

Ref: RDB/RP/CW/04.09.2018

18 September 2018

Councillor Caro Wild,
Cabinet Member for Strategic Planning & Transport,
County Hall,
Atlantic Wharf,
Cardiff CF10 4UW.



Dear Councillor Wild,

Environmental Scrutiny Committee – 4 September 2018

On behalf of the Environmental Scrutiny Committee I would like to thank the officers for attending the Committee meeting on Tuesday 4 September 2018. As you are aware the meeting received items titled 'Member Briefing: Second Cardiff Local Development Plan Annual Monitoring Report' and 'Parking Enforcement Update'. The comments and observations made by Members following these items are set out in this letter.

Member Briefing: Second Cardiff Local Development Plan Annual Monitoring Report

- After looking at topic areas on 'Active Retail Units within District and local Centres' and 'Vacancy Rates in Central Shopping Area, District and Local Centres' in the document I asked how many shops in district shopping centres had become charity shops in the last few years. The Head of Planning explained that it was not information that they necessarily recorded on a regular basis; however, it was something that Planning Service staff could look into. I would be grateful if you could provide details on the number of retail premises in district shopping centres have converted to charity shops in the last five years.
- During the meeting a Member pointed out that the completion rate for new dwellings was below the target value set out in the Local Development Plan and Annual Monitoring Report. He was concerned that Cardiff had

failed to meet the documented target and that achieving the overall plan total involved meeting annual targets to achieve a cumulative plan target. The Committee is concerned at this early shortfall and its longer-term effects, therefore, I would be grateful if you could explain what the Council might be able to do to meet this target in future.

- A Member commented during the meeting that it would be useful if each topic area contained a small table showing the target for the year alongside the actual result for that year; this it was felt would make analysis of progress much quicker and easier. The Head of Planning commented that it was something that they had thought of doing for future Annual Monitoring Reports. The Committee would support this and encourage you and the Planning Service to implement the suggested change.
- A Member asked for details on House of Multiple Occupancy (HMO) planning applications for the last two years. This he felt would help the Committee assess the number submitted; the number accepted and rejected; the areas of the city where the applications are located; the reasons provided for rejecting the applications and the number of successful and unsuccessful appeals. I would be grateful if you could arrange for officers from the Planning Service to provide this information.
- When reading the topic area on 'Delivery of Sustainable Transportation Infrastructure' I noticed that several projects were ranked as amber and noted as 'On-hold' with an explanation of 'Subject to funding'. These included 'Rapid Bus Corridors' for A469 Phase 1: St Georges Road to Birchgrove Road, and A470 Phase 1: Coryton to Gabalfa. At the meeting I expressed my concern about the delays for these important transport projects that have been in the pipeline for a considerable amount of time. Such transport projects are vitally important in the quest to increase modal shift to alternatives such as bus travel – a key part of our Local Development Plan and a Welsh Government priority. I would be grateful if

you provide the Committee with an explanation as to why these projects are currently 'On-hold'.

- Topic area 'Achievement of 50:50 Modal Split' identified that sustainable travel in several areas relevant to modal shift had reduced during 2017. For example, travel for education had fallen from 59.6% in 2016 to 55.9% in 2017 – a reduction in 3.7%; travel for shopping (City Centre) had fallen from 67.9% in 2016 to 64.7% in 2017 – a reduction in 3.2%; travel for shopping (Other) had fallen from 45.6% in 2016 to 38.8% in 2017 – a reduction in 6.8%; and travel for leisure had fallen from 60.2% in 2016 to 56.4% in 2017 – a reduction in 3.8%. The Committee is concerned at these findings and would like to better understand the reasons for the reductions. I would be grateful if you could provide the Committee with an explanation as to why you and officers believe the reductions have happened and potential actions that can be taken to reverse the trend.
- During the meeting a Member asked if there was anything that the Council could do to encourage the provision of properties for older people, for example, to use planning and other policies to encourage the development of assisted living accommodation. An officer acknowledged that providing properties for older people was a growing area, however, it was largely market driven. I would be grateful if you could let the Committee know if there is anything that Council can practically do to develop this sector of housing.
- During the meeting it was noted that work in progressing the identification of sites for permanent and transit Gypsy and Traveller sites had been delayed due to the need to undertake additional detailed site investigations. The detailed technical assessments had been completed and the Council was considering the implications of the findings of these assessments and ongoing flood defence works in order to determine options for taking this work forward. The work undertaken had included ongoing discussions with Welsh Government. I would be grateful if you

could provide the Committee with an update (on a confidential basis if required) on the current position for identifying a future site.

- The Committee feel that reviewing the Cardiff Local Development Plan Annual Monitoring Report once a year is a very useful exercise. It provides Members with an overview of how the city is developing against the plan and highlights success / areas of concern for future review. With this in mind the Committee will look to include the Third Cardiff Local Development Plan Annual Monitoring Report into its work programme for 2019/20.

Parking Enforcement Update

- One of the key topics of conversation during the meeting was the recent Member consultation on e-permits for residential parking that was undertaken during late July and mid-August 2018. Several concerns and questions were raised on the matter, therefore, I would be grateful if you could respond to the following:
 - Why the Member consultation took place during late July and mid-August 2018 when a large number of Members were on holiday;
 - Confirm the number of Member responses provided during the consultation exercise;
 - Details of any further consultation work that would need to be completed prior to piloting or rolling out e-permits for residential parking;
 - The Committee would like assurance that they will have an opportunity to comment on any future e-permit proposals before any formal decision is taken;
 - The Committee would like assurance that the consultation will fully explore the practicalities of applying blue badge holders and visitor permits to the e-permit scheme;
 - That thought will be given to providing the public with a method of checking electronically to see if a vehicle is actually registered for a

residential parking permit, for example, something similar to the DVLA database.

- During the meeting Members asked for information on a range of parking related matters, this included:
 - To reinstate circulation of the report that captures civil parking enforcement and moving traffic offences issues on monthly basis. This report includes ward-by-ward information on the various contraventions;
 - Details on how to access the public facing 'open data portal' that records civil parking enforcement and moving traffic offences data across the city. Members felt that it would be very useful to have regular access to such a database.
- The Committee was told that the Council would soon be developing a new appeals policy for dealing with contraventions relating to Civil Parking Enforcement and Moving Traffic Offences. Members felt that this was a good idea and that such a document would help increase consistency for dealing with such matters. When the draft version of the appeals policy is completed I would be grateful if you could provide the Committee with a copy so that they are able to provide feedback on the document.
- After reviewing the 'Cardiff Council Annual Parking & Traffic Enforcement Report – 2017/18' Members felt that it would benefit from:
 - A table or short section that set out Civil Parking Enforcement statistics on a ward by ward basis. I would be grateful if you would consider including such a table or section into future the 'Cardiff Council Annual Parking & Traffic Enforcement Report – 2018/19'.
 - During the meeting Members highlighted that enforcement should be used to change parking behaviour and, therefore, reduce the number of offences committed over time. On this basis, the Committee requests that future reports should contain data to evaluate how

effective enforcement has been – both locally and across Cardiff as a whole.

- Page 14 of the 'Cardiff Council Annual Parking & Traffic Enforcement Report – 2017/18' contained a financial summary of the 'Civil Enforcement Account'. This included details for the years 2013/14 to 2017/18 on income; expenditure; CPE Operating Annual (Surplus)/ Deficit and Contributions towards schemes as per Section 55 of the Road Traffic Regulations Act. The Committee found the information very useful, however, they have asked for further detail on the £5,704,000 allocated against 'Contributions towards schemes as per Section 55 of the Road Traffic Regulations Act' for 2017/18, i.e. how the funds were spent and the schemes that it was used to develop.

I would be grateful if you would consider the above comments and provide a response to the content of this letter.

Regards,



Councillor Ramesh Patel
Chairperson Environmental Scrutiny Committee

Cc:

- Andrew Gregory - Director of City Operations
- Matt Wakelam - Operational Manager, Infrastructure & Operations
- Paul Carter – Head of Transport
- James Clemence – Head of Planning
- Davina Fiore - Director of Governance & Legal Services
- Members of Cardiff's Environmental Scrutiny Committee