square is due for completion in 2022.

3.1.8 Airports

There are no airports in Cardiff. The nearest airport is Cardiff International which is located approximately 15 miles to the west of Cardiff in The Vale of Glamorgan Council’s area.

There are no airports planned or proposed within the Council’s area and nowhere to put one.

SRS on behalf of Cardiff Council confirms that there are no airports in the Local Authority area.

3.1.9 Railways (Diesel and Steam Trains)

Cardiff is well-served by passenger rail transport. The main Swansea to London Paddington line is served by Cardiff Central Station. Additionally, there is a network of local-line services running, in the main, to the valleys north of Cardiff.

LAQM.TG(16) suggests that SO₂ emissions from diesel locomotives may be significant if there are outdoor locations where locomotives are regularly stationary for more than 15 minutes and where members of the public could be regularly exposed over this period at such locations.

LAQM.TG(16) also requires consideration exposure to nitrogen dioxide within 30m of certain specified railway lines in those areas where the annual mean background concentration is above 25µgm⁻³.

3.1.9.1 Stationary Trains

Stationary trains have been considered fully in earlier reports with regard to potential exceedences of the sulphur dioxide objective. No potential exceedences were found and nothing has changed in this regard since then. There is no need to further assess this source.

It should be recorded that works are now underway in preparation for the electrification of the main Swansea/Cardiff to London Paddington line. The effects of this on local emissions can be only beneficial.

Discussions with regard to the electrification of the local line network are ongoing.

SRS on behalf of Cardiff Council confirms that there are no locations where diesel or steam trains are regularly stationary for periods of 15 minutes or more, with potential for relevant exposure within 15m.

3.1.9.2 Moving Trains

LAQM.TG(09) introduced a new requirement to assess the potential for exceedence of nitrogen dioxide objectives. The assessment criteria are in relation to large numbers of diesel locomotive movements where there is relevant exposure within 30metres of the track in areas where the background annual mean concentration of nitrogen dioxide is above 25µm⁻³.

This assessment was carried out for the 2009 USA and nothing has changed in the intervening period. There is no need to further assess this source.

It should be recorded that works are now underway in preparation for the electrification of the main Swansea/Cardiff to London Paddington line. The effects of this on local emissions can be only beneficial.

Discussions with regard to the electrification of the local line network are ongoing.

SRS on behalf of Cardiff Council confirms that there are no locations with a large number of movements of diesel locomotives, and potential long-term relevant exposure within 30m.

3.1.10 Ports (Shipping)

The 2012 USA reported:

“Cardiff docks are not a ferry terminal, there is no Ro-Ro usage and no cruise liners use the port. There is some container traffic using the port and the docks handle bulk cargoes such as sand and grain. Coal-handling operations ceased some years ago.”

In accordance with LAQM.TG(16) guidance threshold of 5000 movements per annum, with relevant exposure within 250m of the berths and main areas or 15,000 large ship movements per annum, with relevant exposure within 1km of these areas is not close to being approached and the risk of exceedance of the SO₂ objectives is considered very small.

Nothing has changed in this regard since the last 2015 USA report that time and there is no need to consider this source further.

SRS on behalf of Cardiff Council confirms that there are no ports or shipping that meet the specified criteria within the Local Authority area.

3.2 Industrial / Fugitive or Uncontrolled Sources / Commercial Sources

3.2.1 New or Proposed Installations for which an Air Quality Assessment has been Carried Out

As outlined in the 2018 APR; in September 2017, Cardiff Council received a planning proposal (referenced application (17/02130/MJR)) for the construction and operation of a 9.5MW biomass power plant, situated on land at Rover Way, Pengam, Cardiff. Air quality assessments and supporting technical notes have been compiled by certified appointed consultants in support of the application, to which it is concluded that potential impacts associated with the scheme are not significant. It is understood that the planning application for the biomass power plant is only at outline stage and as such detailed design and specification for the plant is yet to be undertaken. The planning application has been granted consent in June 2018 subject to approval for a number of applied conditions, including air quality specific conditions;

Condition

AIR QUALITY ASSESSMENT

Prior to the approval of any reserved matters application for the Biomass Power Plant an Air Quality Assessment (AQA) for the detailed design of the Biomass Plant shall be submitted to and approved in writing by the Local Planning Authority. The AQA shall include an assessment of the impact of the plant emissions and any necessary mitigation measures to ensure the overall impacts of the plant are acceptable. The plant shall be constructed in accordance with the approved details and maintained thereafter.

Reason: To ensure air quality is maintained to satisfactory levels and to avoid any adverse effect upon the integrity of the Severn Estuary European Sites and the Severn Estuary SSSI.

In 2020 an application (20/01279/MJR) was received for the extension of the initial planning application. The same AQA condition was placed on the renewal application. This application subject to conditions was approved by the Planning Committee on the 29th January 2021.

Subsequent to this decision the developer in September 2021 has now amended the development

proposals and the Biomass Plant is no longer part of the development with only industrial units being proposed.

In terms of neighbouring authorities and any major proposed industrial installations, as previously declared in the 2017 APR; on the 31st July 2015 the Vale Council approved planning permission for the construction and operation of a biomass gasification facility at Woodham Road, Barry, CF63 4JE (Grid Reference ST 12610 67683). It was noted in the 2017 APR that Natural Resources Wales (NRW) were going through a second round of consultation in regards to a permit application for the proposed operation, submitted by Biomass UK NO.2 Ltd. This second round of consultation was formed as a result of a Section 5 amendment direction sanctioned by NRW; "NRW Schedule 5 notice re Biomass requesting more information" dated 4 May 2017. As part of the amendment a revised air quality assessment (AQA) was submitted in July 2017. Following much dialogue involving comments passed by SRS on behalf of VoGC, NRW granted approval for the sites permit application in February 2018.

In September 2021 Vale of Glamorgan Council agreed that enforcement action would be taken against the site and that a legal enforcement notice **will require the plant and all buildings are removed from the land**. The action was unanimously decided at a meeting of the Authority's Planning Committee after plant owners failed to resolve inconsistencies between the design and what has been built.

3.2.2 Existing Installations where Emissions have Increased Substantially or New Relevant Exposure has been introduced

In the 2017 APR it was outlined that a decision was sought after in regards to the modification of a S106 agreement that accompanies the Viridor Waste Management Facility in Trident Industrial Park, Splott. In July 2017 it was agreed that the S106 be modified and therefore the removal of the obligation that waste may only be acquired from the South East Wales Region.

SRS on behalf of Cardiff Council can confirm there are no industrial installations with substantially increased emissions or new relevant exposure in their vicinity within its area or nearby in a neighbouring authority.

3.2.3 New or Significantly Changed Installations with No Previous Air Quality Assessment

There are no new or significantly changed industrial installations for which previous air quality assessments have not been carried out and which could give rise to potentially significant emissions of regulated pollutants either within Cardiff or within neighbouring local authorities.

SRS on behalf of Cardiff Council can confirm that there are new or proposed industrial installations for which planning approval has been granted within its area or nearby in a neighbouring authority.

3.2.4 Major Fuel (Petrol) Storage Depots

As reported in the 2012 USA, there is one major fuel (petrol) storage depot in Cardiff in Cardiff Docks which was assessed in previous reports. This installation is subject to an EPR Permit and regulated by the Council. Capacity and throughput at this site has not altered significantly for the worse since the last assessment and no new relevant exposure exists.

SRS on behalf of Cardiff Council can confirm that there are major fuel (petrol) storage depots within the Local Authority area, but these have been considered in previous reports.

3.2.5 Petrol Stations

There are no new petrol stations in Cardiff with throughputs greater than 2000m³ per annum with a busy road nearby where there is relevant exposure within 10m of the pumps.

It is not necessary, therefore, to consider this further.

SRS on behalf of Cardiff Council can confirm that there are no petrol stations meeting the specified criteria.

3.2.6 Poultry Farms

The criteria for assessing poultry farms are set out in Table 7.3, point 4 of TG(16) (Defra, 2016). No farms exceeding the relevant criteria (turkey units with greater than 100,000 birds, naturally ventilated units with greater than 200,000 birds or mechanically ventilated units with greater than 400,000) have been identified.

SRS on behalf of Cardiff Council can confirm that there are no poultry farms meeting the specified criteria.

3.3 Commercial and Domestic Sources

3.3.1 Biomass Combustion – Individual Installations

As highlighted in Section 3.2.1 planning consent, subject to the approval of conditions attached has been granted for a 9.5MW biomass power plant on land at Rover Way, Pengam, Cardiff. This has subsequently been withdrawn.

3.3.2 Biomass Combustion – Combined Impacts

Previous reports have confirmed that there are no known areas in Cardiff where coal or solid fuel burning provides a significant level or primary household heating. Nothing has changed in this regard since the 2018 APR, despite the potential for increasing popularity of solid fuel heating with increased fossil-fuel prices, and there is no need to consider this further at this time.

SRS on behalf of Cardiff Council can confirm that there are no biomass combustion plants in the Local Authority area.

3.3.3 Other Sources

3.3.4 Domestic Solid-Fuel Burning

Previous reports have confirmed that there are no known areas in Cardiff where coal or solid fuel burning provides a significant level or primary household heating. Nothing has changed in this regard since the 2018 APR, despite the potential for increasing popularity of solid fuel heating with increased fossil-fuel prices, and there is no need to consider this further at this time.

It should be noted that the Council receives a number of enquiries each year from residents in respect of national or local requirements were they to wish to install log-burners or similar appliances in their homes. There are no smoke control area in Cardiff and hence no legal requirements with regard to appliances that may be installed. However, residents are always reminded of the legislation in respect

of statutory smoke nuisance and, where they can't be persuaded otherwise for reasons of air quality and health, recommended to seek out an appliance certified for use in a smoke control area.

SRS on behalf of Cardiff Council can confirm that there are no areas of significant domestic fuel use in the Local Authority area.

3.4 New Developments with Fugitive or Uncontrolled Sources

There are no new locations where fugitive could occur which have not been covered by previous rounds of review and assessment and no locations where new relevant exposure has been introduced to existing locations.

It is not considered necessary to consider this further at this time.

SRS on behalf of Cardiff Council can confirm that there are no potential sources of fugitive particulate matter emissions in the Local Authority area.

3.5 Planning Applications

The Council continues to monitor the impact of proposed developments and recent developments already underway or in use.

The following developments may either be of significance in respect of local air quality or be a proposed development where air quality is a consideration.

3.5.1 LDP Strategic Sites North West

Since the LDP was adopted, numerous outline planning permissions have been granted in respect of Strategic Sites C and D in the North West of Cardiff. The outline applications submitted in respect of Strategic Site C comprise:

14/02188/MJR – Land South of Pentrebane Rd – approved 13/12/16

Up to 290 residential dwellings (C3), open space (including childrens play space), landscaping, sustainable urban drainage, vehicular access, pedestrian and cycle accesses and related infrastructure and engineering works.

14/02157/MJR – Land North and South of Llantrisant Rd – outline application approved 09/08/2016

The development of up to 630 residential dwellings (use class c3, including affordable homes), primary school (use class d1), visitor centre/community centre (use class d1), community centre (use class d1), open space (including children's play spaces), landscaping, sustainable urban drainage, vehicular accesses, bus lanes, pedestrian and cycle accesses and related infrastructure and engineering works.

14/02733/MJR – North West Cardiff – approved 20/03/2017

Outline planning application with all matters reserved apart from strategic access junctions for residential-led mixed use development, to be developed in phases, including preparatory works as necessary including demolition and re-grading of site levels; up to 5,970 residential units (use class c3, including affordable homes); 3 no. Local centres providing residential units, convenience shops and facilities/services (including up to 7,900 sq m in use classes a1-a3) and

1no. District centre providing residential units, up to 12,000 sq m in use classes a1-a3 including up to two food stores (up to 5,000 sq m gross) with associated parking, up to 15,500 sq m of use class b1(a), b1(b) and b1(c); provision of up to 5,100 sq m of community and healthcare facilities across the district and local centres (use classes d1 and d2); provision for 3no. Primary schools and 1no. Secondary school; open space including allotments; parks; natural and semi natural green space; amenity green spaces; facilities for children and young people; outdoor sports provision including playing pitches; associated infrastructure and engineering works including new vehicular accesses, improvement works to the existing highway network, new roads, footpaths/cycleways, a reserved strategic transport corridor; up to 1 no. Electricity primary-substation and landscaping works (including suds).

16/00106/MJR – Goitre Fach Farm, Llantrisant Rd – approved 27/04/17

Outline planning application (all matters reserved apart from strategic vehicular, cycle and pedestrian access into the site) for the demolition of existing buildings and residential development of up to 300 dwellings on site to include open space (including children's play space), landscaping. Sustainable urban drainage, vehicular access, pedestrian and cycle accesses and related infrastructure and engineering works.

A single outline application has been submitted in respect of Strategic Site D (below), and none to date in respect of Strategic Site E.

14/00852/DCO – Land to the North of M4 Junction 33 – approved 07/09/2017

Comprehensive development of 'Land to the North of Junction 33 of the m4' to create a new community containing: A range of new homes, including houses, apartments and some sheltered accommodation for the elderly (Use Classes C2 and C3), a park and ride facility and transport interchange or hub, community facilities including a new primary school and community centre (Use Class D1), a local centre including shops (Use Class A1), financial and professional (Use Class A2), food and drink (Use Class A3) and a clinic or surgery (Use Class D1), new offices, workshops and research and development facilities (Use Classes B1 with ancillary B2 and B8), a network of open spaces including parkland, footpaths, sports pitches and areas for informal recreation, new roads, parking areas, accesses and paths, other ancillary uses and activities, and requiring; site preparation, the installation or improvement of services and infrastructure; the creation of drainage channels; improvements/ works to the highway network and other ancillary works and activities.

The impact of the above proposals on the environment has been fully considered in the determination of each of the above applications and subsequent related applications. The LDP has two key policies to ensure that the impacts on air quality from developments do not impede on public health or the environment, and these are;

KP18 deals with Natural Resources:

“In the interests of the long-term sustainable development of Cardiff, development proposals must take full account of the need to minimise impacts on the city's natural resources and minimise pollution, in particular the following elements:...(iii). Minimising air pollution from industrial, domestic and road transportation sources and managing air quality;”

EN13, which addresses air, noise, light pollution and contaminated land:

“Development will not be permitted where it would cause or result in unacceptable harm to health, local amenity, the character and quality of the countryside, or interests of nature conservation, landscape or built heritage importance because of air, noise, light pollution or the presence of unacceptable levels of land contamination.”

To comply with the referenced policies, appropriate air quality assessments have been undertaken and submitted as part of the planning applications for the proposed developments. The submitted air quality assessments have been undertaken in line with best practise guidance and consider future air quality levels for the established Llandaff AQMA.

The air quality assessments have captured various scenarios using air quality dispersion modelling software. The impacts of the proposed development and other strategic developments in Cardiff's Local Plan has been assessed alone and in combination in a series of sensitivity tests utilising dispersion modelling software. The assessments indicate that the impact to the Llandaff AQMA will be insignificant when considering both the individual LDP developments and the cumulative impact of the developments.

An Environmental Statement was submitted as part of each outline application mentioned above and provided a comprehensive assessment of the potential impacts of the proposed development, which covered the following topics: Socio Economic, Transportation, Water Resources, Ecology, Landscape & Visual, Noise & Vibration, Air Quality, Heritage, Agriculture and Soils, and Cumulative & Residual effects. Each ES considered both the traffic and air quality impact of the developments, including the impact on the Llandaff Air Quality Management Area during both the construction and operational phases, which was carefully considered in the assessment of the applications.

The Planning Committee report for each outline application summarises the development proposals, the responses of consultee and third party responses, provides an analysis of the impact of the developments – including traffic and air quality impacts, and sets out the planning obligations and conditions considered necessary to manage their impacts and allow the proposals to come forward for development. Furthermore, the applications were approved subject to extensive mitigation in the form of detailed highway improvement works, a suite of transport conditions (encompassing detailed highway improvement works, car and cycle parking, street cross sections, travel plans, traffic monitoring, phasing, construction environmental management plans) and a package of s106 contributions for off-site highway improvement measures. The improvement measures will be phased to support the implementation of the strategic sites and help achieve the LDP city-wide 50:50 modal split target.

Together, the developments will deliver new and improved pedestrian and cyclist routes and facilities, bus priority measures, improved bus services and new routes and stops. Future public transport routes will also be protected. Traffic signal, junction and traffic management improvements will help to manage the flow of traffic on the network and hold queues in appropriate locations outside of AQMA's. A Park & Ride facility was also secured as part of Strategic Site D. The developments include travel plan measures and financial contributions towards air quality monitoring. The Planning Committee report for each application confirmed that the Environmental Statements were taken into consideration in the assessment of the application, that the conclusions were considered sound, and that there were no demonstrable or compelling reasons which indicate sufficient harm to warrant refusal of the application, with all material factors, policy implications and issues raised through consultation satisfactorily addressed.

3.5.2 19/02330/MJR

N OUTLINE APPLICATION (APPEARANCE, LANDSCAPING, LAYOUT AND SCALE RESERVED) FOR A MIXED USE DEVELOPMENT OF UP TO 2,500 NEW HOMES Strategic Site F in the LDP

Application received in late 2019 for mixed use development. An Air Quality assessment was undertaken for both the construction and operational phase of the development. It should be noted that this development has a build programme of some 15 years, owing to the size of the development.

SRS reviewed the Air Quality Chapter of the supporting Environmental Statement, and noted a number of the operational impacts that were outlined by the report, although in general it was concluded that the development would generate a negligible impact.

A number of underlining queries concerning the report and methodologies used around the datasets to assess the impacts were raised and the developer was requested to address these in July 2020. An updated Environmental Impact Assessment was provided in September 2020, and included an updated Air Quality Assessment Chapter, to respond to the comments made by SRS. The revised assessment confirms there is no risk of exceedance of air quality objectives and that the residual effects of emissions to air from construction vehicles and plant on local air quality will be negligible.

At the time of writing this application is still yet to be determined.

3.5.3 20/01110/MJR

Velindre Construction Access Road

Application was received for the temporary construction access route for the construction of the approved Velindre Cancer Centre, for a period of no more than 48 months following the completion of the related highway improvement works.

A revised air quality assessment (AQA) was undertaken as part of this application to ascertain the likely air quality impacts associated with the amended proposal through its construction phase. The results from the assessment show that the changes in construction traffic on Pendwyallt Road and Park Road from using this access route is expected to have a negligible air quality impact on nearby sensitive human health or ecological receptors. The predicted concentrations of pollutants at receptors also remain well below the air quality objectives and therefore the air quality impacts associated with the southern access route are considered to be not significant in accordance with guidance set out by EPUK and IAQM.

As such no specific planning condition was initially requested for further mitigation in terms of air quality impacts. However the planning committee, took into consideration a number of concerns raised by local residents placed the following condition on the approval notice dated 2nd February 2021:

Condition 11: Prior to commencement of the development hereby approved details of an air monitoring unit and its location shall be submitted to and approved in writing with the Local Planning Authority. The monitoring unit shall be implemented in accordance with the approved details and remain operational until cessation of the development. Data from the air monitoring unit shall be provided to the Local Planning Authority on request.

Reason: To monitor air quality in accordance with Policy EN13 of the adopted Cardiff Local Plan (2006-2026).

At the time of writing this report the Council is having ongoing discussions with developer's appointed consultant to ensure the appropriate monitoring units are installed.

4 Polices and Strategies Affecting Airborne Pollution

4.1 Local / Regional Air Quality Strategy

4.1.1 Cardiff's Clean Air Strategy and Action Plan

SRS on behalf of Cardiff Council have coordinated and developed a Clean Air Strategy (CAS) & Action Plan document. The document outlines a citywide approach to mitigate poor air quality in Cardiff and recognises that interventions to address poor air quality cannot be utilised in silo and implemented locally. Therefore citywide measures need to be put into practise to hopefully provide citywide improvements to air quality.

The document fulfils the requirements of the LAQM process to produce an Air Quality Action Plan (AQAP). The document also captures the Direction given to CC in March 2018 by WG for Cardiff to address its air quality concerns along highlighted major road networks.

4.2 Air Quality Planning Policies

4.2.1 Cardiff's Local Development Plan (LDP)

Cardiff's LDP 2006-2026, forms the basis for decisions on land use planning in Cardiff up to 2026 and assumes that, within the plan's time frame, approximately 40,000 new jobs and 41,100 new dwellings will be developed in Cardiff as a direct response to Cardiff's role as the economic driver of the City-region.

In addition to its independent examination, the LDP was subject to a Strategic Environmental Assessment (SEA) to ensure that the policies reflect sustainability principles and take into account environmental impacts.

Policy KP2 of the LDP allocates 8 Strategic Sites to help meet the need for new dwellings and jobs. These strategic allocations on both greenfield and brownfield sites will include 500 homes or more and/or include significant employment/mixed uses which will bring significant benefits to the city. The sites are:

- (i) Cardiff Central Enterprise Zone;
- (ii) Former Gas Works, Ferry Road;
- (iii) North West Cardiff;
- (iv) North of Junction 33 on the M4;
- (v) South of Creigiau;
- (vi) North East Cardiff (West of Pontprennau);
- (vii) East of Pontprennau Link Road; and
- (viii) South of St. Mellons Business Park – Employment Only.

The LDP identifies that sustainable transportation solutions are required in order to respond to the challenges associated with new development by setting out an approach aimed at minimising car travel, maximising access by sustainable transportation and improving connectivity between Cardiff and the wider region.

The Plan sets out a strategy to achieve this by making the best use of the current network, managing demand and reducing it where possible by widening travel choices. The aim is to secure a modal split of 50% car and 50% non-car modes.

The following LDP policies are of relevance to air quality;

KP8: SUSTAINABLE TRAVEL

For Cardiff to accommodate the planned levels of growth, existing and future residents will need to be far less reliant on the private car. Therefore, ensuring that more everyday journeys are undertaken by sustainable modes of transport, walking, cycling and public transport, will be essential.

Development in Cardiff will be integrated with transport infrastructure and services in order to:

- i. Achieve the target of a 50:50 modal split between journeys by car and journeys by walking, cycling and public transport.
- ii. Reduce travel demand and dependence on the car;
- iii. Enable and maximise use of sustainable and active modes of transport;
- iv. Integrate travel modes;
- v. Provide for people with particular access and mobility requirements;
- vi. Improve safety for all travellers;
- vii. Maintain and improve the efficiency and reliability of the transport network
- viii. Support the movement of freight by rail or water; and
- ix. Manage freight movements by road and minimise their impacts

KP14: HEALTHY LIVING

Cardiff will be made a healthier place to live by seeking to reduce health inequalities through encouraging healthy lifestyles, addressing the social determinants of health and providing accessible health care facilities. This will be achieved by supporting developments which provide for active travel, accessible and useable green spaces, including allotments.

KP18: NATURAL RESOURCES:

In the interests of the long-term sustainable development of Cardiff, development proposals must take full account of the need to minimise impacts on the city's natural resources and minimise pollution, in particular the following elements.....minimising air pollution from industrial, domestic and road transportation sources and managing air quality.

EN13: AIR, NOISE, LIGHT POLLUTION AND LAND CONTAMINATION

Development will not be permitted where it would cause or result in unacceptable harm to health, local amenity, the character and quality of the countryside, or interests of nature conservation, landscape or built heritage importance because of air, noise, light pollution or the presence of unacceptable levels of land contamination.

C6: HEALTH

Priority in new developments will be given to reducing health inequalities and encouraging healthy lifestyles through:

- i. Identifying sites for new health facilities, reflecting the spatial distribution of need, ensuring they are accessible and have the potential to be shared by different service providers; and*
- ii. Ensuring that they provide a physical and built environment that supports interconnectivity, active travel choices, promotes healthy lifestyles and enhances road safety.*

The LDP also outlines the approach the Council will take to increase the proportion of people travelling by sustainable modes and to achieve the 50:50 modal split target. This will involve:

- enabling people to access employment, essential services and community facilities by walking and cycling through, for example, high quality, sustainable design and measures to minimise vehicle speed and give priority to pedestrians and cyclists;
- developing strategic bus and rapid transit corridor enhancements and facilitating their integration with the wider transport network;
- facilitating the transfer between transport modes by, for example, improving existing interchanges and developing new facilities such as strategically located park and ride facilities; and
- maximising provision for sustainable travel within new developments and securing infrastructure investment which can support modal shift within existing settlements.

4.2.2 Replacement LDP

The Council agreed with Welsh Government in March 2021 a timetable to prepare a Replacement LDP to cover the period 2021 to 2036. The timetable proposes a 3.5 year preparation process with adoption of the Replacement LDP due at the end of 2024.

The first stage in preparation of the Replacement LDP was consultation on the Vision, Issues and Objectives for the plan which was completed in summer 2021. Following this consultation Cabinet and Council agreed a Vision and Objectives for the plan in September 2021. The agreed Vision and Objectives includes a commitment to create healthier environments, reduce inequalities and enhance wellbeing including specifically setting out how air quality can be enhanced. This agreed Vision and Objectives will set the context for the plan as it evolves in more detail through the preparation process over the next few years.

The next stage in the preparation process is consultation on the strategic options (levels of housing and population growth and spatial options for meeting this growth) which is planned for autumn 2021. This will be followed by consultation on the Preferred Strategy which planned for autumn 2022, following consideration by Cabinet and Council in September 2022.

4.2.3 Planning Obligations SPG (January 2017)

This document sets out the Council's approach to planning obligations when considering applications for development. It provides further guidance on how the policies set out in the LDP are to be implemented and will assist in securing the provision of sustainable development across the city.

Poor air quality can impact on people's health / quality of life and local authorities are required to assess air quality in their areas against National Air Quality Standards. Where the need arises as a result of a proposed development, the document confirms that developers will be requested to provide an Air Quality Assessment and, in the event of an adverse assessment, a proposed scheme of mitigation measures. In addition to a scheme of mitigation measures, a financial contribution may be sought towards the site specific monitoring of air quality emissions.

In respect of Transportation and Highways, the SPG confirms the Council will maximise opportunities for trips generated by new development to be made by walking, cycling and public transport and seek to ensure that the highway network is able to accommodate road traffic movements associated with new development in a safe and efficient manner. The following guidance is covered:

- developments requiring the provision of a Transport Statement or Transport Assessment;
- the provision of on-site infrastructure necessary to serve the development;
- the provision of or contribution towards offsite highway works, public transport infrastructure/ facilities provision and local interventions where the need arise;

- integrating public transport; and
- travel plans detailing a long term management and monitoring strategy for the delivery of sustainable transport objectives through positive action.

Planning obligations SPG is available at;

[https://www.cardiff.gov.uk/ENG/resident/Planning/Planning-Policy/Supplementary-Planning-Guidance/Documents/Cardiff%20Planning%20Obligations%20SPG%20-%20Edition%201%20\(26th%20January%202017\).pdf](https://www.cardiff.gov.uk/ENG/resident/Planning/Planning-Policy/Supplementary-Planning-Guidance/Documents/Cardiff%20Planning%20Obligations%20SPG%20-%20Edition%201%20(26th%20January%202017).pdf)

4.3 Local Transport Plans and Strategies

Cardiff is growing and changing, and this brings more journeys and more pressures on Cardiff's transport network. Reducing the number of car journeys made in the city, and promoting the use of active and sustainable modes of travel, are central to Cardiff Council's Transport Strategy and in improving air quality in the city. The LDP sets the target of achieving a 50:50 modal split – this means that 50% of all journeys need to be made by sustainable transport by 2026 in order to accommodate the future development set out in the LDP. Our policies set out in the LDP support the need to secure significant improvements to the public transport and active travel networks in combination with new developments.

Cardiff's Local Transport Plan (LTP) was approved by the Welsh Government in May 2015. The LTP sets out our main transport infrastructure proposals which will support this significant modal shift. The Local Transport Plan recognises the need to improve air quality. Its programme prioritises:

- development of active travel networks to increase walking and cycling for local journeys
- the provision of cycling infrastructure
- the bus network
- reduced speed limits
- reducing congestion
- improving transport efficiency and reliability
- bus based park and ride.

The Council has published an Annual Progress Report for Transport each year since 2002. These are available here:

<http://www.keepingcardiffmoving.co.uk/your-sustainable-travel-city>

Challenges

Cardiff Council is committed to achieving a 50:50 modal split by 2026, as set out in Cardiff's Local Development Plan (LDP) 2006- 2026. However, there are a number of challenges that Cardiff faces in order to meet the 50:50 modal split;

- **Future Growth** - Cardiff's LDP provides for 41,000 new homes and 40,000 new jobs in Cardiff by 2026. It is envisaged that this level of growth will generate a (net) road traffic increase by 32% and so existing pressures on Cardiff's transport network will be intensified. A significant shift is required from car use to sustainable travel;
- **Inbound Commuting Traffic** - 38% of Cardiff's workforce travel to Cardiff from outside the county area. This commuting workforce from outside the county area has seen a 10% increase 2004 - 2014. Figures from the Census conducted in 2011 suggest that between 76% - 84% of the commuting workforce travel by car;

- **Health** - There is an urgent need to encourage healthy and active lifestyles in Cardiff; only 25% of Cardiff residents meet physical activity guidelines and 53% are obese or overweight (Welsh Health Survey 2010 and 2011). Social isolation and loneliness is another major need in our local population;
- **Sustainable and Active Travel Availability** - Areas poorly served by sustainable transport modes often have high levels of car ownership and become heavily reliant on the car for daily travel. The quality of the public transport network is major challenge for Cardiff; Ask Cardiff Surveys outlined a 4% decrease in daily bus use between 2007 and 2014. Across the UK over the last 5 years the cost of running a car has decreased by 5% while the cost of the bus has increased by 14% (Department for Transport). There is also a need for cycling and walking improvements in Cardiff. Levels of cycling are continuing to increase but 82% of Cardiff residents think cycling safety needs to be improved (Bike Life 2015).

4.3.1 Cardiff's Transport White Paper

The Transport White Paper was launched on 15 January 2020 and lays out an ambitious 10-year plan to tackle the climate emergency, reduce congestion and improve air quality. It includes proposals for developing the South East Wales Metro, including new Metro lines connecting new and existing communities in the city, Rapid Bus Transport, Active Travel and improvements to our streets and the future of the car, including reducing car ownership through car clubs and greening through the expansion of EV charging infrastructure. Key regional projects are identified, with significant improvements proposed for all the major routes into the city. It also outlines the intention to consider all delivery options and to work with Welsh Government to develop a comprehensive investment plan. The timescale for the White Paper was amended in line with ongoing developments in relation to the Clean Air Plan to ensure alignment.

Document is available at;

<https://www.cardiff.gov.uk/ENG/resident/Parking-roads-and-travel/transport-policies-plans/transport-white-paper/Documents/White%20Paper%20for%20Cardiff%20Transport%202019.pdf>

4.4 Active Travel Plans and Strategies

In September 2014, the Welsh Government introduced the Active Travel (Wales) Act. This measure legally requires Welsh local authorities to map and plan suitable routes for Active Travel within certain areas, as designated by the Welsh Government.

The Cardiff Cycling Strategy sets out an ambitious vision to double the number of cycling trips by 2026, from a 9.2% modal share in 2015 to 18.4% in 2026. In order to achieve this vision, it will be necessary to develop a comprehensive network of cycling infrastructure which is suitable for use by people of all ages and abilities, and to work with key partners from employers, retail and schools to ensure that appropriate cycling facilities are provided at destinations and to promote cycling.

Infrastructure improvements for walking and cycling are planned and prioritised through the Integrated Network Map (INM) as detailed in . The INM defines a network of walking routes and cycling routes and a schedule of schemes to improve this network of routes over a 15 year period. In accordance with the requirements of the Active Travel Act, the INM will be submitted to the Welsh Ministers for approval in November 2017 and updated every 3 years.

As displayed by Figure 43 and Figure 44, the INM and Cycling Strategy sets out proposals for new cycleways which will provide high quality cycle routes, segregated from pedestrians and motor vehicles on busy roads, and will connect strategic development sites, existing residential areas, employment sites, the city centre and Cardiff Bay. These will be supported by a network of secondary routes.

Figure 43 - Integrated Network Map

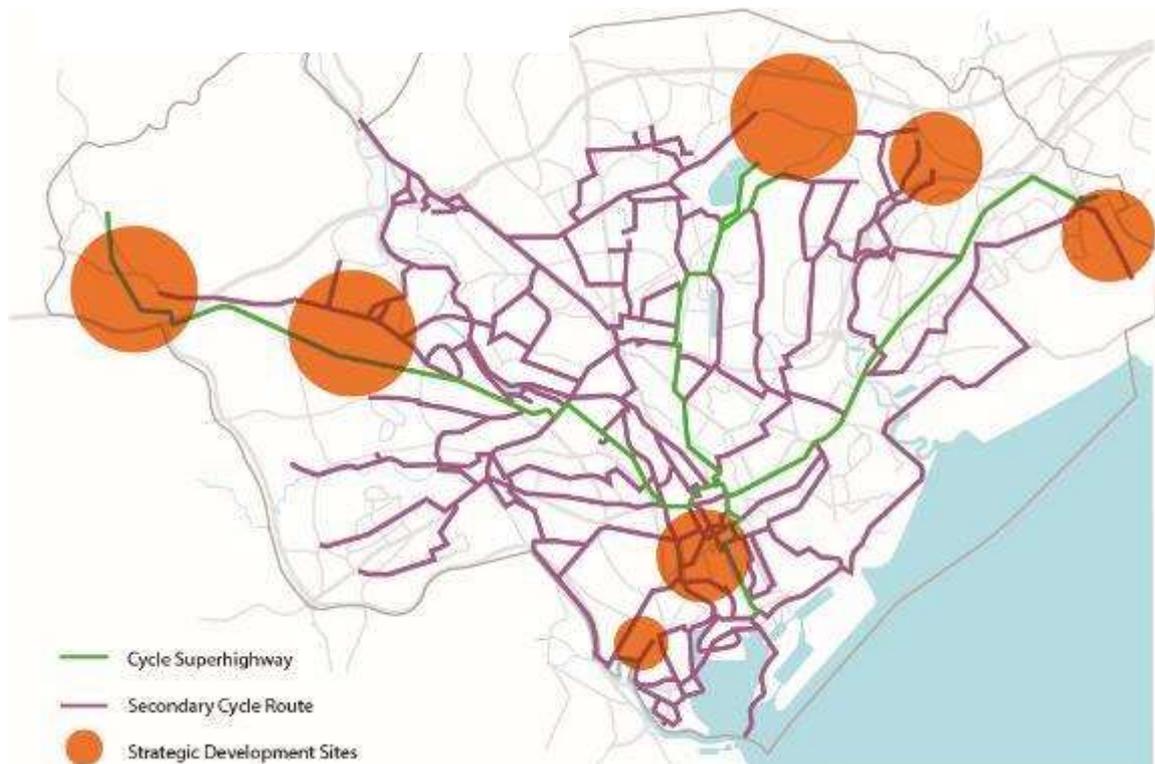


Figure 44- Map of Cardiff's Cycleways Proposal



4.4 Local Authorities Well-being Objectives

In 2015 Welsh Government made a new law called the Well-being of Future Generations (WFG) (Wales) Act. The new law has the sustainable development principle at its heart. This means that we need to work in a way that improves wellbeing for people today without doing anything that could make things worse for future generations.

As highlighted in Figure 45, there are seven national well-being goals that form the basis of the Act and five ways of working which support the goals.

Figure 45 The Well- being of Future Generations (Wales) Act 2015 Matrix



CC adopts the principles of The Well-being of Future Generations (Wales) Act 2015. The Act is a significant enabler to improve air quality as it calls for sustainable cross-sector action based on the principles of long-term, prevention-focused integration, collaboration and involvement. It intends to improve economic, social, environmental and cultural well-being in Wales to ensure the needs of the present are met without compromising the ability of future generations to meet their own needs.

4.4.1 Cardiff Well-Being Plan 2018-2023

Under the WFG Act the Cardiff Public Services Board (PSB) has produced its Well-Being Plan for 2018-2023², which sets out the Cardiff PSB's priorities for action over the next 5 years, and beyond. The Plan contains Well-being Objectives, high-level priorities that the Cardiff PSB have 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. The Well-Being Plan has set out Well-Being Objectives as follows:

- **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

² [Cardiff Well-Being Plan 2018-2023](#)

- **Objective 7** -Modernising and Integrating Our Public Services

Within the Well-Being Plan Objective 2 details the following; *Cardiff is one of Britain's fastest growing cities, and is by far the fastest growing local authority area in Wales. Successful cities are those in which people want to live and this growth is welcomed and a sure sign of strength for the city. However, this growth will bring challenges too, putting pressure on both the city's physical infrastructures, community cohesion, its natural environment and public services. Managing the impacts of this population growth and of climate change in a resilient and sustainable fashion will be a major long term challenge for Cardiff.*

Improving levels of NO₂ and particulate matter (PM_{10, 2.5}) is a City level outcome indicator that the PSB will seek to impact in order to meet this specific Objective. The Plan forecasts a future Cardiff with improved air quality and has committed to taking 'a city-wide response to air pollution through supporting the development and delivery of a Cardiff Clean Air Strategy.'

4.5 Green Infrastructure Plans and Strategies

Outlined in Cardiff's Local Development Plan (LDP) 2006- 2021, Policy **KP16** focuses upon Green infrastructure.

Policy KP16

Green Infrastructure

The policy aims to ensure that Cardiff's green infrastructure assets are strategically planned and delivered through a green infrastructure network. Other policies in the Plan provide more detailed guidance on aspects of these assets, together with supporting SPG.

Where development is permitted, planning conditions and/or obligations will be used to protect or enhance the natural heritage network.

New developments should incorporate new and / or enhanced green infrastructure of an appropriate size, type and standard to ensure no fragmentation or loss of connectivity.

Where the benefits of development outweigh the conservation interest, mitigation and/or compensation measures will be required to offset adverse effects and appropriate planning obligations sought. The implementation of policies designed to provide and protect public open space throughout Cardiff would also serve to offset any increase in recreational pressure on the Cardiff Beech Woods SAC, thereby helping to avoid likely significant effect upon that site.

Management of Cardiff's green infrastructure network should be in place prior to development, and appropriate planning obligations sought. SPG on this topic will more fully outline the extent of Cardiff's green infrastructure and how this policy can be implemented in more detail.

As previously mentioned a new Supplementary Planning Guidance (SPG) concerning Green Infrastructure was approved in 2017 by CC to provide a detailed understanding to the elements raised in the LDP.

- This document provides planning advice on a number of areas relating to development and the environment, including protection and provision of open space, ecology and biodiversity, trees, soils, public rights of way, and river corridors.

- The new document also differs from previous SPGs by providing more in depth design advice, aimed at giving developers a clearer understanding of the approach expected when submitting designs for

new developments. By having this information up-front developers are better able to provide suitable designs to the Council through the planning process

4.6 Climate Change Strategies

4.6.1 One Planet Cardiff Strategy

Cardiff Council declared a climate emergency in 2019 and has since been preparing the One Planet Strategy which sets out how we will respond and tackle this emergency and become carbon neutral Zero as a Council and a City by 2030. A draft One Planet strategy was published for consultation in October 2020 and public feedback on this, alongside a detailed analysis of the Council and city's current carbon position, have informed and shaped the final 2021 One Planet Cardiff Strategy report and its recommendations and action plan and this is being reported to Cabinet on the 14th October 2021 for approval.

In producing the 2021 OPC Strategy the Council has completed a detailed carbon baselining and impact assessment. This key milestone has enabled an understanding of the current carbon position, both of Council operations and also of the wider City.

The OPC Strategy confirms the Council's commitment to ensuring that Cardiff will become a Carbon Neutral Council by 2030. It also confirms the Council's commitment to work in partnership with city wide stakeholders to determine a pathway to achieve a Carbon Neutral City by 2030. Full details of the final strategy are available at <https://www.oneplanetcardiff.co.uk/>

4.6.2 Local Development Plan

Outlined in Cardiff's Local Development Plan (LDP) 2006- 2021, Policy **KP15** focuses upon Climate Change.

Policy KP15

Climate Change

A core function of the Plan is to ensure that all development in the city is sustainable, taking full account of the implications of reducing resource use and addressing climate change. This Policy provides a framework for sustainable growth by promoting development that mitigates the causes of climate change and which is able to adapt to its likely effects. This long-term approach is vital if Cardiff is to realise the economic, environmental and social objectives set out in the Vision.

To mitigate the effects of climate change and adapt to its impacts, development proposals should take into account the following factors:

- **Reducing carbon emissions;**
- **Protecting and increasing carbon sinks;**
- **Adapting to the implications of climate change at both a strategic and detailed design level;**
- **Promoting energy efficiency and increasing the supply renewable energy; and**
- **Avoiding areas susceptible to flood risk in the first instance in accordance with the sequential approach set out in national guidance; and**

- **Preventing development that increases flood risk.**

5 Conclusions and Proposed Actions

5.1 Conclusions from New Monitoring Data

Monitoring data for 2020 indicates that annual mean concentrations of nitrogen dioxide recorded at sites of relevant exposure, within the already established AQMAs, all showed compliance with the annual mean NO₂ Air Quality Standard (40µg/m³). The results are indicative that the impacts of the COVID lockdowns and restrictions therein have had an impact on pollution levels in Cardiff which is likely owing to traffic volumes having decreased. It is therefore likely that the concentrations recorded in 2020 are not representative of a true business as usual scenario and the results have generated a bias/ underestimation of levels of pollution across Cardiff in 2020.

Therefore monitoring within the AQMAs has continued in 2021, consideration of any future actions for the AQMAs will be assessed by the Council once an assessment of the longer term recovery from Covid has been determined.

5.2 Conclusions relating to New Local Developments/ Sources

Section 3.5 details a number of local developments which have either gained planning consent recently or for which a planning application has been received.

These applications have been handled accordingly where Air Quality Assessments have been produced and conditions applied accordingly.

5.3 Other Conclusions

The implementation of COVID measures in the City Centre has accelerated the Council's achievement of compliance with limit values for NO₂ under the Ambient Air Quality Directive, on Castle Street. At the time of writing this report further amendments to the highways arrangements on Castle Street are being implemented and monitoring continues to take place to assess ongoing impacts of these works on compliance.

5.4 Proposed Actions

As a result of the information provided herein it is proposed to

1. Deliver and implement the proposed mitigation measures quantified within the Clean Air Plan;
2. Continue monitoring within and around the existing AQMAs and other areas of concern. The diffusion tube network appointed by SRS on behalf of Cardiff Council will be reviewed and an assessment on locations made;
3. Continue to drive Air Quality as a major aspect to be considered during any planning applications, most importantly Cardiff Central Development;
4. Submit an Annual Progress Report (APR) in 2022; and
5. Update the existing Clean Air Strategy and Action Plan to represent most recent actions in 2022/23.

References

Department for Environment, Food and Rural Affairs, 2003. *Part IV of the Environment Act 1995, Environment (Northern Ireland) Order 2002 Part III Local Air Quality Management, Technical Guidance LAQM.TG(16)*. London: DEFRA (February 2018).

Welsh Government, Local Air Quality Management in Wales, Policy Guidance, June 2017.

Cardiff Council 2020 Progress Report

Cardiff Council Clean Air Plan 2019

Appendices

Appendix A: Monthly Diffusion Tube Monitoring Results

Appendix B: A Summary of Local Air Quality Management

Appendix C: Air Quality Monitoring Data QA/QC

Appendix A: Monthly Diffusion Tube Monitoring Results

Table 12– Full Monthly Diffusion Tube Results for 2020

WAGF Number 2020	Council	Site Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Ave	Max	DC	Annualised	
CCC026	49	127 Park Road	48.5	28.9			23.7	17.4	23.3	28.5	29.6	28.1	27.7	26.5	23.2	75.0		23.3	
CCC082	49	Research Road	47.2	30			19.1	23.2	26	38.9	28.6	34.5	38.6	31.8	24.2	75.0		24.2	
CCC092	58	Wainipate Street	70.2	65.2			28.8	25.3	30.4	30.9	36.1	43.4	46.8	42.9	32.5	58.3		30.0	
CCC115	81	Stephenson Road	50.9	36.1			22.8	23.4	23.9	36.7	30.9	36.1	48.2	43.8	37.3	26.9		26.9	
CCC120	86	17 Fairbairn Road	50.1	43.4			22.9	23.2	31.8	28.3	35	41	26.4	32.6	25.5	75.0		25.5	
CCC130	96	Manor Way Junction Wainipate	48.5	29.3			19.8	16.8	25.1	20.8	27	39.3	36.8	28.8	21.9	75.0		21.9	
CCC132	98	Manor Avenue (Opposite)	33.3	22.2			19	15.6	22.1	24.6	25.6	34.3	36.9	26.0	19.7	75.0		19.7	
CCC133	98	Carroll Road (Opposite)	41.1	22.1			28.2	22.3	14.3	29.5	29.9	29.8	40.1	41.4	29.7	22.5	83.3	22.5	
CCC135	101	Carroll ALAN					9.8	8.1	14.5	17.5	13.8	28.6	31.5	17.7	13.4	58.3		13.4	
CCC138	102	Carroll ALAN					9.1	7.6	13.3	20	16.6	30.2	30	18.1	13.8	58.3		14.7	
CCC137	103	Carroll ALAN					9.4	8.3	14.3	19.6	16	30.4	32.5	18.6	14.2	58.3		15.1	
CCC140	106	30 Casperhill Road	51.9	32.2			19.2	17.1	25.2	27.4	29.2	43.3	40.9	31.8	24.2	75.0		24.2	
CCC146	112	17 Sloper Road	38.9	22.7			17.5	15.1	21.1	30.8	27.7	34.8	33.4	26.9	28.4	75.0		20.4	
CCC149	115	21 Linstead Road	48.4	31.5			24.1	21.3	19.2	34.8	32.3	43.5	40.3	32.8	24.9	75.0		24.9	
CCC151	117	25 Cowbridge Road West	56.2	36.2			36.6	33.2					49.7	42.4	32.2	41.7		30.3	
CCC160	126	Wainipate Street (East)	52.6	52.8			22.3	17.6	12.6	26	23.8	33.7	38.7	28.9	22.0	75.0		22.0	
CCC162	128	117 Tutor Road	49	34.7			23.4	19.5	24.8	31.3	32.2	41.5	36.1	32.5	24.7	75.0		24.7	
CCC165	133	Strayton Court	57.1	40			24	28.3	27.2	40.6	36.4	45.4	44.3	37.4	28.4	83.3		28.4	
CCC177	143	Manor House	45.1	41.7			24.7	19.2	15.6	22.7	29.3	27.5	37.7	41.2	30.5	23.2	83.3	23.2	
CCC178	144	21 Manor House	42	46.9			30.6	21.6		23.1	30.3	27.1	36.4	34.6	32.5	24.7	75.0		24.7
CCC181	147	21 Manor House	33.3	23.2			14	12.2	24.5	29.7	28.6	38.7	37.6	26.6	20.0	75.0		20.0	
CCC182	148	41 Clare Road	37.5	21.6			20.7	14.9	29.9	31	24.1	35.7	37.7	27.7	21.0	75.0		21.0	
CCC183	149	Corporation Road	49.8	35			24.1	22.1	27.2	36.4	33	43.4	41.7	34.7	26.4	75.0		26.4	
CCC190	155	24/4 Colton Road	33.7	19.6			15.2	9.7	19.9	23.3	22.4	32.7		22.1	16.8	66.7		17.2	
CCC191	157	47 Birchgrove Road	39.8	26.4			13.9	14.8	20	24.3	23.4	29.8	32.7	25.0	19.0	75.0		19.0	
CCC192	158	64 St Cathys	40.2	21.8			14.8	9.9	17.6	21.6	20.1	28.3	30.9	22.8	17.3	75.0		17.3	
CCC193	159	100 facade (Opposite)	49.7	30.6			26.2	18.7	37.2	30.5	41.7	43.4	40.4	34.3	26.0	75.0		26.0	
CCC200	166	103 Linstead Road	50.9	32.7			24.1	19.2	28.1	33.7	34.5	43.3	40.6	34.1	25.9	75.0		25.9	
CCC202	168	175 Cowbridge Road East	37.3	20.9			20.6	17.4	22.6	29.8	28.7	33.9	36	27.5	20.9	75.0		20.9	
CCC208	174	76 North Road	38.6	20.1			13.5	11.2	18.2	21.7	20.4	31.5	31.7	23.0	17.5	75.0		17.5	
CCC213	179	ARHOLLY BUSH Terrace	56.4	40.2			22.9	25.4	25.5	41	50.9	49.7	59.3	49.7	43.1	32.0	83.3	32.0	
CCC217	183	Barton Terrace	47.3	28.3			18.5		26.5	32.4	33.2	43.4	37.9	33.4	25.4	66.7		23.3	
CCC218	184	Hopkiss St Mary Street	62.3	33.7			23.9	19.2		39.4	37.5	51.9	49.5	39.7	30.2	66.7		28.3	
CCC220	186	Demsey's Public House Castle Street	68.6	51.9			18.9	9.2	14.3	15.8	16.4	31.5	38.9	30.0	22.8	75.0		22.8	
CCC223	187	King Hotel	60.7				30.6	22.9	20.6	22.6	23.1	33.2	41.1	36.3	27.6	58.3		25.7	
CCC227	188	Wainipate Street (AS)	52.2				33.2	27.5	20.6	40.8	36.3	34.9	26.5	20.6		58.3		32.5	
CCC228	190	1 Pearson Street	34.5	28.4			17.4	15	24.3	21.9	26.6	37.5	36.1	26.9	30.4	75.0		20.4	
CCC234	191	7 Mackintosh Place	36	31.2			19	16.7	28.3	24.8	27	42.1	38	29.2	22.2	75.0		22.2	
CCC235	192	24 Craig Road West	61.4	40.6			34.8	30.8	25.4	36.7	41.5	40.8	40.9	47.1	40.0	30.4	83.3	30.4	
CCC236	193	175 Cowbridge Road West	29.1	16.9			9.2	8.7	11.8	16.9	19	27.4	28.9	18.7	14.2	75.0		14.2	
CCC237	194	195 Cowbridge Road West	25.6	18.1			14.9	13.2		23.1	22	28	28.8	21.5	16.3	66.7		15.6	
CCC238	195	224 Newport Road	54.3	31.1			22.4	17		30.3	39.6	37.8	33.2	25.2	24.3	75.0		23.9	
CCC239	196	2 Pritchley Road	41.4	24.1			17.3	13.6	20.7	25.4	25.8	24.4	34.6	25.3	19.2	75.0		19.2	
CCC230	197	GP 309 Newport Road	43.3								23	37.6		24.6	26.3	25.0		21.2	
CCC231	198	New Building to Newport Court	47.7	36.9			24.4	21.5	22.9	34.1	32	30.3	40.6	38.1	33.4	25.3		83.3	25.3
CCC232	199	131 Newport Road	40.1	28.1			16.3	15.4	22.2	22.5	27.2	35.5	34.9	26.9	20.5	75.0		20.5	
CCC233	200	201 Whitchurch Road	48.9	32.7			23.1	22.4	29.1	40.5	36.7	43.8		34.7	26.3	66.7		27.0	
CCC234	201	23 Lower Central Road	47.6	25.5			18.8	13	23.5	26.6	28.5	37	38.2	28.7	21.8	75.0		21.8	
CCC235	202	22 Clive Street	47.1	27.9			24.2	15	25	29	29.3	38.8	36.8	30.2	23.0	75.0		23.0	
CCC236	203	40 Fairbairn Road	36.9	20.4			13.7	11.4	17.8	17.2	17	28.1	38.9	22.4	17.0	75.0		17.0	
CCC237	204	63 Neville Street	36.5	21			18	10.9	19.9	22.4	24.1	32	34.2	24.3	18.5	75.0		18.5	
CCC240	207	42 Wrangorn Road	33.6	16.1			14.9	11.2	17.3	21.4	22.6	30	28.5	21.7	16.5	75.0		16.5	
CCC241	208	2 Hamilton Road	41.6	27.3			14	15.9	14.4	20.7	25.5	24.9	34.3	27.2	24.6	18.7	83.3	18.7	
CCC242	209	178 North Road	33.4	20			9.1	14.7	19.7	18.4	29.4	23.9	21.1	16.0	66.7		15.0		
CCC243	210	485 Casperhill Road	33.5	21.8			14.6	12.4	16.9	20.1	19.3	30.5	24.5	21.5	16.3	75.0		16.3	
CCC244	211	12 West Wood Close, Droyldon	38.7	18.8			17.5	10.9	21.2	18.5	21.5	34.6	29.6	23.5	17.8	75.0		17.8	
CCC245	212	62 Bridge Road	62.3	37.7			36	36	24.3	40.7	46	43.3	58.1	48	43.3	32.9	83.3	32.9	
CCC266	213	Birchgrove Road	40.2	27.7									34.0	25.8	16.7	75.0		25.8	
CCC267	214	Mitre Place	40.7	34.2			23.1	27.7	22.4	28.2	32.7	32.5	38.8	35.9	32.2	24.5	83.3	24.5	
CCC268	216	Lampost Adjacent to James St	47.3	14.6			21.3	16.5	25.6	31.6	28.9	41.3	36.1	29.2	22.2	75.0		22.2	
CCC270	217	7 Avondale Road	27.6	29			12.4	7.7	14.5	18.9	17.5	28.4	25.2	20.1	15.3	75.0		15.3	
CCC271	218	16-18 Cowbridge Road West	45.4	36.5			28.6	27.3	27.4		41.8	35.7	42.8	44.4	36.7	27.9	75.0		27.9
CCC272	219	Portsmouth (New Lampost)	44.2	25.6							27.4	38	36.2	34.5	26.2	41.7		21.4	
CCC273	220	111a Newport Road	65.1				12.7						53.2	46.2	44.3	33.7		33.3	27.6
CCC274	221	Sturgeson Street (New Students Area)	70.1	46.3				25.2	24.5		36.1		47.8	44.8	42.4	32.2	58.3	30.0	
CCC276	223	St Fagans Road, Ewanton	22.4	11.6			9.8	21.5	11.6	15.2	15.7	21.9	19.6	16.6	12.6	75.0		12.6	
CCC277	224	135 Cardiff Road	36.4	25.2			15.2	12.6	18.9	24.7	23	33	23.6	18.0	66.7		18.2		
CCC278	243	25 Cardiff Road	38.6	22.3															

- (1) See Appendix C for details on bias adjustment and annualisation.
- (2) Distance corrected to nearest relevant public exposure.

Appendix B: A Summary of Local Air Quality Management

Purpose of an Annual Progress Report

This report fulfils the requirements of the Local Air Quality Management (LAQM) process as set out in the Environment Act 1995 and associated government guidance. The LAQM process places an obligation on all local authorities to regularly review and assess air quality in their areas and to determine whether or not the air quality objectives are being achieved. Where exceedances occur, or are likely to occur, the local authority must then declare an Air Quality Management Area (AQMA) and prepare a **DRAFT** Air Quality Action Plan (AQAP) within 18 months, setting out measures it intends to put in place to improve air quality in pursuit of the air quality objectives. The AQAP must be **formally** adopted prior to 24 months has elapsed. Action plans should then be reviewed and updated where necessary at least every 5 years.

For Local Authorities in Wales, an Annual Progress Report replaces all other formal reporting requirements and have a very clear purpose of updating the general public on air quality, including what ongoing actions are being taken locally to improve it if necessary.

Air Quality Objectives

The air quality objectives applicable to LAQM in Wales are set out in the Air Quality (Wales) Regulations 2000, No. 1940 (Wales 138), Air Quality (Amendment) (Wales) Regulations 2002, No 3182 (Wales 298), and are shown in **Table 13**.

The table shows the objectives in units of microgrammes per cubic metre $\mu\text{g}/\text{m}^3$ (milligrammes per cubic metre, mg/m^3 for carbon monoxide) with the number of exceedences in each year that are permitted (where applicable).

Table 13– Air Quality Objectives Included in Regulations for the Purpose of LAQM in Wales

Pollutant	Air Quality Objective		Date to be achieved by
	Concentration	Measured as	
Benzene	16.25 µg/m ³	Running annual mean	31.12.2003
	5.00 µg/m ³	Annual mean	31.12.2011
1,3-butadiene	2.25 µg/m ³	Running annual mean	31.12.2003
Carbon monoxide	10 mg/m ³	Running 8-hour mean	31.12.2003
Lead	0.50 µg/m ³	Annual mean	31.12.2004
	0.25 µg/m ³	Annual mean	31.12.2008
Nitrogen dioxide	200 µg/m ³ not to be exceeded more than 18 times a year	1-hour mean	31.12.2005
	40 µg/m ³	Annual mean	31.12.2005
Particulate matter (PM ₁₀) (gravimetric)	50 µg/m ³ , not to be exceeded more than 35 times a year	24-hour mean	31.12.2004
	40 µg/m ³	Annual mean	31.12.2004
Sulphur dioxide	350 µg/m ³ , not to be exceeded more than 24 times a year	1-hour mean	31.12.2004
	125 µg/m ³ , not to be exceeded more than 3 times a year	24-hour mean	31.12.2004
	266 µg/m ³ , not to be exceeded more than 35 times a year	15-minute mean	31.12.2005

Appendix C: Air Quality Monitoring Data QA/QC

Diffusion Tube Bias Adjustment Factors

A database of bias adjustment factors determined from Local Authority co-location studies throughout the UK has been collated by the LAQM Helpdesk. The [National Diffusion Tube Bias Adjustment Factor Spreadsheet \(Version 07/21\)](#) was used to obtain an overall adjustment factor of 0.75 from the input data shown in the following screenshot. This overall factor is based on 42 co-location studies where the tube preparation method and analysis laboratory used were the same as those used by CC.

Discussion of Choice of Factor to use

The bias adjustment factor applied to all 2020 data is 0.76. The applied bias adjustment factor has been calculated using the national diffusion tube bias adjustment factor spreadsheet version 07/21. Due to insufficient data capture <90%, in accordance with Defra's LAQM (TG16), Box 7.11 it is preferable not to perform a co-location study due to concerns associated with the data quality. The National Bias Adjustment Factor supplied by the LAQM Defra website, based on 24 studies, which appointed Socotec UK Ltd Didcot laboratory, gave a figure of 0.76 and so this has been adopted for ratification purposes.

Short-Term to Long-Term Data Adjustment

AMS Adjustment

AURN station 1 (City Centre, Frederick Street) suffered poor data capture for NO₂ & PM₁₀ in 2020 (62.5% & 67.7%). As a result, the finalised NO₂ & PM₁₀ figures presented in this report for the AURN 1 monitoring site have been annualised according to the methods presented in Box 7.9 of LAQM (TG16). A Long-term AURN urban background continuous monitoring site within a distance of approximately 50 miles from Cardiff was selected for the purposes of this procedure.

Table 14- Long term AURN site used for calculation of NO₂ annualisation ratio for Cardiff City Centre AURN 1

Site	Site Type	Annual Mean (µg/m ³)	Period Mean (µg/m ³)	Ratio
St Julians School Newport AURN	Urban Background	19.9	16.22	1.23
Average Ratio				1.23

Table 15- Long term AURN site used for calculation of PM₁₀ annualisation ratio for Cardiff City Centre AURN 1

Site	Site Type	Annual Mean (µg/m ³)	Period Mean (µg/m ³)	Ratio
St Julians School Newport AURN	Urban Background	15.3	16.11	0.95
Average Ratio				0.95

Diffusion Tubes Adjustment

The annual average nitrogen dioxide (NO₂) datasets obtained via the use of passive diffusion tubes during January to December 2020 were annualised via the method described in Box 7.10 of LAQM TG(16). Due to potential quality issues surrounding Cardiff's City Centre AURN 1 NO₂ data, a long-term AURN urban background continuous monitoring site within a distance of approximately 50 miles from Cardiff was selected.

Table 16– Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 58

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	15.00	16.5	0.91

Table 17– Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 101

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	15.00	14.26	1.05

Table 18– Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 102

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	15.00	14.26	1.05

Table 19– Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 103

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	15.00	14.26	1.05

Table 20– Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 183

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	15.00	16.4	0.91

Table 21- Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 184

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	15.00	16.18	0.93

Table 22- Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 187

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	15.00	16.33	0.92

Table 23- Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 188

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	15.00	12.4	1.21

Table 24- Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 250

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	15.00	16.04	0.94

Table 25 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 117

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	15.6	0.94

Table 26 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 156

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	14.29	1.09

Table 27 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 183

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	15.98	0.92

Table 28 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 194

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	15.38	0.95

Table 29 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 195

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	15.49	0.95

Table 30 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 197

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	18.2	0.81

Table 31 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 200

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	14.29	1.03

Table 32 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 209

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	15.61	0.94

Table 33 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 219

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	17.92	0.82

Table 34 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 220

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	17.9	0.82

Table 35 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 221

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	15.77	0.93

Table 36 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 224

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	14.44	1.02

Table 37 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 243

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	15.61	0.94

Table 38 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 252

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	14.21	1.03

Table 39 Long term AURN site used for calculation of nitrogen dioxide annualisation ratio for Diffusion Tube 253

Site	Site Type	Annual Mean ($\mu\text{g}/\text{m}^3$)	Period Mean ($\mu\text{g}/\text{m}^3$)	Ratio
St Julians School Newport AURN	Urban Background	14.66	15.00	0.95

QA/QC of Diffusion Tube Monitoring

The diffusion tubes are supplied and analysed by Socotec UK Ltd Didcot, using the 50% triethanolamine (TEA) in water method. Socotec UK Ltd Didcot participates in the Annual Field Inter-Comparison Exercise and Workplace Analysis Scheme for Proficiency (WASP) inter-comparison scheme for nitrogen dioxide diffusion tube analysis. From April 2014 the WASP Scheme was combined with the STACKS scheme to form the new AIR scheme, which Socotec UK Ltd Didcot participates in. The AIR scheme is an independent analytical proficiency testing scheme operated by LGC Standards and supported by the Health and Safety Laboratory (HSL).

The laboratory Socotec UK Ltd Didcot is regarded ranked as the highest rank of satisfactory in relation to the WASP intercomparison scheme for spiked nitrogen dioxide diffusion tubes. Information regarding tube precision can be obtained via <http://laqm.defra.gov.uk/diffusion-tubes/precision.html> Information regarding WASP results can be obtained via <http://laqm.defra.gov.uk/diffusion-tubes/qa-qc-framework.html>

Glossary of Terms

Abbreviation	Description
AQAP	Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the LA intends to achieve air quality limit values'
AQA	Air Quality Assessment
AQMA	Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
APR	Air quality Annual Progress Report
AURN	Automatic Urban and Rural Network (UK air quality monitoring network)
CC	Cardiff Council
CASAP	Clean Air Strategy and Action Plan
Defra	Department for Environment, Food and Rural Affairs
DMRB	Design Manual for Roads and Bridges – Air quality screening tool produced by Highways England
FDMS	Filter Dynamics Measurement System
LAQM	Local Air Quality Management
NO ₂	Nitrogen Dioxide
NO _x	Nitrogen Oxides
PM ₁₀	Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less
PM _{2.5}	Airborne particulate matter with an aerodynamic diameter of 2.5µm or less
QA/QC	Quality Assurance and Quality Control
SO ₂	Sulphur Dioxide

OLD LIBRARY AND NORWEGIAN CHURCH

CULTURE & LEISURE (COUNCILLOR PETER BRADBURY) and

**INVESTMENT AND DEVELOPMENT (COUNCILLOR RUSSELL
GOODWAY)**

AGENDA ITEM: 4

Appendices 3, 4, 5 and 7 of this report is not for publication as it contains exempt information of the description contained in paragraphs 14 of part 4 and paragraph 21 of part 5 of Schedule 12A of the Local Government Act 1972.

Reason for this Report

1. To update Cabinet of the Council's progress in securing the future of Cardiff's heritage buildings.
2. To seek authority for the long leasehold disposal of the property known as The Old Library, Trinity Street, Cardiff.
3. To update Cabinet on proposals to transfer the assets of the Norwegian Church Charitable Trust to a new charitable body led by the Welsh Norwegian Society, including transferring the current lease of the Norwegian Church.
4. To delegate authority to the Director of Economic Development to progress and conclude the transfer of the Norwegian Church Charitable Trust.
5. To approve to write off of any outstanding debt of the Norwegian Church Charitable Trust.

Background

6. The Securing the Future of Cardiff's Heritage Buildings report presented to Cabinet in November 2018 outlined the Council's approach to securing investment into the city's heritage buildings. The report noted that Cardiff Council has several significant heritage assets which are predominantly public buildings. As a result of significant maintenance liabilities and high operating costs the report noted increasing cost implications to the Council in operating and maintaining these buildings. The age of the buildings and

their status also meant that the cost of addressing the maintenance backlog is difficult to predict and manage. Subsequently it was identified that the city's historic assets are becoming a growing financial liability for the Council.

7. Nonetheless, the report also outlined that it is clear heritage buildings are an important part of the city's infrastructure and make an outstanding contribution to the quality of place enjoyed in the city. As such, the Council recognises its responsibility to ensure that the historical assets under its custodianship are well maintained and looked after in order to encourage assets in private ownership to be equally well maintained.
8. The report noted a need, on a case-by-case basis, to consider the future operating model of each of the Council's heritage assets to fully reflect their value and potential. Capital Ambition, which outlines the political administration's vision for the city, includes a commitment to "Bring forward a business-led strategy designed to address the backlog in maintenance of the city's most historic buildings and equipping them with the technology required to enable us to find new uses which will contribute to the delivery of the Council's economic development agenda."
9. The November 2018 report noted both the Old Library and the Norwegian Church as key buildings within the Council's control that required consideration. This report provides an update on progress relating to these two buildings.

The Old Library

10. The Old Library opened in 1882 having been designed by James, Seward and Thomas. A prime example of Victorian architecture, the property is listed with a Grade 2 star status. The primary areas of the building are currently occupied by the Council funded Museum of Cardiff and a commercial lease to Virgin Money. The upper floors are currently partially occupied by the Welsh Language Centre. The building has benefitted from a comprehensive up-grade in recent years through grants from various sources including the Heritage Lottery Fund for the Museum of Cardiff and Welsh Government in support of the Welsh Language Centre. Nonetheless, the age of the building necessitates an on-going maintenance requirement, and the backlog is substantial.
11. The Old Library is also operating at a deficit, largely due to the low rental income derived from the existing tenant base. Excepting the occupation by the Cardiff Museum, occupation is by way of commercial leases which expire on 30th November 2021, with no automatic right of renewal. This presents the Council with an opportunity to consider ways to mitigate the cost of ongoing repair and maintenance of this heritage asset. Therefore, in May 2021, the Council commenced a marketing exercise to seek offers to take a leasehold interest in the property. Marketing particulars were prepared (**attached as Appendix 2**) and any interested parties were asked to submit offers in a prescribed form.

The Norwegian Church

12. The Norwegian Church occupies a prime location in Cardiff Bay and has become an iconic building on the Cardiff waterfront.
13. The freehold owner of the Church was Associated British Ports until 2019 when the Council acquired the Britannia Park area. By virtue of the acquisition, the Council is now the freeholder of the site which is subject to a 25 year lease to the Council as Sole Trustees of the Norwegian Church Preservation Trust. The lease expires in 2027.
14. At present, the building is not maximising its commercial potential to the extent that it currently requires a subsidy from the Council to operate. In the current budgetary climate this is not sustainable, and given its prime location is also not necessary. To meet its full potential the building also requires investment both in the fabric of the building and its immediate surrounds.
15. Whilst being mindful of the current Trust arrangements, Cabinet resolved to provide authority for officers to explore the potential to attract a tenant that will invest in the Church and the adjacent area to remove the maintenance backlog and operating subsidy.
16. As a result of the above issues, it was resolved at the November 2018 Cabinet meeting to: *delegate authority to the Director of Economic Development in consultation with the Cabinet Member for Investment and Development and relevant officers to explore the various approaches set out in the report and to return to future meetings of Cabinet for final decisions on each opportunity.*
17. At the meeting it was further resolved to: *Delegate authority to the Director of Economic Development in consultation with the Cabinet Member for Investment and Development and relevant officers to secure a tenant for the Norwegian Church subject to any issues relating to its current Trust status being appropriately resolved.*

Issues

Old Library

18. A major aim of reviewing the Old Library's operating model is to mitigate the Council's ongoing exposure to the repair and maintenance of the building. The property has been running with a budget deficit in recent years of £160,000 (FY19/20); £134,000 (FY20/21); and £146,000 (FY21/22 – forecast).
19. Current occupiers of the property include the Museum of Cardiff, Menter Caerdydd, and the University of Wales Trinity St David. During marketing of the property, bidders were required to accommodate continued occupation by the Museum of Cardiff and Menter Caerdydd.

20. In addition, Virgin Money occupy a self-contained ground floor unit accessed from Working Street, by way of a commercial lease expiring in February 2035.
21. The Museum of Cardiff is a Council operated museum currently operating from 10am to 4pm Wednesday to Saturday. The Museum tells the story of Cardiff and the people who have lived, worked and played here over the centuries. The Museum currently occupies the part ground floor and basement of the main building. The Museum will remain in situ.
22. In May 2021, the Council undertook an exercise to seek offers from the market via independent agents who were appointed to manage the process. As a result of the marketing, three interested parties undertook physical inspections, and four tender packs were requested.
23. Two offers were submitted by the tender deadline of 11 June 2021, and the bids were subsequently summarized. The preferred party was selected based upon its all-round proposal for the future use of the building.
24. The Preferred Bidder is Royal Welsh College of Music & Drama. The offer form submitted by the College is attached at **Confidential Appendix 3**, and its scheme proposal for the building at **Confidential Appendix 4**.
25. The Royal Welsh College of Music & Drama is part of the University of South Wales Group and a member of Conservatoires UK, Federation of Drama Schools, and the European Association of Conservatoires. It is the National Conservatoire of Wales and provides specialist practical and performance-based training in music and drama, enabling students to enter and influence the world of music, theatre, and related professions.
26. A comprehensive initial design proposal, prepared by Flanagan Lawrence Architects, aims to restore the building to showcase its original features whilst retaining the original building layout and respecting the building's Grade II* status. The College plans to return the Old Library to its original educational function and introduce a series of performance, exhibition, and rehearsal spaces into the existing rooms. The building will facilitate the education and work for the College's students whilst providing public access to a "city living room" on the ground floor, housing a café/creative workspace and performance space. The College aims to make "RWCMD at Old Library" a focal point for the performing arts in the city centre.
27. The College aims to bring the space to life with music, drama and a range of live performance as a magnet for local people and to draw people in, as a space for the public to enjoy immersive experiences and a diverse range of talents. This will also include performances in the public realm in the immediate vicinity to the building, providing daytime music and animation in the Hayes sensitive to and in keeping with the surrounding area. This is also all aimed at supporting the delivery of the city's Music Strategy.
28. An important aspect of the College's ambition for the location is to build on the foundations of recent work at the Old Library in respect of the Welsh language. The intention is for the Welsh Language and Cultural Centre's

aims to promote and protect the Welsh language in the City to be taken forward in a newly compelling way through a partnership with the College. The College plans offer to continue to house the Welsh Language Centre at the Old Library and Menter Caerdydd and Menter Bro Morgannwg have stated that language provision in the arts is very important and that they are looking forward to developing such opportunities in this city centre location.

29. Additionally, alongside ambitions for their learning and public performance programme in future, the College is developing a living archive of Welsh language with Welsh music, and poetry and plays by Welsh writers. Going forward, the College intends to continue its showcase of Welsh artists and works, including innovative work from Welsh language writers, musicians and composers.
30. The Council's external agents have been negotiating terms with the College and the latest set of Heads of Terms are attached as **Confidential Appendix 5**. These terms comprise a new 99 year full repairing and insuring lease contracted inside the security of tenure provision of the Landlord and Tenant Act 1954 at a peppercorn rent that provides for the passing of commercial income receivable on the Virgin Money unit to the Council. The Heads of Terms also provides for the continued occupation of Cardiff Museum and Menter Caerdydd. Whilst a peppercorn rent does not provide for a commercial income return, this is outweighed by the social, environmental and economic benefits outlined above.

Norwegian Church

31. The Council were elected as trustees to the Norwegian Church Preservation Trust in 2006 and assisted with running the facility. The Norwegian Church Charitable Trust currently holds the lease for the Norwegian Church, in line with its charitable objectives which are:
 - *To advance the education of the public by promoting the permanent preservation and maintenance of the church as a museum; and*
 - *The provision of facilities for recreation and other leisure time occupation for the benefit of the inhabitants of Cardiff for the object of improving the conditions of life.*
32. The Trust is currently subsidised by the Council as a result of an operating deficit, and as part of the Heritage Cabinet report in 2018 officers were asked to review alternatives to secure a sustainable use for the building. For the five years prior to the pandemic the Trust operated at an average deficit of circa £20,000 per annum, as outlined in Appendix 6.
33. The majority of the income of the Norwegian Church Preservation Trust has come from the operation of the café concession, run by Cardiff Council, which provides 12% gross turnover. As a result of the set gross turnover the cost of running the operation the Council also typically runs a loss on the concession. The Trust had also previously benefited from

income streams associated with Cardiff Harbour Authority and the use by other Council teams that have supported the operation.

34. Given this, the 2018 Cabinet report authorised the Director of Economic Development in consultation with the Cabinet Member for Investment and Development and relevant officers to secure a tenant for the Norwegian Church subject to any issues relating to its current Trust status being appropriately resolved.
35. Subsequently local agents were appointed to seek expressions of interest in the opportunity to manage and run the premises by way of a long lease. The draft marketing material drew particular attention to the requirement for a sympathetic refurbishment and proposals to align with the aims of the Charitable Trust given.
36. During this time the Welsh Norwegian Society contacted the Council to express their keen interest in having an opportunity to prepare a business case to take over the Church. It was subsequently agreed that given the charitable aims of the Trust, and its alignment with the Welsh Norwegian Society, that the Council would allow for the Welsh Norwegian Society to develop a proposal for taking on the operation of the Norwegian Church.
37. Following this, the Welsh Norwegian Society undertook a crowdfunding exercise to raise funds to undertake a feasibility exercise to develop a business case to take on control and responsibility for the running of the Norwegian Church. The campaign successfully raised £4,000 that was match funded by the Architectural Heritage Fund.
38. Following the completion of the feasibility study, the Council agreed to continue to suspend any commercial market exercise to allow the Welsh Norwegian Society to develop a fuller business case that would outline how they would intend to govern, manage and operate the Norwegian Church. To do this a new working group was established that included local businesspeople, as well as individuals with experience of running and managing charitable organisations. The Welsh Norwegian Society also negotiated support from a local business. Subsequently, the WNS has prepared a business case which is attached as **Confidential Appendix 7**.
39. In preparation for any future transfer, the WNS have also created an Incorporated Charity known as the Norwegian Church Cardiff Bay Charitable Incorporated Organisation. Their proposal is to transfer the assets associated with the Norwegian Church Charitable Trust to the Norwegian Church Cardiff Bay Charitable Incorporated Organisation. This will include an inventory of fixture and fittings and the current lease which expires in 2027. In addition to this, charities normally seek lease commitments of 25 plus years and therefore the Council has provisionally agreed to offer a new 25 year lease to commence on the same terms as the existing upon expiry of the existing lease in 2027. Note that the freehold for the building will remain with Cardiff Council in its capacity as a local authority and that the transfer of trust assets primary concerns the transfer of the lease arrangements. Transferring the trust assets to a

separate body will also assist the Council in managing any conflict of interests as freeholder and trustee tenant.

40. It is proposed that subject to the necessary due diligence that the Council will seek to undertake the process outlined in the paragraph above. In addition, there are obligations on the Council to discharge, including ensuring the building is fit and proper before transfer. It is proposed therefore that the Council will provide that the Church is in good working order prior to any transfer.
41. It is also proposed that the current deficit of the Trust is written off. The deficit currently stands at £122,808, and this would require Cabinet approval to be written off. It should be noted that, given the Norwegian Church is currently running at an operating deficit, it is unlikely in the short to medium term that this could be addressed through the current operating model.
42. Once the transfer has been concluded the Norwegian Church Charitable Trust will be dissolved as it will have no further purpose, with its charitable aims and objectives having been taken on by the Norwegian Church Cardiff Bay Charitable Incorporated Organisation.

Scrutiny Consideration

43. This report is due to be considered by the Economy and Culture Scrutiny Committee. Any comments received will be circulated at the Cabinet meeting.

Reason for Recommendations

44. To secure the long-term future of these historic heritage buildings and to preserve public access to them

Financial Implications

45. Both buildings which are the subject of the report have been operating in recent years at a revenue deficit.
46. The proposal at the Old Library is for a commercial lease with the tenant committing to investment in the building with a full repairing and insuring lease. There is no requirement for a future operating subsidy from the Council. In addition, the lease provides for the transfer of the rental income on the Virgin Money unit to the Council in line with the existing income target for the Investment Estate. The rental income target for the remainder of the Old Library at £125,000 would need to be managed within the overall revenue budget for the Directorate.
47. Whilst there are no works specified for the Council to undertake prior to any transfer at this stage, the planned building condition survey may highlight risks in this regard and any liabilities on the Council should be clearly identified and agreed as part of the final Heads of Terms. Any such costs would need to be prioritised from existing capital and revenue

budgets. Further clarification is also required on any VAT and land transaction tax implications.

48. It is proposed that the Norwegian Church is transferred to the Welsh Norwegian Society through a new Incorporated Charity – the Norwegian Church Cardiff Bay. This transfer is subject to receipt of a financially viable final business case and due diligence exercise. The WNS would take on the existing lease which expires in 2027 and has requested a 25 year lease extension upon expiry of the existing lease.
49. Works to bring the building up to standard are currently estimated to be in the region of £90,000 for which the funding source is still to be confirmed.
50. The report also requests approval for write off of the cumulative trading deficit for the Norwegian Church prior to any transfer. This amounted to £122,808 at the end of March 21. In addition, there is a revenue income target of £23,000 for the catering concession at the church which will need to be managed within the overall revenue budget for the Directorate.

Legal Implications

51. With reference to the proposed lease of the Old Library, Section 123 of the Local Government Act 1972 gives power to the Council to dispose of land, including disposal by way of grant of a lease, in any manner it sees fit. Under section 123(2) a local authority shall not dispose of land, other than way of short tenancy of less than seven years, for less than best consideration reasonably obtainable without ministerial consent. The Council's Disposal and Acquisition of Land Procedure Rules also requires the decision maker to have regard to advice from a qualified valuer, to ensure value for money.
52. The Local Government Act 1972 General Consent (Wales) Order 2003, local authorities may dispose of land for less than best consideration, providing the undervalue does not exceed two million pounds, and where the authority considers that this will help to contribute to the social, environmental or economic well-being of its area. The justification for the undervalue is set out in the body of this report.

Trust Implications

53. With reference to the Norwegian Church, the Council holds a dual role in that it owns the freehold of the church in its capacity as a local authority, whilst the lease is held in its capacity as a charity trustee. Transactions concerning trust property are subject to charitable law and any decision to transfer the existing lease should take into account what is in the best interests of the charity rather than the local authority. Under Sections 117(3) of the Charities Act 2011, a charity trustee may dispose of trust property for less than best consideration to another charity without the need for an order from the Charity Commission and without the need to comply with the requirements set out in the Charities Act 2011 with regard to obtaining advice from a qualified surveyor and obtaining the best terms reasonably obtainable. This is providing that the objects of the receiving

charity are of a similar nature and no wider than the disposing charities objects. The Declaration of Trust under which the Council manages the existing Trust contains a power of disposal of trust property, and also, power to wind up the Charity.

Equalities & Welsh Language

54. In considering this matter the decision maker must have regard to the Council's duties under the Equality Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must, in making decisions, have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are: (a) Age, (b) Gender reassignment, (c) Sex, (d) Race – including ethnic or national origin, colour or nationality, (e) Disability, (f) Pregnancy and maternity, (g) Marriage and civil partnership, (h) Sexual orientation, (i) Religion or belief – including lack of belief.
55. When taking strategic decisions, the Council also has a statutory duty to have due regard to the need to reduce inequalities of outcome resulting from socio-economic disadvantage ('the Socio-Economic Duty' imposed under section 1 of the Equality Act 2010). In considering this, the Council must take into account the statutory guidance issued by the Welsh Ministers ([WG42004 A More Equal Wales The Socio-economic Duty Equality Act 2010 \(gov.wales\)](#)) and must be able to demonstrate how it has discharged its duty.
56. An Equalities Impact Assessment aims to identify the equalities implications of the proposed decision, including inequalities arising from socio-economic disadvantage, and due regard should be given to the outcomes of the Equalities Impact Assessment.
57. The decision maker should be mindful of the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards.

The Well-being of Future Generations (Wales) Act 2015

58. The Well-Being of Future Generations (Wales) Act 2015 ('the Act') places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language, and is globally responsible. In discharging its duties under the Act, the Council has set and published well-being objectives designed to maximise its contribution to achieving the national well-being goals. The wellbeing objectives are set out in Cardiff's Corporate Plan 2020 -23.
59. When exercising its functions, the Council is required to take all reasonable steps to meet its wellbeing objectives. This means that the decision makers should consider how the proposed decision will contribute

towards meeting the wellbeing objectives and must be satisfied that all reasonable steps have been taken to meet those objectives.

60. The wellbeing duty also requires the Council to act in accordance with a 'sustainable development principle'. This principle requires the Council to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that Council decision makers must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, the Council must:
- Look to the long term
 - Focus on prevention by understanding the root causes of problems
 - Deliver an integrated approach to achieving the 7 national well-being goals
 - Work in collaboration with others to find shared sustainable solutions
 - Involve people from all sections of the community in the decisions which affect them
61. 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 on line using the link below: <http://gov.wales/topics/people-and-communities/people/future-generations-act/statutory-guidance/?lang=en>

Policy and Budget Framework

62. The decision maker must be satisfied that the proposal is within the Policy and Budget Framework, if it is not then the matter must be referred to Council.

Property Implications

63. Strategic Estates have been managing the Old Library Building over recent years, and although some commercial tenants have been attracted, the short lease term available and the requirements to serve as a Welsh Language Centre have limited the pool of potential tenants and its attractiveness to the wider market.
64. The inability to let the property effectively and fully has resulted in the income receivable being less than that required to repair, maintain and to run the building as a public building.
65. Agents were appointed by the Estates Department to market the building in May 2021 and following a marketing exercise, the preferred party was selected and the Heads of Terms negotiated.
66. Completion of the letting will secure future public use of the building and mitigate the Council's ongoing repair and maintenance liability.

67. Whilst a peppercorn rent does not provide for a commercial income return, this is outweighed by the social, environmental and economic benefits outlined above.
68. The Norwegian Church was managed internally and Strategic Estates were supportive of taking this opportunity to occupy and manage a landmark building in Cardiff Bay to the market place to seek expressions of interest. As part of this remit, the Council have addressed the Trust and sought to resolve the governance around this.
69. The Norwegian Church is currently subject to a lease to the Trust although the Council acquired the freehold recently, and is also the Trustee. Following discussions with legal colleagues and engagement with the Charity Commission, the proposed recommendations will ratify the governance around the Church provided that the Welsh Norwegian Society can provide a robust business case for the future running of the Church. In order to do this, they have also asked for confirmation that the Council will be willing to extend the lease and Heads of Terms have been issued for a reversionary lease to enable them to access grant funding.

HR Implications

70. There are no HR implications relating to the leasehold for the Old Library as the Council services will continue unchanged.
71. There are no HR implications for the transfer of assets from the Norwegian Church Preservation Trust and its subsequent dissolution as any posts relating to the Norwegian Church were included in savings proposals for 2021/22 and are currently being actioned following corporately agreed processes.

RECOMMENDATIONS

Cabinet is recommended to delegate authority to the Director of Economic Development, in consultation with the Cabinet Member for Investment & Development, the Section 151 Officer and the Legal Officer to:

- a) Conclude the leasehold disposal of the property known as The Old Library, Trinity Street marked red on the site plan attached at Appendix 1 to the preferred bidder outlined in this report and in line with the Heads of Terms set out in Confidential Appendix 5.
- b) Transfer the assets of the Norwegian Church Preservation Trust to the Norwegian Church Cardiff Bay Charitable Incorporated Organisation as outlined in this report.
- c) Write off any outstanding debts of the Norwegian Church Preservation Trust in advance of the transfer.
- d) Dissolve the Norwegian Church Preservation Trust once the transfer of assets has taken place.

SENIOR RESPONSIBLE OFFICER	Neil Hanratty Director of Economic Development
	12 November 2021

The following appendices are attached:

Appendix 1 - Site Plan

Appendix 2 - Marketing Particulars

Confidential Appendix 3 – Preferred bidder offer form

Confidential Appendix 4 – Preferred bidder Scheme Proposal

Confidential Appendix 5 - Proposed Heads of Terms

Appendix 6 - Income and Expenditure – Norwegian Church Charitable Trust

Confidential Appendix 7 - Norwegian Church Cardiff Bay Business Case



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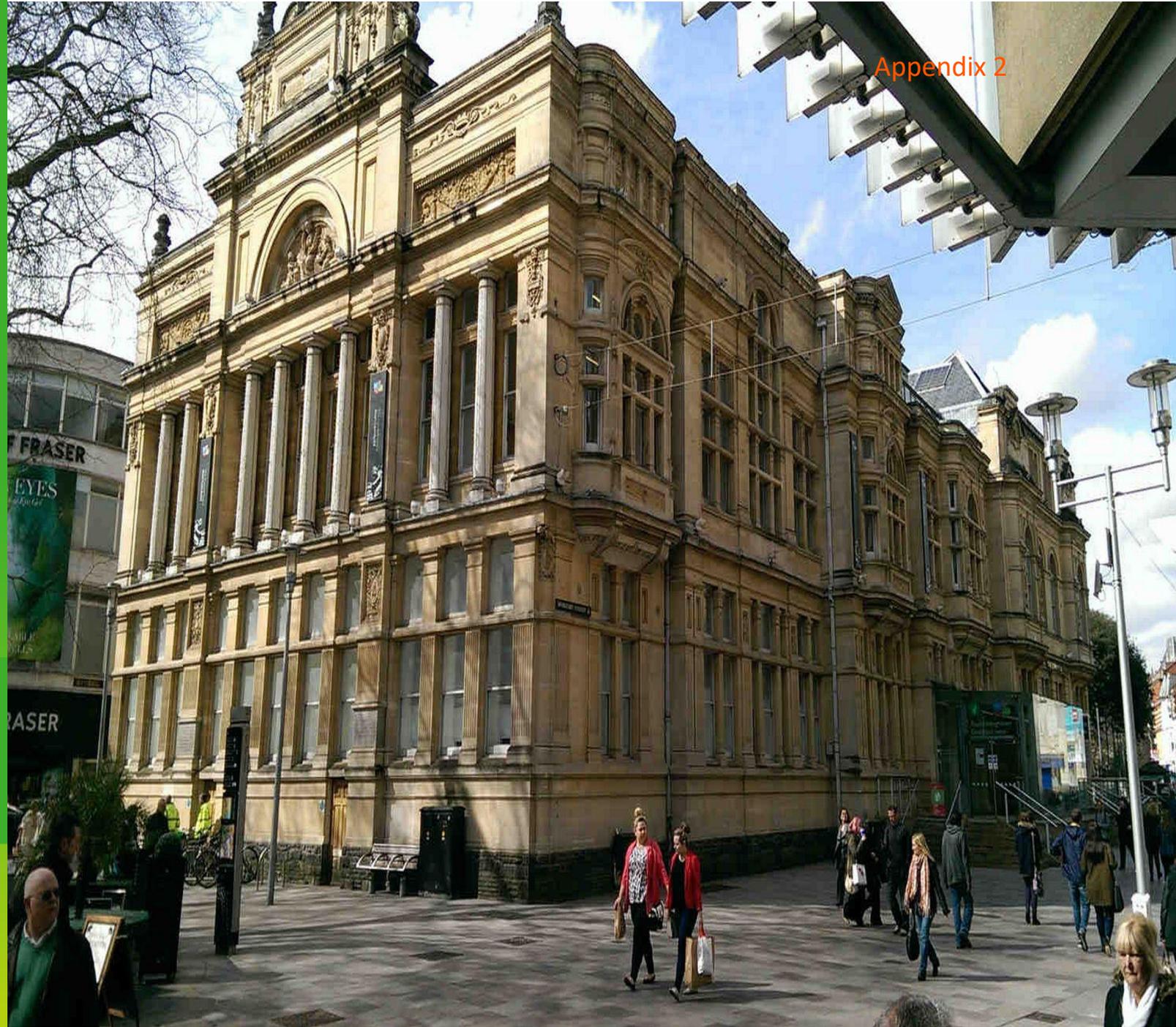
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THE OLD LIBRARY
THE HAYES
CARDIFF
CF10 1BH

INFORMAL TENDERS DUE
12 NOON, FRIDAY
11 JUNE 2021



LOCATION

The building is located in a prominent and central location in Cardiff City Centre and at the northern end of The Hayes, which is now Cardiff's prime fashion thoroughfare.

It benefits from very high footfall with entrances to both the St David's and Queens Arcade shopping centres on its eastern side and House of Fraser and Cardiff Market on its western side. To the north is St Johns Church and the recently completed Hermes leisure block on Church Street.

The central location means that the property is readily accessible by foot via the surrounding pedestrianised streets, but vehicular access is restricted to loading hours or for special occasions.

DESCRIPTION

The Old Library opened in 1882 having been designed by James, Seward and Thomas. Being a prime example of Victorian architecture, the property was listed and currently has a grade 2 star status.

The building provides an attractive characterful facade but its ground floor is elevated from the surrounding pavements and hence is accessed by steps on both its eastern and western points.

The property occupies an island site with frontages onto The Hayes, Working Street, Trinity Street and St John's Gardens.

ACCOMMODATION

The property comprises the following areas:-

TENANT	FLOOR	UNIT STATUS	SQFT
GROUND FLOOR/BASEMENT			
Cardiff Museum	Part basement and part ground	Let	7,708
Former Tourist Information	Part ground	Vacant	501
Former Bodlon	Part ground	Vacant	1,315
Virgin Money PLC	Part basement and part ground	Let	3,315
FIRST FLOOR			
Virgin Money	Part First	Let	
Levitate Online	Part first	Let	264
Menter Caerdydd - Meeting Room	Part first	Let	690

Menter Caerdydd	Part first	Let	1,467
Former Milk & Sugar (Café/Bar)	Part first	Vacant	5,448
Rockit Media Ltd	Part first	Let	1,334
SECOND FLOOR			
Former YHL - Conference Room	Part second	Vacant	1,393
University of Wales – Trinity St David	Part second	Let	1,559

PLANNING

The property benefits from a diverse mix of uses to include retail, bank, museum, café/restaurant and offices.

Interested parties are advised to make their own enquiries of Cardiff Council's planning department regarding planning.

SERVICE CHARGE

The current service charge is running at £8.19 per sq ft.

RATES

There are multiple assessments for rating for the building. Details are available on request.

EPC

The property is listed and therefore exempt from the EPC register.

VAT

All figures quoted are strictly exclusive of VAT where applicable.

LEGAL COSTS

Each party to be responsible for their own legal costs incurred in this transaction.

E J Hales and the Vendor take no responsibility for any error, mis-statement or omission in these particulars. Measurements are approximate and for guidance only. These particulars do not constitute any offer or contract and neither E J Hales nor anyone in their employ have any authority to make any representation or warranty in relation to the property.

TENANCY SCHEDULE

Tenant	Floor	Unit Status	Sqft	Proposed Rent pa	Lease Expiry
GROUND FLOOR					
Cardiff Museum	Basement and part ground	Let	7,708	£0	n/a
Former Tourist Information	Part ground	Vacant	501	£0	n/a
Former Bodlon	Part ground	Vacant	1,315	£8,611	n/a
FIRST FLOOR					
Virgin Money PLC	Part First	Let	3,315	£130,000	28/01/2034
Levitte Online	Part first	Let	264	£3,990	11/2021
Menter Caerdydd - Meeting Room	Part first	Let	690	£0	30/11/2021
Menter Caerdydd	Part first	Let	1,467	£0	30/11/2021
Former Milk & Sugar (Café/Bar)	Part first	Vacant	5,448	£0	n/a
Rockit Media Ltd	Part first	Let	1,334	£18,009	30/11/2021
SECOND FLOOR					
Former YHL Conference Room	Part second	Vacant	1,393	£0	n/a
University of Wales – Trinity St David	Part second	Let	1,559	£28,826	30/11/2021
		Net	21,679	£76,014	

TENDER PROCESS

Parties are invited to tender for the grant of an full repairing and insuring overriding lease of the entire building benefiting from income where let and providing the opportunity to either self-occupy or let the current vacant accommodation.

The Council would aim to maintain cultural public us for the premises.

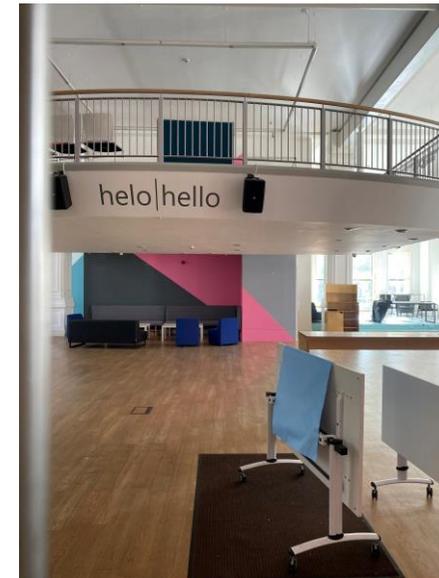
Tenders should be submitted using the Cardiff Council template by **12 noon, Friday 11 June 2021**.

All offers should be submitted (in writing) in addressed envelopes:-

Giles Parker
Head of Property
Strategic Estates
C/O EJ Hales
28 Windsor Place
Cardiff
CF10 3SG

By 12:00 Noon on Friday 11 June 2021.

Tender pack is available on request.



VIEWING

Strictly by appointment through the letting agents, E J Hales, contact:

Phillip Morris • Tel: 029 2034 7104 • E-mail: pvm@ejhales.co.uk

Owen Cahill • Tel: 029 2034 7111 • E-mail: owen@ejhales.co.uk



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By virtue of paragraph(s) 14, 21 of Part(s) 4 and 5 of Schedule 12A of the Local Government Act 1972.

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Appendix 6 - Income and Expenditure – Norwegian Church Charitable Trust

YE	April '16	April '17	April '18	April '19	April '20
Total gross income	£61,370	£66,170	£58,800	£47,210	£56,540
Total expenditure	£99,880	£64,440	£80,830	£75,720	£67,470
Net	-£38,510	£1,730	-£22,030	-£28,510	-£10,930

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BUDGET MONITORING - MONTH 6 REPORT 2021/22**FINANCE, MODERNISATION & PERFORMANCE (COUNCILLOR
CHRIS WEAVER)****AGENDA ITEM: 5**

Reason for this Report

1. To provide the Cabinet with details of the financial monitoring position for the authority as projected at the end of September 2021 (Month 6, adjusted for any significant movements since that date, compared with the budget approved by Council on 4th March 2021. This report includes an assessment of the ongoing financial impact arising from the response to the COVID-19 crisis and the level of financial support provided by Welsh government.

Background

2. The last eighteen months have been dominated by the issues faced in response to the Covid-19 pandemic and the uncertainty that still remains with regards to the future operation of Council services. This monitoring report will continue to set out the pressures arising from responding to the crisis separately from those relating to operational service delivery. As such, the first part of the report addresses the financial impact of the crisis, both in terms of additional expenditure and reduced income generation, as well as the Welsh Government (WG) funding response to this. The report then provides details of the overall revenue position, including any unfunded impacts of COVID-19 and any emerging operational issues that have arisen for reasons other than the pandemic. An outline of the actions taken by the Council in response to the emerging financial position is then provided, followed by an update on the position in relation to the Capital Programme.

Issues**COVID-19 Financial Impact**

3. The ongoing COVID-19 pandemic continues to have a significant financial impact on the Council. This is being evidenced through both additional expenditure pressures and reduced income generation across

services. These additional expenditure pressures have varied in nature, but have included both the need to change the way services are delivered and also the requirement to react to additional and different demand pressures being faced. In relation to income, losses have been experienced in a number of directorates and as the year progresses there will be a need to track how those services are delivering against the income levels budgeted for in year.

4. In response to these financial pressures, the Welsh Government (WG) has continued to support COVID-19 impacts this year and has committed to continue funding arrangements across Wales for 2021/22 in areas where the pandemic continues to demand additional expenditure or result in lost income. This funding commitment is intended to cover the remainder of this financial year but with an understanding that some services will be presumed to require less financial support as the crisis eases allowing some services to return to pre-pandemic levels of service. In order to access funding, local authorities have been required to submit monthly expenditure claims and quarterly income claims.
5. This financial year to date, the Council has submitted expenditure claims to WG totalling £13.781 million, with the table below providing an overview of claims made to September.

Expenditure claimed by Month	April £000	May £000	June £000	July £000	August £000	Sept. £000	Total £000
Adult Services	1,092	1,239	1,162	1,201	984	850	6,528
Childrens Services	116	149	187	200	243	250	1,145
Infection Control	49	75	38	50	23	112	347
FSM	407	58	56	570	1,422	3	2,516
Homelessness	28	58	98	86	24	118	412
SIPS	103	42	47	228	248	389	1,057
Delegated Schools	125	194	266	118	130	320	1,153
Other	157	140	94	63	47	122	623
Total	2,077	1,955	1,948	2,516	3,121	2,164	13,781

6. The table below provides an overview of the status of claims to September 2021, showing the amounts reimbursed by WG.

Expense Claims between April – Sept. by Category

Expense Claims	Claimed - £'000	Reimbursed - £'000	Held - £'000	Disallowed - £'000
Adult Services	6,528	5,601	927	0
Childrens Services	1,145	1,145	0	0
Infection Control	347	328	19	0
FSM	2,516	58	2,458	0
Homelessness	412	302	110	0
SIPS	1,057	864	193	0
Delegated Schools	1,153	1153	0	0
Other Spend	623	606	0	17
Total	13,781	10,057	3,707	17

7. Adult Services continues to be a significant recipient of Hardship Support with the majority of Covid-19 related expenditure within this service taking the form of financial support to Providers. WG have recently issued guidance which sets out revised arrangements for Provider support until the end of this financial year. The monitoring position assumes that ongoing support will reflect these arrangements and will be fully reimbursed. As previously reported last year, there are delays in approval on free school meals provision but there are no concerns that the payments will not be agreed. As in previous months, it should be noted that some items have been retrospectively withdrawn from the Council's claim, because alternative funding sources have become available.
8. In addition to the expenditure claims submitted between April and September, the Council has submitted two claims for lost income, net of any expenditure savings made, covering the first half of this financial year. The Q2 Claim was submitted on the 22 October 2021 and no response has yet been received from WG. Both claims contained information on any income that may have been delayed in its receipt, but not permanently lost.
9. The table below provides an overview of the status of the Q1 income claim, alongside the claims for Q2 including details of the most significant income losses experienced. As reported in the M4 Report, the majority of the Q1 claim was agreed. Those areas that are identified as held relate to income that will be considered later in the year when the amount of income collected in areas such as planning and licensing will be clearer in terms of lost versus delayed income. The difference between the Claimed and Reimbursed is primarily the Q2 claim and it is anticipated that it will be agreed on the same basis as Q1 with the results being reported later in the year

	Claimed £000	Reimbursed £000	Held £000
Parking	(1,144)	(964)	0
Planning	(204)	0	(204)
Property	(664)	(523)	0
Schools Income	(253)	(130)	0
Schools Catering	(1,280)	(136)	0
Sport & Leisure *	(2,215)	(619)	0
Venues	(2,871)	(1,868)	0
Other	(1,305)	(565)	0
Total	(9,936)	(4,805)	(204)

10. Any additional expenditure or income losses that the WG has decided not to fund will need to be met from existing Council resources and the relevant amounts are reflected within the projected directorate outturn positions that are outlined later in the report. A combination of WG signalling a revision of Hardship support from October and the uncertainty of the economic and pandemic conditions for the remaining

months of the year highlights a level of financial risk that not all additional expenditure and income loss will be fully reimbursed by the WG Hardship Fund arrangements. Because of this, the projected directorate positions included within the report do not incorporate the full potential pandemic related pressures that may occur during the last few months of the year. Instead, because of the range of potential scenarios that could occur, the table below has been prepared to provide an indication of the financial impact that may result:

	Estimate (£000)	25% Council Cont (£000)	50% Council Cont. (£000)	75% Council Cont. (£000)	100% Council Cont. (£000)
Projected Cost (August – March)	2,000	1,500	1,000	500	2,000
Projected Income Loss (Q2-Q4)	5,000	1,250	2,500	3,750	5,000
Total	7,000	2,750	3,500	4,250	7,000

Revenue Position

11. The overall revenue position reported in the paragraphs that follow comprises projected variances that have arisen irrespective of the pandemic, combined with COVID 19-related items of additional expenditure or lost income that WG have indicated will not be funded through the COVID-19 Hardship Fund. In addition, these variances include shortfalls against 2021/22 budget savings proposals and any in-year savings or efficiencies that have been identified during the year.
12. The overall monitoring position, as at Month 6, reflects a total projected net annual Council overspend of £0.397 million. This position is detailed in Appendix 1 and includes a total directorate net overspend of £3.147 million and a projected overspend of £250,000 in relation to Capital Financing, partially offset by the £3 million general contingency budget.
13. The table below provides a summary of the overall position and outlines the component parts of each directorate's total variance.

Directorate	Directorate Position (£000)
Corporate Management	0
Economic Development:	
Economic Development	827
Recycling & Neighbourhood	0
Education & Lifelong Learning	1,045
People & Communities:	
Housing, & Communities	(277)
Performance & Partnerships	(7)

Adult Services	(87)
Children's Services	1,414
Planning, Transport & Environment	289
Resources:	
Governance & Legal Services	157
Resources	(214)
Total Directorate Position	3,147
Capital Financing	250
General Contingency	(3,000)
Summary Revenue Account	0
Total Council Position	397

14. From the table above, it is, however, clear that there continue to be particular pressures evident in Children's Services, Economic Development and Education & Lifelong Learning with smaller but not insignificant overspends within Planning Transport & Environment and Governance & Legal Services.
15. The specific overspends and underspends within each directorate's position are outlined in more detail within Appendix 2. However, the main pressures relate to the additional cost and number of residential and internal fostering placements within Children's Services, as well as additional expenditure in relation to agency staffing within that directorate. In addition, Education is experiencing pressures in relation to both Out of County Placements, both in terms of cost of individual placements and the overall number of pupils requiring specialist provision. In addition, there are underlying pressures evident within School Transport due to the number of pupils with additional learning needs requiring transport. Economic Development highlight the level of uncertainty facing the income generating services and reflects the level of risk if WG are not able to support fully the impact on services
16. As well as these specific pressures, there are pressures in most directorates arising from not being able to fully deliver the savings proposals agreed as part of the 2021/22 budget. As outlined in Appendix 3, there is an overall projected shortfall of £663,000 (12%) against the target of £5.554 million. For those 2020/21 savings proposals, the position is that 62% of the savings have been achieved against the £2.147 million carried forward with the remaining proposals being predominantly income related and therefore have an element of uncertainty in the current year.
17. The Capital Financing outturn is forecast to be £250,000 in excess of budget which is an improvement on the position reported in Month 4. This budget supports the Council's Capital Programme and treasury management activities, including external interest payable, prudent provision for the repayment of any debt in line with Council policy, as well as interest earned on temporary investments. The position against the budget is impacted by a number of variables which may change during the course of the year such as interest rates, the level of investment balances, share of interest chargeable to the Housing Revenue Account (HRA), the need for and timing of external borrowing, as well as performance in achieving capital expenditure projections. Whilst there

are delays in some capital projects resulting a lower borrowing requirement during the year, factors combining in determining the current projection include HRA picking up a lower share of overall external interest costs, lower levels of interest recoverable from directorates in relation to invest to save schemes expected to be completed during 2021/22 and a higher provision for prudent repayment of historic capital expenditure than assumed for 2021/22

18. A balanced position is being reported in relation to Council Tax Collection. Performance to date suggests that collection rates are at a level at least comparable to 2020/21 with the potential for a surplus up to £200,000. The position projected at this time remains balanced
19. As part of the reported directorate positions, contributions from contingency budgets have been incorporated where appropriate. These include a transfer from the Council Tax Reduction Scheme (CTRS) contingency, of £3.360 million, to meet both the impact of the Council Tax increase together with the increasing demand from residents for financial support, largely as a direct consequence of the pandemic and financial hardship that people have been experiencing. In addition, the Children's Services position currently presumes a £500,000 contribution from the £2.175 million contingency held for meeting the additional costs arising from external placements. It is anticipated that this contingency will be required in full by the end of the year as additional placements occur.
20. In addition to the general fund directorate positions are the positions of ring- fenced and grant funded accounts, which are outlined in more detail as part of Appendix 2. In summary, the position on the Housing Revenue Account (HRA) is projecting a balanced position but that any capital financing cost savings will be used to improve the ability to deal with future budget pressures including capital works postponed to future years and provide more flexibility for any unavoidable commitments in the new financial year. The Civil Parking Enforcement position reflects an in-year surplus of £2.321 million compared to the budgeted surplus of £3.741million. The restrictions remained in April and May and since then activity has increased. It is anticipated that reliance on some level of WG Hardship Grant will be required throughout the year but at a lower level than previous months. The Harbour Authority is projecting a balanced position

Response to the Emerging Financial Position

21. As outlined earlier in this report, the financial and economic impact of the pandemic will remain with local authorities for the foreseeable future. There is a need to ensure that demand pressures are picked up early as well as where demand for services does not return to anticipated levels particularly with respect to income generating services. This combined with the changing nature of support from WG and the ceasing of the Job Retention Scheme highlights the continuing need to ensure that budgets are tightly managed.

Capital

22. The Council in February 2021 approved a new Capital Programme of £244.353 million for 2021/22 and an indicative programme to 2025/26. The budget for the General Fund and Public Housing has since been adjusted to £287.969 million to include actual slippage reported at outturn, incorporation of new grant approvals and confirmation of actual grant awards.
23. The sections below indicate a forecast position for 2021/22 for the General Fund and Public Housing.

General Fund

24. The projected outturn for the year is currently £181.981 million against a total programme of £201.229 million with a variance of £19.248 million, which is predominantly slippage. Expenditure at the end of Month 6 was £51.894 million which represents 29% of the projected outturn, halfway through the financial year, however there are a number of large expenditure items which are subject to progress during the latter part of the year.

Capital Schemes Update

25. Delivery of capital projects is complex, may span a number of years and is influenced by a number of external and internal factors such as weather, statutory and non-statutory approval processes. Directorates continue to be reminded of the need to set achievable profiles of expenditure and to identify slippage at an early stage.
26. The impact of Covid-19 on the programme has been dependent on the nature of the works being undertaken. Inflation and supply chain challenges represent a significant delivery challenge to projects. The drivers of these pressures remain unclear; however, the impact of Brexit, ongoing pandemic management and a UK-wide pipeline of construction-led recovery projects are all considered potential drivers of cost inflation, shortage of materials such as steel, timber and cement and difficulties recruiting for key roles.
27. Though fixed prices and framework agreements afford some protection to the inflationary pressure in the short term, this cannot be sustained beyond the contract period and increases in tender prices are likely as risk is built into contract process. These issues will impact on costs of works which is likely to impact on managing within estimated budgets. This may require re-prioritisation of schemes to be undertaken including changes in specification where this allows the same outcomes to be met.
28. Utilising grants bid for and awarded in approved timescales is a risk to be managed by directorates in the remainder of the year. Consideration of switching of Council resources and early discussion with grant funding bodies should be undertaken to ensure that approved grants can be utilised in full.

29. Further detail on progress against significant capital schemes included in the programme is included in Appendices 4 and 5 to this report.

Capital Receipts

30. The Capital Programme approved by Council in February 2018 set a target for non-earmarked General Fund Capital receipts of £40 million, with a subsequent increase of £1 million to this target in 2019/20, after making a deduction for eligible revenue costs of disposal. Up to 31 March 2021, a total of £7.861 million has been received against the overall receipts target.
31. The forecast of income towards the target whether by external disposal or approved land appropriations to the Housing Revenue Account (HRA) during 2021/22 was £6 million. Receipts to date total £388,000, with the Annual Property Plan for 2021/22 to update on the forecast of receipts during this financial year and for future years in order to determine the affordability of the Capital Programme to be considered as part of future budget strategy.
32. In addition to the above, land appropriations to the Housing Revenue Account will take place for the development of affordable housing, with the main site being the former Michaelston school site, which was originally anticipated to be appropriated in 2019/20. Where sites are to be appropriated to the HRA, this needs to be within the approved budget framework for the HRA and based on an agreed independent valuation and housing viability assessment.
33. The Capital investment programme also includes a number of major development projects which assume that capital receipts are earmarked to pay towards expenditure incurred on those projects. Examples include the development strategy at the International Sports Village, Arena contribution and commitments agreed as part of proposals in respect to Llanrumney Development. Expenditure incurred in advance of realisation of receipts represents a risk of both abortive costs and to the level of borrowing and should be incurred as part of an approved business case and cabinet approval.

Public Housing (Housing Revenue Account)

34. Directorate Programme 2021/22 £86.740 million. Initial variance of £25.470 million identified.
35. The estate regeneration budget of £3.150 million tackles issues of community safety, defensible space, waste storage and courtyard improvements to blocks of flats. Full expenditure is projected for the year with major schemes including the Roundwood Estate, Arnold Avenue/Bronte Crescent, Pennsylvania Avenue and Trowbridge Green (£1.250 million). This also includes the Column Road refurbishment (£500,000) as well as improvements to garages (£1.250 million).

36. In respect to planned investment on Council dwellings, there is a total budget for the year of £19.250 million. Total expenditure in year is projected to be £14.170 million and this will ensure that the Major Repairs Allowance grant allocation for 2021/22 of £9.557 million is utilised in full. Areas of expenditure forecast during the year include replacement boilers (£1 million), door and window replacements (£1.438 million) and roof works to both houses and flats (£2.479 million). Slippage of £5.080 million is currently anticipated for building improvements and this is primarily in relation to flat and house roofs, works to BISF houses and front door upgrades to flats. The delays in relation to Covid- 19 and restricted access into houses has meant slippage on planned kitchen and bathroom works. Furthermore, new legislation released in December 2020 regarding cladding testing, changes in scope, duration and market conditions for a scheme at Lydstep high-rise has meant that the major work scheme has been delayed by circa six months. This has resulted in a later than expected start date on site and a reduction in anticipated spend this financial year. Whilst contractors are on site undertaking smaller schemes such as fire doors and sprinkler installations, expenditure of only £917,000 is projected against an in- year budget estimate of £5.750 million.
37. The budget for disabled adaptations for public housing is £3.350 million but expenditure during the year is forecast to be £2.500 million. During 2020/21, Covid-19 caused delays as access was not permitted into homes for work to be carried out. Work is now continuing to catch up with demand but the expected underspend during the year is largely due to reduced staff capacity and materials.
38. Expenditure on the development of new housing over a number of sites during the year is estimated to cost £41.450 million in total. This includes the completion of the phase one Cardiff Living sites and the commencement on Cardiff Living phase two and three sites. Two schemes remain in progress for Phase 1 of Cardiff Living; Llandudno Road which is due to complete in October 2021 and the PassivHaus scheme at Highfields which is expected to complete in the autumn of 2022. Public consultation will begin towards the end of this summer on the Caldicot Road/Narberth Road site through Cardiff Living which will deliver in the region of 75 mixed tenure homes for local people. The early stage master-planning is well underway on the proposed older person/wellbeing village on the former Michaelston College site which will deliver in the region of 250 new homes and a wide range of public buildings providing a range of facilities for the local community with a focus on older people and health and well-being. Public consultation on the proposals for Michaelston will take place in November 2021. Work is well underway for the low-carbon scheme on the Former Rumney High school site and on the former Howardian school site in Penylan, with all private houses released for sale on Howardian phase 1 having sold off-plan.
39. Progress on other development projects outside of Cardiff Living include the conclusion of the tender exercise and award of JCT contracts for the St. Mellon's and Maelfa older person community living buildings which will

deliver over 100 older person flats and a range of communal facilities, both of which will commence on-site before the end of the year. The tender process to appoint a developer for 16 new two, three and four bed homes on the former Local Training Enterprise Centre building in St. Mellons has now been completed and the contract has been awarded. Planning applications have now also been submitted for the Channel View masterplan and phase one, the new older person community living building at Bute Street and Riverside/Canton Community Centre as well as the proposed development of Waungron Road, Llandaff, all of which are due to go to planning committee in November. Work on site commenced in August for the development of 28 one and two bed flats on the former Paddle Steamer pub site in Butetown and the scheme to deliver 16 new council homes at Caldicot Road in Caerau was completed and handed over in September.

40. Cabinet in June 2020 considered the impact of Covid-19 on the Council's housing delivery programme and agreed approval in principle of a specific request from Wates Residential to the immediate purchase of a number of additional properties currently in development as part of the Phase 1 Cardiff Living programme. Furthermore, Cabinet considered in July 2020 a future service model for Homelessness and set out a range of schemes to offer long-term and sustainable housing options for homeless families and single people. The purpose of this work is to replace the leased hotels that were taken on during the Covid-19 crisis with longer-term solutions for temporary accommodation. Two sites were identified to deliver such new-build temporary accommodation, one of which is Hayes Place which completed in February 2021 and provides 19 new modular homes using the Beattie Passive 'Haus4studio' pods. There is also a meanwhile use on part of the Gasworks site, Grangetown which will provide 50 flats as temporary accommodation for homeless families. This is well underway with all the modular units being delivered and craned onto site by the middle of August 2021 and the scheme is projected to handover by December 2021. The Council has also recently purchased the YHA Hostel in Butetown for £6.400 million in order to continue the provision of further accommodation to tackle homelessness within the city.
41. Further to this, specialist supported accommodation for homelessness was proposed at Adams Court to create an integrated facility of approximately 103 self-contained units with intensive support and an additional 49 flats for longer term more settled accommodation.
42. To support the costs of the above three projects, the Council submitted a number of grant bids to Welsh Government covering Covid-19 related homelessness recovery plans and over £12 million pounds of funding was approved, subject to detailed terms and conditions. Much of this was spent in 2020/21 but the balance of £3.957 million will be utilised this year. This is made up of £3.857 million for Adams Court and £100,000 for the Huggard site.
43. The Development team are aware of current risks to the programme caused by the Covid-19 pandemic and Brexit. A shortage of materials and

labour supply is being recognised nationally and is a source of concern for the development industry. As a result, the implementation of some schemes could be delayed until early 2022 and therefore the new build programme is projected to have slippage of £19.540 million.

Reasons for Recommendations

44. To consider the report and the actions therein that form part of the financial monitoring process for 2021/22.

Legal Implications

45. The report is submitted for information as part of the Authority's financial monitoring process. The Council's constitution provides that it is a Council responsibility to set the budget and policy framework and to approve any changes thereto or departures there from. It is a Cabinet responsibility to receive financial forecasts including the medium term financial strategy and the monitoring of financial information and indicators.

HR Implications

46. There are no HR implications arising from this report.

Property Implications

47. The report is submitted for information as part of the Authority's financial monitoring process. The Strategic Estates Department continues to work with the Finance Department to monitor the ongoing impact of COVID-19 on the Council's estate-related revenue and capital budget. There are no further specific property implications to report.

Financial Implications

48. In summary, this report outlines a projected Council overspend of **£0.397 million** at Month 6 of the 2021/22 financial year. This overspend reflects a net directorate overspend of **£3.147** million, coupled with a Capital Financing overspend of £200,000. These overspends are partly offset by the general contingency of £3 million. In the event that an overspend of this level exists at the end of the financial year, it would be offset against the Council Fund Balance. However, between Month 6 and the financial year end, every effort will be made to reduce the overspend to a balanced position. It is important to note that within the overall position are cautious assumptions particularly in respect to income (75%) Financial Hardship support provided by Welsh Government.
49. Whilst, to date, the Council has been able to recover the majority of COVID-19 expenditure and income losses from Welsh Government, the position is anticipated to 'taper down' from October 2021. Whilst it is recognised that there is increased level of clarity of support to the end of the financial year, there will be increased financial stringent challenge from WG in respect to the losses being as a result of the pandemic. This

level of risk is evidenced by the scenarios presented in the report, which outline the fact that, based on current estimates, the Council could be exposed to £4 million additional expenditure and income impacts. Because of this risk and to ensure that the Council is in a robust position to face the challenges of 22/23 and the medium term, it is important that directorates continue to focus on their financial positions and ensure that tight financial control is in place over the remainder of this financial year. This will require a continual review of Council-wide issues and regular monitoring of the Council's balance sheet, including the debtors' position and earmarked reserve levels.

50. In relation to the 2021/22 Capital Programme, a variance of £19.248 million is currently projected against the General Fund element, predominantly in relation to slippage against schemes. In terms of the Public Housing element of the programme, slippage totalling £25.470 million is currently forecast. Historically, this report has highlighted the issue of slippage and the economic impact of rising material process and contractor availability is contributing to potentially higher rates of slippage than have been experienced before. The increase in material prices could potentially reduce the amount of work being undertaken in asset renewal budgets in individual years in order to ensure capital budgets remain viable over the five year programme. There are large expenditure items planned for the last quarter of the year and it is critical that directorates ensure that the necessary progress is made against schemes, to ensure that slippage is minimised as much as possible. Due diligence needs to be maintained to ensure that the delay of schemes that rely on external funding does not result in the lost opportunity of accessing those funds due to tight terms and conditions dictating any timelines that must be met.

51. For capital expenditure, effective contract management will be required, with a particular focus on the prevailing economic climate causing delays or increased costs. Should such issues continue to emerge during the remaining months of the year it will be necessary for these to be escalated as a matter of priority so that the overall impact on the programme can be assessed and any required actions taken. Such risks also need to be monitored in relation to the generation of capital receipts which underpin the overall affordability of the programme.

RECOMMENDATIONS

The Cabinet is recommended to:

1. Note the projected revenue financial outturn based on the projected position at Month 6 of the financial year.
2. Note the capital spend and projected position at Month 6 of the financial year.

SENIOR RESPONSIBLE OFFICER	CHRISTOPHER LEE Corporate Director Resources 12 November 2021
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The following Appendices are attached:

- Appendix 1 – Revenue Position
- Appendix 2 – Directorate Commentaries
- Appendix 3 – 2021/22 Budget Savings Position
- Appendix 4 – Capital Programme
- Appendix 5 – Capital Schemes Update

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Appendix 1

REVENUE MONITORING POSITION 2021/2022

Directorate	CASH LIMIT BUDGETS			PROJECTED OUTTURN			VARIANCES		
	Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Corporate Management	27,057	(101)	26,956	27,892	(936)	26,956	835	(835)	0
Economic Development	50,213	(42,257)	7,956	49,421	(40,638)	8,783	0	0	827
- Recycling & Neighbourhood Services	41,396	(11,623)	29,773	44,267	(14,494)	29,773	2,871	(2,871)	0
Education & Lifelong Learning	353,276	(58,444)	294,832	356,235	(60,358)	295,877	2,959	(1,914)	1,045
People & Communities									
- Communities & Housing	265,085	(216,545)	48,540	265,363	(217,100)	48,263	278	(555)	(277)
- Performance & Partnerships	8,738	(5,790)	2,948	8,803	(5,862)	2,941	65	(72)	(7)
- Social Services - Children's Services	79,101	(8,823)	70,278	84,083	(12,391)	71,692	4,982	(3,568)	1,414
- Social Services - Adult Services	144,587	(24,245)	120,342	146,029	(25,774)	120,255	1,442	(1,529)	(87)
Planning, Transport & Environment	54,100	(48,172)	5,928	55,733	(49,516)	6,217	1,633	(1,344)	289
Resources									
- Governance & Legal Services	7,190	(1,180)	6,010	8,424	(2,257)	6,167	1,234	(1,077)	157
- Resources	29,880	(14,963)	14,917	29,982	(15,279)	14,703	102	(316)	(214)
Capital Financing etc.	37,889	(5,453)	32,436	37,779	(5,093)	32,686	(110)	360	250
General Contingency	3,000	0	3,000	0	0	0	(3,000)	0	(3,000)
Summary Revenue Account	17,936	0	17,936	17,936	0	17,936	0	0	0
Discretionary Rate Relief	400	0	400	400	0	400	0	0	0
Sub-Total	1,119,848	(437,596)	682,252	1,132,347	(449,698)	682,649	13,291	(13,721)	397
Council Tax Collection	0	0	0	0	0	0	0	0	0
Total	1,119,848	(437,596)	682,252	1,132,347	(449,698)	682,649	13,291	(13,721)	397

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Appendix 2 – Directorate Commentaries

Corporate Management Balanced

1. The overall position for Corporate Management is balanced and the 2021/22 savings target of £63,000, in relation to past service pension contributions, is currently projected to be achieved in full.

Economic Development +£827,000

2. The reported Month 6 position for the Economic Development directorate is a potential overspend of £827,000. This position has incorporated assumptions in relation to income loss reimbursements for October through to March across the divisions. Although the level and detail of potential reimbursement is still to be clarified, indications are that there will be a continuation of the claims process to financial year end. Accordingly, forecasts are prudently based on a 75% recovery of forecast losses for this period. Any change in the level of recovery will impact on the position both adversely or positively as will related assumptions for service take up and customer demand.
3. The biggest overspend at £387,000 is within Culture, Venues and Events and includes anticipated deficits in respect of the New Theatre and St David's Hall of £154,000 and further projected income losses of £316,000 anticipated for quarters three and four in respect of Cardiff Castle, Catering, Functions and the Caravan Park. These overspends are partially offset by savings on staff across the divisions in areas such as Cardiff Museum and Culture, Venues and Events Management.
4. The Sport, Leisure and Development function is reporting a potential overspend of £343,000 which includes income losses of £73,000 anticipated for quarters three and four in respect of Cardiff White Water, Cardiff Riding School and the Outdoor Sport division. In addition, unfunded supplier relief payments of circa £271,000 are currently forecast for the last six months of the year.
5. A £24,000 underspend for Service Management and Support relates to savings on supplies and services and an unbudgeted recharge for staff support to the Cardiff Harbour Authority. In addition, the Parks division is reporting a potential £51,000 surplus made up of staff vacancies, pending new appointments in respect of apprentices, park rangers and land management officers. These savings are offset by increased vehicle charges of £80,000 from CTS for additional vehicles that are now classed as above the original core fleet.
6. Facilities Management is reporting a potential under spend of £48,000 due to reduced expenditure on repairs and utilities. These are partly offset by a deficit within Pest Control.
7. Health & Safety are reporting a potential overspend £35,000 due to unachieved vacancy provision and income budgets.

8. The Project Design and Development service is currently projecting a trading deficit of £250,000. This is in line with a detailed review of existing schemes and projects to financial year end and an analysis of projects on hold and at risk. The position is still subject to review and change. In addition, a £82,000 overspend is forecast for the Major Projects division. This is a combination of net expenditure above budget in respect to various projects. Potential supplier relief payments previously reported here are now included within the Leisure division.
9. Property Services are reporting a revised underspend of £89,000 and comprises of staff savings and rental income above target including one off ad hoc filming income. This is partly offset against overspends in relation to disposals and shortfalls against related income targets for the Old Library.
10. Shared Regulatory Services are indicating a balanced position but will be subject to the demands on the respective services during the year.
11. The 2021-22 savings target for Economic Development is £916,000. Savings of £776,000 have been identified as achievable, leaving a balance of £140,000 considered unachievable by financial year end. This potential shortfall relates to savings in respect to St David's Hall and cost reductions across all expenditure headings – £120,000

Education & Lifelong Learning +£1.045,000

12. The Month 6 position for the Education & Lifelong Learning directorate reflects an overspend of £1,045,000. The main pressures within the position include: Achievement, £498,000 overspent due to income targets yet to be achieved in Client Services and an overspend on Youth Services due to employee costs no longer covered by grant funding. Education Other than At School, £219,000 overspent due to the cost of tutors not being fully recouped. Traded Services, £408,000 due to loss of income due to Covid-19 which is due to a level of uncertainty in respect to take up of paid school meals and the assumption that only 75% of the income loss will be successfully recovered from Hardship Fund. Schools Transport £200,000 as a result of additional routes and ALN transport costs. Partially offsetting this overspend are savings within Out of County Placements due to a balance of additional funding and the managing of placements and an underspend in Non-delegated Schools in relation to budget held for redundancies unlikely to be utilised this financial year.
13. A balanced position is being projected for the Music Service due to covid loss of income funding, alongside additional Welsh Government grant received for this year only. Similarly, the catering department is also projecting a balanced position, including used of the loss of income funding and furlough income.
14. The 2021-22 savings target for Education is £288,000. Savings of £226,000 have been identified as achievable, leaving a balance of £60,000 considered unachievable by financial year-end. This potential shortfall relates to a saving proposal on business support changes with other mitigations being explored.

Housing & Communities (£277,000)

15. The Housing & Communities directorate is reporting an overall underspend of £277,000 at Month 6. This comprises overspends totalling £121,000 across Business Support (+£60,000), Housing Strategy (+£23,000), Hubs (+£23,000) and Neighbourhood Regeneration (+£15,000), offset by underspends totalling £398,000 across all other areas of the service.
16. The £60,000 Business Support overspend relates to an unachieved savings target and an income shortfall whilst the £23,000 Housing Strategy and Service Development overspend is due to ongoing delays in a planned restructure, with a partial offset from vacancy savings. In Hubs & Communities the £23,000 projected overspend reflects an income shortfall in Hubs in relation to room hire, partially offset by employee savings within the division and £15,000 Neighbourhood Regeneration overspend is linked to legislative changes.
17. In Advice and Benefits, a £97,000 underspend is projected overall after assuming a £645,000 draw down from earmarked reserves. Within Advice and Benefits, a balanced outturn is anticipated in relation to the Housing Benefit (HB) Systems and Subsidy budgets. Many factors can change the level of Housing Benefit payments and subsidies receivable by the financial year-end. Any surplus or deficit will be managed through the Welfare Reform earmarked reserve set aside for this purpose.
18. In Homelessness and Hostels, a £141,000 underspend is due to the ongoing recruitment to vacant posts at the Housing Options Centre partly offset by security costs at Shirenewton. With continued Welsh Government support, new Hostel units are now operational and it is expected that all associated costs will be fully recovered.
19. Within Independent Living Service, an underspend of £141,000 relates to employee savings across its divisions. The shortfall in Disabled Facility grant fee income of £110,000 to 30th of September, is assumed to be recovered in full from the Welsh Government. The £7,000 underspend in relation to Housing Projects is a result of employee savings within the Rehousing Solutions Division.
20. Early Help underspend of £12,000 is due to in year vacancies. The division incorporates the Family Gateway service funded by a combination of base budget and grant income. Parenting, Flying Start and Childcare are also within this division and are all currently projecting balanced positions.

Performance & Partnerships (£7,000)

21. Performance & Partnerships is reporting an underspend of £7,000. There are pressures within the service in respect to resources required to assist in Cohesion & Engagement. These pressures are currently being found from within that budget and the holding of vacant posts in other areas such as Performance.

22. The two budget savings proposals in this directorate for 2021/22 totalling £142,000, are projected to be fully achieved.

Recycling & Neighbourhood Services Balanced

23. The Month 6 position shows a balanced position, after assumed use of the contingency provision for fluctuations in volumes and material type. It also reflects the recovery of lost income and additional expenditure from the Local Government Hardship Fund. This is an improvement of £150,000 compared to the position reported at Month 4 caused by a planned cessation of the additional collection crews and increased income from the sale of recycling material. The service is also projected to achieve the full £350,000 budget savings. The position highlights significant pressures within Collections and Waste Disposal with further overspends in Environmental Enforcement but, there is a substantial underspend in Recycling Treatment and savings in Street Cleansing, Management & Support and Waste Strategy.
24. The Collections overspend is £817,000 and reflects the decision to employ an additional five crews to address operational staff resource issues, the uptake of the extra annual leave carried forward from the previous year and higher than budgeted sickness rates. Waste Disposal costs are forecast to exceed the budget by £191,000 reflecting an increase in the volume of residual waste and a shortfall in landfill gas income. The overspend in Environmental Enforcement is £132,000 caused by a short-term extension to temporary staff contracts and a reduction of financial penalty notice income.
25. The underspend of £1.093 million in Recycling Treatment reflects an increase in the price received from the sale of recyclable material following operational improvements made at the HWRC's and market prices. The market is very open to price volatility and this projection is based on existing income levels and likely scenarios for the remaining six months. There is also an additional underspend of £35,000 in Street Cleansing, reflecting reduced operational costs and £12,000 in Management and Support and £1,000 in Waste Strategy due to a delay in filling vacant posts.
26. The month 6 position assumes a £314,000 use of the corporate contingency for tonnage fluctuations towards increased recycling processing costs undertaken by a third-party contractor. It does not rely on any drawdown from the Waste Reserve. It also assumes the FRM allocation of £571,000 will be fully committed.

Adult Services -£87,000

27. Adult Services is projected to underspend by £87,000 at Month 6. This is a £132,000 improvement on the Month 4 position. The £87,000 comprises a £370,000 overspend on commissioned care, which is offset by a £457,000 underspend on Internal Services.
28. The position in commissioned care assumes that the number of delivered domiciliary care hours will increase during the remainder of the year, reflecting usual trends and high numbers of people presenting for assessment. The

position reflects the expectation that some additional hours will be accommodated through grant-funded block contract arrangements. This will be kept under review as those arrangements are finalised.

29. The position on commissioned care varies by division of service. Overspends are projected in relation to Learning Disabilities (+£408,000), Physical Disabilities (+£331,000) and Substance Misuse (+£7,000). These are offset to a degree by underspends in relation to Older People (-£27,000) and Mental Health (-£349,000).
30. Overspends in Learning and Physical Disabilities mainly relate to an increase in placements (both residential and supported living) at the very end of the 2020/21 financial year and in early 2021/22. A small number of additional placements can have a large financial impact, particularly in relation to Learning Disability packages of care. The Learning Disabilities position has improved by £177,000 since Month 4, due to additional contributions from Health towards the cost of care packages, together with an update in the estimated cost of packages transitioning from Children's Services.
31. There is a small projected underspend of £27,000 on Older People's commissioned care. The position reflects an increase in residential and nursing placement numbers during the remainder of the year. This is related to the fact that a number of self-funded placements are due for financial assessment incoming months with likelihood that financial responsibility will fall to the Local Authority. Whilst general turnover in placements may assist in accommodating some of these costs, there is likely to be a net financial impact. Estimates in this regard will be kept under review as the year progresses and assessments are completed.
32. The £349,000 underspend in Mental Health commissioned care reflects the non-recurrence of costs incurred during 2020/21, together with the full-year impact of 2020/21 savings. The projected underspend has increased by £91,000 since Month 4, which is partly attributable to a small reduction in residential placements.
33. The £457,000 net underspend on internal services is a combination of overspends totalling £273,000 in internal supported living and learning disabilities day care, offset by underspends totalling £730,000 in assessment & care management, older people's day care and reablement. Areas of underspend reflect a combination of grant funding, vacant posts and the fact that older people's day care was not fully operational for part of the year. Overspends relate to the delayed achievement of savings in the current year together with staffing costs, including non-achieved vacancy provision.
34. The directorate is currently projected to achieve £394,000 of the £667,000 savings proposed in 2021/22. The main saving that is not anticipated to be fully achieved in 2021/22 relates to the Internal Support Living Service, where £160,000 of the £300,000 saving is anticipated to be unachieved, partly due to the delay in closure of one of the schemes. Other areas of under-achievement relate to use of technology (£94,000).

Children's Services +£1,414,000

35. Children's Services is currently projecting an overspend of £1,414,000. An overspend of £373,000 is anticipated in relation to redaction services and assessments undertaken due to capacity issues within the localities teams. Additional pressure on CHAD budgets as a result of increased placements has contributed to the overspend position (£560,000) in relation to domiciliary care. Projected agency expenditure above base budget includes £443,000 in Intake and Assessment and £344,000 in Child Protection and Safeguarding.
36. Falconwood Assessment Centre is reporting a small underspend of £135,000 for the year due to delayed opening and Covid hardship grants in relation to placements total £543,000 to the end of month six.
37. The number of external residential placements has fluctuated during the year stabilising in month six with a total of 93 places, a net increase of seven in the year. External fostering costs are projected to be overspent by £439,000, demonstrating the work undertaken to move away from costly residential contracts, alongside the ongoing difficulties of recruiting in house foster carers. The corporate contingency fund of £2.175 million will be utilised to manage any increase in residential placements during the remainder of the year.
38. Savings targets in relation to additional Step Down provision (£319,000) and Young Persons Gateway places (£410,000) have been assumed in the budget position. Two units have opened creating an additional eight step down places for the Gateway, with cost avoidance savings in the region of £976,000. With two further units (eight beds) are planned to open before year end.

Planning, Transport & Environment +£289,000

39. The Month 6 position for Planning, Transport & Environment forecasts an overspend of £289,000, an improvement of £82,000 compared to the position reported at Month 4. The Energy Management overspend comes to £371,000 and is primarily due to shortfalls in renewable income sources. Essential repairs at the Radyr Weir Hydro Plant have reduced the optimum capacity for some periods of the year resulting in a shortfall of £93,000. Contractual delays to the Private Wire connection at the Lamby Way Solar Farm should be resolved this year but will result in an overspend of £200,000. In addition, there is a further shortfall against other renewable income targets.
40. The Bereavement, Registration & Dogs Home are projected to be at anticipated budget levels.
41. Planning & Building Control are anticipating a balanced position, although this is dependent upon future trends remaining upwards over the next few months. Highways Infrastructure is anticipating a pressure on tunnel maintenance of £100,000 but can be largely funded using commuted sums. A specific grant allocated for highway maintenance has provided an opportunity to reprofile spend, releasing a saving of £82,000. Transport Policy is projecting a balanced

position reflecting reduced income from Street Works offset by increased recharges for temporary road closures. Civil Parking Enforcement is forecasting a reduction of income which will reduce the contribution to the Parking Reserve and impact on future initiatives.

42. In terms of 2021/22 budget savings proposals, an overall shortfall of £35,000, against a total target of £932,000 is projected. This relates to a delay in progressing a voluntary severance and an income shortfall from the Solar Farm.
43. Unachieved savings of £205,000 are brought forward from 2020/21 and it is forecast that £35,000 will remain unachieved. This also relates to the Solar Farm.

Resources

Governance & Legal Services +£157,000

44. At Month 6, the projected position for Governance and Legal Services is a £157,000 overspend. This comprises a £176,000 overspend in relation to Legal Services, offset by underspends in other areas. These include Democratic Services where a £12,000 underspend is anticipated due to a vacant post.
45. The Legal Services position is a combination of a number of factors. There are pressures on external legal fees (largely attributable to Children's Services cases), and other areas of overspend include postage, printing, telephony and IT hardware (£55,000), as well as costs associated with the law library and case management system (£72,000.).

Resources (£214,000)

46. Overall, the Resources directorate is projecting a £214,000 underspend. The underlying underspend primarily relates to vacant posts throughout the directorate. There are overspend pressures within Finance, Telephony and Commissioning & Procurement but 24/7 Services is the area where an overspend is very likely due to the under achieving of income. Both Central Transport Services and Information Technology remain within an overall balanced position. Work on all other areas of resources will continue in order to identify mitigating actions to address any financial pressures arising throughout this financial year.

Cardiff Harbour Authority

47. For the current year, the Council worked with the Welsh Government to identify achievable efficiencies, service reductions and savings against the approved Fixed Costs budget to the same level as 2020/21 of £4.961 million. The Asset Renewal funding requirement for non-critical assets in 2021/22 is £460,000 with no requirement identified within the ten-year asset management programme to replace any critical assets. This gives an overall budget for the Cardiff Harbour Authority (CHA) of £5.421 million, which is an increase of 3.8% on the total for the 2020/21 financial year.

48. The forecast at the end of quarter two indicates a funding requirement of £5.546 million, representing an overspend of £125,000.

Heading	Budget £'000	Projected Out-turn £'000	Variance £'000
Expenditure	5,991	5,717	(274)
Income	(1,030)	(756)	274
Fixed Costs	4,961	4,961	0
Asset Renewal	460	585	125
TOTAL	5,421	5,546	125

49. Income shortfalls against target are forecast in all areas, including car parking, the water activity centre and harbour dues. The shortfall in income is anticipated to be mitigated by a number of managed underspends across a range of areas, including Facilities Management and Overheads. Increased costs on Groundwater Control and Waste Management are offset by underspends on other Environmental areas. Since quarter 1 report forecasting reduced levels of car parking income, although this is matched by increased volume and costs of repairs on barrage maintenance. This forecast will be updated as more information becomes available over the coming months.
50. The Asset Renewal budget is currently indicating a £125,000 overspend. The asset register informs the budget setting process and identifies the level of capital funding required for each financial year. The register contains the best estimates possible, however recent developments in contractor shortage leading to less tender returns has resulted in less competition and higher tender prices. Tender returns received in Q2 for the materials handler and the installation of boardwalk decking in the public realm has delivered increased costs of £28,000 for the materials handler and £97,000 for boardwalk decking, as a result of a single tender received for each asset. Delaying the process by repeating the tender process to the open market poses several risks including timescales, not being able to guarantee quality of contractor, safety, reputation, availability.
51. Upon agreement with Welsh Government, the first £25,000 will be funded from the Project & Contingency Fund thus maintaining the £100,000 balance in the fund as stated in Clause 16.16 (g) of the Deed of Variation of 18 March 2021. On this basis, an additional claim for the sum of £100,000 to cover the additional costs to the asset renewal programme 2021/22 will be submitted.
52. The CHA maintains a Project and Contingency Fund, which is used to support projects and provides a contingency for situations where the approved budget is exceeded. The Fund receives contributions from a combination of receipts from the sale and disposal of land and a share of past year underspends on the Fixed Cost budget. The balance at

31 March 2021 was £125,000 and this is line with the amendments to the Deed of Variation as agreed in March 2021.

Civil Parking Enforcement

53. Civil Parking Enforcement (CPE) manages parking, parking enforcement and moving traffic offences throughout the city. The income from these activities is used to support the operational costs with the surplus being transferred to the Parking and Enforcement Reserve.

	Budget £000	Projected Outturn £000	Variance £000	M4>M6 Change £000
Income				
On street car parking fees	3,957	3,161	795	(85)
Off street car parking fees	922	699	223	(91)
Resident's parking permits	412	414	(2)	(6)
Penalty charge notices	1,422	1,800	(378)	(70)
Moving Traffic Offences (MTO's)	3,539	3,286	253	(36)
Other Income	46	39	7	(2)
Total Income	10,298	9,400	898	(290)
Expenditure				
Operational costs, parking & permits	611	667	56	20
Enforcement service including TRO	5,946	6,110	164	(33)
Total Expenditure	6,557	6,777	220	(13)
Annual Surplus / (Deficit)	3,741	2,623	1,118	(303)
Hardship Fund Reimbursement	0	1,084	1,084	205
Revised Annual Surplus / (Deficit)	3,741	3,707	34	98

54. The pandemic has had a profound impact on all parking income streams with significant reductions in the use of on street and off-street parking and subsequent penalty charges notices. In addition, lower traffic volumes, particularly in the city centre, has meant lower penalties from MTO's.
55. The budget was reset using various assumptions and scenarios. The table below provides a summary of the budget and projected outturn position.
56. The current projection indicates an annual surplus of £2.623 million, a reduction of £1.118 million against the budget and an improvement of £303,000 compared to month 4 reflecting an increase in vehicle usage, resulting in an increase in on and off-street parking fees and penalty charge notices.
57. The restrictions that were still in place during April and May have contributed to lower car parking fees and MTO's of £898,000. The increased costs of £220,000 include additional vehicles needed to maintain social distancing, digitalisation of the traffic regulation order process and reduced recharging opportunities
58. Claims from the Local Government Hardship Fund for lost income are forecast to total £1.084 million. This will produce a revised annual surplus of £3.707 million.
59. The surplus is transferred to the Parking and Enforcement Reserve and available to support highway, transport and environmental improvements.
60. The table below illustrates the future position in the reserve:

Parking & Enforcement Reserve	£000
Balance 1st April 2021	4,536
Contribution from CPE	3,707
Total Available	8,243
Contribution to support revenue budget	(5,935)
Project support and initiatives	(581)
Balance 31st March 2022	1,727

61. The brought forward balance in the reserve is £4.536 million. The CPE position indicates a surplus of £3.707 million. The contribution to the revenue budget to fund infrastructure maintenance and improvements is £5.935 million. A further £581,000 will support various initiatives such as Active Travel and LDP transport monitoring.

Housing Revenue Account - Balanced

62. The Housing Revenue Account (HRA) is projecting an overall balanced position.

63. The major variance is an anticipated £1.7 million underspend on capital financing costs due to delays to the programme. Other variances include vacancy and other employee savings across the functions and estimated at £1.5 million. Difficulties are being experienced in the recruitment to vacant posts with limited applications, compounded by unavoidable recruitment delays as a result of the ongoing restrictions due the pandemic.
64. The Housing Repairs Account is currently forecasting a balanced position. Overspends on responsive repairs are estimated at £281,000 but are offset by vacancy savings within management and administration and void repairs savings.
65. Based on week 13 statistics, standard rent and service charge income are estimated at £117,000 above target. This includes an underspend in relation to bad debt provision based on assumed year end arrears and write off levels.
66. Insurance forecasts are largely based on 2020/21 outturn and are currently forecasting an overspend of £157,000. Actual costs will depend on the number and value of claims which will not be clear until later in the financial year.
67. The balance of the variance is due to underspends on general premises costs offset by overspends on transport, supplies and services and support costs.
68. Any underspends on capital financing costs and other savings are anticipated to transfer to HRA General Balances or to earmarked reserves and provisions or to reduce borrowing in year. This will be subject to review and agreement with the Corporate Director for People and Communities. This will improve the ability to deal with future budget pressures including capital works postponed to future years and provide more flexibility for any unavoidable commitments in the new financial year.

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DIRECTORATE BUDGET SAVINGS PROPOSAL SUMMARY 2021/22

Dir.	Ref	Proposal	Savings Proposal				Savings Progress			
			Employee Costs	Other Spend	Income	Total	Achieved	Projected	Unachieved	Comments
			£000	£000	£000	£000	£000	£000	£000	£000
Efficiency Savings										
CMT	E1	Reduce Budget for Past Service Contributions A review of past service contributions to pension funds in respect of ex-employees has identified savings of £63,000.	63	0	0	63	0	63	0	Based on expenditure to date, it is assumed that this saving will be achieved
Corporate Management - Efficiency Total			63	0	0	63	0	63	0	
Economic Development	E2	Ground Maintenance Efficiencies Reduction in sub contracting costs, equipment & materials and green waste disposal.		30		30	15	30	0	This saving relates to reduced budgets for sub-contractors, equipment & materials and green waste and is anticipated to be achieved in full.
	E3	Increase Income at Channel View Increase Gym memberships.			25	25	0	25	0	This saving is anticipated to be achieved in full and will be assessed as year progresses
	E4	Bute Park Management - Education & Training Centre / Maintenance Activities Reductions in overtime budget / vehicle recharges / advertising & marketing and the purchase of trees and shrubs.	3	11		14	7	14	0	This saving relates to various reduced budget headings in Bute Park and is projected to be achieved in full throughout the year
	E5	Review of staffing resources in Parks, Sport and Leisure Undertake a review of business administration and Management within Outdoor sport, Parks and Leisure to seek efficiencies through staff structures (2 FTE).	50			50	50	50	0	Vacant posts and reduced working hours already in place prior to year start
	E6	Increase Income from Cardiff Motocross Site Additional enrolments on the vocational education programme for 11 to 16 year olds.			16	16	8	16	0	This saving is anticipated to be achieved in full and will be assessed as year progresses
	E7	Increase Income from Cardiff Business Technology Centre (CBTC) and Workshop Estate Increase in rental income.			20	20	10	20	0	It is anticipated that this saving will be achieved through increased rental income.
	E8	Review of staffing resources in Management and Support Services Delete part-time post in Economic Development (0.2 FTE).	12			12	12	12	0	This saving has been achieved and the post has been deleted.
	E9	City Centre Management Fund Ambassador post from earmarked reserves for one year.			28	28		28	0	It is anticipated that these savings will be achieved in full.
	E10	Review of staffing resources in Security Service Deletion of vacant Security Officer post within Security Service.	26			26	26	26	0	This saving has been achieved in full.
	E11	St David's Hall - Building Management System Saving Installation of the upgraded Building Management System allows the service to reduce the requirement for on site technical support resulting in reduction in overtime.		45		45		25	20	Whilst the new BMS system is up and running this saving was predicated on SDH being operational for a full year. SDH reopened during September without social distancing requirements. On this basis, this saving is projected to be partly achieved but will need to be monitored closely over the coming months.
	E12	St David's Hall - Cost reductions across all Expenditure headings		200		200		80	120	This saving is based on SDH being fully operational for 12 months and with a good level of ticket sales. SDH reopened in September and it is estimated that this saving will be partly achieved but will need to be monitored closely over the coming months.
	E13	Review of staffing resources at St David's Hall Delete vacant Grade 4 post.	27			27	27	27	0	This saving has been achieved in full and the post has been deleted.
E14	Review of staffing resources in Tourism Delete post in Tourism with part of resultant saving being used to write out an unachievable income target. Revised operating model and consideration of regional working will mitigate impact on the Business Events development team.	10			10	10	10	0	This saving has been achieved in full.	
E15	Remove Office Rationalisation budget as no longer required		92		92	92	92	0	This saving has been achieved as payments to Global Link are no longer required.	
E16	Review of staffing resources in Strategic Estates Small Restructure in Strategic Estates which will result in deletion of vacant Grade 7 post.	30			30	30	30	0	Staff savings have been achieved this financial year through vacant posts and staff savings to this effect are reported within the overall monitoring position. However a staff restructure has now been agreed and signed off and is currently in the process of being implemented.	
Savings Proposal										
			Employee Costs	Other Spend	Income	Total	Achieved	Projected	Unachieved	Comments
			£000	£000	£000	£000	£000	£000	£000	

Page 334	E17	Increase Income from Property Estate Through the letting of vacant units and rent review uplifts.			35	35	17.5	35	0	It is anticipated that this saving will be achieved though increased rental income from lease re-gears and new lettings
	E18	Cardiff Castle Reduce the cost of delivering Cardiff Castle.	30			30		30	0	This saving is anticipated to be achieved in full and will be assessed as year progresses
	E19	Introduction of flexible/agile opening hours at Cardiff Castle based on business demand and market forces Reduction of hours of agency staff.	20			20		20	0	It is anticipated that these savings will be achieved in full.
	E20	Shared Regulatory Service Business Plan Reduction in Base Budget contribution.		79		79	79	79	0	This saving relates to a contribution to SRS that has reduced and has been achieved in full.
	E21	Building Maintenance Better Control of expenditure resulting in targeted savings.		30		30	15	30	0	It is anticipated that these savings will be achieved in full.
	E22	Review of staffing resources in Facilities Management Deletion of one post.	25			25	25	25	0	This saving has been achieved in full.
	E23	Economic Development function Fund equivalent of one post from earmarked reserves for one year.			39	39		39	0	It is anticipated that these savings will be achieved in full.
	E24	Parks, Sport and Leisure Efficiencies Budget reduced to match spending.	10		8	18	9	18	0	This saving relates to various reduced budget headings across Parks Sport & Leisure and is forecasted to be achieved in full.
	E25	Increase Income from Property Estate			15	15	7.5	15	0	It is anticipated that this saving will be achieved though increased rental income from lease re-gears and new lettings

Economic Development - Efficiency Total			243	487	186	916	440	776	140	
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Education	E16	Review of staffing resources in Business Support Deletion of two vacant posts.	60			60	0	0	60	Current work ongoing to identify budget shortfall as a result of restructure and unachievable historic income income targets. Additional redundancy costs likely.
	E17	Reduction in meeting costs Reduction in the costs associated with external meetings by using online forums.		5		5	5	5	0	Spend to date indicates achievement in full
	E18	Reduction in contribution to Central South Consortium Further reduction to annual contribution towards Central South Consortium.		13		13	13	13	0	Achieved in full. Bill received for new lower amount.
	E19	Directorate Vacancy Management Target Continue weekly management of vacancies via the Education Management Team meetings with an annual target of achieving £50k of savings.	50			50	0	50	0	On track to be achieved based on vacant restructure posts.
	E20	Reduction in budget for Early Years Placements A continued reduction in pupil numbers in the early years age groups has resulted in a reduced demand and spend on placements in external nurseries.		60		60	10	60	0	Currently projected to be fully achieved.
	E21	Reduction in centrally retained Business Continuity Budget Improvements in the management of school buildings and clarity regarding the split of responsibility between schools and the local authority resulted in an underspend on this budget in 2019/20. The level of saving proposed reflects the anticipated level of		100		100	0	100	0	Projected to be achieved in full based on historic spend levels and cahflow estimates in SOP programme.

			Savings Proposal				Savings Progress			
Dir.	Ref	Proposal	Employee Costs	Other Spend	Income	Total	Achieved	Projected	Unachieved	Comments
			£000	£000	£000	£000	£000	£000	£000	
Education - Efficiency Total			110	178	0	288	28	228	60	
	E22	Printing and Stationery The level of saving proposed reflects the anticipated level spending.		40		40	20	40	0	Budgets were reduced and this saving is expected to be achieved

Housing and Communities	E23	Reduced Library purchasing This represents a 7% saving on the book fund budget. Due to the impact of the Coronavirus Pandemic and restrictions in the number of visitors to Hubs/Libraries, coupled with health and safety limitations around access to printed materials, it is proposed to suspend the availability of printed local newspapers during 2021/22. Cardiff Hubs & Library customers are provided with free access to the Press Reader E-resource which provides digital access to 7,500 newspapers and magazines, both local and worldwide. Customers will be supported to use the digital resources during 2021/22 and a continuation of a more digital approach to library services will continue in future years.	40	40	20	40	0	This saving has been achieved			
	E24	Citizen Advice Bureau (CAB) Contract - Agreed Reduction This saving reflects the final year of a five year phased reduction in the cost of the Advice Services Contract. The contractual agreement reduced funding by £30k a year for four years and then by £20k in year five.	20	20	20	20	0	Saving achieved in full			
	E25	Review of staffing resources in Benefits Assessment Delete the surplus staff hours on the establishment since staff have gone part time.	24	24	24	24	0	This saving has been achieved			
	E26	Review of staffing resources in Benefit and Assessment Support Functions Reduction in staff numbers required to deliver support functions in respect of Housing Benefit.	26	26	26	26	0	This saving has been achieved			
	E27	Realignment of budgets for the CareFirst trainer Realignment of budgets for the CareFirst trainer to reflect the work that is being undertaken.	38	38	38	38	0	This saving has been achieved			
	E28	Review of directorate wide business functions Efficiencies in the directorate wide business support functions following the People & Communities Senior management changes.	40	40	0	0	40	This saving is not currently projected to be achieved			
	E29	Review of staffing resources in Tenant Participation Delete 2 Tenant Participation Officers and integrate the Tenant Participation Team within the Hubs' Community Inclusion Team.	65	65	65	65	0	This saving has been achieved			
Housing & Communities - Efficiency Total			193	100	0	293	213	253	40		
P&P	E30	Review of staffing resources in Policy and Partnerships and Performance Management Restructure of Policy, Partnerships and Performance Management teams to create new Performance and Insight Service. Net FTE impact 2.8	138	138	69	138	0	This saving has been achieved			
	E31	Efficiency Savings in Media and Communications	4	4	2	4	0	The saving is fully expected to be achieved.			
Performance & Partnerships - Efficiency Total			142	0	0	142	71	142	0		
				Savings Proposal				Savings Progress			
				Employee Costs	Other Spend	Income	Total	Achieved	Projected	Unachieved	Comments
				£000	£000	£000	£000	£000	£000	£000	
Recycling & Neighbourhood Services	E32	Continuation of Procurement Review Continue to review contracts/ordering to ensure best value.		30		30	15	30	0	This saving is anticipated to be achieved	
		Review of Spot Hires Reduce reliance on spot hires through continued review of fleet.		60		60	30	60	0	This saving is anticipated to be achieved	
		Change in bag delivery distribution Element of household bag deliveries to be delivered to HUBS and distributed by volunteers rather than council staff.	25	5		30	15	30	0	This saving is anticipated to be achieved	
		Increased Income from Fees & Charges Increase in fees and charges (mainly through additional activity at Bessemer Commercial - charging businesses for waste disposal). Also reflects the increase in activity due to improved controls (introduction of the HWRC booking system June 2020). Includes Environmental Enforcement and review of activity levels.			130	130	65	130	0	Income projecting to achieve this savings target.	
	E33	New Landfill Gas contract One year saving from development of contract with new supplier.			100	100	100	100	0	Income received - savings target full met.	
Recycling & Neighbourhood Services - Efficiency Total			25	95	230	350	225	350	0		
Social Services	E34	Internal Supported Living Review of the internal supported living service including closure of one scheme following move-on of service users, and the potential transfer of another internally provided scheme to the external contract.		300		300	70	140	160	One scheme closed, delay in closure of second scheme.	
		Reduction in Placements Review potential to reduce number of placements through reablement opportunities.		150		150	150	150	0	Projected to be achieved based on current placement numbers.	
		Increase in use of technology in the provision of care and support packages Further opportunities for the use of technology to support care provision where appropriate, reducing reliance on commissioned care.		94		94	0	0	94	This saving is not anticipate to be achieved	
		Delivering Transformation Grant The saving represents an anticipated reduction in contribution to the Vale of Glamorgan to reflect current levels of activity. This has been agreed and the proposed level is consistent with the in-year underspend in this area.		70		70	70	70	0	This saving has been achieved	
		Additional Step Down Provision Additional step down provision has been sourced through several providers at a lower cost than current placements.		319		319	0	195	124	Only one additional property identified to date, containing three places. Current savings estimate for final half of the year anticipated to be £195,000.	
		Assessment Centre Multi-agency assessment of Young People allowing increased understanding of needs to reduce escalation to higher cost placements and provide increased stability / permanency through the appropriate placement and support provision.		50		50	0	50	0	Falconwood Assessment Centre is not yet operational but projected savings should be achieved through avoidance of residential placements.	

		Young Person's Gateway Expand Young Person's Gateway to incorporate an additional 25 places based on the current model. This will have a significant impact on residential placements and allow reduced placement costs and provide service users a faster step down route.		410		410	390	500	(90)	Two Placements have already been delivered totalling £190,000 saving with another two identified. Four further placements will be available in August. Some offsetting costs in relation to staffing.
		Review of Business Support Arrangements Building on the future integration of teams across People & Communities. This saving will be achieved through a combination of a review of the training team and grant funding arrangements, and a wider review of business support arrangements to ensure they are appropriate and maximise digital opportunities.	119		110	229	110	169	60	There are proposals to achieve this saving in full. Implementation timescales mean that it will not be fully delivered in 2021/22.
Social Services - Efficiency Total			119	1,393	110	1,622	790	1,274	348	
& Environment	E36	Increased Income from Statutory Planning Fees Saving reflects the increase in statutory Planning fees agreed by Welsh Government from Sept 2020.			120	120	39	120	0	Current pipeline indicates an optimistic position that target will be achieved supplemented by £300k recovery from LG Hardship Fund.
	E37	Increased Income from Registration Generate additional income through inflationary increases to all fees & charges in respect of ceremonies and certificates.			30	30	15	30	0	This saving is anticipated to be achieved
	E38	Increased Income from Bereavement Generate additional income through an increase to fees & charges in Bereavement services - (3rd year of agreed 3 year plan).			120	120	37	120	0	This saving is anticipated to be achieved
	E39	Increased Income from Temporary Traffic Regulation Orders Generate additional income through an increase for Temporary Traffic Regulation Orders fees to ensure full recovery of costs from developers & capital grants.			45	45	9	45	0	This saving is anticipated to be achieved
		Increased Income from Lamby Way Solar Farm Lamby Way Solar Farm will provide a substantial amount of clean, renewable energy to supply the local electricity grid & connect Council buildings. Continuation of the income generation from electricity at Lamby Way Solar Farm. This is Year 2 of this project. The reduced amount reflects the delay in commencing the Private Wire connection.			20	20	0	0	20	Contractual delays to the private wire connection will result in this saving not being achieved.

Savings Proposal				Savings Progress			
Employee Costs	Other Spend	Income	Total	Achieved	Projected	Unachieved	Comments
£000	£000	£000	£000	£000	£000	£000	£000

Page 336 Planning, Transport	Di	Ref	Proposal								
			Increased Income from Design & Delivery Generate additional income through a combination of: • review of SLA fees (% & chargeable activities) • increased programme of major schemes			162	162	76	162	0	Assumed to be fully achieved but dependent on volume of transport projects.
			Transport Policy - review basis of recharges Improve recharging to ensure full cost recovery from grant-funded schemes.			50	50	14	50	0	This saving is anticipated to be achieved
			Drainage - review basis of recharges Improve recharging to ensure full cost recovery from grant-funded schemes & developers.			40	40	10	40	0	This saving is anticipated to be achieved
		E40	Reduction in Energy Costs from Residential LED Lighting Rollout Continued roll out of LED street lighting in residential areas across entire network - planned 18-24 months delivery.	90		90		0	90	0	Contract set to commence. Assuming no delivery issues saving should be fully realised.
		E41	Increased Income from Section 278 Fees Increase percentage charge for engineering fees to developers to ensure full recovery of staffing costs.			45	45	19	45	0	This saving is anticipated to be achieved
		E42	Increased Income from Fees & Charges Generate additional income through increases to a number of fees & charges in respect of highways and transportation.			15	15	0	15	0	This saving is anticipated to be achieved
		E43	Review of staffing resources Saving will be achieved through deletion of posts across the directorate (6 FTE) and a planned restructure within Bereavement & Registration.	195		195		157	180	15	A delay to a proposed VS in Highways will delay all of the planned saving.
Planning, Transport & Environment - Efficiency Total			195	90	647	932	376	897	35		

	E44	Resetting of Insurance Offer Insurance Team to be funded from the insurance budget with the performance of the team being more linked with the overall cost of insurance - premia and claims.			217	217	217	217	0	This saving has been achieved
	E45	Review of staffing resources in Information Governance Review of work streams to match reduced capacity. Hold vacant posts.	25		25		13	25	0	This saving is anticipated to be fully achieved
	E46	Review of staffing resources in Revenue Services Management restructure to ensure better alignment with debt recovery work.	35		35		18	35	0	This saving is anticipated to be achieved
	E47	Increase Income from Health & Safety Through a combination of increased prices and widening the training offer (in particular First Aid Courses) to both internal and external clients.			66	66	0	66	0	This saving is anticipated to be achieved
	E48	Realign and Charge to Capital Projects Ensure work done by Finance team is funded by Capital Projects being delivered.			100	100	50	100	0	This saving is anticipated to be achieved.
	E49	Occupational Health Nurse NHS - Partner 45% of the post released for savings, equivalent of 16.5 hrs.	17		17		0	17	0	This saving is anticipated to be achieved
	E50	Review of staffing resources in Enterprise Architecture Delete vacant Grade 8 Enterprise Architect post.	50		50		50	50	0	This saving has been achieved
		Review of staffing resources in ICT Reduction of one Full Time Equivalent through the holding of any part time / vacant posts.	25		25		25	25	0	This saving has been achieved

Resources		Tech Fund Contribution to Budget Commitment to budget of £50k from current EE contract tech fund.			50		50	50	50	0	This saving has been achieved
		Increased Income from Procurement Generate additional income by Extending Partnership Authority Working				120	120	0	120	0	This saving is anticipated to be achieved
	E51	Increase Vacancy Provision across Resources Directorate		91			91	46	91	0	This saving is anticipated to be fully achieved
	E52	Review of staffing resources in the Business Support / Administration Function Not full year with efficiencies achievable from 1 October 2021. Hold Vacant posts.		40			40	0	0	40	Unable to achieve unless any posts become vacant during the year.
	E53	Increased Income from Information Governance Further increase income targets by £20,000.				20	20	0	20	0	This saving is anticipated to be achieved
	E54	Review of staffing resources in Accountancy Saving will be achieved through a review of work streams and potential restructure. Currently vacant posts will be held vacant prior to decisions.		60			60	30	60	0	This saving is anticipated to be achieved
	E55	Increased Income from HR Increase income from customers such as Schools to reflect cost incurred in delivering the service.				15	15	15	15	0	This saving is anticipated to be achieved
GRAND TOTAL EFFICIENCY				1,411	2,381	---	5,540		4,877	663	

Dir.	Ref	Proposal	Savings Proposal				Savings Progress			Comments
			Employee Costs	Other Spend	Income	Total	Achieved	Projected	Unachieved	
			£000	£000	£000	£000	£000	£000	£000	
Resources - Efficiency Total			343	50	538	931	514	891	40	
G		Cease use of DX (Document Exchange Service)		2		2	2	2	0	Achieved
L5		Increased Income from Legal Services			1	1	1	1	0	This saving is anticipated to be achieved
Governance and Legal Services - Efficiency Total			0	2	1	3	3	3	0	

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<u>DIRECTORATE & SCHEME</u>	2021-2022 Programme	2020-21 Slippage	Budget revision	Virements	Changes & New Approvals	Total Programme 2021-22	Projected Outturn	Slippage	(Underspend) / Overspend	Total Variance	
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
<u>ECONOMIC DEVELOPMENT</u>											
<u>Business & Investment</u>											
1	Town Centre Loan Scheme	0	0	0	0	1,370	1,370	1,370	0	0	0
2	S106 Schemes	59	113	(113)	0	45	104	104	0	0	0
	Total Business & Investment	59	113	(113)	0	1,415	1,474	1,474	0	0	0
<u>City Development & Major Projects</u>											
3	Black Tower Tales	0	30	0	0	0	30	30	0	0	0
4	Merchant Place / Cory's Building Acquisition	0	0	0	0	21	21	21	0	0	0
5	Economic Stimulus Support James Street	0	668	0	0	0	668	200	(468)	0	(468)
6	International Sports Village Phase 1 - Land Acq.	1,000	1,000	0	0	0	2,000	12,105	10,105	0	10,105
7	International Sports Village Phase 2 - Development	0	0	0	0	0	0	750	750	0	750
8	Central Square Public Realm	(342)	340	2	0	0	0	0	0	0	0
9	Red Dragon Centre Acquisition	0	5,724	0	0	0	5,724	5,724	0	0	0
10	Indoor Arena	12,000	0	0	0	0	12,000	5,600	(6,400)	0	(6,400)
11	Llanrumney Development	250	0	0	0	0	250	250	0	0	0
	Total City Development & Major Projects	12,908	7,762	2	0	21	20,693	24,680	3,987	0	3,987
<u>Parks & Green Spaces</u>											
	Asset Renewal Buildings	150	0	0	0	0	150	150	0	0	0
13	Asset Renewal Parks Infrastructure	140	108	0	0	0	248	248	0	0	0
14	Play Equipment	390	340	0	0	0	730	730	0	0	0
15	Teen/Adult Informal Sport and Fitness Facilities	200	0	0	0	0	200	50	(150)	0	(150)
16	Green Flag Park Infrastructure Renewal	100	0	0	0	0	100	100	0	0	0
17	Combatting Motorcycle Nuisance	150	0	0	0	0	150	150	0	0	0
18	Completion of Parc Cefn Onn	0	49	0	0	10	59	40	(19)	0	(19)
19	Roath Park House	0	0	0	0	106	106	106	0	0	0
20	Flatholm Island - HLF Project	25	0	0	0	60	85	85	0	0	0
21	Roath Park Dam	0	50	0	0	0	50	400	350	0	350
22	S106 Funded Schemes	2,073	1,241	(1,241)	0	0	2,073	1,900	(173)	0	(173)
	Total Parks & Green Spaces	3,228	1,788	(1,241)	0	176	3,951	3,959	8	0	8
<u>Leisure</u>											
23	Asset Renewal Buildings	515	0	0	0	0	515	515	0	0	0
24	Pentwyn Leisure Centre Redevelopment	1,500	0	0	0	0	1,500	500	(1,000)	0	(1,000)
25	Leisure Centres ADM (GLL)	0	465	0	0	0	465	152	(313)	0	(313)
26	Cardiff Riding School - Outdoor Arena	0	77	0	0	0	77	77	0	0	0
	Total Leisure	2,015	542	0	0	0	2,557	1,244	(1,313)	0	(1,313)
<u>Venues & Cultural Facilities</u>											
27	Asset Renewal Buildings St Davids's Hall	490	0	0	0	0	490	490	0	0	0
28	Asset Renewal Buildings New Theatre	50	0	0	0	0	50	50	0	0	0
	Total Venues & Cultural Facilities	540	0	0	0	0	540	540	0	0	0

Property & Asset Management											
29	Asset Renewal - Buildings	1,150	1,391	0	0	0	2,541	1,447	(1,094)	0	(1,094)
30	Community Asset Transfer	0	98	0	0	0	98	0	(98)	0	(98)
31	Cardiff Market Roof & HLF Grant bid	50	19	0	0	0	69	69	0	0	0
Total Property and Asset Management		1,200	1,508	0	0	0	2,708	1,516	(1,192)	0	(1,192)

Harbour Authority											
32	Harbour Asset Renewal	460	0	0	0	125	585	585	0	0	0
Total Harbour Authority		460	0	0	0	125	585	585	0	0	0

Recycling Waste Management Services											
33	New HWRC North Cardiff	(200)	200	0	0	0	0	0	0	0	0
34	Waste Recycling and Collection Review	815	0	0	0	0	815	0	(815)	0	(815)
35	Waste Recycling and Depot Site Infrastructure	610	25	0	0	0	635	635	0	0	0
36	Waste Grants Match funding	100	0	0	0	0	100	100	0	0	0
37	Material Recycling Facility	45	19	0	0	0	64	64	0	0	0
38	Lamby Way Control Room & Offices & Fleet Car Park	0	0	0	120	0	120	120	0	0	0
39	MRF Metal Separator	0	0	0	0	5	5	5	0	0	0
40	Circular Economy Fund Grant 2021/22	0	0	0	0	239	239	239	0	0	0
41	Caru Cymru (Keep Wales Tidy)	0	0	0	0	15	15	15	0	0	0
42	Re-Use Shop (The Cabin) - Wastesavers	0	0	0	0	48	48	48	0	0	0
Total Recycling Waste Management Services		1,370	244	0	120	307	2,041	1,226	(815)	0	(815)

TOTAL ECONOMIC DEVELOPMENT		21,780	11,957	(1,352)	120	2,044	34,549	35,224	675	0	675
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EDUCATION & LIFELONG LEARNING

Schools - General

Planning & Development

43	Asset Renewal	2,302	4,406	0	0	250	6,958	6,958	0	0	0
44	Suitability / Sufficiency	1,040	(5,250)	0	0	5,250	1,040	1,040	0	0	0
45	Asset Renewal Invest to Save	12,000	0	0	0	0	12,000	8,000	(4,000)	0	(4,000)
46	Whitchurch High	0	703	0	0	0	703	703	0	0	0
47	Reducing Infant Class Sizes	1,860	2,091	0	0	(2,380)	1,571	1,571	0	0	0
48	Schools ICT (Hwb) Capital Grant	0	0	0	0	3,500	3,500	3,500	0	0	0
49	Capital Receipts/S106 Funded Schemes	2,334	465	(465)	0	91	2,425	2,425	0	0	0
Total Planning & Development		19,536	2,415	(465)	0	6,711	28,197	24,197	(4,000)	0	(4,000)

Schools Organisation Planning

50	21st Century Schools - Band A	0	0	0	0	0	0	750	0	750	750
51	21st Century Schools - Band B	23,894	7,054	0	0	8,000	38,948	37,465	(1,483)	0	(1,483)
Total Schools Organisation Planning		23,894	7,054	0	0	8,000	38,948	38,215	(1,483)	750	(733)

TOTAL EDUCATION & LIFELONG LEARNING		43,430	9,469	(465)	0	14,711	67,145	62,412	(5,483)	750	(4,733)
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PEOPLE & COMMUNITIES

COMMUNITIES & HOUSING

Neighbourhood Regeneration

52	Neighbourhood Renewal schemes	300	254	0	0	325	879	679	(200)	0	(200)
53	District Local Centres	250	0	0	0	0	250	50	(200)	0	(200)
54	Alleygating	100	41	0	0	0	141	106	(35)	0	(35)
55	Targeted Regeneration Investment Programme Matchfunding	1,000	430	0	(1,222)	0	208	0	(208)	0	(208)
56	Tudor Street Commercial Business Improvement Scheme	119	270	0	542	209	1,140	1,140	0	0	0
57	Tudor Street Business Environment Improvements	1,330	0	0	590	1,070	2,990	2,400	(590)	0	(590)
58	Tudor Lane Property Enhancement Grant	0	0	0	90	268	358	358	0	0	0
59	Rhiwbina Community Hub	0	288	0	0	120	408	188	(220)	0	(220)
60	City Centre Youth Hub	0	706	0	0	80	786	0	(786)	0	(786)
61	S106 Funded Projects	609	1,009	(1,009)	0	561	1,170	1,170	0	0	0
	Total Neighbourhood Regeneration	3,708	2,998	(1,009)	0	2,633	8,330	6,091	(2,239)	0	(2,239)

Housing (General Fund)

62	Disabled Facilities Service	4,550	809	0	0	0	5,359	4,000	(1,359)	0	(1,359)
63	Enable Grant	436	0	0	0	109	545	545	0	0	0
64	Private Rental Sector Lease Scheme	300	0	0	0	(300)	0	0	0	0	0
65	Rapid Response Adaptation	0	0	0	0	200	200	200	0	0	0
66	Assistive Living	0	0	0	0	150	150	150	0	0	0
67	Compulsory Purchase Orders- Romilly / Cyril	0	0	0	0	125	125	125	0	0	0
68	Estate Environmental Improvements	0	452	0	0	0	452	252	(200)	0	(200)
	Total Housing	5,286	1,261	0	0	284	6,831	5,272	(1,559)	0	(1,559)

Flying Start

69	Flying Start	0	130	0	0	141	271	150	(121)	0	(121)
70	Moorland Primary	0	0	0	0	500	500	200	(300)	0	(300)
	Childcare	480	202	0	0	34	716	621	(95)	0	(95)
	Total Flying Start	480	332	0	0	675	1,487	971	(516)	0	(516)

Total Communities & Housing

		9,474	4,591	(1,009)	0	3,592	16,648	12,334	(4,314)	0	(4,314)
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SOCIAL SERVICES

Adult Services

72	Tremorfa Day Services	0	49	0	0	0	49	49	0	0	0
	Total Adult Services	0	49	0	0	0	49	49	0	0	0

Children's Services

73	Accommodation Strategy	(229)	228	1	0	0	0	0	0	0	0
74	Young Persons Gateway Accommodation	250	0	0	0	0	250	250	0	0	0
75	Residential Provision for Children Looked After	500	111	0	0	0	611	611	0	0	0
	Children's Services	521	339	1	0	0	861	861	0	0	0

Total Social Care

		521	388	1	0	0	910	910	0	0	0
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TOTAL PEOPLE & COMMUNITIES

		9,995	4,979	(1,008)	0	3,592	17,558	13,244	(4,314)	0	(4,314)
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PLANNING, TRANSPORT & ENVIRONMENT

Energy Projects & Sustainability

76	Cardiff Heat Network	4,000	0	0	0	0	4,000	3,000	(1,000)	0	(1,000)
77	Energy Retrofit of Buildings (REFIT - Invest to Save)	550	750	0	0	170	1,470	1,470	0	0	0

78	Salix SEELS	500	0	0	0	(500)	0	0	0	0	0
79	Lamby Way Solar Farm	1,069	609	0	0	238	1,916	1,916	0	0	0
80	One Planet Strategy small schemes & matchfunding	700	0	0	0	0	700	700	0	0	0
Total Energy Projects & Sustainability		6,819	1,359	0	0	(92)	8,086	7,086	(1,000)	0	(1,000)

Bereavement & Registration Services

81	New Cemetery Site (Invest To Save)	0	149	0	0	200	349	349	0	0	0
82	Bereavement Asset Renewal	95	90	0	0	0	185	177	(8)	0	(8)
Total Bereavement & Registration Services		95	239	0	0	200	534	526	(8)	0	(8)

Highway Infrastructure

83	Highway Carriageway - Reconstruction	400	108	0	0	0	508	508	0	0	0
84	Highway Resurfacing	3,900	1,128	0	0	1,715	6,743	5,043	(1,700)	0	(1,700)
85	Footpaths	760	0	0	0	0	760	760	0	0	0
86	Footway Improvements around Highway Trees	125	44	0	0	0	169	169	0	0	0
87	Millennium Walkway	1,500	122	0	471	0	2,093	2,493	400	0	400
88	Bridges & Structural Work	0	1,508	0	(238)	0	1,270	1,087	(183)	0	(183)
89	Street Lighting Renewals	0	731	0	(233)	0	498	220	(278)	0	(278)
90	LED Lighting Residential (Invest to Save)	0	3,000	0	0	0	3,000	1,500	(1,500)	0	(1,500)
91	Coastal Erosion Scheme Rover Way to Lamby Way	382	196	0	0	(18)	560	364	(196)	0	(196)
92	Flood Prevention Schemes	250	0	0	0	639	889	664	(225)	0	(225)
Total Highway Maintenance		7,317	6,837	0	0	2,336	16,490	12,808	(3,682)	0	(3,682)

Traffic & Transportation

93	Asset Renewal Telematics / Butetown Tunnel	300	346	0	0	0	646	646	0	0	0
94	Cycling Development	1,400	2,392	0	(209)	0	3,583	3,583	0	0	0
95	Road Safety Schemes	335	30	0	0	0	365	365	0	0	0
96	WG Grant Matchfunding	375	502	0	0	0	877	877	0	0	0
97	WG (Local Transport Fund)	2,500	0	0	0	1,498	3,998	3,998	0	0	0
98	WG (Road Safety Casualty Reduction)	175	0	0	0	0	175	175	0	0	0
99	WG (Safe Routes in Communities)	750	0	0	0	951	1,701	1,701	0	0	0
100	WG (Active Travel Fund)	3,500	0	0	0	4,822	8,322	8,322	0	0	0
101	WG Air Quality	9,608	0	0	0	(2,408)	7,200	7,200	0	0	0
102	City Centre Eastside and Canal Phase 2	1,225	0	0	0	15	1,240	490	(750)	0	(750)
103	City Centre Transport Schemes Matchfunding	300	(383)	0	0	0	(83)	0	83	0	83
104	City Centre Transport Impact - enabling works	1,500	0	0	0	0	1,500	500	(1,000)	0	(1,000)
105	Electric Vehicle Charging Points Car Parks	150	0	0	0	18	168	168	0	0	0
106	Bus Corridor Improvements	250	39	0	0	0	289	289	0	0	0
107	Cardiff West Interchange	50	208	0	0	0	258	50	(208)	0	(208)
108	S106 Funded Schemes	706	186	(186)	0	0	706	506	(200)	0	(200)
Total Traffic & Transportation		23,124	3,320	(186)	(209)	4,896	30,945	28,870	(2,075)	0	(2,075)

Strategic Planning & Regulatory

109	S106 Projects	181	77	(77)	0	0	181	181	0	0	0
Total Strategic Planning & Regulatory		181	77	(77)	0	0	181	181	0	0	0

TOTAL PLANNING, TRANSPORT & ENVIRONMENT

		37,536	11,832	(263)	(209)	7,340	56,236	49,471	(6,765)	0	(6,765)
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RESOURCES**Technology**

110	Modernising ICT to improve Business Processes	225	202	0	209	0	636	600	(36)	0	(36)
111	ICT Refresh	500	468	0	0	0	968	768	(200)	0	(200)
	Total Technology	725	670	0	209	0	1,604	1,368	(236)	0	(236)

Central Transport Services

112	Vehicle Replacement - Lease or Buy Phase 1	0	2,240	0	0	0	2,240	2,240	0	0	0
113	Vehicle Replacement - Lease or Buy Phase 2	0	0	0	0	0	0	2,976	2,976	0	2,976
114	Vehicle Replacement - Lease or Buy Phase 3	0	0	0	0	0	0	1,370	1,370	0	1,370
115	5 x New Electric Powered RCV - WG Funding Phase 2	0	0	0	0	1,025	1,025	1,025	0	0	0
116	6 x New Electric Powered RCV - WG Funding Phase 3	0	0	0	0	1,200	1,200	1,200	0	0	0
117	CTS - Minor Repair Workshop	0	48	0	0	(17)	31	31	0	0	0
	Total Central Transport Services	0	2,288	0	0	2,208	4,496	8,842	4,346	0	4,346

Corporate

118	Contingency	200	0	0	0	0	200	200	0	0	0
119	Invest to Save - Bid Allocation for small schemes	500	0	0	(120)	(380)	0	0	0	0	0
120	City Deal - Cardiff Share	3,594	3,198	0	0	0	6,792	300	(6,492)	0	(6,492)
121	Core Office Strategy - Digital Infrastructure	4,800	879	0	0	0	5,679	4,000	(1,679)	0	(1,679)
122	Web casting and Infrastructure	0	260	0	0	0	260	210	(50)	0	(50)
	Onsite Construction Skills Hub (Construction Industry Training Board)	110	0	0	0	0	110	110	0	0	0
	Cardiff City Transport Services Ltd	6,600	0	0	0	0	6,600	6,600	0	0	0
	Total Corporate	15,804	4,337	0	(120)	(380)	19,641	11,420	(8,221)	0	(8,221)

TOTAL RESOURCES

		16,529	7,295	0	89	1,828	25,741	21,630	(4,111)	0	(4,111)
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TOTAL GENERAL FUND

		129,270	45,532	(3,088)	0	29,515	201,229	181,981	(19,998)	750	(19,248)
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PUBLIC HOUSING (HRA)

125	Estate Regeneration and Stock Remodelling	3,150	(337)	337	0	0	3,150	3,150	0	0	0
126	External and Internal improvements to buildings	19,250	3,081	(3,081)	0	0	19,250	14,170	(5,080)	0	(5,080)
127	Disabled Facilities Service	3,350	1,304	(1,304)	0	0	3,350	2,500	(850)	0	(850)
128	Housing New Builds & Acquisitions	60,990	(905)	905	0	0	60,990	41,450	(19,540)	0	(19,540)
	TOTAL PUBLIC HOUSING	86,740	3,143	(3,143)	0	0	86,740	61,270	(25,470)	0	(25,470)

TOTAL

		216,010	48,675	(6,231)	0	29,515	287,969	243,251	(45,468)	750	(44,718)
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Appendix 5 - Capital Schemes Update

Economic Development

1. Directorate Programme 2021/22 £34.549 million. Initial variance of £675,000 identified.

Business and Investment

2. The Council has requested and drawn down repayable loan funding of £6.060 million from Welsh Government for the implementation of town centre regeneration schemes in order to bring back vacant, underutilised or redundant buildings into beneficial use. Loans currently outstanding total £1.110m, with further opportunities for loans being considered and reported as part of future monitoring reports during 2021/22 subject to due diligence of applicants, eligibility and completion of commercial loan agreements. The £1.370 million of applications currently being assessed, support development in the city centre particularly in the leisure and hospitality sector. It should be noted that all risk in respect to repayable loans remains with the Local Authority so robust security for loans is sought.

City Development & Major Projects

3. A sum of £2.366 million was originally allocated in the 2019/20 capital programme for economic development initiatives, primarily in relation to heritage buildings and a sum of £366,000 was ringfenced for the completion of the Black Tower Tales visitor experience at Cardiff Castle. Works have been completed and a soft opening took place on 28th May with members of the public now able to book tickets for scheduled showings each day as an additional purchase to other Castle attractions. The remaining budget of £30,000 is held for final snagging works and is due to be utilised by the end of the year.
4. Following a marketing exercise for the development of Merchant Place/Cory's Buildings, in October 2021 Cabinet approved a recommendation to dispose of the site, subject to planning, in order to recoup the initial investment. Expenditure incurred in the year of £21,000 on professional fees is anticipated to be recouped from capital receipts.
5. A sum of £1.929 million arising from a 2019/20 Welsh Government grant to support economic stimulus in local authorities was used for the acquisition of land situated on the corner of James Street and Adelaide Street in Cardiff Bay that has remained derelict for over 30 years. Following a Cabinet decision in October 2021, this site is to be appropriated to the HRA at an agreed valuation for the development of social housing. Any future costs related to the site, including clearance, conservation issues and land acquisition will be borne by the HRA. Slippage of £468,000 is shown against

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the general fund allocation pending options for use on alternative schemes or a reduction in borrowing.

6. In September 2021, Cabinet agreed to progress the development strategy for the International Sports Village (ISV) by formally terminating an old Development Agreement with Greenbank Partnership Ltd on the waterfront site and acquiring all the land and assets owned by Greenbank Partnership Ltd at the ISV. Land acquisition and associated costs are expected to be £12.105 million during this financial year with the balance of acquisition costs in accordance with the Heads of Terms agreement, to be incurred in 2022/23. The expenditure in land acquisition is assumed to be recovered from sales of land and income receivable. Close monitoring and reporting of the timescale and value of receipts will need to be undertaken and reported as part of the Annual Property Plan and future reports to Cabinet in order to ensure that there is no sustained impact on the Council's borrowing requirement and on the costs of holding the sites.
7. Further expenditure on design works and professional fees of circa £750,000 is also anticipated to be incurred in 2022/23 relating to the relocation of the Velodrome from Maindy to a new facility within the ISV. This investment remains subject to the approval of a full business case, with a final Cabinet decision on this expected before the end of the financial year. To facilitate the Cabinet approved amendments to the development strategy, budgets have been brought forward from future years and realigned across the International Sports Village projects to enable delivery of the wider ISV masterplan.
8. The primary phase of Central Square Public Realm was completed in November 2018 with costs of £8.700 million in 2018/19 and prior. Completion of the public realm works will not take place until the bus station work is completed by Welsh Government and this is not expected until the latter part of 2022/23.
9. Cabinet approved the acquisition of the Red Dragon Centre site in December 2019, triggering the approval of the affordability envelope in respect of delivery of a new indoor arena as part of the 2019/20 budget proposals. Completion of the site took place in January 2020 and Cabinet approved the final business case of the arena in September 2021. The final sum of £5.724m is payable on submission of a planning application for the arena.
10. In November 2020 Cabinet approved the appointment of a 'Preferred Bidder' developer/operator consortium for the new Indoor Arena as well as approving the land acquisition strategy to enable the Council to gain full control of the land required for the arena. A final business case was approved by Cabinet in September 2021 with a view to signing of the Development and Funding Agreement (DFA) later this year. The current expenditure projection for 2021/22 is circa £5.600 million for acquisition of the remaining land parcels and professional fees, with the costs of these covered by the Arena affordability envelope. The DFA will remain conditional on a number of future milestones being met, including planning permission, with pre-contract service agreement costs not due to be paid to the developer until Financial

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Close (once DFA contract becomes unconditional). Financial Close is currently anticipated to be in the 2022/23 financial year and this is when the Council's capital contributions will begin being drawn upon.

11. The Llanrumney Development has an approved budget in year of £250,000. Spend to date includes undertaking a feasibility study as well as surveys, design costs and the valuation fee. This has been paid for from revenue budgets to date but will be capitalised and recovered from capital receipts generated once the disposal of sites materialises.

Parks & Green Spaces

12. Proposed property asset renewal works (£150,000) will include demolition of Lisvane changing rooms, roof upgrades at Llandaff Pavilion and Llanishen Park changing rooms, upgrade of the intruder alarm and external lighting units at Mill Road Bowling Green and the renewal of the alarm main plant control panels at the parks' depot at Eastern Leisure Centre.
13. The Parks Asset Renewal Infrastructure budget for 2021/22 including slippage is £248,000 and is to be used for footpath reconstruction at Hailey Park, Rhydypennau Park, Whitchurch Common, and Grange Gardens. It will also be used for retaining structural works, including bridge replacement at Waterhall Park, Cobb Woods, Hendre Lake and the replacement of a collapsed wall at Fairwater Park.
14. Including the significant level of slippage from the previous year, the play equipment capital allocation is £730,000 including slippage. It is essential that a robust process for the planning and delivery of these schemes is in place with resurfacing and replacement of playground equipment at sites including Lascelles, Parc Caedelyn, Crawford Drive, Garth Newydd, Glenmont Way, Grange Gardens, Drovers Way, Catherine Gardens, Victoria Park, Peppermint Drive and Heol Llanishen Fach. Whilst this is subject to contractor availability and capacity, the projection is that the works can be completed by the end of the financial year.
15. A budget of £200,000 has been allocated to improve the condition of multi-use games areas, fitness equipment, BMX tracks and skate parks across the city. A destination skate park in Llanrumney is currently the subject of detailed design and an acceptable tender exercise. The modular nature of the equipment may require this to be paid for in advance, however the current assumption is slippage of £150,000 into 2022/23.
16. The Green Flag Infrastructure Renewal budget is £100,000 and will be used to support the replacement of signage and infrastructure in existing Green Flag parks which include Roath Park, Victoria Park and Rumney Hill Gardens.
17. A budget of £150,000 which aims to combat motorcycle nuisance and protect park users will be prioritised at locations based on recommendations and issues reported to the Council and South Wales Police. Works at Splott Park

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have commenced, with works at Trelai Park scheduled to commence in January 2022.

18. External works at Roath Park House, for change of use, landscaping and improved visual impact are nearing completion. The overall project has been paid for from £726,000 of capital receipts from the disposal of the former youth hostel at Wedal Road agreed by Cabinet to be re-invested in the Roath Park District Area.
19. Following on from the development phase, the Council and partners have been successful in securing Heritage Lottery Funding of up to £645,200 towards the restoration of built and natural heritage on Flat Holm Island. This is for the Walk through Time project, in partnership with RSPB Cymru and the Flat Holm Society, which aims to preserve its heritage, protect its rich wildlife and attract more visitors to the site. Expenditure of £85,000 is projected to be spent on professional fees and contractor preliminary costs.
20. Expenditure of £400,000 is forecast during 2021/22 on professional fees and site surveys in relation to Roath Park Dam in order to determine an options report for works deemed required as part of the Reservoir Act 1975 and in response to a Natural Resources Wales inspection report. Future costs are subject to this appraisal, consultation as well as consideration of the impact on other features of this Grade1 listed Historic Park as part of a future Cabinet Report.

Leisure

21. A property asset renewal budget of £515,000 has been allocated to replace further sections of the sports hall roof at Western Leisure Centre in order to urgently address water ingress.
22. The budget in 2021/22 for the redevelopment of Pentwyn Leisure Centre is £1.5 million which, subject to approval of a business case, will be funded on an invest to save basis. Procurement of a professional team is underway, and the contract is due to be awarded by the end of November 2021. Design and submission of a planning application is to be submitted by the end of December with an aim for approval by March 2022 and contractor procurement is expected to commence in January/February 2022. Construction is anticipated to commence in June 2022, spanning a period of 12 months. Expenditure in this year is projected to be £500,000 with slippage of £1 million into 2022/23.
23. As part of the contract for the transfer of leisure sites to GLL, the balance remaining of the £3.5 million for investment in the transferred leisure sites is £465,000, which is repayable on an invest to save basis. Expenditure of £152,000 is forecast during the year on the air handling unit as well as gym and studio refurbishment at Western Leisure Centre. It also includes an upgrade to LED lighting at both Western and Fairwater Leisure Centres. This will result in slippage of £313,000 into 2022/23.

24. The resurfacing of the outdoor arena at Pontcanna Riding School started on site week commencing 11th October and is expected to complete within six weeks. Funding sources include the Council's property asset renewal budget and a contribution from the Friends of Pontcanna Riding School.

Venues and Cultural Facilities

25. Property Asset Renewal works (£490,000) for St David's Hall include upgrades to the fire detection system and passenger lift renewal. As part of initial necessary works to be undertaken at the New Theatre prior to an agreed handover to HQ Theatres, the building management system is to be replaced (£50,000).

Property & Asset Management

26. Property Asset Renewal works for administration buildings will continue to be developed over the year but currently include the air handling unit in the server room at County Hall and at Ocean Park Tennis Centre, an upgrade to the exterior roller shutter doors to County Hall underground car park and health and safety works at both CTS workshops and Cardiff Castle. Slippage of £1,094,000 is currently forecast and is subject to the availability of contractors and options being considered in respect to larger items of expenditure such as the Flowrider roof at the Cardiff International Whitewater and St David's Hall, which may require re-prioritisation.
27. The Community Asset Transfer budget provides up to £25,000 for improvement works to buildings being taken on by third party organisations. The total budget available for 2021/22 is £98,000 which is the result of slippage from 2020/21 and this is projected to slip again into next year whilst projects are considered.
28. In respect of Central Market, subject to successful grant funding, the Council has allocated £697,000 over the next four years to invest in the fabric of the building; improving the appearance, tackling structural issues and enhancing the commercial attractiveness. There is £69,000 available in 2021/22 and full expenditure is expected. The phase one application has been submitted and approved by the National Lottery Heritage Fund and a further application has been made to the UK Government for Levelling Up funding. These applications are separate however and there will only be access to one of the funds. If successful, this funding will help towards the restoration of the Grade II* listed Victorian building, elevating its status as a hub for city centre shopping, food and drink as well as preserving its heritage and investing in the tourist infrastructure of the city.

Harbour Authority

29. The Harbour Asset Renewal budget approved for 2021/22 has increased from £460,000 to £585,000 due to an increase in component costs for the

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wheeled materials handler and increased costs for the installation of boardwalk decking. The budget will be spent on the purchase of a new patrol boat which is needed to undertake statutory duties relating to the management of the Harbour, the replacement of a material handler to ensure continued operations with waste removal on the quay and the replacement of decking on the Senedd boardwalk and steps.

Recycling Waste Management Services

30. The five-year capital programme includes £3.325 million to explore options for a new household waste recycling/reuse centre. There is no expenditure forecast to be incurred during the year until a suitable site is identified, resulting in the budget of £200,000 being re-profiled to 2022/23.
31. The Capital programme for 2020/21 included an allocation of £815,000 to roll out a separate glass collection scheme. The Council’s recycling strategy 2021- 2025 was the subject of a Cabinet report in September 2021. Subject to the implementation costs of the strategy over the period and availability of grant funding, the Council budget required will be reviewed as part of the budget setting process.
32. The Waste Recycling and Depot Site Infrastructure budget of £635,000 is to be used for a range of infrastructure improvements at depot and recycling sites. This includes CCTV, weighbridge software and barriers as an audit requirement, and improvements to the recycling centres.
33. A sum of £100,000 Council match funding is included in the Capital Programme to help secure a range of Welsh Government grants such as from the Circular Economy Fund to be bid for during the year where match funding is required.
34. In order to implement enhanced team operational requirements and facilities that support revised working practices, a number of changes were made at the Lamby Way waste depot at a cost of £703,000 during 2020/21. An additional £120,000 expenditure is forecast this year to complete the transformation, including technical equipment, lighting and security fencing. This cost is to be repaid over a three-year period from directorate revenue budgets.
35. A Circular Economy Fund grant of £239,000 will be used to purchase glass recycling caddies and for enhancements to recycling centres, including new signage and digital display. The Re-Use shop and associated works funded by the grant are now operational.
36. The Keep Wales Tidy allocation of £15,000 will be spent on litter bin sensors providing additional intelligence to direct resources appropriately as well as portable ticket issuing devices compatible with the enforcement software to effectively issue on the spot fixed penalty notices.

Education and Lifelong Learning

37. Directorate Programme 2021/22 £67.145 million. Initial variance of £4.733 million identified.

Schools - General

Asset Renewal - Buildings

38. The Council asset renewal allocation of £6.958 million in 2021/22 includes an assumed £5.500 million WG grant for schools' capital maintenance, in line with grants received in the prior three financial years. Full expenditure is anticipated this financial year based on the current programme of roof and boiler replacements, fire precaution works, safeguarding of lobbies and kitchen upgrades. An additional £25 million of invest to save funding to address condition, health and safety and additional learning needs within the schools' estate was approved in 2018/19 and has yet to be utilised. £12 million of this additional funding was allocated for use this year. Current projections indicate slippage of £4 million against this budget, with works identified and costed awaiting commencement.

Asset Renewal – Suitability and Sufficiency

39. The Suitability and Sufficiency budget of £1.040 million includes the realignment of a £5.250 million brought forward to fund projects earlier than planned. This budget is expected to be fully utilised in 2021/22 on a range of works including security and safeguarding works on boundaries and receptions across the schools' estate, as well as priority Disability Discrimination Act (DDA) adaptations.

Whitchurch High

40. A £703,000 separate allocation exists for works at Whitchurch High with future works on the Art and Science blocks. The total cost of construction is anticipated to be £2 million with the remaining balance utilising Asset Renewal Budget.

Reducing Infant Class Sizes Grant

41. As part of an ongoing programme to reduce infant class sizes, Welsh Government agreed a £3.322 million grant funding package until 2021 for St Fagan's Primary, St Francis Primary and Oakfield Primary. Oakfield was completed in 2020/21, with works on the St Fagan's and St Francis projects due to be completed this year.

Hwb ICT Infrastructure Grant

42. A Welsh Government funding allocation of £5.097 million was awarded in 2019/20 to support Cardiff schools in developing sustainable EdTech Digital Services and this was fully utilised by the end of 2020/21. A further £3.5 million has been awarded for use in 2021/22 and full spend is once again projected.

Schools Organisation Plan – 21st Century Schools

43. The 21st Century Schools Band A programme has fully utilised Welsh Government grant funding of circa £66 million with final expenditure in 2021/22 expected to be £500,000 including demolition at the Michaelston site as part of the Cardiff High School in the West project. This is significantly higher than first planned due to the amount of asbestos and other site contaminants. Additional works relating to Ysgol Glan Morfa have also been identified with expenditure of £250,000 anticipated this year. Outstanding Band A grant retentions will be utilised to fund these projects in the first instance with invest to save picking up any additional spend.
44. Band B of the 21st Century Schools Programme is underway with an original funding envelope of circa £284 million. This has been amended by Welsh Government to £202 million based on the movement of Cathays High and Willows schemes to the Mutual Investment Model (MIM). This is to be funded by a Welsh Government grant award with match funding from Cardiff Council at a rate determined by the type of school. A further request has been made to return Willows to the Band B programme due to progress of the project. Costs in relation to Willows are now included in the Band B totals.
45. Works at Fitzalan High have a Welsh Government approved budget of £64.3 million. Significant slippage last year was caused by Covid-19 restrictions and adverse weather conditions. Expenditure this year is anticipated to be £26.753 million, to be funded from grant.
46. St Mary the Virgin is currently at design stage with the full business case currently being drafted. Minimal expenditure is anticipated this year in line with cash flows projected in the business case.
47. The Fairwater Campus scheme (previously Doyle Avenue) aims to house three schools (Cantonian, Riverbank and Woodlands) on one shared campus. An outline business case has been approved by Welsh Government with expenditure on planning, surveys and professional fees underway.
48. Two land acquisitions took place in 2021/22 costing £15.926 million in preparation for the Willows project. This was funded by Welsh Government in addition to the original Band B envelope but will attract the same level of Cardiff Council match funding as other secondary schools (35%). An additional £1.19 million is anticipated in relation to the scheme this year in relation to pre-tender works including surveys, planning and demolition.

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49. An additional £8 million WG grant has been received in relation to the strategic purchase of a site on Ty Glas. Use of this land will be prioritised for education purposes due to the terms and conditions of the grant.

People & Communities

50. Directorate Programme 2021/22 £17.558 million. Initial variance of £4.314 million identified.

Communities & Housing

Neighbourhood Regeneration

51. The Neighbourhood Renewal Schemes budget of £879,000 is made up of an in-year allocation of £300,000, slippage from 2020/21 of £254,000 and a grant of £325,000 to support Covid-19 recovery. Schemes proposed include environmental improvements in Old St Mellons Village, a multi-use games area in Llanrumney and wellbeing improvements in Llanishen Park. The Covid-19 recovery grant will be utilised towards works undertaken at Cowbridge Road East. Expenditure is subject to the outcome of designs and tenders and at this stage and slippage of £200,000 is assumed.
52. An initial budget allocation of £250,000 was approved in 2021/22 towards District and Local Centres, with projected expenditure of £50,000 and slippage of £200,000 into 2022/23. The budget will be used to develop comprehensive recovery strategies for the centres, with initial expenditure on design work to support an approved longer-term programme of investment and bids for grant match funding.
53. Including slippage from the prior year of £41,000 the alleygating budget is £141,000 for priority schemes throughout the city. Subject to completion of consultation and legal procedures, projected expenditure is likely to be £106,000 with schemes including Cyril Crescent, Mill Road, Fairwater Grove East and Pen-y-Wain Place.
54. In March 2018, Cabinet agreed priorities for submission under the Welsh Government Targeted Regeneration Investment (TRI) Programme. From the remaining match funding of £1.430 million set aside by the Council in accordance with the terms and conditions of the funding, the Council has initially allocated £1.222 million towards the commercial business and environment improvement schemes as well as the Tudor Lane property enhancement scheme. The balance remains held as a contingency for increased costs.
55. The Tudor Street Business Improvement Scheme delivers external improvements to commercial premises in Tudor Street, Riverside. Having started in 2020/21, the scheme is due to complete by the end of March 2022 at an estimated total cost of £1.850 million. The expenditure of £1.140 million projected to be spent this year assumes £542,000 of match funding with the balance of £598,000 being grant funding to be claimed.

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56. The Environmental and Green Infrastructure scheme has an estimated total cost of £3.361 million with projected expenditure of £2.400 million during 2021/22. This will be funded by £1.609 million of grant funding and £791,000 from the city centre wider transport impact enabling works budget, with council match funding of £590,000 shown as slippage into 2022/23 to complete the scheme by July 2022.
57. The Tudor Lane Property Enhancement Scheme is the result of a placemaking grant distributed by Welsh Government which will assist applicants to physically improve their properties by offering funding for commercial property frontages and associated works. The Council has been awarded £250,000, with Council match funding of £90,000 and applicant contributions estimated at £18,000 providing an overall programme total of £358,000 for eligible schemes. Circa 20 applications for use of the grant have now been received and are under review. Full spend is currently projected in year in line with the grant terms and conditions, however, is dependent on the take up of grant.
58. Funding available for a scheme at Rhiwbina Hub totals £408,000 and includes a £120,000 approval of Welsh Government Museums, Archives and Libraries Division (MALD) grant. Finalising the scope of the project has resulted in a delay in undertaking a tender exercise which is now expected to be complete by the end of the calendar year. Subject to this the project is expected to have started on site within the final quarter of 2021/22. Expenditure of £188,000 in year is forecast, ensuring use of the MALD funding, with slippage of £220,000 assumed.
59. The Council budget remaining to develop a Multi-Agency City Centre Youth Hub totals £2.036 million with an assumed allocation of £786,000 in 2021/22. Pending a review of alternative options to deliver a viable project at the existing site, external grant bids as well as subsequent cabinet approval, no expenditure is currently forecast and slippage is shown, but will be reviewed as part of future monitoring reports.

Housing (General Fund)

60. The Disabled Facilities Service budget for mandatory and discretionary grants to housing owner-occupiers as well as for administration costs for the grants is £5.359 million and this includes slippage of £809,000 from 2020/21 due to delays as a result of Covid-19. Expenditure for the year is projected to be £4 million and will allow housing owner-occupiers to continue living in their own home. Slippage of £1.359 million is projected due to a number of reasons including a shortage of labour resources and materials impacting on delivery times. Whilst demand remains high and budget is in place, the focus is on the most urgent cases which have built up over lockdown.
61. In addition to the above Council budget, an Enable grant totalling £545,000 has been awarded by Welsh Government to deliver additional adaptations, with full expenditure projected for the year.

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62. Following feedback from initial pilot exercises, Welsh Government are reviewing the Private Rental Sector Leasing scheme and its targets, with a rollout of an all-Wales scheme potentially now in the autumn. The pilot offered loan and grant support to potential landlords; however, the review of the terms will consider offering grants only, with little appetite identified for loans. The Council received a repayable loan of £533,000 from Welsh Government for this project and subject to the revised scheme and Council decision to proceed with the scheme, would return this loan.
63. Integrated Care Funding (ICF) of £200,000 has been awarded for 2021/22 for Rapid Response adaptations which is part of the Accommodation Solutions for both discharge and prevention. This funding allows adaptations to be made to private homes to both enable the discharge of patients back into their own homes and to help prevent them from having to go into hospital in the first place. ICF funding of £150,000 has also been awarded for Assistive Living Technologies, a scheme which enables the purchase of equipment to produce packages of assistive technology for people living with dementia as well as to help prevent falls and ultimately enable citizens to live in their own homes for longer. Full expenditure is projected for both ICF projects. There are five further schemes in the pipeline for which ICF funding has been applied for and they are awaiting sign off from Welsh Government. The total value of the schemes is £4.105 million and if approved, funding will be used towards social services respite accommodation, assessment centres and supported living (Pearl House).
64. Two residential properties were subject to a Compulsory Order Process in 2020/21, on Romily Road and Cyril Crescent. The balance of expenditure this year is estimated to be £125,000 but is subject to discussions with owners in respect to any compensation payable under the process.
65. To facilitate comprehensive regeneration schemes, the estate environmental improvement allocation supports the costs of works to owner-occupier properties as part of the Public Housing programme. Schemes during the year include Roundwood Estate, Arnold Avenue and Bronte Crescent. There is a budget of £452,000 and projected expenditure in year is £252,000 with £200,000 slippage assumed into 2022/23.

Flying Start

66. The budget for Flying Start Capital schemes for the year totals £771,000. This comprises of slippage of £130,000 in relation to allocations for furniture and ICT at five nursery sites across Cardiff, alongside an additional grant award of £140,000 for canopies, replacement boilers and refurbishment at three further sites in 2021/22. A further grant award of £500,000 has been made by WG to support Moorland Primary. It is anticipated that slippage of £421,000 across schemes due to progress made on site to date.

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Childcare Capital Grant

67. Works were completed on Ysgol Y Wern in 2020/21, with additional plans for three Cylch Meithrin provisions planned for the Welsh Medium programme this year. Anticipated expenditure of £621,000 includes an additional award of £206,000 resulting in slippage of £95,000 for work to be completed next financial year.

Social Services

Adult Services

68. There is a total programme budget of £49,000 due to slippage of ICF grant and Council funding from 2020/21. Full spend is projected in year towards the development of a scheme for the Tremorfa Day Centre. An external multi-disciplinary design team has been appointed to take this forward and the funding will be used towards feasibility work on the new build scheme for that site.

Children's Services

69. Proposals being considered from the remaining John Kane Fund include an extension and refurbishment of the Crossland's home. With projected costs in excess of the budget available and the need to mitigate the impact of the works on service delivery, no expenditure is currently assumed during the year.
70. The Young Persons Gateway Accommodation scheme aims to convert four large properties to include an office / sleep in accommodation on site, to provide supported accommodation for young people (16-24 years) to help them live independently whilst still providing intensive 24-hour support.
71. As part of the Right Home, Right Support Children Looked After Commissioning Strategy (2019-2022), £1.5 million was also made available in the programme over a two-year period to develop an emergency pop-up unit, assessment units, and additional residential places in the city. £500,000 is available during this year to secure additional properties, with any expenditure on both the above schemes to be repaid on an invest to save basis.
72. In parallel with the above the Council has submitted bids to the Welsh Government Intermediate Care Fund to support the development and acquisition of additional properties which may result in the Council's own allocations not being required in full at this stage. This includes grant applications towards:
- Two new young person's assessment centres which will be high quality, fully accessible, fit for purpose and able to accommodate a wide range of programmes, activities, and resources specifically to meet a wide range of

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health and well-being needs of young people. The buildings will offer multi-agency support services across health, education and social care as well as psycho-therapeutic packages of support and skills to enable independent living in the future.

- Two residential properties linked to the new young person’s assessment centres to facilitate service delivery specifically tailored to young people (10-17yrs) and able to accommodate up to 3 young people each.
- A 10 bed young persons supported living unit, with a specific focus on supporting existing placements and helping young people to progress to live independent lives in permanent accommodation.

Updates in respect to applications will be included in a future monitoring report.

Planning, Transport & Environment

73. Directorate Programme 2021/22 £56.236 million. Initial variance of £6.765 million identified.

Energy Projects & Sustainability

74. In May 2019 the Council entered into an agreement to obtain grant funding of £6.628 million for Phase one of the Cardiff Heat Network project from the Department of Business, Energy and Industrial Strategy (BEIS) and this was awarded in March 2021. A further £8.600m interest free loan has also been agreed between the Council and Welsh Government and this will be passed on to Cardiff Heat Network (CHN) Limited, a special purpose vehicle created with the Council as sole shareholder. The estimated expenditure to be reimbursed to CHN for the year was £3 million.

75. A second phase of £1.470 million investment under the REFIT programme will invest in energy conservation measures into the education estate including solar panels, sensors and lighting upgrades. Sites have been selected following detailed assessment with the contractor including feedback from phase one and validation of the outcomes by SALIX who are also providing loan funding to implement the works which must be repaid over an 8-year period from the savings generated from the measures.

76. There is an invest to save budget of £500,000 in place for the roll out of further Salix SEELS projects across the Council. There are currently no applications in the pipeline and so the budget line has been removed but will be adjusted subject to confirmed schemes demonstrated by a robust business case.

77. In May 2019, Cabinet approved the final business case to deliver a solar farm at Lamby Way. The Solar Farm is a long term invest to save project, undertaken on the basis of being self-financing over its operational life. Installation of the solar panels and the first electricity was generated following connection to the grid in December 2020. Due to conservation and timing issues, there has been a delay with the installation of the private wire, but completion is due by November 2021. There is a Capital budget in year of

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£1.678 million, consisting of an approved budget of £1.069 million plus slippage from 2020/21 of £609,000. An additional £238,000 has been added to fund increased and unforeseen contractor costs, totalling £1.916 million which is projected to be spent in full this year. The current estimated cost of the scheme since inception is therefore circa £8.975 million.

78. It should be noted that the costs of all projects identified above together with ongoing maintenance must be paid back from savings or future income generation.
79. The One Planet Cardiff Strategy is a strategic response to the climate emergency and includes a range of actions which together, form the basis of a delivery plan to achieve carbon neutrality across the city. As well as strategic projects mentioned above, the Council has allocated £3.9 million over the next 5 years towards capital investment and match funding for smaller schemes to support the strategy. The allocation for 2021/22 is £700,000 which is expected to be spent in full but subject to grant awards, may result in slippage for use on other projects. Similarly, any additional costs will be managed by bringing forward budgets from future years or from external grant bids. Projects approved include enhanced food composting facilities in schools, implementation of electric vehicles, upgraded electric vehicle charging at Lamby Way and installation of carbon sensors within County Hall.

Bereavement & Registration Services

80. Work to create new burial space in the North of the city is now complete, with the Council and contractor in negotiations in respect of finalising the overall cost of the scheme. The budget allows for completion of works including the seeding of the grass, with expenditure on the overall project to be repaid from future income receivable as part of the bereavement reserve.
81. As part of the budget proposals in 2020/21, a segregated Capital property asset renewal allocation for bereavement services was created to allow more of the bereavement reserve to be used to support the revenue costs of the service and Directorate. Due to slippage from the previous year, the total allocation for 2021/22 is £185,000 to support site infrastructure improvements, new vehicles and plant and improvements to facilities. Expenditure for the year is expected to be £177,000. This figure includes the purchase of two new excavators and two trailers as well as lawnmowers and strimmers (£85,000) which will replace older machines. There will also be expenditure of £75,000 on road resurfacing at Thornhill Crematorium. Expenditure of £17,000 also includes design on lighting with works planned to begin in 2022/23.

Highway Maintenance

82. Expenditure on the reconstruction of structurally deteriorated roads which are deemed to be a priority is forecast to be £508,000. Schemes carried over and

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completed this year are Grand Avenue, Hadfield Road, Rover Way, Heol Llanishen Fach, Willowbrook Drive and Heol Penyfai. Nant Fawr and Hendre will be completed in February/March 22.

83. The budgets for carriageway and footpath works total £7.672 million including slippage from 2020/21 and a Welsh Government grant allocation. The budget will complete 2020/21 carriageway preventative, resurfacing and patching contracts, micro asphalt resurfacing and a number of other treatments during the remainder of the year. New contracts awarded this year and completed are high speed routes resurfacing and phase two footway improvements at Heol Carnau. A carriageway slurry seal programme has commenced and will be completed by the end of March. In order to avoid slippage, assessment of priorities and immediate actions should be put in place in order to ensure works can be procured and completed where budgets have been requested during the year to address condition. An element of the budget is to be carried forward to 2022/23 for use towards the cost of City Centre schemes.
84. The five-year capital programme included a sum of £2.240 million to replace the timber surface of the Millennium Walkway. Works entailed the replacement of the timber decking and supporting bearers using reinforced plastic components along the length of the walkway from Wood Street to Cowbridge Road East/Castle Street along the River Taff. Following a trialling of materials, construction started in February after the dismantling of the Dragons Heart hospital from the stadium. Additional costs have been identified primarily in order to upgrade lighting, cabling and replace decayed timber as part of unforeseen issues identified following the removal of the old walkway. These additional costs have been met by a virement from the highway structures and street lighting budgets.
85. The bridges and structures budget of £1.270 million will support Fairwater Road, Heathwood Road and Capel Llaniltern culvert works as well as any capital works arising from assessment reports from North Road flyover. The budget will also be used to replace expansion joints at various locations around the city, upgrade viaduct doors and install CCTV. Slippage of this budget assumed to 2022/23 is £183,000.
86. The street lighting renewals budget is to be utilised for subway lighting, column replacement and to start the design process for electrical works on Eastern Avenue. Implementation of the latter continues to be delayed resulting in overall slippage of £278,000 into 2022/23.
87. Following a successful trial of LED lighting in the Radyr Ward, with the conversion of 1,250 columns, Cabinet approved in May 2019, an invest to save business case for all remaining residential columns to be converted to LED. Following a tender exercise, the total cost is estimated at £5.200 million with £1.500 million of expenditure forecast during this year. This is lower than planned due to a restricted supply of lanterns because of shortages of semi-conductor components, extending the period of the contract.
88. As part of a coastal risk management scheme to implement improvements from Rover Way to Lamby Way, a revised Welsh Government grant of £1.129

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million was awarded for the development of the full business case to deliver the detailed design and cost estimates to construct the coastal defence improvements. Ground investigations were completed in May 2020 and results have been utilised in order to determine the most appropriate detailed design. Cabinet considered a progress report on the scheme in June 2021 including the reasons for cost estimate increases, timescales and to approve a tender exercise. Projected expenditure during 2021/22, to be paid for by grant is £364,000, on professional fees to secure a final business case towards a proposed start on site by March 2022. This is subject to tender, approval of the business case and funding approach by Welsh Government.

89. A sum of £250,000 Council match funding has been allocated towards the implementation of flood prevention measures together with Welsh Government funding of £639,000. This is for small scale schemes and post storm repairs, with only £25,000 match funding likely to be required this year.

Traffic & Transportation

90. The enhanced asset renewal telematics budget of £646,000 is to be used for replacement of obsolete analogue CCTV cameras at various locations with HD digital CCTV cameras, replacement of the electronic signage/control system for the North Road tidal flow lane control system and Bute Tunnel entrance electronic signage.

91. The total budget for cycling development in 2021/22, including slippage from the prior year, is £3.583 million, which will be used to match fund WG grant funded schemes for primary cycleways and completion of schemes such as North Road Phase II which will deliver improvements to Cathays Terrace, Whitchurch Road, Allensbank Road and King George V Drive East. Opportunities will be considered to supplement Welsh Government grant to introduce additional pop-up cycling facilities. No slippage is currently forecast but is subject to the application and award of grant funding.

92. The Council Road Safety Schemes budget of £365,000 will be used to match fund safety related schemes being delivered as part of Welsh Government grants. This is together with a sum of £877,000 Council match funding, including slippage of £502,000 from the previous year, to help secure a range of grants where match funding is required towards a range of schemes for Local Transport, Safe Routes in Communities and Road Safety as described below.

93. The Welsh Government revised allocation to Cardiff for the Local Transport Fund is £3.998 million. The fund supports development of integrated, effective, accessible, affordable and sustainable transport systems. Schemes bid for and approved include £1.617 million towards improving sustainable transport and active travel measures in the City Centre, £1.270 million towards bus priority and active travel improvement schemes (A4119 Corridor Phase 2D and A470 Caedelyn Road to Tyn y Parc Road Phase 2). It also includes £1.111 million towards bus stop infrastructure and real time information improvements.

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94. The Welsh Government Road Safety Casualty Reduction grant approval is £175,000, which will support capital projects that reduce road casualties including traffic calming and pedestrian improvements on Penarth Road, Clive Street Junction and Thornhill Road.
95. The Welsh Government revised allocation to Cardiff for Safe Routes in Communities Grant of £1.701 million aims to improve accessibility and safety and encourage walking and cycling in communities. There is particular emphasis on improving routes to and from schools within the Canton and Trowbridge area. The allocation includes the School Streets scheme which is part of a wider programme working with schools to increase the use of active modes for school journeys, through targeted interventions and behaviour change support.
96. The Welsh Government revised allocation to Cardiff for Active Travel is £8.322 million. The purpose of the fund is to increase levels of active travel, improve health and well-being, improve air quality, reduce carbon emissions and connect communities. Funding will support Cardiff Cycle Superhighways stage 1 (£4.964 million), Taff Trail upgrade at Hailey Park (£514,000), Active Travel to Schools (£1.201 million) and various improvements to the Integrated Cycle Network Plan (£1.643 million).
97. In order to comply with the requirement of the Environment Act 1995 – Air Quality Direction 2019, Welsh Government provided a grant for a range of agreed measures. Planned expenditure during 2021/22 includes Bus retrofit (£562,000); taxi vehicle emissions incentives (£1.860m); city centre transport and active travel (£4.684m); implementation management and monitoring (£9,000). As part of the City Centre Transport projects, works on improvements at Central Square as part of a £7.5 million scheme. Works are expected to be completed in April 2022.
98. At its meeting in June 2021, the Cabinet also approved that a procurement exercise commence on the City Centre East and Phase one of the Canal. This included permanent bus priority measures on Station Terrace and Churchill Way, a permanent cycleway a revised car park routing system and the first phase of the canal at the north end of Churchill Way. Subject to the outcome of that tender exercise works over 15 months are proposed to begin in January 2022 and are to be paid for by a combination of City Deal Metro Plus grant, Air Quality grant, Council match funding and a sum of £3 million Council funding included in the overall programme towards the canal. Subject to the timing of works, it is assumed grant funding would be used first, so the Council allocation of £750,000 towards the Canal, profiled for use in 2021/22, will be carried forward as slippage into 2022/23.
99. To mitigate against the impact of the City Centre works in neighbouring areas, the Council has allocated a sum of £4 million, with £1.500 million assumed in 2021/22. A sum of £500,000 is forecast for 2021/22 in respect to development work at a number of sites in Grangetown and towards transport and green infrastructure improvements at Tudor Road. The balance shown as slippage at this stage.

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100. A Welsh Government grant of £168,000 has been awarded from the Ultra Low Emissions Vehicle Transformation Fund to install electric vehicle charging infrastructure in car parks.
101. The Council Bus Corridor enhancements budget of £289,000 will be used to complete the A470 Phase 1 and will also be utilised for match funding towards Welsh Government Local Transport improvement schemes (A4119 Corridor Phase 2D and A470 Caedelyn Road to Tyn -y Parc Road Phase 2).
102. A budget of £258,000 including slippage is shown in relation to development of the transport interchange on the site of the former recycling site at Waungron Road, which is proposed to be delivered in parallel with the housing scheme. Design works were completed by the end of August 2021 and a tender process will be undertaken for the completion of the retaining wall. Slippage of £208,000 is currently projected.

Resources

103. Directorate Programme 2021/22 £25.741 million. Initial variance of £4.111 million identified.

Technology

104. The Modernising ICT budget aims to support projects in the Cardiff Capital Ambition programme and the digitisation of business services utilising modern technology. The total programme budget for the year is £636,000 and this includes slippage from 2020/21 of £202,000. The budget includes a virement of £209,000 from the budget allocated for Cycling Development within Transportation, for the upgrade of Building Control IDOX software system. Expenditure planned during the year is currently forecast as £600,000 and includes phase two of the Corporate Landlord Scheme (£65,000), project costs of the digitalisation team for implementation (£131,000), SAP Information Lifecycle Management including GDPR and archiving (£150,000) and Digital telephony (£45,000).
105. Slippage of £200,000 is currently shown in respect to the ICT Refresh budget of £968,000 primarily because of timing of receipt and implementation of hardware due to lead in times. This budget covers a range of projects to support resilience, capacity and capability including direct access and Wi-Fi replacement, server replacement and firewall licenses.

Central Transport Services

106. As a result of slippage from 2020/21, the amount carried forward to complete phase 1 of the vehicle replacement programme in 2021/22 is £2.240 million and full expenditure is projected during the year. Orders have

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also been placed and committed for the start of the second and third phases of vehicle replacement at a cost of £4.001 million and £2.570 million respectively. This expenditure will be funded from budget brought forward from 2022/23. Planned expenditure for phase 2 includes the acquisition of 17 vehicles as well as 5 electric powered refuse collection vehicles which are match funded by £1.025 million of Welsh Government grant. Similarly, phase 3 planned expenditure includes the purchase of a further 6 electric powered refuse collection vehicles which are also match funded by Welsh Government (£1.200 million). The CTS Minor Repair Workshop has a total programme this year of £48,000 due to slippage from 2020/21. Projected expenditure for the year is £31,000 meaning an underspend of £17,000 which will reduce the Invest to Save repayments over the life of the scheme.

Corporate

107. In respect of the contingency budget of £200,000, given that it is early in the financial year, this is shown projected to be fully required, although as the year progresses, any under spend will be used to reduce the level of borrowing assumed in the Capital Programme.
108. A sum of £120,000 has been vired to support Lamby Waste depot enhancements, with the balance of the £500,000 invest to save budget assumed to have no further drawdown. This will be reviewed and adjusted in future monitoring reports if schemes are approved during the year.
109. Including slippage of £3.198 million from 2020/21, based on projections initially assumed in the Cardiff Capital Region City Deal (CCRCDC) business plan, a total programme budget of £6.792 million was assumed for 2021/22 as part of the Council's agreed £28.4 million contribution to the region. The timing and value of any drawdown is subject to proposed projects being considered and approved by the CCRCDC joint committee, the delivery and expenditure on those projects, but also the different funding streams available to CCRCDC to manage expenditure obligations. With expenditure estimated to be lower than planned and assumptions that the majority of expenditure during the year will be managed within existing resources held by City Deal, slippage of £6.492 million will be reprofiled into future years.
110. The Core Office Strategy had an overall allocation of £9.750 million included in the programme over a three-year period with £5.679 million of this assumed in 2021/22. This was towards smarter working, digital infrastructure and building adaptations to allow consolidation into alternative council buildings. Drawdown of this allocation is subject to any expenditure being repaid on an invest to save basis. Projected expenditure for the year is £4 million, predominantly to be spent on adaptations and fit out of Oak House following its acquisition and the purchase of specialist equipment for the Alarm Receiving Centre (ARC).
111. A total of £260,000 allocated in 2020/21 was carried forward to this year towards a webcasting and conferencing system. The Procurement process is currently being undertaken for the core elements of the microphone and

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conference control system which will determine cost and timescales with the aim for this and any other improvements being finalised by May 2022. .

112. The CITB Onsite Construction Academy is hosted on the Wates Residential Aspen Grove development at the old Eastern High site in Rumney. Expenditure of £110,000 relates to purpose-designed demountables hosting a large classroom area, kitchen and toilet facilities, a reception point and office space, which will become active following easing of Covid-19 restrictions. The Academy commenced taking referrals for support in late May for a five-day intensive programme allowing learners to gain various industry-recognised certificates.
113. The second and final tranche of viability support (£6.600 million) to be given to Cardiff Bus was referred to in the report to Council in October 2020 headed “Securing the Future Sustainability and Viability of Cardiff City Transport Services Limited”. Following completion of equity subscription agreements, additional equity was injected into the company in September 2021, to allow it to implement that part of its Turnaround Strategy relating to fleet investment and strengthening the balance sheet.

Section 106 Schemes and Other Contributions

114. The table below shows the Section 106 and other contributions forecast to be spent at the time of setting the budget. This has been reviewed by Directorates and is reflected in the new projection at Month 6:

	Budget	Projection at Month 6	Variance
	£000	£000	£000
Parks & Green Spaces	2,073	1900	(173)
Traffic & Transportation	706	506	(200)
Strategic Planning & Regulatory	181	181	0
Neighbourhood Regeneration	609	1,170	561
Economic Development	59	104	45
Education & Lifelong Learning	2,334	2,425	91
Public Housing (HRA)	3,701	3,701	0
Total	9,663	9,987	324

115. Some of the schemes included in the profile above are:

- Parks and Green Spaces – Schemes are proposed to be undertaken in a number of areas and include Adamsdown Open Space, Cogan Gardens, Craiglee Drive Open Space, Llandaff Fields, Llanishen Park, Kitchener Gardens, Cemaes Crescent, Llanishen Park and cycle

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improvements along the Roath Park Corridor. Capacity to deliver schemes continues to be reviewed.

- Traffic & Transportation – Public transport improvements, junction improvements, bus stops and bus borders; installation of CCTV and real time information, telematics and transportation schemes including the provision of bus routes in the city and strategic transport initiatives.
- Strategic Planning & Regulatory – City Road Public Realm enhancement scheme and Air Quality Monitoring around the city.
- Neighborhood Regeneration – Provision of a Library Service within the Cardiff Royal Infirmary, improvement of community facilities at Penylan Library and Community Centre and Lisvane Old School Rooms.
- Economic Development – Support for small to medium enterprises in Adamsdown and Llanishen.
- Education & Lifelong Learning – Condition works at Lansdowne and Radnor Primary Schools.
- Public Housing – Development of new Council housing.

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DISABLED ADAPTATIONS (CHANGES TO THE REGULATORY REFORM ORDER)

SOCIAL CARE, HEALTH AND WELLBEING (COUNCILLOR SUSAN ELSMORE)

AGENDA ITEM: 6

Reason for this Report

1. To propose the introduction of discretionary grant system that will provide an alternative to mandatory disabled facilities grants.
2. To remove the requirement for means testing for relevant disabled adaptations by amending council policies for the provision of assistance under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 (the RRO).

Background

3. In March 2021 the then Minister for Housing and Local Government wrote to all councils announcing grant funding to support the removal of the means test for small and medium disabled adaptations. Grant funding has been made available on condition that councils make amendments to their policies to remove the means test by April 2022. This report sets out the current grant arrangements for disabled adaptations in Cardiff and proposals for change in the light of the Ministers recommendation.

Mandatory Grants

4. All local authorities in Wales are required to make mandatory Disabled Facility Grants (DFG's); they are issued subject to a means test and are available for essential adaptations to give disabled people better freedom of movement into and around their homes, and to give access to essential facilities within the home.
5. Currently a means test forms part of the relevant legislation unless subject to certain exemptions.
6. Although the DFG framework and mandatory aspect of the grant apply across all tenures the means test cannot be applied to Council tenants. Housing Revenue Account funding is made available for this purpose.

7. Before issuing a DFG the Council must satisfy itself that the works are necessary and appropriate to meet the needs of the disabled person and are reasonable and practicable depending on the age and condition of the property. In reaching a decision, the authority will consider whether the works:
 - are needed to provide for a care plan to be implemented which will enable the disabled occupant to remain living in their existing home as independently as possible; and
 - would meet, as far as possible, the assessed needs of the disabled person taking into account both their medical and physical needs and
 - distinguish between what are the desirable and possible legitimate aspirations of the disabled person, and what is actually needed, and for which grant support is fully justified.
8. Once the necessary conditions are fulfilled a grant must be made, subject however to application of a means test.
9. Grant applicants may receive a full grant or may be required to make a contribution towards the cost of the works. The means test is complex and follows four stages:
 - Assess how much the household needs to live on.
 - Compare this with their actual income to see if they have any 'surplus' income they could use to pay off a loan.
 - For those not in receipt of means tested benefits, calculate how big a loan they could afford to pay off using their 'surplus' income.
 - Compare the size of the loan they could afford with the cost of the work needed to see whether they qualify for a grant.
10. There are certain exemptions from the above for seriously disabled service personnel and for parents of children with disabilities.
11. The means test has been criticised for some time and in 2014 the Welsh Government commissioned *Shelter Cymru* to undertake a review of the provision of independent living adaptations within Wales. The review, published in 2015, identified, amongst other findings that "the means test is time-consuming and inequitable".

Discretionary Grants

12. Local authorities have discretionary powers to provide funding for adaptations, repairs and improvements under the *Regulatory Reform (Housing Assistance) (England and Wales) Order 2002*. This Order

states that local authorities can provide assistance in the form of a grant or loan.

13. Local Authorities use their own policies on the level and type of discretionary assistance they offer and the conditions a person must meet to qualify. Councils cannot use these discretionary powers unless they have published a policy setting out how they intend to use them. In Cardiff this is known as the Private Sector Housing Policy.
14. While mandatory and discretionary grants are funded through general fund or housing revenue account the Welsh Government have for a number of years made available the Enable Grant to fund applications for assistance that fall outside of the scope of the mandatory disabled facility fund.

Issues

15. Disabled adaptations are an essential part of the Council's support for older people and those with disabilities, to assist them to remain independent at home. A timely adaptation can prevent and reduce the need for care, and they are often a requirement to facilitate hospital discharge. The benefit of providing a discretionary grant rather than a mandatory grant is that it removes the need for a means test and prevents the delay that this can cause to delivering the adaptation.

Current Means Testing Arrangements in Cardiff

16. Cardiff currently provides both mandatory and discretionary grants. The current position regarding the application of a means test is as follows:

Irrespective of the total value of the work the following are **not** currently means tested:

- Council tenants
- Applications for disabled children
- Those in receipt of a means tested benefit
- Armed Forces veterans

Owner occupiers and private tenants are subject to the means test.

With respect to the type and value of work undertaken, the following are **not** subjected to a means test:

- Small works i.e., works valued at less than £1,000 for adults and £2,000 for children
- Works to only provide conversion of an existing bathroom
- Works to only provide a lift.
- Works to only provide ramped access to the property

Generally, these are individual works costing less than £5,000 in total.

All other grants, including applicants assessed as requiring more than one of the following – shower; lift; ramped access **are** subjected to a means test.

17. Currently a local Land Charge equivalent to the value of the work completed over £5,000 but less than £15,000 (max £10,000 charge) will be placed against the property to be repaid, in full, on disposal of the property. The 'Charge' remains in place for 10 years but will not attract interest or administration costs. It is repayable, in full if the property is disposed of in this time period.
18. During 2019/20 the Disabled Facility Service administered 1,082 applications for assistance. Of this total 812 (75.05%) of the applications were received from Council tenants, children, veterans or those in receipt of benefit. Leaving just 270 (24.95%) of applicants that were subjected to a means test. This ratio is typical of previous years and likely future demand.
19. Of the 270 applicants subjected to a means test just 45 people were identified as having to make a contribution to the cost of their adaptation. That equates to just over 4% of the total applicants for grant being required to make a contribution.
20. Therefore 270 people went fully through the process and provided details of income, shares, savings etc. causing significant delay, distress to the client at what is often a very difficult time, and additional administration to the Council. As a result, only 45 people were required to contribute.
21. This means testing process takes officers accumulative time of approximately 6 hours for each case. The removal of the means test would free up these officers to provide much needed independent living support to clients.
22. The total contribution collected for the same period was £25,939.96 and Welsh Government have offered £65,490 additional Enable grant funding to cover this cost.
23. It should also be noted that there are clients who withdraw from the process of applying for a grant as they are initially informed that their application could be subject to a means test. The proposal will ensure these clients are not at risk or in crisis in their own home simply because they do not have access to the funds or a loan to pay for the work. The Occupational Therapy service have estimated that this relates to approximately one client per month. If it is decided that the means test should not be applied the position with these cases will be closely monitored to ensure that there is not an excessive increase in applicants as a result of the change.
24. The additional uplift in Enable grant is part of an annually approved hypothecated grant awarded by the Council. There is a commitment to ensure this grant is recurring, however this is subject to the level of

funding allocated by Welsh Government as part of its budget priorities. In the event that the level of funding was to change and additional pressures on disabled adaptations were to continue to be unfunded by grant support, options including reversing the proposals in this report could be reconsidered.

Changes proposed by the Welsh Government

25. The Welsh Government have classified adaptations into 'small, medium and large'. An excerpt of their report is set out below:

SMALL ADAPTATIONS

Small Adaptations adaptations are inexpensive items, which can be provided very quickly. It would generally fit into the description of 'immediate falls prevention' or 'urgent for hospital discharge' and can be assessed and installed within days or the same day if urgent.

Examples include:

Grab rails, Stair rails, Small ramps, Accessible taps, Key safes, Mop stick Handrails, Outdoor rails, External / staircase lights, Additional electrical sockets.

MEDIUM ADAPTATIONS

Medium Adaptations anything which is not classed as small or large

Examples include:

*Walk in shower, Stair lifts, Large ramps,
A combination of adaptations installed as one job*

Further guidance for 'medium' works states:

Major home modification may be required, but building/planning approval not required

LARGE ADAPTATIONS

Large Adaptations these are works which will require specialist assessments, statutory approvals and major adaptations to a property such as extensions and through floor lifts. An Occupational Therapists assessment will be required, and planning permission may be needed

Examples include:

*Building an extension to provide a downstairs bedroom and/or bathroom.
Through floor lift, significant internal structural modifications e.g., relocate bathroom or kitchen*

26. The Welsh Government have asked Councils to consider not charging for small and medium adaptations. Cardiff is already largely compliant with these as small adaptations are not subject to means test and those defined as medium are not generally means tested if they are for a single adaptation only, e.g. just for a shower or stairlift but not for both. This keeps the overall value of works below £5,000.

27. The significant change to Cardiff of this proposal would be that multiple adaptations would not be subject to the means test. These works when added together could be very substantial. Also, some 'major home modification not requiring building or planning approval' could easily cost more than £20,000 and not require a means test. While the adaptations as defined by the Welsh Government as large such as converting an outhouse to a bathroom on the ground floor, may cost as little as £9,000 but would require the Council to apply a means test to the applicant. This would appear to be inequitable.
28. Having considered the very small amount of funding generated in total through the means test and to ensure fairness to all applicants it is proposed that the means test is not applied to any adaptations that meet the required criteria. For owner occupiers a charge on the property would still be made for higher value adaptations.
29. As stated above, in order to protect the Council from any financial losses Welsh Government have offered additional funding of £65,490 to cover any losses experienced by the council in the application of their request not to apply a means test to those applicants having small or medium adaptation works. This should more than offset the funding lost from the removal of the means test from all adaptations.

Proposed Approach

30. As the means test is seen by so many as being cumbersome and generally inequitable it is proposed that the Council uses its powers under the Regulatory Reform Order to introduce an alternative, discretionary adaptation grant (DAG) that will be available to everyone and will avoid the need for this time consuming, costly, bureaucratic, means test to be applied to any adaptation that meets the criteria.
31. The proposed discretionary adaptation grant (DAG) will work as follows:

The means test will not be applied to any grant for disabled adaptation that meets the required eligibility criteria.

All small and medium works (for this purpose defined as up to the value of £5,000) will also have no charge placed on the property.

Where the applicant is an owner occupier, for all works over £5,000 a local Land Charge equivalent to the value of the work completed over £5,000 (will be placed against the property to be repaid, in full, on disposal of the property.

The maximum 'Charge' will reflect the grant maximum, less the first £5,000. The grant maximum is currently £36,000 therefore the maximum Charge will be £31,000.

The 'Charge' remains in place for 10 years but will not attract interest or administration costs. It will be repayable, in full if the property is disposed of or changes hands in this time period

The 'Land Charge' follows current WG advice and guidance and may be applied to all cases where grant assistance is provided.

This proposal will fully meet and exceed Welsh Government recommendation.

32. If Cabinet approve this report, the Private Sector Housing Policy will be updated to reflect the changes set out in this report by 31st March 2022, this is in line with the timescale set out by the Minister for the change to the means test.

Reason for Recommendations

33. To introduce an alternative discretionary adaptation grant scheme (DAG) which will avoid the need for the time consuming, costly, bureaucratic, means test to be applied. Loss of funding due to the removal of the means test will be more than offset by Welsh Government grant.

Financial Implications

34. The report proposes the ceasing of means testing for Disabled Adaptations. This will result in a reduction in the value of contributions towards any grants awarded by the Council to owner occupiers. The level of means tested contributions, average circa £30,000 p.a. based on the value of contributions collected in previous years. This reduction in income is proposed to be offset by additional grant made available by Welsh Government as part of an uplift in Enable Grant. This is a specific grant and whilst there is no current intention to cease or reduce this grant in future years, this remains a risk as with all hypothecated grants receivable from Welsh Government. Should this be the case, the proposals set out in the report could be reconsidered along with other options to ensure the demand and level of funding available for adaptations remain sustainable.
35. The ceasing of the means test will also result in a reduction on processing and assessment of the means test. An estimate of this benefit is £37,000 p.a. The report proposes this resource is re-invested in service delivery, instead of reducing the fee level charged to capital budgets for disabled adaptations.

Legal Implications

36. The discretionary powers under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 are outlined in the report.
37. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council eg. standing orders and financial regulations; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the

Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

38. The Council has to satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. As such a decision to implement the proposal has to be made in the context of the Council's equality act public sector duties.

Well Being of Future Generations (Wales) Act 2015 - Standard legal imps

39. 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.
40. 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 2021-24. 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.
41. The well being duty also requires the Council to act in accordance with a 'sustainable development principle'. This principle requires the Council to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that Council decision makers must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, the Council must:
- Look to the long term
 - Focus on prevention by understanding the root causes of problems
 - Deliver an integrated approach to achieving the 7 national well-being goals
 - Work in collaboration with others to find shared sustainable solutions
 - Involve people from all sections of the community in the decisions which affect them
42. 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:

HR Implications

43. There are no HR implications for this report.

Property Implications

44. There are no specific issues in the Disabled Adaptations (Changes to the Regulatory Reform Order) report from a property implications perspective. The Council's Strategic Estates department will continue to engage in respect of any relevant matters pertaining to disabled adaptations as part of the governance arrangements for the Council's estate.

RECOMMENDATIONS

Cabinet is recommended to

1. Agree to introduce an alternative discretionary adaptation grant (DAG) that will be an alternative to the mandatory grant system thereby removing the requirement for a means test in relation to the provision of disabled adaptations.
2. Delegate authority to the Director Adults, Housing and Communities, in consultation with the Cabinet Member for Social Care, Health and Wellbeing, the section 151 Officer and Director of Governance and Legal Services, to update the Private Sector Housing Policy under the Regulatory Reform Order in line with this change and other administrative changes.

SENIOR RESPONSIBLE OFFICER	Jane Thomas Director Adults Housing and Community
	12 November 2021

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CABINET MEETING: 18 NOVEMBER 2021

**UPDATED GYPSY AND TRAVELLER ACCOMMODATION
ASSESSMENT****HOUSING & COMMUNITIES (COUNCILLOR LYNDA THORNE)
and STRATEGIC PLANNING & TRANSPORT (COUNCILLOR
CARO WILD)****AGENDA ITEM: 7**

Reason for this Report

1. To seek the Council's approval to submit the updated Gypsy and Traveller Accommodation Assessment to Welsh Ministers for approval.

Background

2. The Council is required under Part 3 of the Housing (Wales) Act 2014 to undertake a Gypsy and Traveller Accommodation Assessment (GTAA) and to make provision for sites where the assessment identifies an unmet need for Gypsy and Traveller pitches. The first GTAA was approved by Welsh Ministers in 2016 and in accordance with the Act local authorities must update the GTAA every 5 years. This update is required to be submitted to Welsh Government by February 2022 and to meet this deadline an update to the GTAA has been undertaken. This report outlines the findings of this update and seeks approval to submit this to Welsh Ministers for approval.

Updated Report

3. In preparing the updated Accommodation Assessment the Council commissioned Gypsy & Traveller Wales to carry out the required interviews in addition to using Travellers Education to try to reach as many people as possible. This included contacting each household on at least 3 occasions to secure a completed survey, making contact with parents of children attending local schools and also through general awareness raising through community contacts. For project management purposes a Steering Group was established at the beginning of the process. This Steering Group helped ensure the GTAA was informed by all available expertise and included representation from several different organisations which are shown below.

- Cardiff Council – Housing
- Cardiff Council – Strategic Planning

- Cardiff Council – Travellers Education
 - Cardiff Council – Flying Start (including Health Visitors)
 - Cardiff & The Vale – Community Cohesion
 - South Wales Police – Community Engagement
 - Gypsy and Traveller Wales
 - Cardiff and Vale University Health Board
 - TGP Cymru – Children and Families Charity
4. A total of 122 survey forms were completed and respondents included Gypsy and Travellers living on council operated and private sites, those currently living in bricks and mortar housing and those residing on unauthorised transit sites at the time of the survey. Analysis of these responses identified a total additional need for 115 permanent pitches up to 2036. Of this total additional need 73 permanent pitches were identified as being required in the next 5 years. The consultation also identified the need for a regional transit site. The full findings are set out in the Report included at Appendix 1.
 5. This updated Assessment will update the findings of the previous study approved by Welsh Ministers in 2016. This found a need for 72 (48 short term) permanent pitches and also identified the need for a regional transit site up to 2026.
 6. These findings are subject to the approval of Welsh Ministers who will assess the Gypsy and Traveller Accommodation Assessment to ensure its robustness in terms of compliance with this guidance, quality of engagement with relevant individuals and calculation of needs. Welsh Ministers may approve the assessment as submitted, approve the assessment with modifications, or reject the assessment and require a new assessment be undertaken. If reports are not approved as submitted, the Welsh Government will consult with the Council in relation to the necessary changes required.

Progress in meeting identified Need

7. As set out above the Housing (Wales) Act 2014 also introduces a statutory requirement on the Council to meet the need for Gypsy and Traveller Accommodation as identified in the Accommodation Assessment. In order to meet the need identified in the 2016 Assessment a comprehensive city-wide search for suitable sites for Gypsy and Travellers has been undertaken using site selection criteria approved by Cabinet.
8. The approved site selection criteria sets out assessment criteria around three main headings relating to availability, site suitability and achievability. Availability considerations include whether the site is genuinely available long term and there are no legal issues. Site suitability considerations include a comprehensive list of policy and physical constraints, and deliverability considerations relate to the consideration of total cost (including any abnormal costs) to ensure it does not prejudice the ability to develop the site.

9. The selection and consideration of potential Gypsy and Traveller sites will include detailed technical investigations, particularly flood risk assessments, to fully establish the extent of risk, along with the potential scope of mitigation measures and any other relevant site-specific technical matters. This work will be carried out in liaison with Natural Resources Wales and Welsh Government. It is important to find the best possible site for the community and it is important that this is fully considered before concluding the site assessment process.
10. Following the agreement of the Gypsy and Traveller Accommodation Assessment by Welsh Government, further work will then be undertaken before identifying potential sites for consideration.

Replacement Local Development Plan

11. The Council agreed with Welsh Government in March 2021 to prepare a replacement Local Development Plan to cover the period 2021 to 2036. The findings of this updated GTAA and the work undertaken to date on undertaking a city-wide search for land which could be available for Gypsy and Traveller sites will form a key part of the evidence base for the new plan. The replacement Plan will need to identify sufficient land to meet the need for Gypsy and Traveller pitches identified in the updated assessment.
12. The preparation of the new plan is at early informal consultation stage and the first formal stage of consultation is the Preferred Strategy planned for autumn 2022. This document will need to set out a preferred strategy for meeting the need identified in the updated Assessment taking on board the work undertaken to date. This document is due to be considered by Cabinet and Council in September 2022.

Scrutiny Consideration

13. This report was considered by the Community and Adult Services Scrutiny Committee. Any comments received will be circulated at the Cabinet meeting.

Reason for the Recommendation

14. To seek Cabinet's approval to submit the Gypsy and Traveller Accommodation Assessment (GTAA) to Welsh Ministers for approval.

Legal Implications

15. The Council's legal obligations under Part 3 of the Housing (Wales) Act 2014 ("the Act") are set out in detail within the body of the report.
16. It is noted that the Act introduces a requirement on the Council to meet the need identified within the statutory assessment. If Welsh Ministers approve the GTAA, then the Council will need to identify adequate provision to meet that assessed need.

17. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council eg. standing orders and financial regulations; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.
18. The Council has to satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. As such a decision to implement the proposal has to be made in the context of the Council's equality act public sector duties.

Financial Implications

19. The costs of submitting the GTAA to Welsh Ministers for approval can be met from within existing resources. The financial implications of the GTAA will become more significant as the Assessment is updated and potential sites identified when funding requirement for the Council, both Capital and Revenue, will need to be included in the updated assessment.

Human Resources Implications

20. There are no HR implications for this report.

Property Implications

21. There are no property implications for this report

RECOMMENDATION

Cabinet is recommended to approve the Gypsy and Traveller Accommodation Assessment for Submission to Welsh Ministers for approval.

SENIOR RESPONSIBLE OFFICER	ANDREW GREGORY <i>Director of Planning, Transport & Environment</i>
	12 November 2021

The following Appendix is attached:

Appendix 1 – Updated Gypsy and Traveller Needs Assessment Report



Cardiff Council

**Gypsy and Traveller Accommodation
Assessment**

November 2021

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Chapter One: Policy Context

1.1 Legislation and Guidance

Housing (Wales) Act 2014

Part 3 of the Housing Act (Wales) 2014 places a duty on the Local Authority to undertake an assessment of the accommodation needs of Gypsies and Travellers residing in or resorting to its area within 1 year of the legislation coming into force and then every 5 years. The first assessment was approved by Welsh Government in 2016 and the current assessment must be submitted to Welsh Government for ministerial approval in February 2021. A failure to gain approval will result in either having to revise and resubmit or undertake a new assessment. The Act also places a duty on the Local Authority to meet the assessed needs.

Mobile Homes (Wales) Act 2013

Section 56 of the Mobile Homes (Wales) Act 2013 provides the powers required for the Local Authority to deliver Gypsy and Traveller accommodation in accordance with the assessed need.

Planning circular 005/2018

Guidance on Planning for Gypsy, Traveller and Showpeople sites is set out in the Welsh Government Circular 005/2018. The guidance focuses on finding sustainable sites and emphasising the need for local authorities to adopt an inclusive approach with Gypsies and Travellers to achieve this.

Welsh Government Guidance

The Welsh Government published the following guidance in May 2015:

- Undertaking Gypsy and Traveller Accommodation Assessments
- Designing Gypsy and Traveller Sites in Wales
- Managing Gypsy and Traveller Sites in Wales

The purpose of the guidance is to ensure a comprehensive assessment of need and that the accommodation is delivered in culturally appropriate ways and provides a good standard of living. Cardiff has sought to ensure that the process it has put in place has and will continue to adhere to these documents throughout.

1.2 Local Development Plan Policies

The adopted Cardiff Local Development Plan (2016) does not contain a policy which allocates any land for a Gypsy and Traveller site. However, a working group made up of Council officers from Planning and Housing has been set up with the responsibility for making arrangements for the Gypsy and Traveller Accommodation Assessment and for finding potential locations for both permanent and transit pitches to meet the required need. The working group is being led by the Corporate Director for People and Communities.

In accordance with Welsh Government legislation that requires Local Development Plans to be reviewed every 4 years the Council has now commenced a formal review of the adopted plan. A table for the review of the plan was agreed with Welsh Government in March 2021 and formal preparation of the Replacement Local Development Plan is now underway, Consultation on the Preferred Strategy and Deposit Plan is planned for autumn 2022 and autumn 2023 respectively with formal adoption of the plan at the end of 2024.

The plan period for the Replacement Plan is 2021 to 2036 and the findings of this assessment will form part of the evidence base for the plan. This plan will need allocate sites to meet the need for new Gypsy and Traveller pitches to 2036 and take forward work currently ongoing on identifying sites for new pitches within the city.

1.3 Definition of key terms

The Local Authority is in agreement with the recommendation to use the common definitions included in the Welsh Government Guidance: Undertaking Gypsy and Traveller Accommodation Assessments (May 2015). These are set out below.

Gypsies and Travellers	<p>(a) Persons of a nomadic habit of life, whatever their race or origin, including:</p> <p>(1) Persons who, on grounds only of their own or their family's or dependant's educational or health needs or old age, have ceased to travel temporarily or permanently, and</p> <p>(2) Members of an organized group of travelling show people or circus people (whether or not travelling together as such); and</p> <p>(b) All other persons with a cultural tradition of nomadism or of living in a mobile home.</p> <p>Source: Section 108, Housing (Wales) Act 2014</p>
Residential site	<p>A permanent residential site can be privately owned or owned by the Local Authority. This site will be designated for use as a Gypsy and Traveller site indefinitely. Residents on these sites can expect to occupy their pitches for as long as they abide by the terms of their pitch agreements, under the Mobile Homes (Wales) Act 2013.</p> <p>Working space may also be provided on, or near, sites for activities carried out by community members.</p>
Temporary residential site	<p>These sites are residential sites which only have planning permission or a site licence for a limited period. Residents on these sites can expect to occupy their pitches for the duration of the planning permission or site licence (or as long as they abide by the terms of</p>

	their pitch agreements, under the Mobile Homes (Wales) Act 2013 – whichever is sooner).
Transit site	<p>Transit sites are permanent facilities designed for temporary use by occupiers. These sites must be designated as such and provide a route for Gypsies and Travellers to maintain a nomadic way of life. Individual occupiers are permitted to reside on the site for a maximum of 3 months at a time.</p> <p>Specific terms under the Mobile Homes (Wales) Act 2013 apply on these sites. Working space may also be provided on, or near, sites for activities carried out by community members.</p>
Temporary Stopping Place	<p>Also known as a ‘stopping place’, ‘Atchin Tan’, or ‘green lane’, amongst other names. These are intended to be short-term in nature to assist Local Authorities where a need for pitches is accepted, however, none are currently available. Pro-actively identified temporary stopping places can be used to relocate inappropriately located encampments, whilst alternative sites are progressed.</p> <p>Temporary stopping places must make provision for waste disposal, water supply and sanitation at a minimum.</p>
Residential pitch	Land on a mobile home site where occupiers are entitled to station their mobile homes indefinitely (unless stated in their pitch agreement). Typically includes an amenity block, space for a static caravan and touring caravan and parking.
Transit pitch	<p>Land on a mobile home site where occupiers are entitled to station their mobile homes for a maximum of 3 months.</p> <p>Transit pitches can exist on permanent residential sites, however, this is not recommended.</p>
Unauthorised encampment	Land occupied without the permission of the owner or without the correct land use planning permission. Encampments may be tolerated by the Local Authority, whilst alternative sites are developed.
Unauthorised development	Land occupied by the owner without the necessary land use planning permission.
Current residential supply	The number of authorised pitches which are available and occupied within the Local Authority or partnership area. This includes pitches on Local Authority or private sites.
Current residential demand	<p>Those with a need for authorised pitches for a range of reasons, including:</p> <ul style="list-style-type: none"> • an inability to secure an authorised pitch leading to occupation of unauthorised encampments; • an inability to secure correct planning permission for an unauthorised development; • households living in overcrowded conditions and want a pitch;

	<ul style="list-style-type: none"> households in conventional housing demonstrating cultural aversion; new households expected to arrive from elsewhere.
Future residential demand	The expected level of new household formation which will generate additional demand within the 10 year period of the accommodation assessment and longer LDP period.
Overall residential pitch need	The ultimate calculation of unmet accommodation need, which must be identified through the Gypsy and Traveller accommodation assessment process. This figure can be found by adding the immediate residential need to the future residential demand. The overall residential need will capture the needs across the 5-year period within which the accommodation assessment is considered to be robust.
Planned residential pitch supply	The number of authorised pitches which are vacant and available to rent on Local Authority or private sites. It also includes pitches which will be vacated in the near future by households moving to conventional housing or in other circumstances. Additional pitches which are due to open on private sites likely to achieve planning permission shortly should be included as planned residential supply.
Household	In this guidance this refers to individuals from the same family who live together on a single pitch / house / encampment.
Concealed or 'doubled-up' household	<p>This refers to households which are unable to achieve their own authorised accommodation and are instead living within authorised accommodation (houses or pitches) assigned to another household.</p> <p>This may include adult children who have been unable to move home or different households occupying a single pitch.</p>
Household growth	In this guidance household growth is defined by the number of new households arising from households which are already accommodated in the area.

Chapter Two: Background and analysis of existing data

2.1 Previous Gypsy and Traveller Accommodation Assessment findings

The last Gypsy and Traveller Accommodation Assessment was undertaken in 2015/16 and approved by Welsh Government in July 2016. This study was undertaken in accordance with the Welsh Government guidance on undertaking Gypsy and Traveller Accommodation Assessment and identified a need for an additional 72 pitches in Cardiff up to 2026. This was broken down into 48 short-term 5 year need and 24 long-term. It also identified an additional need for a transit site of around 10 pitches to be located near to the M4 and not necessarily within the boundaries of Cardiff Council.

2.2 Identified need to be met and progress to date

The Census includes an estimate of residents classified by ethnic group according to their own perceived ethnic group and cultural background. The latest 2011 survey introduced an ethnicity category for 'White: Gypsy and Irish Traveller'. Data from 2011 suggests a total of 521 Gypsy and Irish Travellers¹ in Cardiff on Census Day (27th March 2011), representing approximately 0.15% of the total population of Cardiff at the time – approx. 519. As noted by Welsh Government guidance, this number may not include Travelling Showpeople or New Travellers and may also exclude members of communities who declined to self-ascribe their ethnicity for fear of discrimination, stronger affiliation with other ethnicity categories (e.g., White Welsh; White Irish) and/or other reasons.

The 2011 Census also provides an estimate of residents classified by ethnic group and by accommodation type³. In Cardiff, a total of 260 Gypsy or Irish Travellers were recorded as living within a house or bungalow (see breakdown below). An additional 246 were recorded as living within either a flat, maisonette or apartment, or mobile/temporary accommodation. However, there is no breakdown of this category and so it is not possible to disaggregate the precise number living in caravans or bricks and mortar accommodation.

In addition to this, Travellers Education Services currently have 125 families recorded on their contact database and have 319 children/young people (aged between Nursery and Year 11) recorded on their pupil database and Gypsy and Traveller Wales 150 households recorded on their contact database. It will be seen later in the report how these families formed the basis of the study's attempt to engage as widely as possible with Gypsies and Travellers who do not reside on the Local Authority sites. Health Services were unable to provide figures but were represented on the Gypsy and Traveller Accommodation Assessment Steering Group and provided direct assistance through helping to inform and encourage engagement during the period in which the surveys were being carried out.

2.3 Caravan Count and Current Accommodation Provision

The Welsh Government produce a biannual statistical report on Gypsy and Traveller caravans on both authorised and unauthorised sites in Wales using data collected and submitted by each local authority. The figures provided by Cardiff since January 2019 are shown below and represent the number of caravans on site on the day of the survey:

Survey Date	Authorised Sites	Unauthorised Sites	Number of Caravans on Authorised sites	Number of Caravans on unauthorised sites
31/01/2019	6	N/A	192	N/A
24/01/2020	6	N/A	191	N/A
15/07/2021	6	N/A	185	N/A

The total number of caravans has remained reasonably stable over this period. There are four authorised private sites with a total of 22 pitches. There are no known unauthorised developments in Cardiff. There are currently 80 residential pitches on Local Authority sites made up of 59 at Shirenewton and 21 at Rover Way.

2.4 Unauthorised Encampments

The Local Authority has a policy for responding to unauthorised encampments within its boundaries. The policy was developed over a number of years and more recently reviewed to ensure that it adhered to the principles set out in the Welsh Government Guidance on Managing Unauthorised Camping (2013). The 2020/21 figures to date can be seen in the table below.

Unauthorised encampments Cardiff 2020/2021				
Date Reported	Location	Number of vehicles	Date ended	Total Days
20/01/2020	Penmark Close	1	20/02/2020	31
06/02/2020	Sophia Gardens (National Express)	5	08/02/2020	2
08/02/2020	Curran Road	5	10/02/2020	2
31/03/2020	International Swimming Pool	1	07/05/2020	37
27/05/2021	Peppermint Park	5	01/06/2021	6

Chapter Three: Methodology

3.1 Project Steering Group

A Gypsy and Traveller Accommodation Steering Group was established in the lead up to the survey period which then met on a monthly basis throughout. Having agreed that all appropriate agencies had been invited to take part, the main objective for the Steering Group was to publicise the study to as many people as possible using all established contact with Gypsies and Travellers in Cardiff. In doing this, it was agreed that, to encourage full participation, it was very important to stress to people the duty that now fell on the Local Authority to meet the assessed need as part of the Housing (Wales) Act 2014.

The Group then oversaw the process during the survey period, monitoring the level of engagement and continuing to look at ways to maximise this (both at the meetings and in ongoing individual dialogue between partners as the survey progressed).

The Steering Group also approved the recommendation to use the Research Unit within Cardiff Council to carry out the analysis of the surveys to ensure both consistency and accuracy.

The membership of the Steering Group contained representation from a number of different organisations which are shown below.

- Cardiff Council – Housing
- Cardiff Council – Strategic Planning
- Cardiff Council – Travellers Education
- Cardiff Council – Flying Start (including Health Visitors)
- Cardiff & The Vale – Community Cohesion
- South Wales Police – Community Engagement
- Gypsy and Traveller Wales
- Cardiff and Vale University Health Board
- TGP Cymru – Children and Families Charity

3.2 Study Methodology and Participating Organisations

The Council's Working Group gave consideration to different methods of undertaking the assessment, which included using internal staff and the use of a tendering process, before deciding on extending the existing Service Level Agreement with Gypsy and Traveller Wales to allow them to carry out the surveys with the Council's Research Unit then completing the analysis. The main reasons for this was that it was anticipated that Gypsy and Traveller Wales would be in a strong position to achieve a high level of participation and the welcomed clarity of the Welsh Government's guidance which now gave a more prescriptive process that would allow it to be carried out in-house. The survey was undertaken over the period 16th February 2021 to 14th June 2021.

The terms agreed with Gypsy and Traveller Wales were that they would ensure a direct approach was made with all those residing on the Local Authority sites (with assistance from Cardiff Council staff), households living on private sites, all households not occupying residential pitches that had accessed their services over the previous 2 years and all unauthorised encampments in Cardiff during the survey period. The survey would be undertaken using the standard questionnaire contained within the Welsh Government guidance.

In addition to this, whilst unable to share their records with Gypsy and Traveller Wales, Travellers Education would send letters to all households on their database inviting people to take part. This also extended to speaking to people directly 'at the school gates' to encourage participation and to ask that they help spread the word to any family members and other associates. Those that wanted to participate could either be referred to Gypsy and Traveller Wales or complete the survey with Travellers Education staff (allowing confirmation of their participation to be passed on to Gypsy and Traveller Wales to avoid duplication as their records would inevitably contain replication).

The other organisations represented on the Steering Group volunteered to make sure that they publicised the study directly with people during all of their day-to-day contact throughout the survey period.

The Local Authority contacted the South Wales branch of the Showmen's Guild of Great Britain on two occasions to ask whether they were aware of any travelling Showpeople in Cardiff during the study, but no response was received. The steering group also considered this matter and had no knowledge of Showpeople in Cardiff during the study.

Cardiff's General Housing Waiting List, the list of homeless families in temporary accommodation during the survey period and the Local Authority Gypsy and Traveller Waiting List were all used to identify people who had self-ascribed their ethnicity as 'Gypsy Traveller'. Due to the same confidentiality issues, the letters distributed to the families on the Travellers Education database were also sent to households on the General Housing Waiting List and to those on the Local Authority Gypsy and Traveller Waiting List who did not reside on the sites. The Council staff were able to approach each of the households on the Gypsy and Traveller Waiting List currently residing on the sites, all of whom agreed to take part.

Contact has been maintained with neighbouring local authorities in relation to the Gypsy and Traveller Accommodation Assessment to ensure effective information sharing. This included matters such as people who were residing within one local authority but reported that they owed land in another on which they wished to develop a private site and liaison to identify the exact location of a reported encampment close to the boundary. Perhaps most importantly, formal discussion has started on a regional response to transit provision and a sub group from the membership of the South East Wales Strategic Planning Group has been formed to look at this matter on a regional basis and feed into the preparation of the new Strategic Development Plan for South East Wales.

3.3 Engagement Checklist

The Local Authority and Steering Group paid particular attention to the engagement checklist contained in the Welsh Government guidance to make sure that a robust system was in place. The measures taken can be described against each heading.

<p>Visit every Gypsy and Traveller household identified through the data analysis process up to 3 times, if necessary.</p>	<p>Gypsy and Traveller Wales were commissioned to make a direct approach to all households on the Local Authority sites, all private sites, all unauthorised encampments during the study period and each household that had accessed its services within the last 2 years. This continued until the survey was completed; the household declined to take part; it was evident that the family were no longer at that address; or that 3 contacts had been carried out without success.</p> <p>The study also used the Travellers Education database to identify other households. Travellers Education did not have the resources to visit each address and the list could not be shared with Gypsies & Travellers Wales because of data protection. Travellers Education staff spoke with as many people as possible 'at the school gates' to encourage participation and publicise the study by word of mouth to other family members.</p>
<p>Publish details of the GTAA process, including contact details to allow community members to request an interview, on the Local Authority website, Travellers' Times website and World's Fair publication</p>	<p>Direct contact from the community was invited through Welsh Government adverts placed in the Travellers' Times and The World's Fair (which the Showmen's Guild had also used) and Local Authority publicity. No approach was received.</p>
<p>Consult relevant community support organisations.</p>	<p>As shown from the Steering Group and the methodology used, the Local Authority sought and gained the involvement of all agencies that have direct contact with the community in Cardiff in addition to an approach to external providers who may have knowledge of people in Cardiff.</p>

<p>Develop a Local Authority waiting list for both pitches and housing, which is accessible and communicated to community members.</p>	<p>The Local Authority has accessible General and Gypsy and Traveller waiting lists in place. All those identifying as 'Gypsy Traveller' were included in the invitations to take part.</p>
<p>Endeavour to include Gypsies and Travellers on the GTAA project steering group</p>	<p>The approach adopted in Cardiff was to make a direct approach to everyone included in the records held by each organisation and that through this contact invitation would be made for them to identify further family members or associates who may want to get involved.</p>
<p>Ensure contact details provided to the Local Authority by community members through the survey process are followed up and needs assessed.</p>	<p>As stated, all information provided to the Council, Travellers Education and Travelling Ahead were followed up and the assessment form was completed in each case.</p>
<p>Consider holding on-site (or nearby) GTAA information events to explain why community members should participate and encourage site residents to bring others who may not be known to the Local Authority.</p>	<p>A direct approach was made to all households on the sites, both agreement holders and those on the waiting list. As described, methods were in place to ask community members taking part in the survey to publicise it to others that might want to participate.</p>

Chapter Four: Survey Findings

A total of 122 questionnaires were completed and these were submitted to the Research Unit within the Local Authority to carry out a full analysis, including a comparison with the 2016 survey. The results of this analysis are as follows:

Section A – Your Home

Where do you live now?

Three in five (60.7%) of those surveyed live in a Local Authority ‘Council’ residential site, this is 5.9 percentage points higher when compared with the results from the 2015 survey (54.8%).

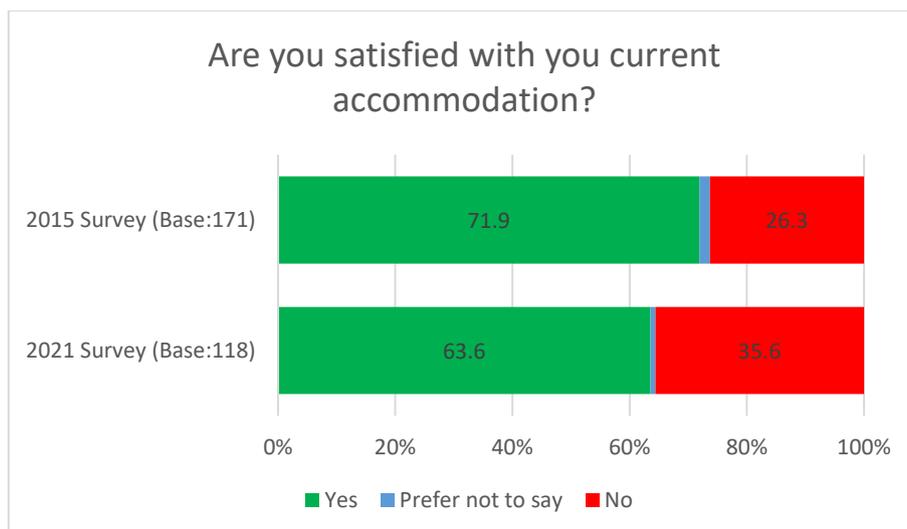
Over a quarter (27.4%) live in a bricks and mortar - socially rented property, this is a rise of 8.4 percentage points when compared to the 2015 results (19.0%).

When comparing the 2015 results with the 2021 there was a stark decrease in respondents that currently live on an unauthorised encampment (falling from 11.9% to 2.6% respectively).

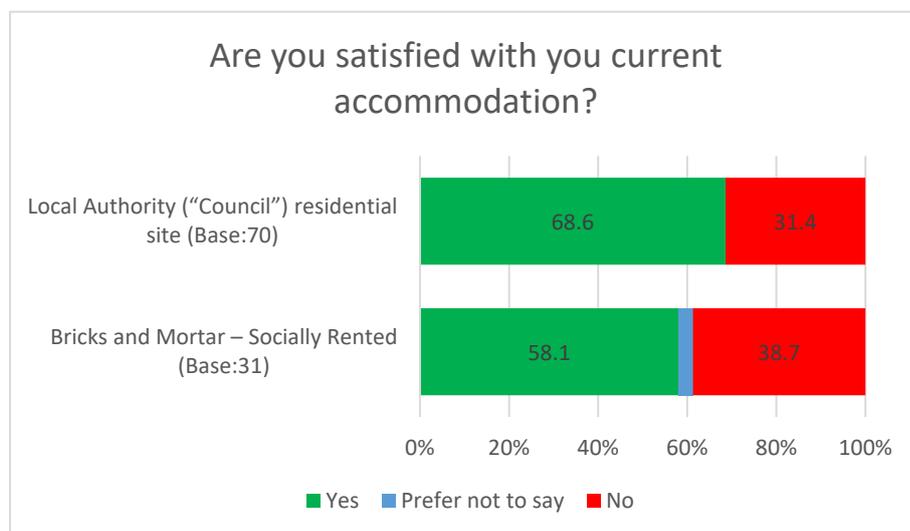
	No.	%
Local Authority (“Council”) residential site	71	60.7
Bricks and Mortar – Socially Rented	32	27.4
Bricks and Mortar – Privately Rented	6	5.1
Bricks and Mortar – Owner Occupied	3	2.6
Unauthorised encampment	3	2.6
Private site with planning permission	2	1.7
Total Respondents	117	100.0

Are you satisfied with your current accommodation?

Over three fifths (63.6%) of respondents were satisfied with their current accommodation, this is drop of 8.3 percentage points when compared with the findings from 2015 (71.9%).



Almost seven in ten (68.6%) of those respondents living in a Local Authority ‘Council’ residential site were satisfied with their current accommodation, this falls to just under three in five (58.1%) when viewed by respondents living in a Bricks and Mortar – Socially rented dwelling.



Can you tell me why you live here?

Almost two thirds (65.2%) of respondents currently live at their current dwelling due to local connections, this is in line with that of the findings from 2015 (66.1%).

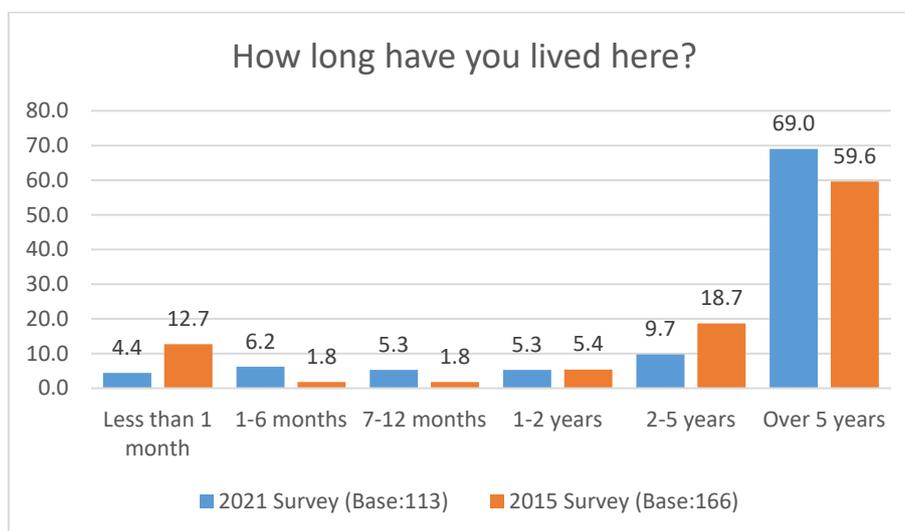
	No.	%
Local connections (family or work)	75	65.2
No alternative authorised pitch	17	14.8
Can't find a house to move into	2	1.7
Health or age reasons	3	2.6
Prefer houses to caravans	2	1.7
Other	26	22.6
Total Respondents	115	-

NB. Percentages do not total 100% as respondents could select multiple answers.

How long have you lived here?

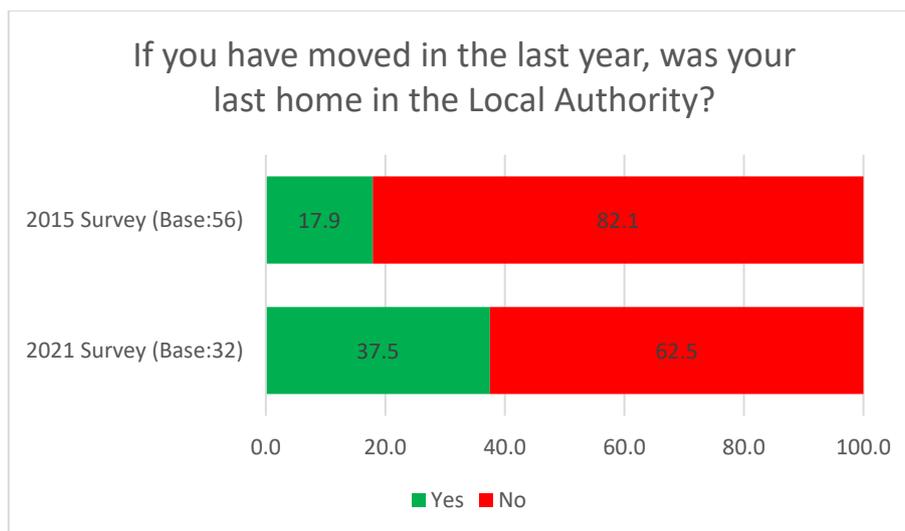
The amount of time people have lived in their current dwelling for at least 2 years was very similar for the 2015 and 2021 surveys (78.3% and 78.7% respectively).

Respondents from the 2015 survey was almost three times more likely to have been in their dwelling for less than a month when compared with the 2021 survey (12.7% and 4.4% respectively).



If you have moved in the last year, was your last home in the Local Authority?

More than a third (37.5%) of those respondents that have moved in the last 12 months, stated that their previous home was within the Local Authority. This compares with less than one in five (17.9%) when viewed by the 2015 responses.



Caution – low base size

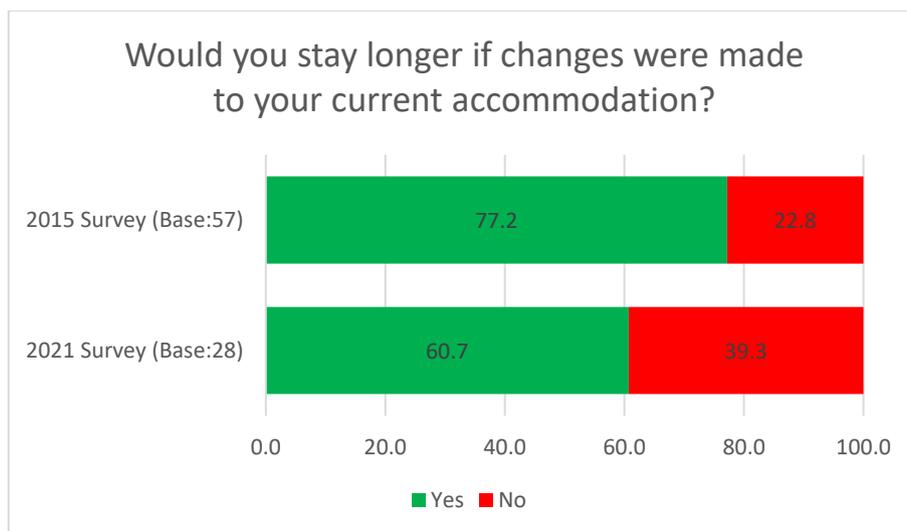
How long do you think you'll stay here?

When respondents were asked how long they plan to stay, over half (53.5%) stated that they do not intend to move. If don't know responses are excluded from the analysis, then this figure rises to 89.7%.

	No.	%
1 or 2 days	2	1.8
3-28 days	2	1.8
3 months-2 years	1	0.9
Over 5 years	2	1.8
Do not intend to move	61	53.5
Don't know	46	40.4
Total Respondents	114	100.0

Would you stay longer if changes were made to your current accommodation?

Three fifths (60.7%) of respondents to this question claimed they would stay longer if changes were made to their accommodation, this compares with 77.2% of the 2015 survey.

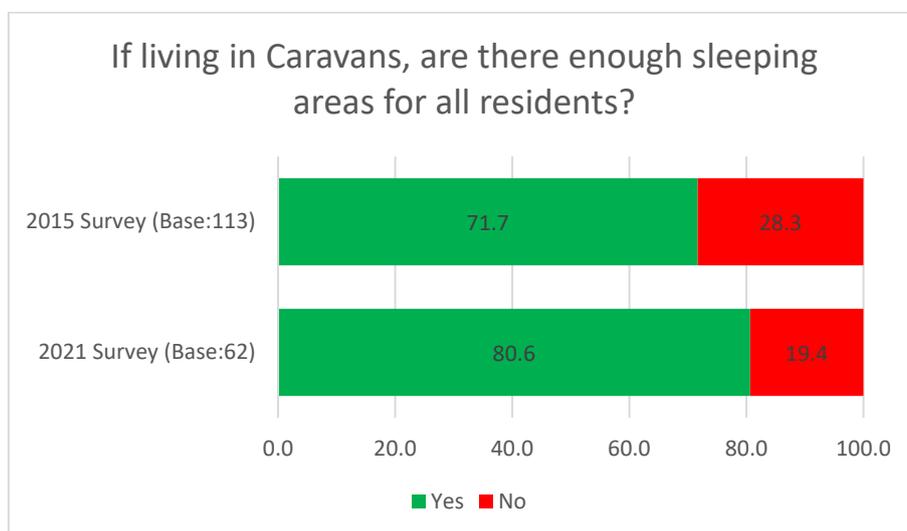


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Section B – Your Family

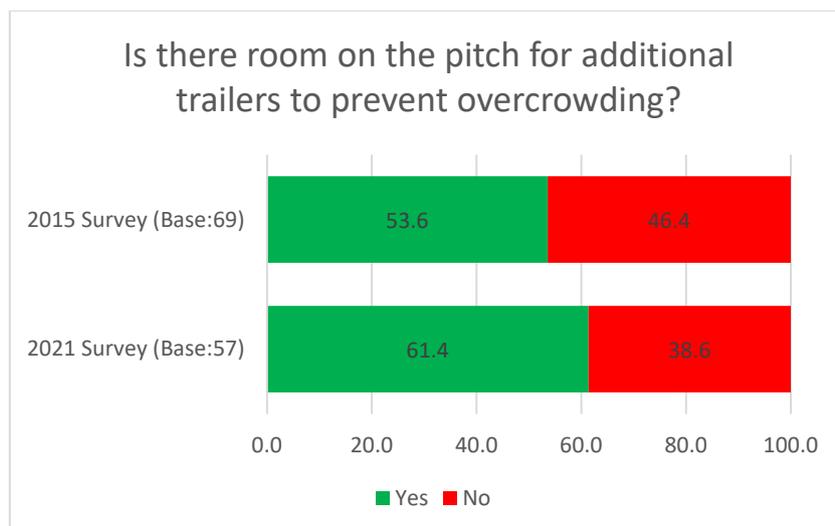
If living in Caravans, are there enough sleeping areas for all residents?

Four in five (80.6%) respondents currently living in caravans feel there are enough sleeping areas for all residents, this is 8.9 percentage points higher than that recorded in the 2015 survey (71.7%).



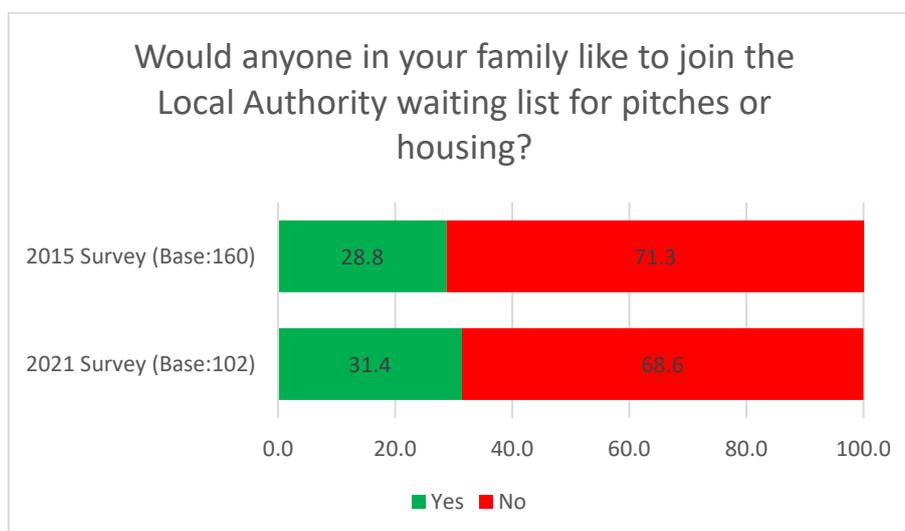
Is there room on the pitch for additional trailers to prevent overcrowding?

Around three in five (61.4%) respondents feel there is room on the pitch for additional trailers to prevent overcrowding, this compares with 53.6% when viewed by the 2015 results.



Would anyone in your family like to join the Local Authority waiting list for pitches or housing?

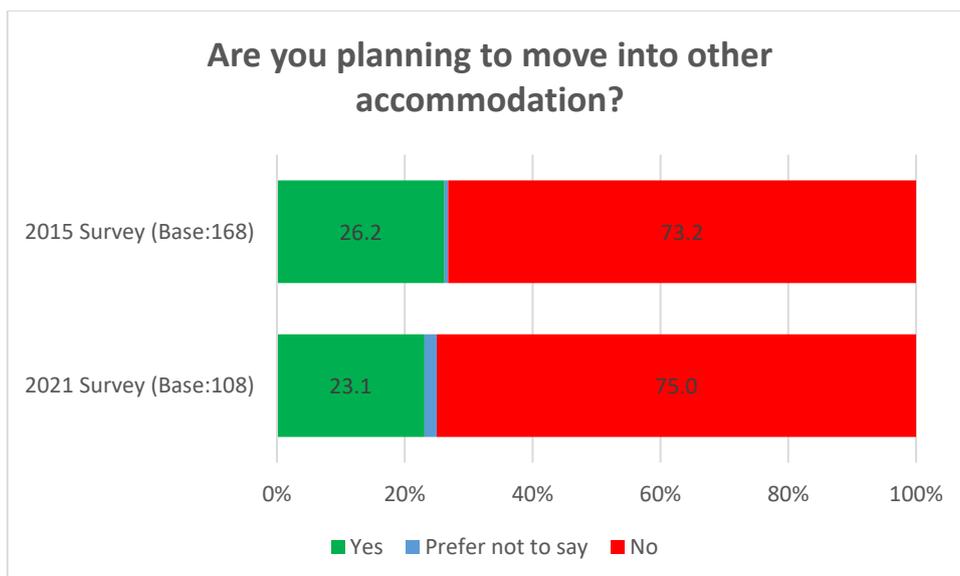
The proportion of respondents indicating there was someone in their family who would like to join the Local Authority waiting list for pitches or houses were similar for the 2015 and 2021 survey (28.8% and 31.4% respectively).



Section C – Your Plans

Are you planning to move into other accommodation?

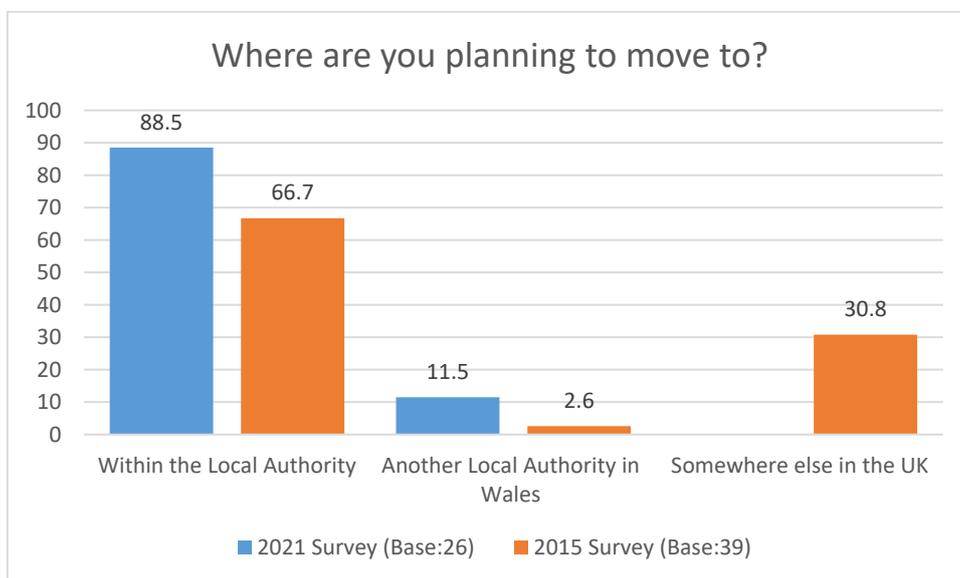
Less than a quarter (23.1%) of respondents to this question plan to move into other accommodation, this is similar with the results from the 2015 survey (26.2%).



Where are you planning to move to?

Of the respondents that said they’re planning to move, around nine in ten (88.5%) stated they’d be staying within the Local Authority. This is a 21.8 percentage point increase when compared with the results from 2015 (66.7%).

Three in then (30.8%) respondents from the 2015 survey claimed they were planning to move somewhere else in the UK, there were no respondents from the current survey that cited that option.



Caution – low base size

Why are you planning to move?

Needing more space (32.1%) was viewed as the main reason why people planned to move, this was followed by local connections (21.4%).

	No.
Need more space	9
Local connection (family or work)	6
Need different facilities	2
Need to be closer to services – schools etc.	1
Other	17
Total Respondents	28

NB. Due to a low base size, numbers have been reported here instead of percentages

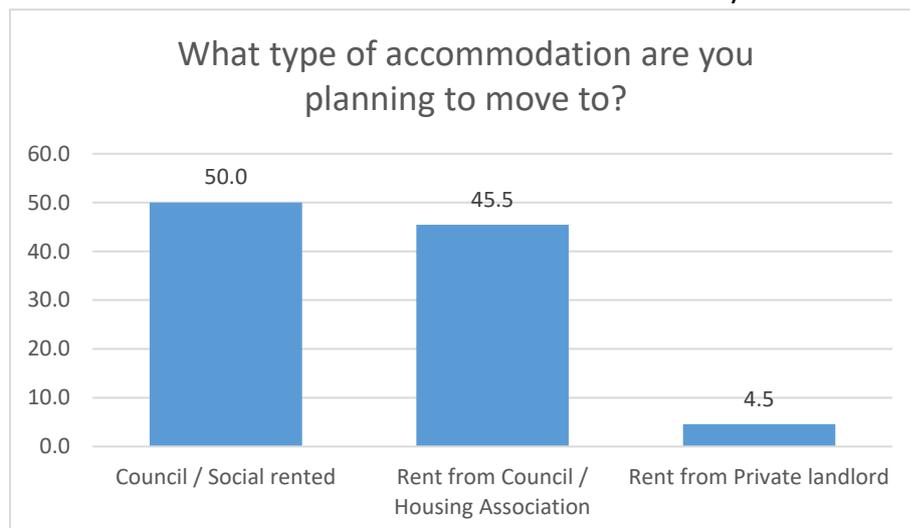
Of the 17 respondents that selected 'other', 15 of these left a valid comment, this have been captured below / overleaf:

- Need property in better repair
- To be on site
- Want my own plot
- Need own pitch
- Not safe as want family nearby
- Want to live on site
- Poor conditions
- Temporary accommodation
- Don't want to live on site
- Trouble
- Own plot
- I need somewhere safe
- Health Problems
- Racist harassment
- Need utilities and toilet

What type of accommodation are you planning to move to?

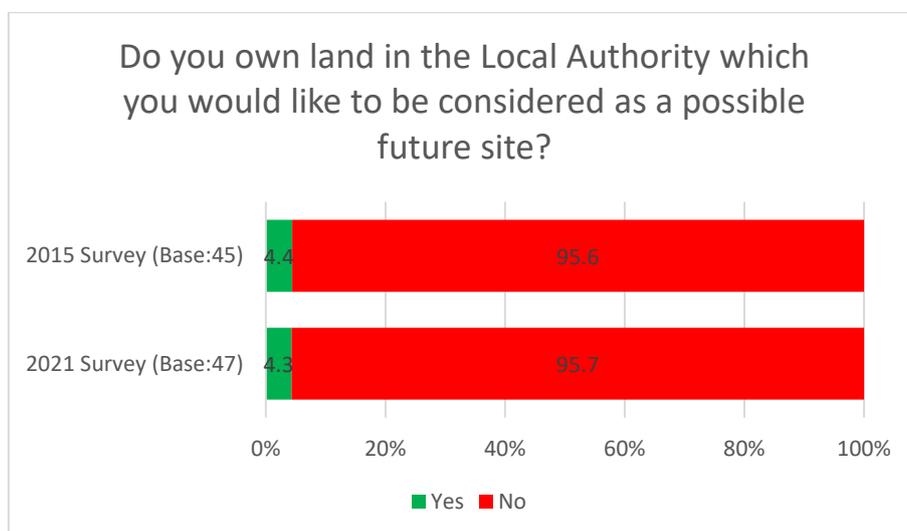
'Council / Social rented' and 'Renting from Council / Housing Association' were viewed as the most popular types of accommodation respondents are planning to move to (50.0% and 45.5% respectively). The 2015 survey saw 81.5% of respondents citing Council / Social

rented as their desired choice of accommodation if they move.



Do you own land in the Local Authority which you would like to be considered as a possible future site?

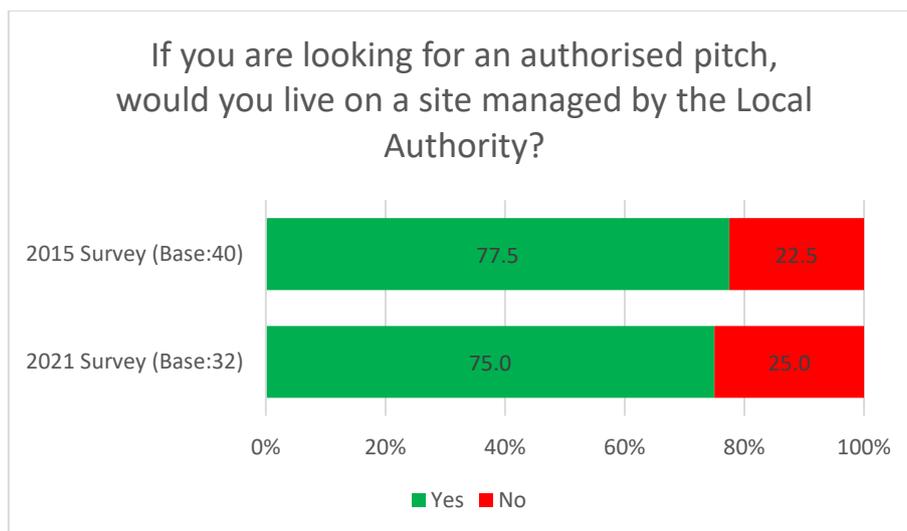
Less than one in twenty (4.3%) of respondents identified that they owned land in the Local authority which could be considered as a possible future site, this is in line with the findings from the 2015 survey (4.4%).



Caution – low base size

If you are looking for an authorised pitch, would you live on a site managed by the Local Authority?

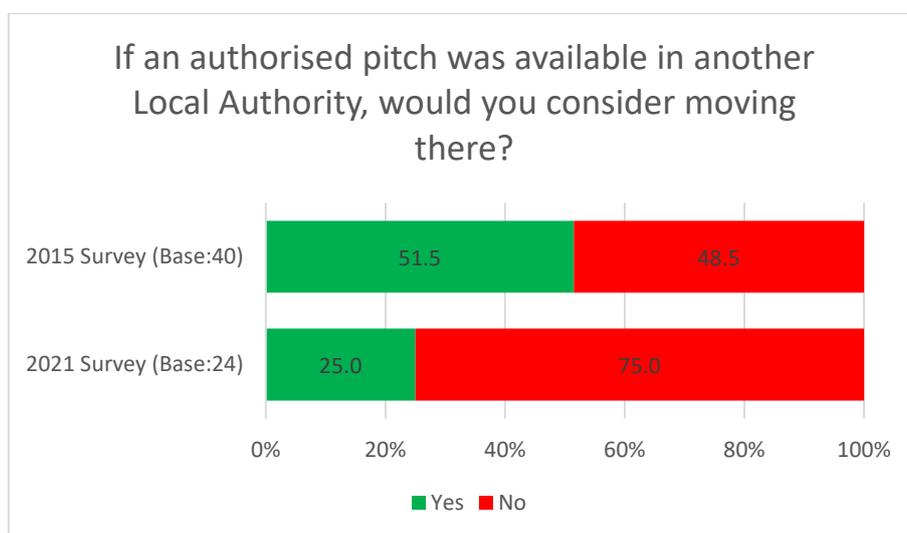
Three quarters (75.0%) of respondents who are looking for an unauthorised pitch, would be happy to live on a site managed by the Local Authority. These results are in line with what was reported in 2015 (77.5%).



Caution – low base size

If an authorised pitch was available in another Local Authority, would you consider moving there?

Only one in four (25.0%) respondents would consider moving to an authorised pitch in another Local Authority, this is less than half of that reported in 2015 (51.5%).



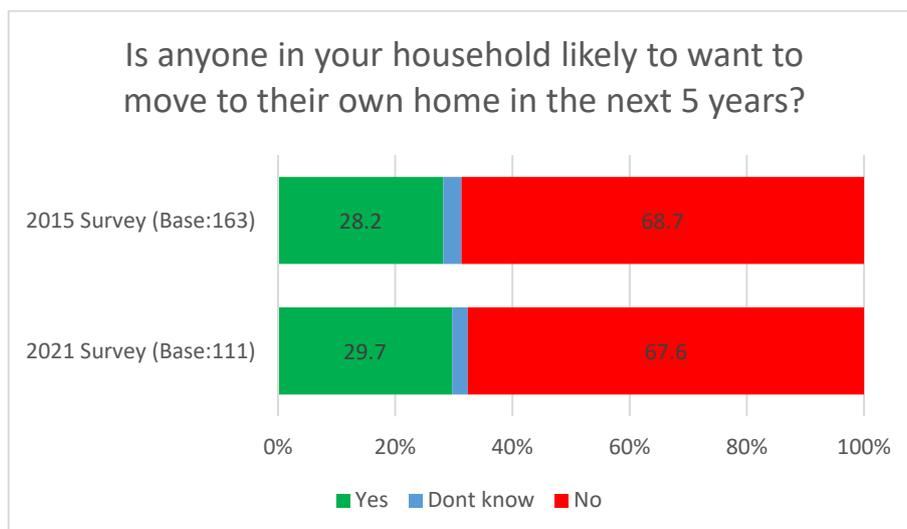
Caution – low base size

Section D – Family Growth

Is anyone in your household likely to want to move to their own home in the next 5 years?

Three in ten (29.7%) respondents highlighted that there was someone in their household that is likely to want to move to their own home in the next 5 years. These results are

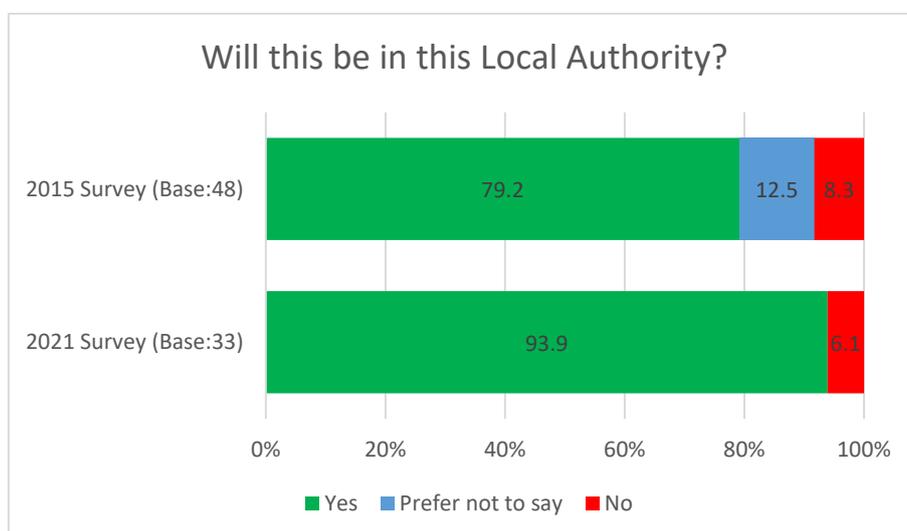
similar to those reported in 2015 (28.2%).



Will this be in this Local Authority?

Respondents that had identified a member of the household likely to move to their own home in the next 5 years were then asked would this be in the Local Authority or not.

Over nine tenths (93.9%) indicated that it would be within the Local Authority. This figure is 14.7 percentage points higher than that recorded in 2015 (79.2%).

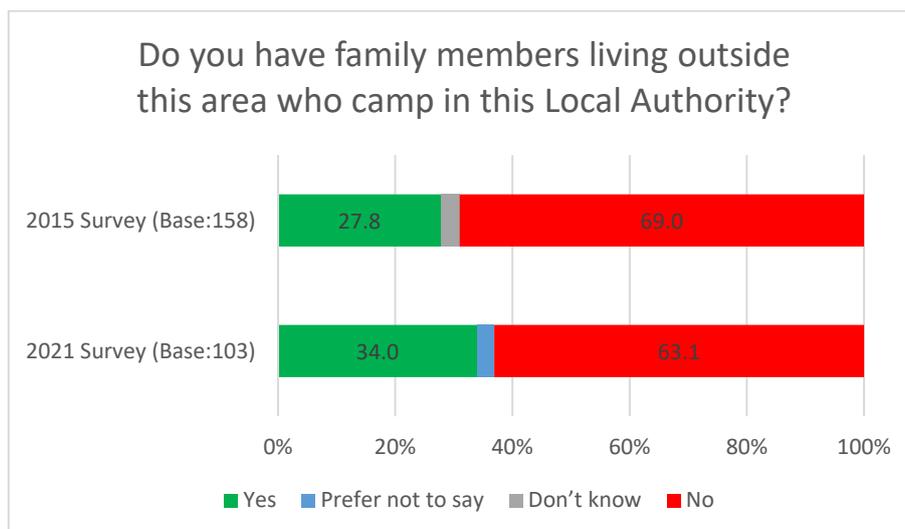


Caution – low base size

Do you have family members living outside this area who camp in this Local Authority?

Around a third (34.0%) of respondents have family members living outside the area who camp in this Local Authority. This is a rise of 6.2 percentage points when compared with the

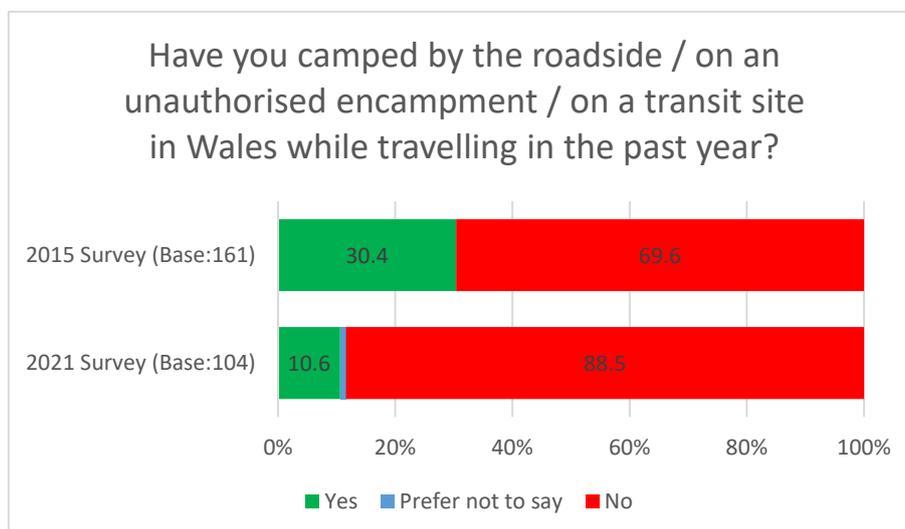
results from 2015 (27.8%).



Section E – Transit Sites

Have you camped by the roadside / on an unauthorised encampment / on a transit site in Wales while travelling in the past year?

One in ten (10.6%) respondents claimed to have camped by the roadside / on an unauthorised encampment / on a transit site in Wales whilst travelling in the past 12 months. This is around a third of 2015 figure (30.4%).



How long would you usually stay in one place whilst travelling?

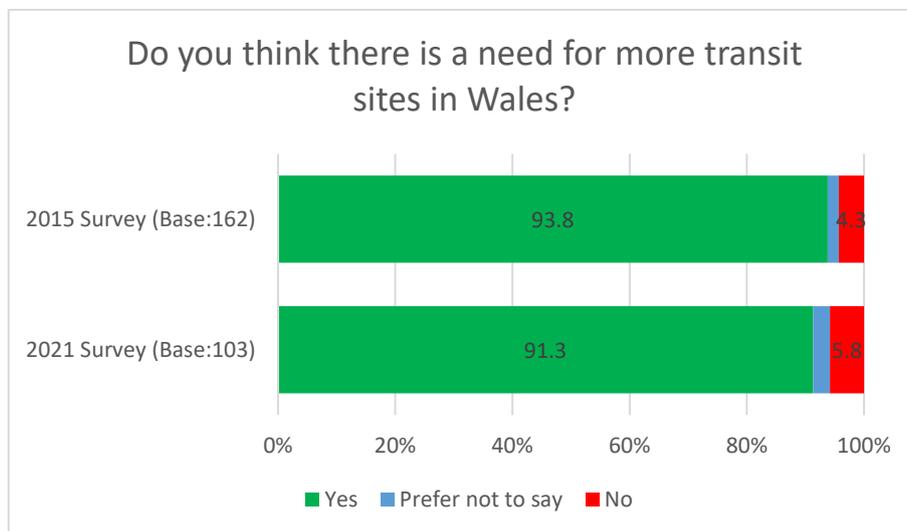
Of the ten people who responded to this question, seven alleged to stay in one place from between 1 day – 1 week.

	No.
1 -2 days	2
3 days – 1 week	5
1 -2 weeks	1
2 week- 1 months	1
1-3 months	1
Total Respondents	10

NB. Due to a low base size, numbers have been reported here instead of percentages

Do you think there is a need for more transit sites in Wales?

Over nine tenths (91.3%) of respondents think there is a need for more transit sites in Wales, this is slight decrease on the results recorded in 2015 (93.8%).



Chapter Five: Assessing accommodation needs

5.1 Residential Unmet Need

The overall outcome of the assessment is shown in the table below:

Cardiff GTAA - An estimate of need for residential site pitches

Current Residential Supply		Number of Pitches	
Occupied Local Authority pitches		80	
Occupied authorised private pitches		22	
Total		102	
Planned Residential Supply		Number of Pitches	
Vacant Local Authority pitches and available vacant private pitches		0	
Pitches expected to become vacant in near future		0	
New local authority and private pitches with planning permission		0	
Total		0	
Current Residential Demand		Number of Pitches	
Unauthorised encampments		0	
Unauthorised developments		0	
Overcrowded pitches		8	
Conventional housing		19	
New households to arrive		6	
Total		33	
Current Households		Future Households (at year 5)	Future Households (at 2036)
135		175	217
Additional household pitch need		40	42
Unmet Need		Need Arising	Need Accommodated
Current residential demand		33	
Future residential demand (5 year)		40	
Future residential demand (to 2036) – 2.25% growth over 10 years		42	
Planned residential supply			
Unmet need (5 year)		73 pitches 115 pitches	
Unmet need (to 2036)			

Current Residential Supply

There are currently 80 residential pitches on Local Authority sites made up of 59 at Shirenewton and 21 at Rover Way and 22 pitches on four private sites. There are currently no vacant spaces on these sites which would contribute to meeting need for pitches in Cardiff.

Planned Residential Supply

There are currently no new local authority pitches with planning permission and no outstanding planning applications on private sites.

Unauthorised Encampments

No household identified that they were of no fixed abode (NFA) because of a lack of residential pitches in Cardiff. There are currently also no unauthorised developments within Cardiff.

Overcrowded Pitches

In terms of overcrowded pitches Welsh Government guidance states that overcrowding exists where family numbers have grown to the extent that there is now insufficient space for the family within its mobile home accommodation and insufficient space on the pitch or site for a mobile home. Questions B2 and B3 of the survey form address this issue and ask respondents whether there enough sleeping areas for all residents and is there room on the pitch to safely station additional trailers to prevent overcrowding. Where respondents answered no to both questions, they were included in the 8 overcrowded pitches identified in the assessment. In a separate measurement the Local Authority has assessed that there are 39 over-occupied pitches. The reason for the lower levels of overcrowded pitches identified in the study is because a lot of these families have young adults sharing the pitch and these have been picked up in the family growth category below which identifies the need for 40 new pitches over the next 5 years.

Conventional Housing

A need for **19** new pitches was identified from Gypsy and Travellers currently living in conventional housing. In accordance with Welsh Government guidance this need was derived from an analysis of the survey forms and included those stating a cultural aversion to conventional housing, those experiencing overcrowding, and those who have reached adulthood and want to live on a site. Of the requirement for 19 new pitches identified 1 respondent reported they had been the victims of harassment in their current accommodation.

New Households to arrive

A need for 6 pitches was added for households on the waiting list but who could not be interviewed during the survey period. These 6 households had previously resided on Local Authority sites but had moved away from the area due to overcrowding. No other households to arrive were identified and no information was received from any other local authority of any households seeking to live on a site and/or develop land they owned in Cardiff.

Family Growth

A need for 40 new pitches over the next 5 years was identified from the analysis of family growth in Section D. The figure arose from an analysis of the household make up to assess emerging households within the families responding to the questionnaire who were living on sites and where there was a reasonable expectation that the need would arise within this period. This corresponds well with the 46 households currently on the waiting list.

Current Residential Demand

A total need of 33 pitches was identified comprising 8 overcrowded pitches and 19 households in conventional housing. Also included were 6 pitches that were included as new households to arrive. These 6 households had previously resided on Local Authority sites but had moved away from the area due to overcrowding.

Analysis of Preference and Need

The figures for need are shown above. Of the respondents where no need was identified 44 lived on private or Local Authority sites who reported no issues of overcrowding, no plans to move into other accommodation and no family growth where a household would require a move into their own accommodation in the next 5 years.

Of the 40 respondents currently in bricks and mortar, 24 stated that they do not intend to move from their current accommodation and 17 stated they had no aversion to living in bricks and mortar. Although some had stated they would live on a site they had also stated they were happy to continue living bricks and mortar

Additional household Need

In order to calculate the additional household, need for the 10 years from 2026 to the end of the plan period in 2036 the 5 year figure of 40 pitches has been applied followed by a 2.25% annual growth rate to give a further 42 pitches to the end of the LDP period in 2026. The basis for this decision is that, in the absence of other solid information, the study indicates that the local family growth level may be at the mid-point of the Welsh Government guidance which anticipates a rate of between 1.5 to 3%. It should still be noted, however, that this is only a single study and that future Census and GTAA information may help to produce a more robust evaluation in time.

Unmet Need

The current residential demand and additional household need provide a total unmet need of 73 pitches over 5 years and 115 pitches to 2036 the plan period for the Replacement Local Development Plan.

Rover Way

The lifetime of the existing Rover Way site is currently being reviewed. The Local Authority has received grant funding from Welsh Government for works to improve the coastal defences along the Pengam Green stretch of the coastline which includes the Rover Way site. It is anticipated that work on this will commence in spring 2022 and be completed by autumn 2023. If the review concludes that the Rover Way site is no longer viable the Local Authority

will add the existing 21 pitches to the overall need. The need arising from overcrowding and family growth at Rover Way is already included within this assessment.

5.2 Transit Unmet Need

The figures contained within the caravan count, the record of unauthorised encampments in 2020/21 and the GTAA itself clearly show an identified need for a transit site. A transit site of 10 pitches was proposed from the previous Gypsy & Traveller Accommodation Assessment and this was included in the Local Development Plan Monitoring Framework. The current assessment still supports this figure. In addition to this, Housing and Planning officers from the local authorities that make up the South East Wales Strategic Planning Group have formed a Sub Group to look at the need for transit sites on a regional basis. This work will feed into the preparation of the new Strategic Development Plan for South East Wales, which will need to address the need for transit sites on a regional basis.

Chapter Six: Conclusions and Recommendations

6.1 Next Steps

1. It is evident from the assessment findings that there is a clear need in Cardiff for the provision of additional permanent and transit socially rented Gypsy and Traveller Accommodation. As set out above in paragraph 1.2 the Council has established a working group made up of Council officers from Planning and Housing with the responsibility for finding locations for both permanent and transit pitches to meet this need.
2. The timetable for meeting the need identified in the previous 2016 assessment was included in the LDP Annual Monitoring Framework. In accordance with this timetable a site selection criteria was approved by the Council's Cabinet in January 2016. The approved site selection criteria sets out assessment criteria around three main headings relating to availability, site suitability and achievability. Availability considerations include whether the site is genuinely available long term and there are no legal issues. Site suitability considerations include a comprehensive list of policy and physical constraints, and deliverability considerations relate to the consideration of total cost (including any abnormal costs) to ensure it does not prejudice the ability to develop the site.
3. The selection and consideration of potential Gypsy and Traveller sites will include detailed technical investigations, particularly flood risk assessments, to fully establish the extent of risk, along with the potential scope of mitigation measures and any other relevant site-specific technical matters. This work will be carried out in liaison with Natural Resources Wales and Welsh Government. It is important to find the best possible site for the community and it is important that this is fully considered before concluding the site assessment process.
4. Following the agreement of the Gypsy and Traveller Accommodation Assessment by Welsh Government, further work will then be undertaken before identifying potential sites for consideration.
5. The Council has now started the preparation of a Replacement LDP. The plan period for the Replacement Plan is 2021 to 2036 and the findings of this assessment will form part of the evidence base for the plan. This plan will need allocate sites to meet the need for new Gypsy and Traveller pitches to 2036 identified in this assessment and take forward work currently ongoing on identifying sites for new pitches within the city outlined above.
6. This assessment gives an indication of the likely demand for new pitches up to 2036. When planning any new accommodation provision it is important to distinguish between

demand and need. “Need” refers to households who are unable to access suitable accommodation without some financial assistance and “demand” to the quantity of housing that households are willing and able to buy or rent.

7. In Cardiff we will do this by using the established common housing register as the mechanism for allocating pitches on any socially rented site that is provided. Prospective residents are required to complete the standard housing application form which then allows the local authority to make an assessment of both their need and eligibility for a pitch.
8. In terms of transit provision, whilst the adopted Local Development Plan sets out the clear commitment to provide a transit site in Cardiff, the South East Wales Strategic Planning Group (SEWSPG), of which the Local Authority is a member, will continue to discuss transit provision at regional level. SEWSPG consists of 10 local planning authorities, plus the Brecon Beacons National Park Authority. This Group has formed a Sub Group to look at the need for transit sites on a regional basis. This work will feed into the preparation of the new Strategic Development Plan for South East Wales, which will need to address the need for transit sites on a regional basis

Appendix A – Interview Log – Record of contact for families on the Gypsies and Travellers Wales database

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
1	Shirenewton	16/02/21			Survey completed
2	Shirenewton	16/02/21			Survey completed
3	Bricks and Mortar	16/02/21			Survey completed
4	NFA	17/02/21			Survey completed
5	Bricks and Mortar	18/02/21	12/05/21	12/05/21	Call another time busy
6	Bricks and Mortar	18/02/21			Survey completed
7	Rover Way	18/02/21			Survey completed
8	Rover Way	23/02/21			Survey completed
9	Rover Way	23/02/21			Survey completed
10	Shirenewton	23/02/21			Survey completed
11	Shirenewton	24/02/21			Survey completed
12	Shirenewton	24/02/21			Survey completed
13	Shirenewton	24/02/21			Survey completed
14	Shirenewton	24/02/21	25/02/21	12/05/21	Didn't want to undertake survey
15	Shirenewton	24/02/21	12/05/21	12/05/21	No Reply
16	Shirenewton	24/02/21			Survey completed
17	Shirenewton	24/02/21			Survey completed
18	Shirenewton	24/02/21			Number no longer in use
19	Shirenewton	24/02/21	01/03/21 – Visit address		Survey completed
20	Shirenewton	24/02/21	01/03/21 – Visit address		Survey completed
21	Shirenewton	24/02/21			Survey completed
22	Shirenewton	24/02/21	01/03/21 – Visit address		Number no longer in use

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
23	Shirenewton	24/02/21	01/03/21	12/05/21	No Answer
24	Shirenewton	24/02/21	12/05/21		Survey completed
25	Shirenewton	24/02/21			Survey completed
26	Shirenewton	24/02/21	25/02/21	12/05/21	No Answer
27	Shirenewton	24/02/21			Survey completed
28	Shirenewton	24/02/21	12/05/21		Too unwell to take part in survey
29	Shirenewton	26/02/21			Survey completed
30	Shirenewton	26/02/21			Survey completed
31	Shirenewton	26/02/21			Survey completed
32	Shirenewton	26/02/21			Survey completed
33	Shirenewton	26/02/21			Survey completed
34	Shirenewton	26/02/21			Survey completed
35	Shirenewton	26/02/21			Survey completed
36	Shirenewton	26/02/21			Survey completed
37	Shirenewton	26/02/21			Survey completed
38	Shirenewton	26/02/21			Survey completed
39	Shirenewton	26/02/21			Survey completed
40	Shirenewton	26/02/21			Didn't want to undertake survey
41	Shirenewton	26/02/21			Survey completed
42	Shirenewton	26/02/21			Survey completed
43	Shirenewton	26/02/21			Survey completed
44	Bricks and Mortar	01/03/21			Survey completed
45	Shirenewton	01/03/21	12/03/21		Survey completed
46	Bricks and Mortar	01/03/21			Survey completed
47	Bricks and Mortar	01/03/21			Survey completed
48	Rover Way	02/03/21			Survey completed
49	Shirenewton	02/03/21			Survey completed
50	Private site	02/03/21			Survey completed

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
51	Bricks and Mortar	03/03/21			Survey completed
52	Bricks and Mortar	03/03/21			Survey completed
53	Shirenewton	12/03/21			Survey completed
54	Shirenewton	12/03/21	12/05/21		Didn't want to undertake survey
55	Shirenewton	12/03/21			Survey completed
56	Shirenewton	12/03/21	12/05/21		Didn't want to undertake survey
57	Shirenewton	12/03/21			Survey completed
58	Shirenewton	12/03/21			Survey completed
59	Shirenewton	12/03/21	26/03/21	12/05/21	Didn't want to undertake survey
60	Shirenewton	12/03/21	26/03/21	12/05/21	Didn't want to undertake survey
61	Shirenewton	12/03/21			Survey completed
62	Shirenewton	12/03/21	26/03/21		Didn't want to undertake survey
63	Shirenewton	12/03/21			Didn't want to undertake survey
64	Bricks and Mortar	16/03/21			Survey completed
65	Rover Way	18/03/21			Survey completed
66	Bricks and Mortar	16/03/21			Survey completed
67	Bricks and Mortar	22/03/21			
68	Bricks and Mortar	26/03/21			Survey completed
69	Bricks and Mortar	26/03/21			Survey completed
70	Bricks and Mortar	26/03/21			Survey completed
71	Bricks and Mortar	26/03/21	12/05/21		No Answer
72	Bricks and Mortar	26/03/21			Survey completed
73	Bricks and Mortar	01/04/21			Survey completed
74	Bricks and Mortar	01/04/21			Survey completed

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
75		05/04/21			Survey completed
76	Private Site	05/05/21			Survey completed
77	Rover Way	12/05/21			No Answer
78	Rover Way	13/05/21			Survey completed
79	Rover Way	13/05/21			Survey completed
80	Rover Way	06/05/21			Didn't want to undertake survey
81	Rover Way	06/05/21			Didn't want to undertake survey
82	Rover Way	06/05/21			Didn't want to undertake survey
83	Bricks and Mortar	06/05/21			Survey completed
84	Rover Way	06/05/21			Survey completed
85	Shirenewton	Date not recorded			
86	Bricks and Mortar	Date not recorded			Survey completed
87	Shirenewton	Date not recorded			Survey completed
88	Bricks and Mortar	13/05/21			Survey completed
89	Bricks and Mortar	18/05/21			Survey completed
90	Shirenewton	18/05/21			Survey completed
91	Bricks and Mortar	18/05/21			Survey completed
92	Rover Way	18/05/21			Survey completed
93	Rover Way	18/05/21			Survey completed
94	Rover Way	18/05/21			Survey completed
95	Rover Way	18/05/21			Survey completed
96	Bricks and Mortar	18/05/21			Survey completed
97	Bricks and Mortar	18/05/21			Survey completed
98	Bricks and Mortar	04/06/21	07/06/21		Survey completed
99	Bricks and Mortar	04/06/21			Survey completed
100	Bricks and Mortar	04/06/21			Survey completed
101	Bricks and Mortar	04/06/21			Survey completed

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
102	Bricks and Mortar	06/06/21			Survey completed
103	Private Site	08/06/21	09/06/21		Survey completed
104	Shirenewton	08/06/21			No response
105	Bricks and Mortar	08/06/21			No response
106	Bricks and Mortar	08/06/21			No response
107	Bricks and Mortar	08/06/21			No response
108	Bricks and Mortar	08/06/21			No response
109	Bricks and Mortar	08/06/21			No response
110	Bricks and Mortar	08/06/21			Survey completed
111	Bricks and Mortar	08/06/21			Survey completed
112	Rover Way	08/06/21			Survey completed
113	Shirenewton	08/06/21			Survey completed
114	Bricks and Mortar	09/06/21			Survey completed
115	Bricks and Mortar	10/06/21			Survey completed
116	Bricks and Mortar	10/06/21			No Answer
117	Bricks and Mortar	10/06/21			No Answer
118	Bricks and Mortar	10/06/21			Survey completed
119	Bricks and Mortar	10/06/21			Survey completed
120	Bricks and Mortar	10/06/21			No Answer
121	Bricks and Mortar	10/06/21			No Answer
122	Bricks and Mortar	10/06/21			Survey completed
123	Bricks and Mortar	10/06/21			Didn't want to undertake survey
124	Bricks and Mortar	10/06/21			Wants to be removed from database
125	Bricks and Mortar	10/06/21			Survey completed
126	Bricks and Mortar	No date recorded			Survey completed
127	Bricks and Mortar	14/06/21			No answer

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
128	Bricks and Mortar	14/06/21			Unable to participate as attending appointment
129	Bricks and Mortar	14/06/21			Survey completed
130	Bricks and Mortar	14/06/21			No answer
131	Bricks and Mortar	14/06/21			Survey completed
132	Bricks and Mortar	Date not recorded			No answer
133	Bricks and Mortar	Date not recorded			Survey completed
134	Rover Way	Date not recorded			No answer
135	Bricks and Mortar	Date not recorded			No answer
136	Bricks and Mortar	Date not recorded			No answer
137	Bricks and Mortar	Date not recorded			No answer
138	Bricks and Mortar	Date not recorded			No answer
140	Bricks and Mortar	Date not recorded			No answer
141	Private Site	Date not recorded			Survey completed
142	Bricks and Mortar	Date not recorded			No answer

Appendix B – Interview Log – Record of contact made by Traveller Education Service

Date	Completed	Declined
11/03/21		✓
11/03/21		✓
11/03/21		✓
11/03/21	✓	
11/03/21	✓	
21/04/21	✓	
Date not recorded	✓	
Date not recorded		✓
Date not recorded		✓
Date not recorded		

