

Archived Decisions for the Portfolio Holder for Corporate Governance and Corporate Property 2010



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ARCHIVED PORTFOLIO HOLDER DELEGATED DECISION

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Decisions taken by Individual Portfolio Holders

Portfolio Holder for Corporate Governance and Corporate Property

Decisions Taken 21st January 2010

Sale of Glanyrafon Abermule

DECISION	Reason for decision:
That Glanyrafon, as outlined on the plan filed with the signed minutes by a red line, be sold for the sum reported with completion set no later than 31 March 2010.	To support the rationalisation of the County Farm Estate, generate income for the County Council, and reduce the demands on the County Farm Estate revenue account.

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Decisions taken by Individual Portfolio Holders

Portfolio Holder for Corporate Governance and Corporate Property

Decisions Taken 27th January 2010

Rationalisation Bleddfa Estate Bleddfa Knighton

DECISION	Reason for decision:
1. To offer The Mill house, buildings and 1.93 acres of land for sale as a single lot.	To absolve the County Council of a maintenance and pollution liability and to realise a capital receipt.
2. To add 51.01 acres of land to Neuadd Farm.	To create a commercial unit of 158 acres at Neuadd Farm and to convert a lifetime AHA tenancy to a fixed-term Farm Business Tenancy.
3. To offer Mr David Gittoes a 6-year Farm Business Tenancy in respect to 67.27 acres Village Farm land and retained land at The Mill.	To sustain and enhance rental income from the Bleddfa Estate and to meet the County Council's implied obligation to Mr Gittoes to provide suitable premises from which to run his farming business.
4. To re-let Lower Storling as a starter unit of 53 acres.	To provide an opportunity for a new entrant and to enhance revenue income from the Bleddfa estate.

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Decisions taken by Individual Portfolio Holders**Councillor Stephen Hayes****Portfolio Holder for Corporate Governance and Corporate Property****Sale of the Brecknock Museum Old Museum Store****Decision Taken 12th February 2010**

RESOLVED	Reason for Decision:
To jointly sell the Old Museum Store in Glamorgan Street, Brecon with the Brecknock Society and Museum Friends	To release the Council from its maintenance liabilities and to secure funds in support of an HLF museum bid and projects associated with the Museum.

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CYNGOR SIR POWYS COUNTY COUNCIL.

**PORTFOLIO HOLDER DECISION
February 2010**

REPORT AUTHOR: *County Councillor
Portfolio Holder for Property*

SUBJECT: *Brecknock Museum, Old Museum Store*

REPORT FOR: **Decision / Discussion / Information**

1. **Summary**

- 1.1 In order to release the Council from its lease responsibilities and to support the redevelopment of the Brecknock Museum it has been decided to jointly sell the Old Museum Store at Glamorgan Street, Brecon.

2. **Background**

- 2.1 Negotiations with the owners of the Old Museum Store, Brecknock Society and Museum Friends, have been conducted over several years. Essentially the Society has raised concerns about the Council's lack of maintenance in the period where the Council has been seeking funds from the (HLF) Heritage Lottery Fund to redevelop the museum.
- 2.2 During the negotiations the Council was clear that investment in the Old Store would be pointless if the Store was no longer required and if it was decided to sell the property. Whilst the Society understood this it was keen to protect its 'Landlord' responsibilities and to use any potential proceeds of a sale to support the redevelopment of the main Museum

3. **Proposal**

- 3.1 The Brecknock Society and Museum Friends have agreed to jointly sell the Old Museum Store and to use the proceeds; initially half to support the bid for HLF funds to redevelop the main museum and then for projects associated with the museum.

4. **Corporate Improvement Plan**

- 4.1 The sale of the Old Museum Store contributes to the rationalisation of the Council's property interests and supports the Brecon Property Rationalisation and Regeneration Project.

5. **Options Considered/Available**

- 5.1 Another option considered was the retention and repair of the Old Museum Store. This was disregarded as the authority has excess property in Brecon for its general service needs and more specifically there was no requirement for a museum store in the centre of Brecon.

6. **Preferred Choice and Reasons**

- 6.1 As there was no requirement for storage space in the centre of Brecon the use of financial resources, both capital (in terms of repairs) and revenue (in terms of running costs) is considered unwise.
- 6.2 Additionally the agreement of the Society to use proceeds of a sale for support of an HLF bid, and further museum projects, converts the Council's lease into 'value' for the benefit of the museum.

7.0 **Other Consultations Undertaken**

- 7.1 Local members have been updated at Brecon Project Board meetings, and subsequently, and are in broad agreement with the sale of the property to support the HLF bid.

Decision:	Reason for Decision:
To jointly sell the Old Museum Store in Glamorgan Street, Brecon with the Brecknock Society and Museum Friends.	To release the Council from its maintenance liabilities and to secure funds in support of an HLF museum bid and projects associated with the Museum.

Relevant Policy (ies):	
Within Policy:	Y
Within Budget:	Y

Relevant Local Member(s):	Cllrs Ashton, Meredith, Weale & Gwylim
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Person(s) To Implement Decision:	Head of Local & Environmental Services
Date By When Decision To Be Implemented:	

Contact Officer Name:	Tel:	Fax:	Email:
Steve.holdaway	01597 826517		steveh@powys.gov.uk

Background Papers used to prepare Report:

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Decisions taken by Individual Portfolio Holders

Councillor Stephen Hayes

Portfolio Holder for Corporate Governance and Corporate Property

Sale of Former Primary School at Llanrhaeadr ym Mochnant

Decision Taken 24th February 2010

DECISION	Reason for decision:
That the old school at Llanrhaeadr ym Mochnant, as outlined on the plan filed with the signed minutes by a red line, is sold for the sum reported.	To dispose of a surplus property asset thereby reducing the risk and liability to the Council and to realise a capital receipt for the Council.

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Decisions taken by Individual Portfolio Holders

Councillor Stephen Hayes

Portfolio Holder for Corporate Governance and Corporate Property

Letting of Lower Storling, Bleddfa

Decision Taken 26th March 2010

DECISION	Reason for decision:
That the tenancy of Lower Storling, Bleddfa be offered to Mr R.D. Ransome at the tendered rent.	Following interview conducted by Councillors S.M. Hayes, E.A. Jones, E.T. Morgan and W.G. Lewis.

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**Clarence Meredith,
Strategic Director - Law and Governance,
Cyfarwyddwr Strategol - Y Gyfraith a
Llywodraethu.**

County Hall / Neuadd y
Sir,
Llandrindod Wells,
Powys LD1 5LG

Dear Member,

Your attendance is requested at the meeting of an Interview Panel to be held in the 1st Floor Finance Room, County Hall, Llandrindod Wells, on Friday 26th March, 2010 at 2.00 p.m.

AGENDA

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. CONFIDENTIAL MATTERS**

The Strategic Director, Law and Governance has determined that categories 1 and 3 of the Access to Information Procedure Rules applies to the following item. His view on the public interest test (having taken account of the provisions of Rule 11.8 of the Council's Access to Information Rules) was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest requiring the disclosure of personal data he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider these factors when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.

- 4. LETTING FOR THE TENANCY OF LOWER STORLING, BLEDDFA**

To interview five applicants for the tenancy of Lower Storling, Bleddfa.

(Applications and letting particulars enclosed)

Distribution:

Councillor S.M. Hayes
Councillor E.A. Jones
Councillor E.T. Morgan
Councillor W.G. Lewis (Local Member)

Hugo Van-Rees
Phil Wear
Minute Book

*Gwella ansawdd eich bywyd
improving your quality of life*

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Decisions taken by Individual Portfolio Holders

Councillor Stephen Hayes

Portfolio Holder for Corporate Governance and Corporate Property

Sale of Penstrowed Hall

Decision Taken 12th April 2010

DECISION	Reason for decision:
1. That the offer for Penstrowed Hall is accepted.	To support the rationalisation of the County Farm Estate, generate capital funds for the County Council, and reduce the demands on the County Farm Estate revenue account.
2. That the sale of the property shall proceed subject to an overage clause that shall allow the Authority to recover 50% of the enhanced value of the property arising from receipt of planning permission for development separate to the existing dwelling.	To protect the Authority's position in the event of development on the property.
3. That the property is withdrawn from the market	To comply with the terms of the offer.

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Decisions taken by Individual Portfolio Holders**Councillor Stephen Hayes****Portfolio Holder for Corporate Governance and Corporate Property****Ex-Waen Land, Sarn 1.28 acres****Decision Taken 27th April 2010**

DECISION	Reason for decision:
That Mr Stephen Williams of Pantllwyn, Sarn is offered a 12 month tenancy of the 1.28 acres ex-Waen land at a market rent.	To support the farming business at Pantllwyn and to retain control of land with potential for future alternative use.

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Decisions taken by Individual Portfolio Holders

Councillor Stephen Hayes

Portfolio Holder for Corporate Governance and Corporate Property

1. Hirddol Land at Leighton
2. Y Fan, Llanidloes – Fee Proposal by Capita Symonds for a Phase IIA Contaminated Land Risk Assessment

Decisions Taken 30th April 2010

DECISION	Reason for decision:
To dispose of the Hirddol land (29.75 acres) to Mr. James Potter via the same lease/sale agreement for the Leighton Model Farm for the sum in the report.	In the interests of Estate Management and rationalisation of the County Farms estate, consolidation of the historic Leighton estate, and to generate a Capital receipt.

DECISION	Reason for Decision:
To accept the Capita Symonds fee proposal for a Phase IIA Contaminated Land Risk Assessment site investigations at Y Fan for the sum reported and to proceed with the investigation works specified.	To address the issues highlighted in this report and to assess the risks to the Council on this site.

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29th April 2010.

CYNGOR SIR POWYS COUNTY COUNCIL.

REPORT FOR BOARD PORTFOLIO HOLDER APPROVAL

Report to County Councillor Stephen Hayes, Portfolio Holder for Corporate Governance and Corporate Property.

REPORT AUTHOR: Acting Asset Manager, Local and Environmental Services

SUBJECT: Y Fan, Llanidloes – Fee proposal by Capita Symonds for a Phase IIA Contaminated Land Risk Assessment

REPORT FOR: Decision

1.0 Summary

The former Lead mines at Y Fan Llanidloes were reclaimed by the Council in the 1990's. Following departmental re-organisations over the years there has been no service area prepared to take on the active management of the site in recent years.

The Asset Management team in Local & Environmental Services has taken on temporary stewardship of the site with a view to developing a long term management plan for the site and securing a budget to implement a management plan and then to transfer the management to an appropriate service, or partner organisation.

The introduction by asset management of regular testing of the water discharges from the site into Afon Cerist have revealed high concentrations of metal contaminants into the river from the site. These concentrations exceed the Environment Agency guidelines.

If the end use of the site is to be as a local nature reserve and informal public access with historical interpretation of the history of the site, we have been advised that the risks to human health from material on the site (which is capped by a membrane and a minimum of 0.5 metre soil cover) needs to be assessed.

2.0 Proposal

Capita Symonds carried out Phase I Contaminated Land Risk Assessment in late 2009. This was a desk top study and the next stage, Phase II, would be a comprehensive and intrusive site investigation to assess the risk to humans and investigate the water quality problems.

Following consultation with the Council's Contaminated Land Officer, the Environment Agency and the original Consultants for the 1990's reclamation work (RML), concern was expressed that the original proposal by Capita Symonds for a Phase II investigation would be too damaging to the membrane encapsulating the lead mine waste on the site.

It was agreed by the parties that the Phase II investigation should be carried out in separate, distinct phases, with Phase IIA being a less intrusive investigation and its findings would guide the need for further investigations, which might need to be more intrusive, to complete the risk assessment.

Capita Symonds has now submitted a Fee proposal for the Phase IIA investigation in the sum of £29,112.88 plus VAT, but inclusive of the estimated cost of external ground investigation contractors fees.

The Phase IIA investigation will include:

Investigating the integrity of the membrane covering the site by hand dug pits,
A topographical survey of the site to include Afon Cerist ,
Collection and analysis of soil samples and controlled water samples,
Monitor ground water levels and flow measurements around and in Afon Cerist (on the advice of the Environment Agency to assess the contaminant mass flux load on Afon Cerist)
Investigate and clarify the drainage system on the site and to try to identify the potential source of the high sample readings for metal contaminants.

These investigations and samples will reported in an Interpretative Site Investigation Report.

3.0 Corporate Improvement Plan and Risk to the Council

As part of the Phase I assessment a comprehensive Ecological survey of the site has been undertaken which has identified it as an important habitat for certain species of flora and fauna. Further investigation and risk assessment should assist the enhancement of the natural environment to the site and establish a beneficial future use for it in terms of safe public access.

The risks to the Council are the high levels of contaminants entering Afon Cerist and the risk to the water life in the river, and the possible high cost of any remedial works needed to remove, or reduce the level of contamination. The engagement with the Environment Agency in the risk assessment process and ongoing investigation works is proving to be helpful and beneficial in managing the potential risks.

4.0 Options Considered / Available

There is no alternative but to investigate the potential for the site to continue to contaminate the river and pose a risk to human health. Do nothing, or maintain the status quo, is not an option.

5.0 Preferred Choice and Reasons

The preferred choice is to authorise Capita Symonds to proceed with the Phase IIA Risk Assessment site investigations on the basis of the fee proposal they have submitted. The reasons for this choice are:

- (a) There is no alternative but to continue to investigate the risk that this site might pose in the future.
- (b) Capita Symonds are the Council's Framework contractor/consultants for such investigations.

(c) The phased investigation of the site is favoured by the Environment Agency and Contaminated Land Officer.

(d) The investigation of the site and any future remedial works recommended is an approved capital project with an allocated budget.

6.0 Sustainability and Environmental Issues / Equalities / Crime and Disorder / Other Policies

None.

7.0 Comments of Local Member

The Local Member has not been consulted to date on the site investigations.

8.0 Other Consultations Undertaken

Environment Agency and Council's Contaminated Land Officer as detailed above

8.2 Chief Financial Officer

The Chief Finance Officer has not been consulted on this proposal, because a budget has already been approved.

Recommendation:	Reason for Recommendation:
1. To accept the Capita Symonds fee proposal for a Phase IIA Contaminated Land Risk Assessment site investigations at Y Fan in the sum of £29,112.88 and to proceed with the investigation works specified.	To address the issues highlighted in this report and to assess the risks to the Council on this site.

Relevant Policy :	None		
Within Policy:	Yes	Within Budget:	N/A

Relevant Local Member(s):	
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Person(s) To Implement Decision:	Nigel Baldwin, Acting Asset Manager
Date By When Decision To Be Implemented:	May 2010

Contact Officer Name:	Tel:	Fax:	Email:
Nigel Baldwin	0870 1923874	01938 551233	nigel.baldwin@powys.gov.uk

Background Papers used to prepare Report:

- 1. Fee Proposal from Capita Symonds and previous correspondence with them.**

The Recommendation is approved.

Signed

**Councillor Stephen Hayes, Portfolio Holder for Corporate
Governance and Corporate Property**

Dated

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Decisions taken by Individual Portfolio Holders**Councillor Stephen Hayes****Portfolio Holder for Corporate Governance and Corporate Property****Letting of Hawys, Leighton****Decision Taken 3rd June 2010**

DECISION	Reason for decision:
That the tenancy of tenancy of Hawys, Leighton to Mrs Sophie Tesoro at the tendered rent to subject to receipt of a satisfactory bank reference.	Following interview conducted by Councillors S.M. Hayes, Mrs L.V. Corfield, W.J. Evans and Mrs J.G. Shearer.

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Clarence Meredith,
Strategic Director - Law and
Governance,
Cyfarwyddwr Strategol - Y Gyfraith a
Llywodraethu.



County Hall / Neuadd y
Sir,
Llandrindod Wells,
Powys LD1 5LG

Dear Member,

Your attendance is requested at the meeting of an Interview Panel to be held in the Committee Room, Neuadd Maldwyn, Welshpool on Thursday 3 June 2010 at 10.15 a.m.

Clarence Meredith,
Strategic Director - Law and Governance,

AGENDA

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. CONFIDENTIAL MATTERS**

The Strategic Director, Law and Governance has determined that categories 1 and 3 of the Access to Information Procedure Rules applies to the following item. His view on the public interest test (having taken account of the provisions of Rule 11.8 of the Council's Access to Information Rules) was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest requiring the disclosure of personal data he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider these factors when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.

- 4. LETTING FOR THE TENANCY OF HAWYS, LEIGHTON**

To interview four applicants for the tenancy of Hawys, Leighton.

(Applications and letting particulars enclosed)

Distribution:

Councillor S.M. Hayes
Councillor Mrs M.E. Morris
Councillor Mrs J.G. Shearer

Councillor Mrs L. Corfield (Local Member)
Hugo Van-Rees
Phil Wear
Minute Book

Decisions taken by Individual Portfolio Holders**Portfolio Holder for Corporate Governance and Corporate Property****Decisions Taken 4th June 2010****Sale of Tyddyncanol, Wig Lane, Caersws**

DECISION	Reason for decision:
That Tyddyncanol, as outlined on the attached plan by a red line, be sold for the sum reported subject only to a satisfactory structural survey (to be undertaken by the purchaser).	To support the rationalisation of the County Farm Estate, generate income for the County Council, and reduce the demands on the County Farm Estate revenue account.

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Decisions taken by Individual Portfolio Holders

Portfolio Holder for Corporate Governance and Corporate Property

Decisions Taken 15th July 2010

Sale of Land at Cemmaes

Recommendation:	Reason for Recommendation:
1. That 2.9 acres of 'landlocked' land at Cemmaes is sold to Mr H E Breese for the sum reported with the buyer to meet the Council's associated costs.	To secure a receipt from a parcel of surplus land that would otherwise not generate rental income.

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Decisions taken by Individual Portfolio Holders

Portfolio Holder for Corporate Governance and Corporate Property

Decisions Taken 9th September 2010

Sale of 0.221 acre of land at Y Dderw, Howey near Llandrindod Wells for extension to graveyard at Providence Baptist Chapel Howey

DECISION	Reason for Decision
To sell an area of 895 sq. metres (0.221 acre) to the Deacons/Trustees of Providence Baptist Chapel, Howey for the purpose of extending their graveyard.	To allow the continuation of a local facility in the Howey and District Community and to achieve a small capital receipt for the County Council.

Sale of 0.26 acre Land adjoining Old Upper Llifior, Berriew

DECISION	Reason for Decision:
That 0.26 acre of land at Upper Llifior be sold to M/s Sheals for the sum reported to include all fees	To achieve a small cash receipt and transfer a maintenance liability to another party.

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Decisions taken by Individual Portfolio Holders**Portfolio Holder for Corporate Governance and Corporate Property****Decisions Taken 23rd September 2010****Sale of Land at Adfa**

DECISION	Reason for Decision
To proceed with the sale of 0.117 acre of land to Mr T. Rutherford of Camden Villa.	To secure a receipt in the financial interests of the Authority.

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Decisions taken by Individual Portfolio Holders

Portfolio Holder for Corporate Governance and Corporate Property

Decisions Taken 29th October 2010

Sale of Land at Domgay Lane, Four Crosses

DECISION	Reason for Decision:
1. That 0.197 acre land at Domgay Lane is sold to Mr P Fowler for the purposes of creating a new secondary access to his property.	To achieve a cash receipt and to extinguish Mr Fowler's right of way across retained land.
2. That the sale shall remain subject to Mr Fowler obtaining planning consent for the new access and that the access shall be designed and constructed in accordance with Highways conditions applied to the consent.	To ensure that the new access is acceptable to the County Council as planning authority.
3. That the terms of sale shall restrict use of the land to a secondary access serving the existing dwelling at The Oaks.	To protect the Authority's interests in the event of any future attempt to develop land at or adjoining The Oaks.

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Decisions taken by Individual Portfolio Holders

Portfolio Holder for Regeneration and Development

Portfolio Holder for Corporate Governance and Corporate Property

Decisions Taken 5th November 2010

Former Trawsffordd Offices Building, Ystradgynlais

DECISION	Reason for decision:
To approve Option 2 listed in the report to retain the asset into the Regeneration and Development Service's portfolio of business workspace and to lease the premises to suitable tenant that has approached the Service for a 36 month period. This arrangement should be reviewed after 36 months and take into consideration the Workspace Review.	To meet an identified local need for business office accommodation, support the creation of new employment opportunities in the locality, generate a revenue stream for the Service and allow a strategic evaluation of assets to take place.

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- 2010.

CYNGOR SIR POWYS COUNTY COUNCIL

**BOARD
2010**

REPORT AUTHOR: County Councillor Wynne Jones
Portfolio Holder for Environment & Regeneration

**Cllr Stephen Hayes, Portfolio Holder for Corporate
Governance & Corporate Property**

SUBJECT: Former Trawsffordd Offices Building, Ystradgynlais

REPORT FOR: Decision

1.0 Summary

- 1.1 This report seeks to consider the future of the former Council Offices at Trawsffordd, Ystradgynlais.
- 1.2 Since Powys County Council vacated the building in 2009 the asset has been unoccupied. A valuation in 2008 indicated the building has a market value of £200,000. Consideration needs to be given to either:
1. Realising the capital asset value by selling the property; or
 2. Leasing out the building to a local business thereby encouraging local employment and increasing training provision in the area. The income received on the property would be £9,500 (net of management charges) per annum (£28,500 over 3 years). The proposed tenant is also prepared to invest a total of £30,300 in the property in terms of maintenance costs.

2.0 Background

- 2.1 The Former Trawsffordd Offices Building is located on the B4599 in Ystradgynlais. It forms part of the Trawsffordd Industrial Estate adjacent to the Powys County Council Trawsffordd Workshops (business units). The building consists of two floors of office space and a large workshop / industrial unit at the rear. The total floor space of the building is 458m².
- 2.2 In July 2009, Board decided to postpone the disposal of the building to allow a social enterprise to develop a Business Plan to take ownership of the building. The social enterprise aim was to tackle the problem of high economic inactivity rates in the area by providing skills-based training for local residents. The asset transfer would have been subject to the development of a commercial business model and evidence of its contribution to the objectives of the Western Valleys Initiative.

3.0 SA9 Skills Centre

- 3.1 Officers have been working with a cross border partnership to facilitate the development of a 'SA9 Skills Centre' social enterprise. This included developing a viable business model and a skills-based training programme. The Western Valleys SRA funded Neath Port Talbot Business Connect to prepare a Business Plan before consideration could be given to funding the enterprise itself. However, the Business Plan indicated that finding sustainable income streams to support the proposed training activity would be difficult. The building does not have sufficient floor space to both generate income and support the proposed training activity. Consultation with training / education providers also indicated that the Trawsffordd building was not ideally suited for the proposed use and a new, purpose built facility would be more appropriate.
- 3.2 Consequently, the required business case for an asset transfer was not achievable. However, officers have continued to contribute to the cross border partnership with Neath Port Talbot in the education and regeneration sectors to deliver a skills training provision in the area. This work will need to involve the identification of a new or existing facility to host the provision.
- 3.3 Discussions with Powys County Council Schools & Inclusion, Coleg Powys, Powys Training and other providers are ongoing to progress this project and to develop a suitable facility. All partners are committed to developing the provision in the area and the current options include a purpose built facility at the Ysgol Maesydderwen site if funding can be obtained.

4.0 Office Accommodation Need in the Business Community / Powys County Council Workspace Review

- 4.1 As part of the Western Valley's Strategic Regeneration Area, Hyder Consulting undertook a study of business accommodation in Ystradgynlais and the surrounding area. This study was a comprehensive assessment of the existing five business parks surrounding Ystradgynlais (including Trawsffordd) and it outlined future actions to improve the provision in the area.
- 4.2 A key finding of the report was that 'office space is in very limited supply' and feedback from the Welsh Assembly Government Department for Economy and Transport was that there is a need for rental office workspace to encourage the development of the knowledge economy (education, skills and training) in the area. One of the key recommendations of the development study is that the public sector should take a lead on the development of business workspace in the area.

- 4.3 A review of Powys County Council's business workspace provision has also been commissioned. The appointed contractor GVA Grimley Ltd. will provide Members with a strategy for Powys County Council's future role in workspace provision and options for the current portfolio of workspace. The draft report has been received and Members' decisions will need to be implemented by April 2012 when the current workspace management contract expires.
- 4.4 The only office space used at the moment at Trawsfordd is at the workshops site (the former Business Eye offices) which now accommodates Caremark, Tydfil Training and Powys CC staff. All other units are industrial. Under the Western Valleys Strategic Regeneration Area, the Council is working to establish the Job Match initiative in the area to provide assistance with people returning to work. Accommodation will also be required for the Job Match team.

5.0 Proposal

- 5.1 Following the decision on 13 August 2010 to declare Trawsfordd as surplus, it was agreed that the property would be valued and a condition survey undertaken. It also gave the opportunity for the property to be internally advertised and for the Regeneration Service to complete an evaluation of alternative uses of the building.
- 5.2 Early in September 2010 the Authority was approached by a local business who showed an interest in the Trawsfordd building.
- 5.3 The company, FFL Services Ltd, intends to expand their present business by establishing a specialist retail outlet selling chain saws, strimmers and Health and Safety Workwear. The proposal includes signing a three year full repair lease for the expansion of his existing business which is currently located at the Ystradgynlais workshops. Officers understand that applications for building control and planning consent will be required prior to the business trading. Officers have been informed that this will take up to 6-8 weeks.
- 5.4 All repairs and renewals will be met by the tenant which includes establishing a large show room 56.88 sq (m), a trade counter and storage space for stock and administration.
- 5.5 The upstairs will be converted into training rooms and a conference centre. The Proprietor of the business intends to provide training in all associated uses of specialist tools and has already had several requests from specialist companies to sell their products. As part of the proposed agreement the tenant proposes to carryout repairs over the three years of the initial lease. (Costings are attached)

6.0 Corporate Improvement Plan

- 6.1 The proposal would contribute to the priorities of the Powys Change Plan in terms of helping to deliver the regeneration agenda and the assets programme board.

7.0 Options Considered / Available

- 7.1 Two options have been considered as outlined below:

7.2 Option 1 - Sale of Asset

Realise the capital asset value by selling the property on the open market (either whole or in part). The estimated value in December 2008 was £200,000 with vacant possession for the whole unit however, the price achieved will be subject market conditions at the time of sale (commercial property prices in the area have declined during this time). It would be possible for the unit to be split into the offices and workshops so that the offices could be sold.

- 7.3 Should the property be sold in its current condition it may or may not realise its market valuation. The Service would also lose the option for future uses of the building and the short term needs of businesses in the area for office space might not be met.
- 7.4 Disposal of the building prior to GVA Grimley's final recommendations being available may have an impact on the remaining workspace portfolio and the provision of suitable knowledge economy workspace in the Ystradgynlais area. The future uses for the asset would be much better addressed as a whole, taking into account all assets.

7.5 Option 2 - Lease out building

A local business had expressed an interest in leasing the building which would support and encourage the development of local employment and training opportunities with the creation of an additional five jobs.

- 7.6 The building would be used for regenerate and expansion purposes and would generate income of £9,500 per annum. The tenant would also fund the maintenance costs of the building and has identified works equivalent to an investment of plus maintenance costs of £30,300. The proposed tenant is prepared to sign a three year lease and in doing so will create five new jobs.

8.0 Preferred Choice and Reasons

- 8.1 As the property has potential to support local businesses by offering much needed office accommodation in the area (and also a revenue stream for the Service) the preferred option would be to retain the building and to let it as outlined above in Option 2.

- 8.2 This option is recommended as there are no other options available that would advance the project in the short term. Failure to pursue the above proposal would result in the loss of a proposed expansion to a local business and of additional income to the Authority. It would also vacate a unit on the existing workshops and there are currently firms on the waiting list for which the Unit may be suitable.
- 8.3 An early re-letting would limit the short term loss of income from this source. Letting of the Trawsffordd property would also relieve the Authority of an immediate property liability and provide a long term occupier, thereby safeguarding and enhancing this asset for at least three years.
- 8.4 The emerging draft Workspace Strategy (prepared By GVA Grimley) recommends that the disposal of the Council's industrial property is likely to return relatively low receipts.
- 8.5 The Ystradgynlais workshops have the largest gross income but also a fluctuating net income. Current market conditions and lack of investor appetite for generally poor quality investments is likely to deter investors and reduce values..

9 Sustainability and Environmental Issues / Equalities / Crime and Disorder / Other Policies

- 9.1 The proposal will contribute to the sustainable use of existing buildings by retaining the property and continue to support local businesses.

10 Comments of Local Member(s)

- 10.1 Comments received from local Members and the Portfolio holder for Corporate Governance and Corporate Property will be reported at the meeting.

11 Other Consultations Undertaken

- 11.1 The views of the Strategic Director Finance and Infrastructure (s.151. Officer) and of the Strategic Director Law and Governance (Monitoring Officer) have been sought and any comments received will be reported at the meeting.
- 11.2 The Property Manager supports the recommendation to rent the building in the short term as there is a true business need for office accommodation in the business community.
- 11.3 The Principal Accountant for Community, Skills and Learning comments that option 2 will realise additional income for the Authority. The current income levels expected for the whole of the Regeneration workshop portfolio are below the budget set, this additional income will help to reduce the shortfall.

- 11.4 The Senior Valuer has been consulted and any comments received will be reported at the meeting.

12 Communications

- 12.1 The views of the Portfolio Holder for communications have also been sought and any comments received will be reported at the meeting.

Recommendation:	Reason for Recommendation:
To approve Option 2 listed above to retain the asset into the Regeneration and Development Service's portfolio of business workspace and to lease the premises to suitable tenant that has approached the Service for a 36 month period. This arrangement should be reviewed after 36 months and take into consideration the Workspace Review.	To meet an identified local need for business office accommodation, support the creation of new employment opportunities in the locality, generate a revenue stream for the Service and allow a strategic evaluation of assets to take place.

Relevant Policy (ies):			
Within Policy:	Y / N	Within Budget:	Y / N

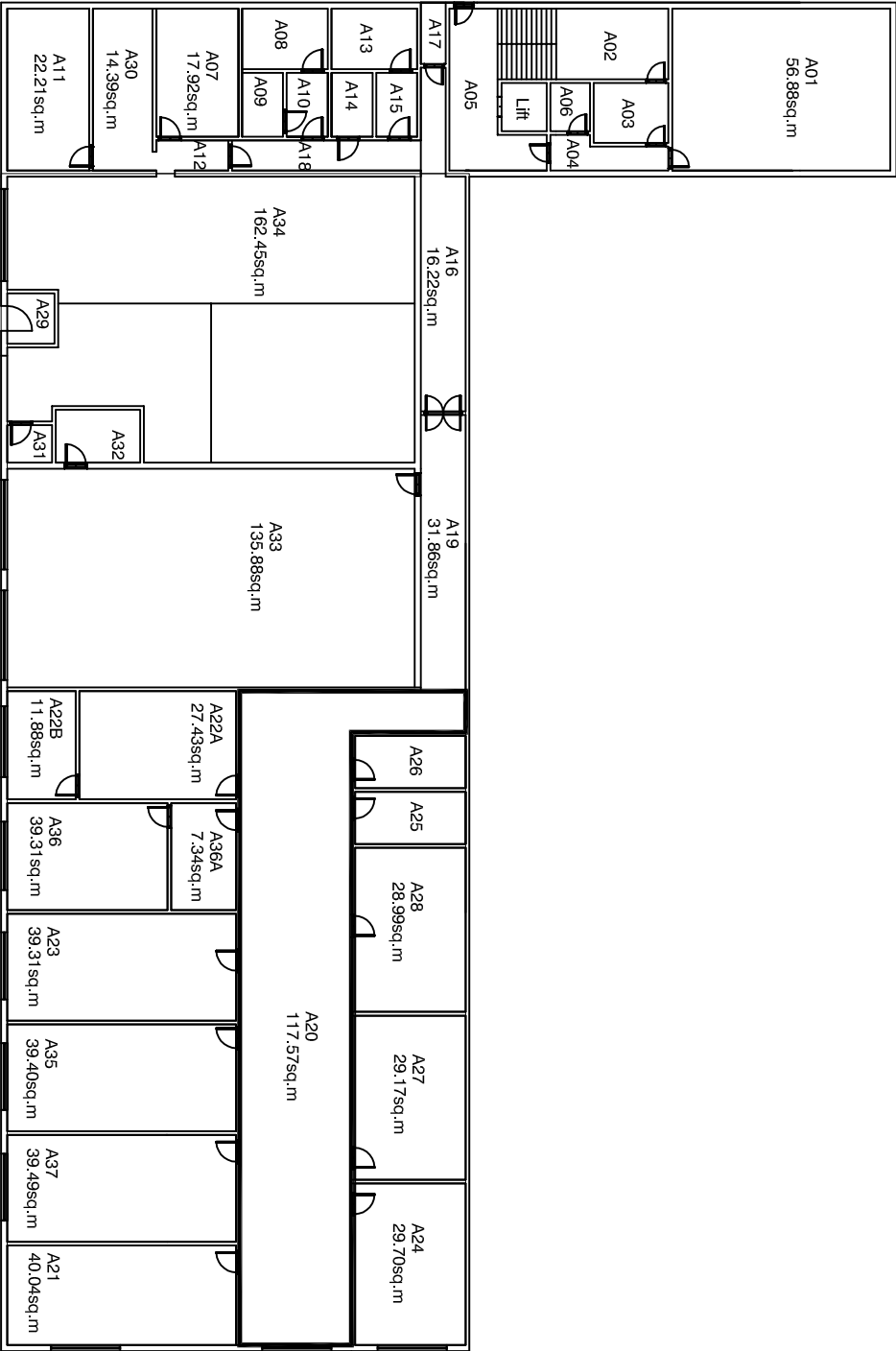
Relevant Local Member(s):	S.Davies, J.Steadman, S.McNicholas, G.Gwillim & K.Pathak
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Person(s) To Implement Decision:	Tom Addey
Date By When Decision To Be Implemented:	November 2010

Contact Officer Name:	Tel:	Fax:	Email:
Tom Addey	01982 553896		tom.addey@powys.gov.uk

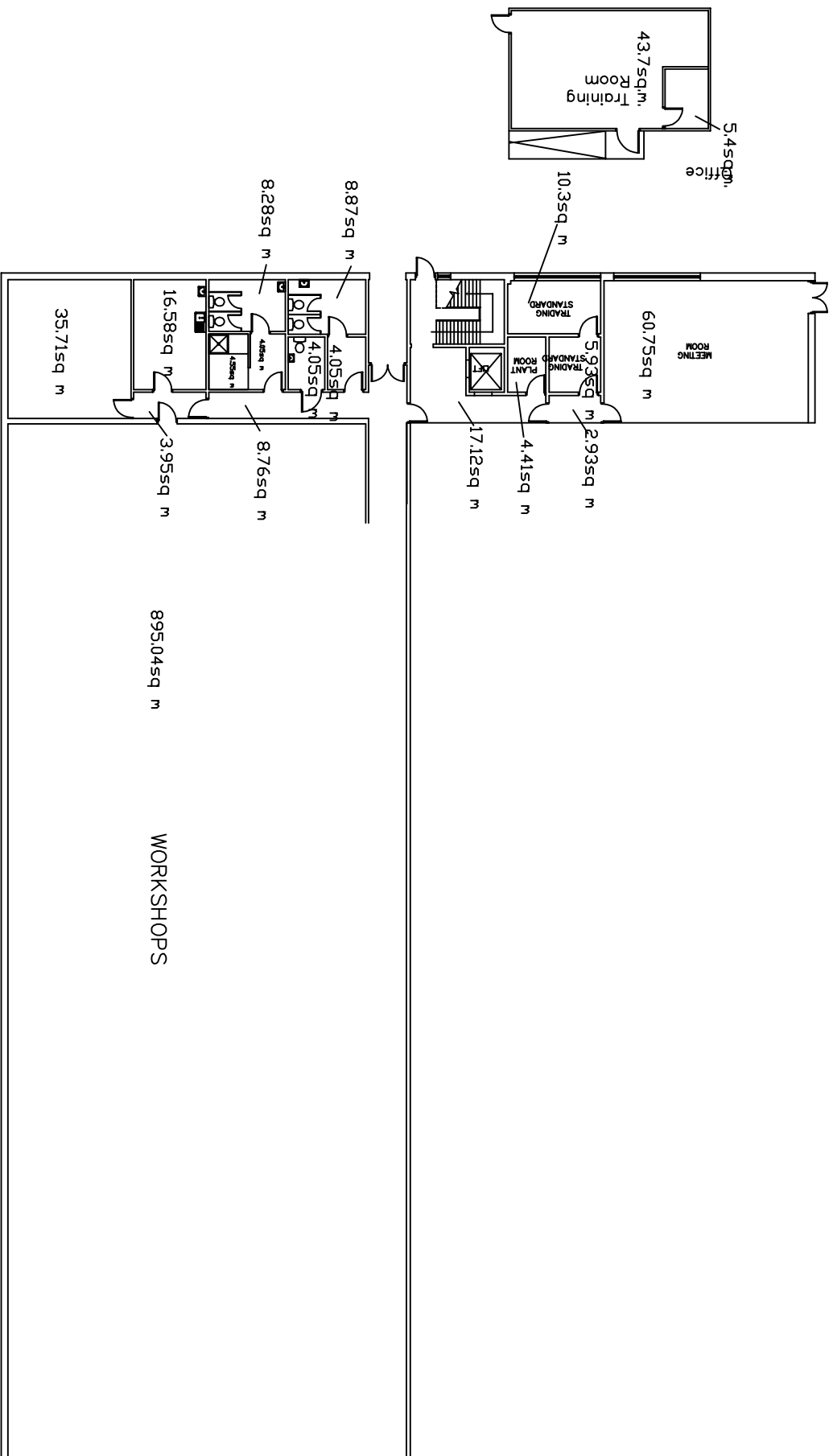
Background Papers used to prepare Report:


Annex 1	SA9 Skills Centre Business Plan
Annex 2	Upper Swansea Valley Business Unit Development Study
Annex 3	Plan of Building
Annex 4	Renewal and repair costs.



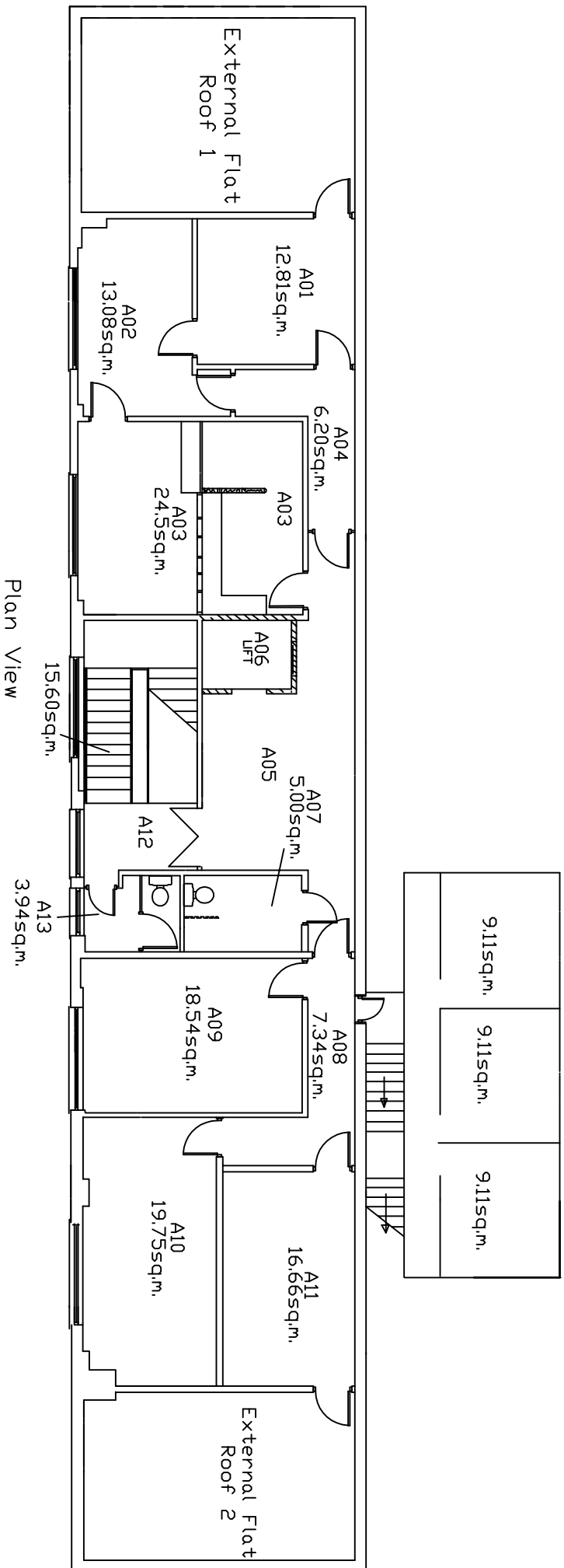
Ystradgynlais Workshops		4232/01
BLOCK E		Date JULY 2002 Drawn RC Scale N.T.S
<div>  <div> <div> Powys Highways, Transport & Property Prifffyrdd, Trafnidiaeth ac Eiddo </div> <div> Powys County Council Powys County Hall, Llandrindod Wells, Powys, LD1 5LG Telephone 01597 826000 Facsimile 01597 826250 Cyngor Sir Powys </div> </div> </div>		
<div> <div> Architecture & Property Consultancy Ymgynghoriaeth Pensaerïaeth ac Eiddo Cyngor Sir Powys </div> <div> Director of Highways, Transport & Property John Owen B.Sc., C.Eng., M.I.C.E., M.I.H.T. Cyfarwyddwr Prifffyrdd, Trafnidiaeth ac Eiddo </div> </div>		


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Ystradgynlais Area Office		4331
Ground Floor Plan		Date 10 May 2001 Drawn S. A. Sullivan Scale NTS
 <p>Powys Highways, Transport & Property Prifffyrdd, Trafnidiaeth ac Eiddo</p>		<p>Powys County Council Powys County Hall, Llanfdriddod Wells, Powys, LD1 8LG Telephone 01597 826000 Facsimile 01597 826250 Cyngor Sir Powys</p>
Director of Highways, Transport & Property JOHN OWEN B.Sc., C.Eng., M.I.C.E., M.I.H.T. Cyfarwyddwr Prifffyrdd, Trafnidiaeth ac Eiddo		

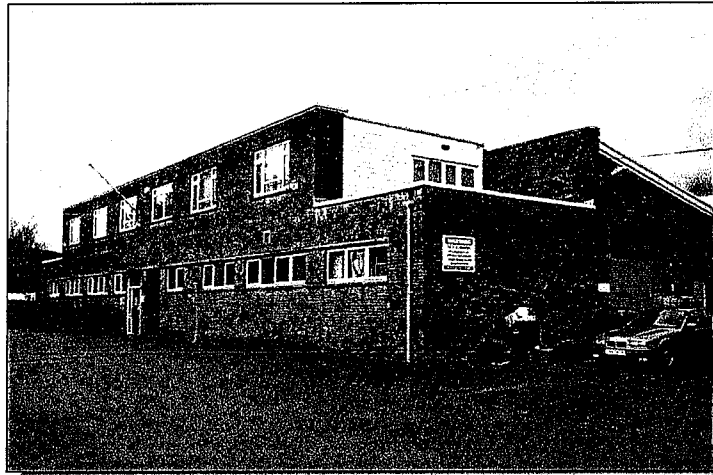
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Ystradgynlais Area Office		4331
First Floor		Date 23 March 2000 Drawn S. A. Sullivan Scale 1:200
<div>  <div> <p>Powys</p> <p>Highways, Transport & Property Prifffyrdd, Trafnidiaeth ac Eiddo</p> </div> <div> <p>Powys County Council</p> <p>Powys County Hall, Llanfihlidd Wells, Powys, LD1 8LG Telephone 01597 826000 Facsimile 01597 826250 Cyngor Sir Powys</p> </div> <div> <p>Director of Highways, Transport & Property John Owen B.Sc., C.Eng., M.I.C.E., M.I.H.T. Cyfarwyddwr Prifffyrdd, Trafnidiaeth ac Eiddo</p> </div> </div>		

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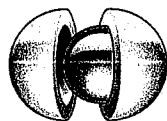
SA9 Skills & Social Enterprise Centre



BUSINESS PLAN

24 MAR 2010

Prepared by
Business Connect Neath Port Talbot Limited
Registered Office:
Britannic Way, Llandarcy,
Neath, SA10 6EL
Registered Number: 03181914



Business Connect
Enterprise for all • Menter i bawb

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Business Plan Ownership

Various individuals and organisations have provided all the information used in the compilation of this Business Plan, Appendices and other accompanying documentation. The Plan (which includes Appendices and Financial Forecasts) has been prepared by Business Connect Neath Port Talbot Limited in support of the project. This plan is approved by and remains the property of the proposed SA9 Skills Centre. The Financial Forecasts contained within this plan are a statement of the organisation's expectations and constitute no guarantee of future financial performance.

1. DATA SUMMARY

Proposed Business Name	SA9 Skills Centre Ltd. (to be confirmed)
Proposed Business Address	Trawsffordd, Ystradgynlais Powys SA9 1BS
Telephone	tbc
Email	tbc
Current Contact	Tom Addey, Ystradgynlais Communities First Centre, Tel: 01639 845051
Directors	See Appendix I
Proposed Legal Status	Not for profit organisation limited by guarantee.
Date of Incorporation	tbc
Bankers	tbc
Accountants	tbc
Solicitors	tbc

2. EXECUTIVE SUMMARY

The proposed project involves taking possession of a 458.5m² building, known as Trawsffordd which is currently in the ownership of Powys County Council. Effectively a newly set up company (*SA9 Skills Centre Ltd*), a not-for-profit social enterprise limited by guarantee, will then own the leasehold which it will have obtained at nil cost. The building will then be improved to operate as a centre for social enterprise activities primarily providing training facilities operated by external providers and office rental for social enterprise tenants who will lease space and facilities to provide additional services for the benefit of the local community.

This business plan outlines three possible scenarios for the proposed Centre. Each Scenario has been examined in light of the overhead costs provided by Ystradgynlais Community Centre. These costs average around £11k per month. The actual size of the rentable space within the building is around 3,600 sq ft. Using an average rental cost of £6 sq ft the maximum income for the building is approximately £1,500 per month for long term lets. Clearly, from a business perspective, the business model proposed can never be viable based purely on revenue from rental.

Analysis of available data and contact with interested parties has confirmed the demand locally for the provision of various skills training. Therefore, the operation of the proposed facility will either depend on a on-going grant income or the setting up within the building, by its owners, of profit-generating activities for themselves.

Scenario A

This represents the 'worst case' situation. A limited market appraisal has been undertaken in the time allowed which has identified only one organisation (Ystadgynlais Media) which has been able to provide a letter of intent clearly stating that they wish to rent office space in the new Centre. Other organisations have provided letters of support but at this stage their general enthusiasm for the project cannot be translated into a firm commitment to use the facilities. This Scenario is explained further on page 23 and a cashflow forecast has been prepared which shows the significant shortfall in revenue based on the overheads costs supplied by Ystadgynlais Community Centre.

Scenario B

This shows the 'best case' scenario. The local Colleges have expressed general support which could become a commitment once they have had the opportunity to engage with the secondary schools and to identify sources of funding. However, both Colleges, whilst very keen, are constrained by Government spending cut backs and are therefore cautious in their support. This Scenario is explored further on page 23 and a cashflow forecast has been prepared. However based on the overhead costs provided and even if these costs were reduced significantly the forecasts still indicate a short fall.

Scenario C

At the request of the Welsh Assembly Government, a third possible scenario has been explored. This would be based upon securing an anchor tenant for the Centre who would provide a steady rental income and employment opportunities. An example would be a call centre. This option would enable the remaining space to be used for training purposes or as room rental. Analysis of the running costs shows that the anchor tenant would need to pay over the market rate for the office space for the venture to be viable unless further income streams could be generated. Further analysis of this Scenario can be found on page 23.

Financial Requirements

Initial refurbishment capital costs are estimated by Ystradgynlais Community First Centre to be £135,500 with first year working capital of £112,500. Therefore £248,000 must be raised in order to establish the project.

Overhead costs including the staffing structure and wages have been provided by Ystradgynlais Community Centre. An on going income stream of approximately £95,000 has also been calculated for break-even.

The steering group, headed by Ystradgynlais Community Centre, has identified possible funding sources from the Western Valleys Strategic Regeneration Area fund (WAG) and the Communities' First Outcome Fund. — *other?*

3. BACKGROUND

The proposed training centre is located in Ystradgynlais which is within the Welsh Assembly's Western Valleys Strategic Regeneration Area. This area has suffered from a general decline since the closure of the local coal, iron and tinsplate industries and more recently in the 1990s there were further significant job losses with the closure of the Dewhirst clothing factory and Lucas SEI. This decline is reflected in higher than average levels of unemployment and the economically inactive. The Future Skills Wales survey (2005) estimated that 27% of the South West Wales population is economically inactive. More recent data from Nomis reinforces this research as it shows that around 27% of the population in Upper Swansea Valley wards were claiming benefits in February 2008. This includes incapacity benefit, job seekers allowance, lone parents and carers.

The Future Skills Wales Survey highlighted the positive fact that 25.1% of the economically inactive in this region *wanted* a job which is higher than the Welsh average. But there is a desperate skills shortage among this sector.

It has been estimated that nationally around 30% of the economically inactive have no qualifications at all¹. Looking more closely at the region, in

¹ *Learn to succeed: the Case for a Skills Revolution, by Mike Campbell*

Ystalyfera (*data unavailable for Ystradgynlais*) for example 46% of the general population have no qualifications at all². With a population in the town of around 3065 that equates to around 1,410 people in one nearby town alone with no qualifications whatsoever. A lack of skills is a clear barrier to obtaining employment. In addition Hyder Consulting carried out research in 2009³ which showed that a large proportion of the working population were employed in low skill jobs. Unfortunately the opportunities for the local workforce to improve their skills have vastly diminished with the closure of the Remploy training centre in Ystradgynlais. However Remploy have indicated an interest to provide an employment search and support facility within the SA9 Centre. (*see letter in Appendix IV*)

In addition the local comprehensive schools have highlighted a clear need for local vocational training facilities to meet demand from pupils who wish to learn practical skills such as construction, beauty and horticulture etc.. (*see Section 4.0*)

Therefore in order to meet the need to provide vocational training for school children and adults, a cross-border consortium has come together with the aim of forming a not-for-profit social enterprise, SA9 Skills Centre Ltd (tbc). This new organisation will be limited by guarantee and will be a registered charity. The aim of the consortium is to acquire the necessary resources such as buildings and equipment and to raise funding to ensure the ongoing viability.

This consortium includes Community First Partnerships, local authorities, training and education providers and community groups from the target area.

² Neath Port Talbot County Borough Council's Neighbourhood Profile

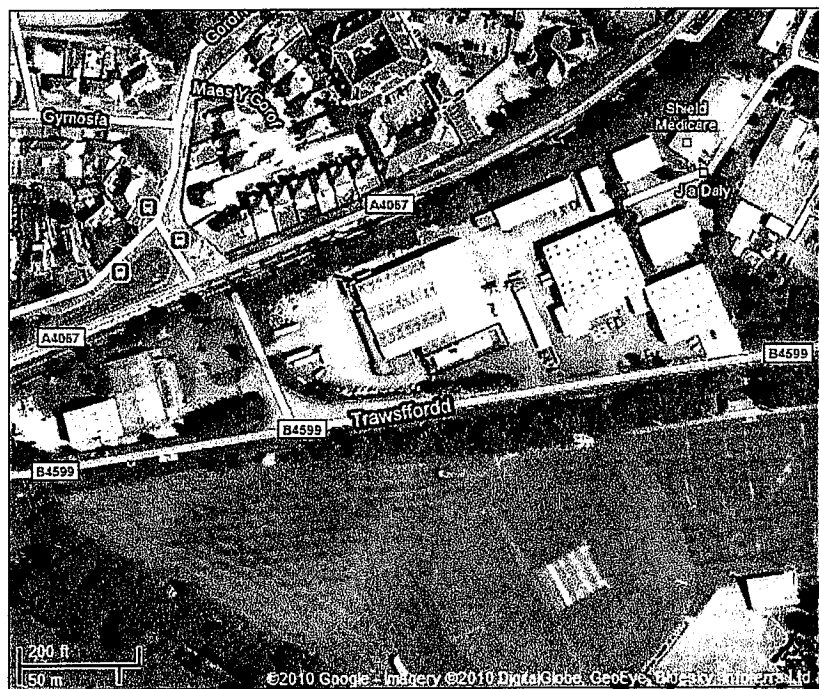
³ Upper Swansea Valley Regeneration – Baseline & SWOT report by Hyder Consulting

4. LOCATION & PREMISES

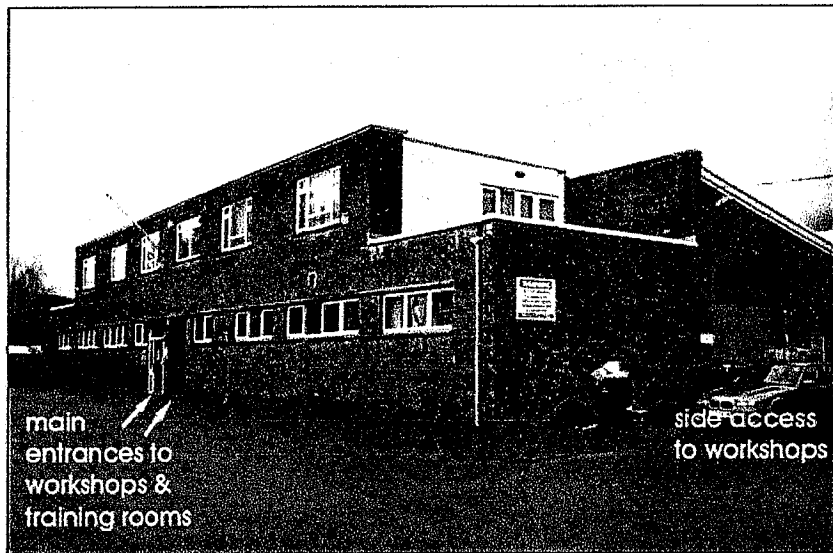
The proposed premises are located at the Trawsfordd Industrial estate in Ystradgynlais. The property was used by Powys County Council until April 2009 for the Housing Area offices (until 2002) and more recently for the Registrar. There are business units at the rear which are managed by Economic Development. The property has been valued at around £200k by Powys County Council. It is estimated to be around 458 sq meters over two floors. There are a mix of offices and workshops which has been estimated at 50/50 for the purposes of this plan.

sh 11?

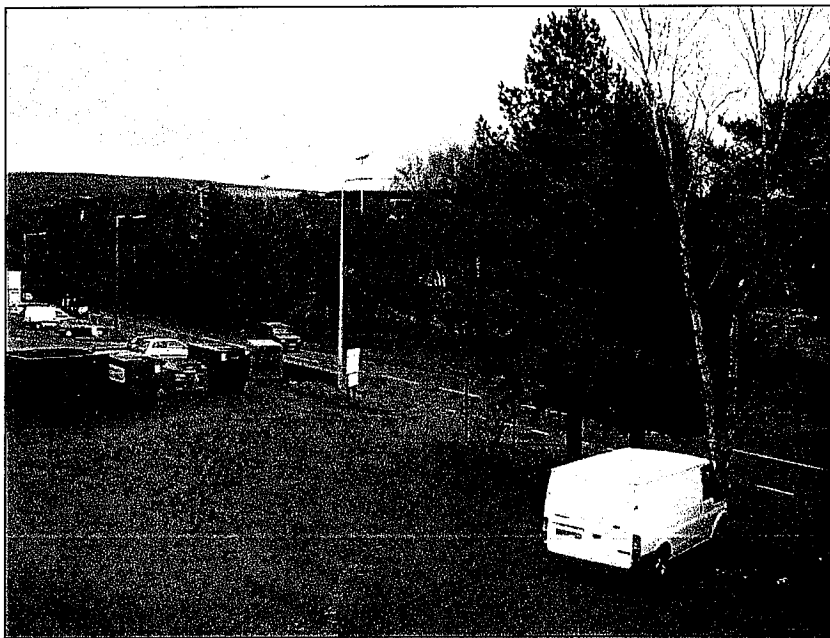
The intention is for the property to be transferred at no cost from the Council and the SA9 Skills Centre Ltd will become the legal owner of the leasehold subject to conditions set by the Council. The precise location is marked by a red box on the map below.



Below is a photograph of the front and side view showing the entire width and depth of the property.



This two storey property is situated on the main road (B4599) into Ystradgynlais with good visibility from the road and within walking distance of bus stops. The photograph below was taken from the first floor of the property and illustrates its proximity to the main road into Ystradgynlais.



There is ample free car parking and a nearby café providing refreshments. A survey of the building has been undertaken and no major structural works were identified according to Ystradgynlais Community Centre. The property is already sub-divided into offices and workshops and therefore there are only limited changes required to the basic layout.

The premises are in reasonable repair and require mostly cosmetic updating in terms of décor, but improvements for operation use and to meet the latest health and safety legislation and fire regulations are needed. Below is a photo of the former Registrar room which shows the general condition of the building.



There is already a fire and security alarm system and a lift to the first floor although it needs to be verified if the lift meets the latest regulations.

The property has offices on the ground floor which will be used for administration purposes and further rooms on the first floor which could be converted into training facilities for IT and health and beauty courses.

One part of the ground floor and the rear of the building has been used in the past for storage by the Council's facilities department. It is intended to use this section for 'dirty' training courses such as construction-related training, agricultural or horticultural courses.

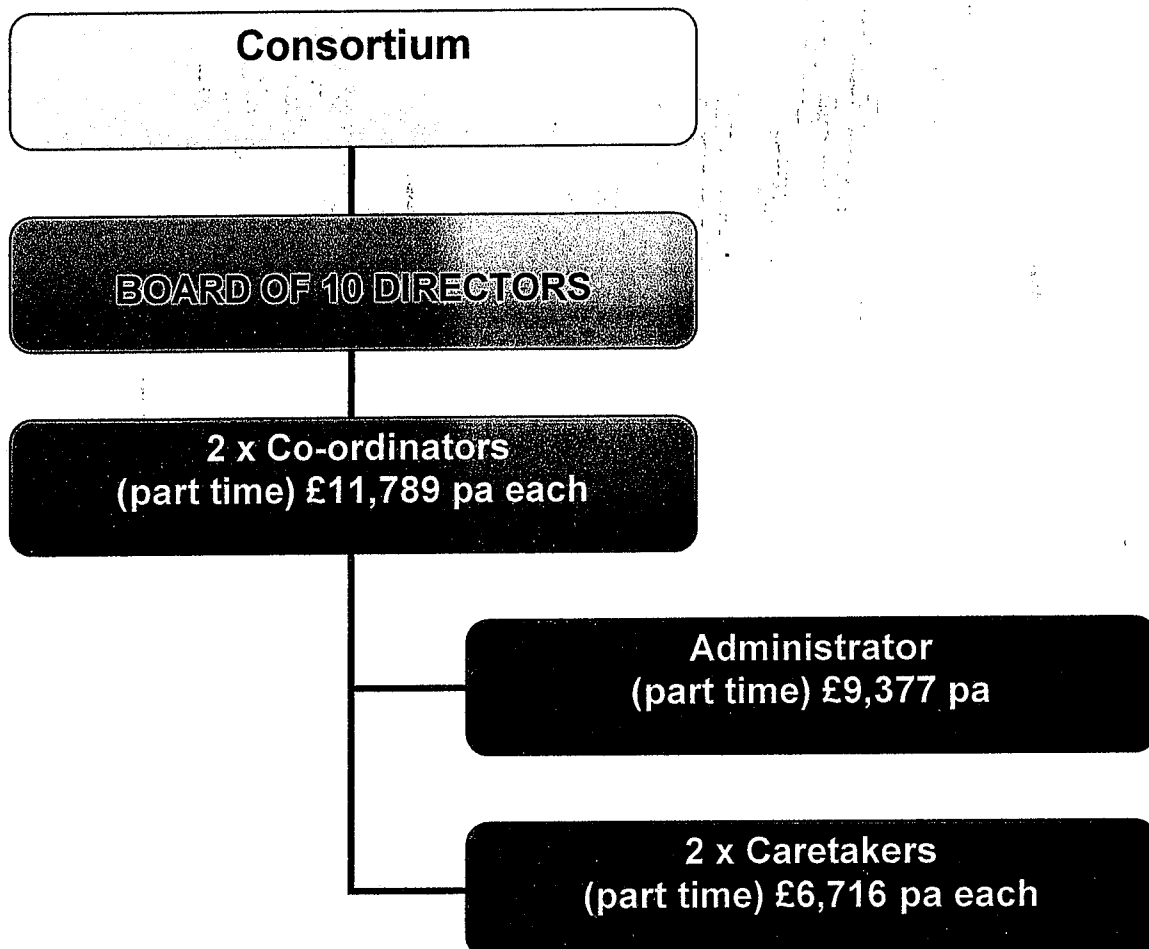
Draft floor plans are included in Appendix IV.

5. MANAGEMENT

The Directors of the new organisation will be drawn from the organisations represented on the Consortium and the local population and will be identified in Appendix I.

There will be 5 part time jobs created. It was initially proposed by Ystradgynlais Community Centre that 2 full time posts (Co-ordinator and Caretaker) plus 1 part time Administrator role would be required. However to ensure adequate cover during annual leave and sickness, these full time roles have been split. In reality one Co-ordinator may need to be more senior with overall responsibility and the job share may not be 50:50 in terms of hours worked. The proposed structure is shown on the next page. The day to day management of the Centre will be the responsibility of the Co-ordinators.

It is important to note that this staff structure represents an estimated annual wage bill of £46,387.

PROPOSED STRUCTURE

The Management structure will ensure that monthly profit and loss statements are produced and distributed to the Directors prior to monthly Board meetings. It is envisaged that these will move to quarterly meetings when the financial performance has stabilised.

The Company will pursue ISO 9001 quality system accreditation to ensure administration quality of performance.

6. PRODUCT & SERVICES

The aim is for the Centre to provide a venue for:

- Skills-based training and vocational mentoring for the communities in the Upper Swansea Valley, Amman and Dulais valleys. The ultimate objective is to decrease levels of benefit claims and economic inactivity in the region.
- External training providers such as the local Colleges will rent the facilities to provide training for the general population (adult training courses), the unemployed and economically inactive and pupils aged 14 -19 years from local comprehensive schools.
- To offer office space for social enterprises to rent.

These services and the likely levels of demand are examined further below.

Vocational Training

As there is a higher than average level of unemployment and inactivity in the region, it is envisaged that helping to upskill the local population will help to improve their job prospects. A local Community Survey⁴ carried out in 2008 analysed the demand for training within the communities of Ystalyfera, Godre's Graig and Cilamengwyn. It showed that 35% of the respondents were interested in training to improve their computer skills. This was by far the most popular type of training required.

⁴ Community Survey 2008 compiled by Carl Gough, Communities First

The Competitor analysis (see *Section 5.2*) shows that there is very limited IT training provided locally by Powys IT. The Community Survey report also highlighted that lack of confidence is a common barrier for many in the local population and therefore these people are more likely to be attracted to informal training and perhaps taster sessions rather than formal set courses.

Education Sector

There are two secondary schools within the Upper Swansea Valley namely Ysgol Gyfun Ystralyfera and Ysgol Maesydderwen in Ystradgynlais. Both schools were contacted to ascertain their training needs. (A third secondary school which is in Pontardawe, Cwmtawe Community School, was contacted twice via email but no response was received at the time of writing.)

The findings showed that both the local secondary schools are using the College training facilities in Brecon and Neath which is far from ideal. Both schools have expressed a keen interest in using the training facility at SA9. Each of the schools were asked about their likely usage of the facilities for their pupils aged 14-19 years old. Their responses were very positive and are summarised below. Further information is in Appendix V.

❖ Ysgol Gyfun Ystalyfera

Respondent: Mr Eurig Davies, Head

This local secondary school would be interested in using the SA9 Centre for construction trades, hairdressing and land-based industries such as horticulture and/or agriculture.

Current numbers accessing these courses are:-

- Construction (at Neath Port Talbot College)
16 Year 10 students; 8 Year 11 students
- Horticulture (on site at Ysgol Gyfun Ystalyfera)
10 Year 10 students
- Agriculture (at Golden Grove)
7 Year 10 students

*Wbld they
transfer and
unib near college
pay to pt-mans?*

Mr Davies also outlined the current funding arrangement. Funding is currently via the local 14-19 Network's Annual Development Plan which funds a course for the first two years of its duration. From the third year onwards, the school has to buy the training from the provider.

❖ **Ysgol Maesydderwen, Ystradgynlais**

Respondent: Sally Speedy, Head

The school has expressed an interest in being able to access to courses where the SA9 centre would provide the facilities and the tutors e.g. construction, motor vehicles, engineering, hair and beauty. They also need access to specialist equipment where their own staff could deliver courses e.g. music technology.

In terms of the likely numbers of pupils who use the facilities, Ms Speedy has explained that it is very difficult to gauge at present. Some pupils do not follow these options as they would currently have to travel to Brecon. It is estimated that around 10 to 15 pupils are likely to opt for construction and motor vehicle courses. And about 10 pupils would be interested in hair and beauty.

For Post 16 years the school does not offer any such courses currently so it is difficult to estimate the figures.

Following this research, preliminary discussions were held with the Principals of Neath Port Talbot College and Coleg Powys. It had been indicated that the latter organisation was not interested in the project and therefore discussions were opened with Neath Port Talbot College. However the Principal Designate of Coleg Powys, Mr Simon Pirotte, was contacted as a matter of courtesy and it emerged that the Coleg is particularly interested in the proposal as they are considering increasing the provision of training in the area. Both Colleges have provided letters of support (Appendix V)

In summary, both Colleges have indicated an interest in renting the facilities to offer training. However neither Principal felt it was appropriate to confirm a definite intent in writing at this stage as further discussions with the schools would be required. They would also need to investigate the funding available before making a final decision. Below is an excerpt from Coleg Powys' support statement.

"Coleg Powys is committed to working with other providers to offer high quality provision to learners throughout the region. As such, I am extremely interested in our involvement in discussions around the SA9 project. We are already working in collaboration with a number of providers and I will be interested to see how this potential project fits in with the 14-19 transformation agenda".

Simon Pirotte, Principal Designate, Coleg Powys

Room Rental

Only one local social enterprise, Ystradgynlais Media Trust Ltd (known as Ystrad TV), has expressed a keen interest in renting office space at the Centre. This organisation is currently housed in a portacabin in the car park of the Centre which is far from ideal. The organisation uses the modern technology and they are understandably concerned about the poor security in the portacabin. Their commitment to renting an office is clearly stated in their letter which is included in Appendix V

Remploy have provided a letter of intent via Ystradgynlais Community Centre dated 2008 which suggests that they may be interest in using some of the office space but their commitment is not clearly stated. (see Appendix V)

At the time of writing no commercial office space in Ystadgynlais could be identified to provide a comparative cost. The only local comparison which can be drawn is from a local property firm⁵ which has two industrial units to rent which cost from £2 to £4 per sq ft.. Therefore a charge of around £6 per square foot has been estimated for the office space and £4 per sq ft for the workshops. The overall floor space has been estimated at around 458 sq meters. Converting this into square feet and making a sensible deduction for common space e.g. corridors, toilets, etc., leaves around 3,600 sq ft of rental space. Assuming full occupancy, a simple calculation to estimate the maximum income is below. This calculation also assumes a 50/50 split between the workshops and offices.

Estimated income from rental of space:

1,800 sq ft x £6 = £10,800 per annum

1,800 sq ft x £4 = £7,200 per annum

Total max income = £18,000 per annum

7. CUSTOMERS

The SA9 Skills Centre will be an important resource for all communities in the targeted area. The neighbouring wards which will be able to benefit from the facilities include Aber-craf, Crynant, Cwmllynfell, Cwmtwrch, Garnant, Glanamman, Glynneath, Godre'r graig, Gwaun-cae-Gerwen, Lower Brynamman, Onllwyn, Pontardawe, Quarter Bach, Rhos, Seven Sisters, Tawe-Uchaf, Ynyscedwyn, Ystalyfera and Ystradgynlais.

⁵ Clee Thompson Francis

As the main aim of the project is to decrease the levels of benefit claims and inactivity in the target area, the key direct beneficiaries include:

- The unemployed
- Those claiming incapacity benefit
- Those with a disability or claiming disability benefit
- Those that are classed as economically inactive

The above groups will also include people with personal problems such as alcohol or drug dependency, homelessness or a criminal record often termed 'the hardest to reach'. The overall aim is to create people with new skills who can then obtain the habit, dignity and financial advantages of employment.

Other groups of direct beneficiaries from the provision include:

- 14-19 year olds who would prefer/benefit from a more vocational based curriculum
- Members of the community looking to learn a new skill or re-skill

The project will also indirectly benefit local employers, providing them with a potential workforce that is higher skilled and meets their needs. It will also benefit the wider community with a community resource and the wider community problems can be alleviated with more participation in economic activity or training

Schools are now required to meet the Learning Skills Measure which imposes a duty on them to offer a certain number of courses including courses across a range of vocational domains – this means that demand for vocational provision will need to grow.

In addition the schools have mentioned that they are often looking for work/training placements for pupils at risk of exclusion from school and who benefit from a different learning environment. This would include access to Key Skills courses. Key Skills are a vocational qualification designed to work alone or in conjunction with NVQs.

Pinpointed by the Government as being the essential KeySkills for working life, these qualifications are delivered in the same way as NVQs.

The local comprehensive schools have indicated that there is a lack of KeySkills training facilities in the region.

COMPETITORS - TRAINING

There is limited training provided locally. A summary is below:

- **Powys Training**

This is a self-financing organisation within Powys County Council's HR department. Established in 1988 this organisation runs learning centres across Powys including one in Ystadgynlais. This particular centre offers the employed and non-employed a choice of training including National Vocational Qualifications in Business & Administration, Children's Care, Learning and Development, Basic Skills and Key Skills. Only basic IT training such as the European Computer Driving Licence (ECDL) and CLAiT is on offer.

The organisation also offer KeySkills training (levels 1-3) in certain topics including Application of Number, Communication, Improve Own Learning, Information Technology, Problem Solving and Working With Others.

- **Coleg Powys, Ystradgynlais**

This is the main provider of Further Education in the area in addition to the sixth form college at Ysgol Maesydderwen. The College has 3 sites across Powys including a smaller campus in Ystradgynlais. However this campus offers a selection of adult learning courses rather than vocational training. The College has indicated that take up of the courses has been patchy.

In addition car parking is limited near the site which causes problems. Discussions with the new Principal Simon Pirotte have indicated a keen interest by the College to expand their training provision in the area. However there are other options for them to consider in this respect.

7.1. COMPETITORS – ROOM RENTAL

A basic search of the availability of rooms to rent in the town indicates a severe lack of available commercial office space.

In terms of rooms to hire, Ystradgynlais Welfare Hall and the Octopus Centre both hire out rooms which are outlined below.

- **Ystadgynlais Miners' Welfare & Community Hall**

This is a large arts and community centre situated in the town with free car parking. The Hall is managed by Director Wynne Roberts. Facilities include a large impressive theatre, a bar and offices and rooms to rent. A team equivalent to 5 full time members of staff work at the Hall plus there are volunteers who help to run the facilities. Mr Roberts has indicated that, at present, the Hall is unable to meet the demand for short term and long term room rental. However the organisation is keen to expand the facilities by building a second floor and improving the ground floor layout. The new improved building will offer ample room rental and a conference room. The Welfare Hall is primarily focused upon the arts and therefore the tenants and users of the rooms would ideally be culturally-based. Mr Roberts was asked if Hall receives enquiries from commercial organisations who are looking to hire rooms. His response was that the level of enquiries of this nature was extremely low.

The Welfare Hall intends to apply for further funding from the Western Valleys Strategic Regeneration Area fund to progress the expansion plans. Phase 1 has already been completed and this involved raising funding to purchase 3D cinema equipment and improved raised seating for the theatre. Phase 2 will be to commission architects to draw up specific plans based on the 3D model which has already been built. Phase 3 will be the construction.

The 3D model for the expansion project is impressive and has been well-thought out. It is likely that Ystradgynlais Media TV will be tempted to rent space in this new facility as they will be surrounded by the latest technology and like-minded organisations.

▪ **Octopus Healthy Living Centre, Ystradgynlais**

This Centre opened in 2003 and offers a range of community services aimed primarily at families including health classes. The Centre is located within the Penrhos housing estate in Ystradgynlais and has limited parking. It is unlikely to appeal to commercial or professional organisations who need to rent rooms.

8. COMPARISON OF SCENARIOS

8.1. SCENARIO A

Scenario A is based on the actual commitment shown to date by the organisations contacted. As only one social enterprise has expressed a keen interest then the proposal is clearly unviable. The overhead costs provided work out at around £11,000 per month. Ystradgynlais Media TV are likely to require a small office and therefore will not generate sufficient income. For the purposes of the cashflow it has been assumed that the organisation would rent a 400 sq ft office which would generate a monthly income of about £200. A cashflow forecast is shown in Appendix II

8.2. SCENARIO B

This Scenario takes a more positive perspective. If the Colleges were able to utilise the training rooms and tenants were secured for the remaining space then the premises would be likely to generate around £18,000 in terms of income. This assumes that all the users pay approximately £6 per square foot for office type accommodation and £4 per sq ft for workshop accommodation, and that the premises have full occupancy throughout the year. However the overheads would still need to be reduced considerably for the project to be viable. It was shown in Section 5.0 that the proposed staffing structure alone would cost around £46,000. A cashflow forecast is shown in Appendix II

8.3. SCENARIO C

The final option is to secure an anchor tenant who would provide a steady, reliable income. This could be a call centre or other commercial organisation. The remaining office space and workshops could be used for the training purposes and short term lets. However based on the assumption of £6 per sq ft, the project is still not viable against the overhead costs provided.

The rooms could possibly be let on an adhoc basis for a higher rate e.g. for conferences but this could not be relied upon to sustain the organisation. A cashflow forecast is shown in Appendix II

Clearly the overheads would need to be vastly reduced and additional income sources generated for the project to be viable. These additional income sources would need to be income-generating services rather than letting the rooms. Examples include running a crèche, café, a low cost hair & beauty salon (using the training facilities & trainees), office support services to the neighbouring business units, etc.. These ideas would need to be carefully researched to ascertain their viability which is outside the remit of this business plan.

9. PROMOTIONAL ACTIVITY

A number of tailored promotional activities would be undertaken on an on-going basis to ensure that the target sectors are kept aware of the facilities and courses on offer.

To raise awareness of the Centre an Open Day could be held and representatives from the local media and the target sectors such as education, social enterprises, etc invited. The general public will also be encouraged to attend to view the facilities. It is hoped that an event of this nature would generate free editorial coverage in the local newspapers.

A website would be created to show the facilities and the courses available and to allow the local community to book spaces. An online newsletter would be updated regularly. This newsletter would also be printed quarterly and flyers would be produced.

Clear signage would be erected on the building in accordance with planning permission to raise awareness to passersby.

Regular taster sessions would be held to encourage the general population and the 'hardest to reach' sectors such as the economically inactive to considering improving their skills before committing to a full course.

6. SWOT ANALYSIS

Strengths	Weaknesses
<ul style="list-style-type: none"> ▪ Convenient location ▪ Reasonable condition of building ▪ Support from local schools & colleges ▪ Cross-border support from partner organisations ▪ Ample car parking ▪ Potential tenant (Ystrad TV) keen to move in asap. 	<ul style="list-style-type: none"> ▪ New organisation & team ▪ Need to raise profile quickly ▪ Organisation must be become self sufficient after 2 years ▪ New team must be commercially-minded ▪ High running costs ▪ Project is entirely reliant upon external funding
Opportunities	Threats
<ul style="list-style-type: none"> ▪ 'Gaps' in provision of vocational training & adult learning classes ▪ General lack of commercial office space available locally ▪ Non cultural social enterprises may need office space ▪ Project fits with key local and national strategies 	<ul style="list-style-type: none"> ▪ Another training provider may run similar courses locally (low risk) ▪ Competition for room rental from the Welfare Hall & Octopus Centre ▪ Educational funding may be unavailable ▪ Colleges may decide to expand other facilities instead of using SA9

9. SUMMARY OF DEVELOPMENT

		<u>Start Date</u>	<u>Completion Date</u>
PHASE 1	Organisation Set Up ○ Social enterprise limited by guarantee set up Directors appointed	March 2010	March 2010
	Funding Applications ○ Expressions of interests already submitted ○ Western Valleys proposal submitted ○ Communities Outcome proposal submitted		June 2010
PHASE 2	Assuming funding approval ○ Renovation work	August 2010	August 2011
PHASE 3	Recruitment Marketing programme	August 2011	
	Centre opens	September 2011	

9. FINANCIAL REQUIREMENTS.

The **estimated** project capital costs (exclusive of VAT) are as follows;

	Capital Expenditure
Conversion Works (inc decoration, carpets etc.)	£61,000
Furniture	£10,000
IT Suite Equipment	£12,000
Machinery and Tools	£50,000
Training Equipment	£2,500
	£135,500.00
Estimated working capital Year 1*	£40,000.00
TOTAL FINANCE REQUIRED YEAR 1	£175,000.00

The **proposed funding package** for the project is as follows:

Source	£
Powys County Council	
Western Valleys Strategic Regeneration Area Fund (for capital expenditure)	
Communities First Outcome Fund (for 2 yrs revenue costs)	
Match Funding (tbc)	
Earned Income	£18,000
Total Funding Package	

At the time of writing there is no definite information with respect to any of these sources of funds although applications have been made.

* Working capital is to cover salaries and costs involved with overseeing capital works assuming approximate 12 months duration.

10. APPENDICES

Appendix I : Director CVs

NOT AVAILABLE AS DIRECTORS HAVE NOT BEEN SELECTED YET

Appendix II : Cash Flow Forecasts

Scenario A – Ystrad TV Renting One Office only (Scenario A)

CASH FLOW FORECAST

	Mth 1	Mth 2	Mth 3	Mth 4	Mth 5	Mth 6	Mth 7	Mth 8	Mth 9	Mth 10	Mth 11	Mth 12	Total
£	£	£	£	£	£	£	£	£	£	£	£	£	£
RECEIPTS													
Rental Income Office Space	200	200	200	200	200	200	200	200	200	200	200	200	2,400
West Valleys Strategic Fund Grant	135,000	-	-	-	-	-	-	-	-	-	-	-	135,000
VAT	-	25,625	-	-	1,625	-	-	1,624	-	-	1,625	-	30,499
	135,200	25,825	200	200	1,825	200	200	1,824	200	200	1,825	200	167,899
PAYMENTS													
Co-ordinator	1,965	1,965	1,965	1,964	1,965	1,965	1,965	1,965	1,965	1,965	1,964	1,965	23,578
Administrator	781	782	781	782	781	781	782	781	782	781	782	781	9,377
Caretaker	1,119	1,120	1,119	1,119	1,120	1,119	1,119	1,120	1,119	1,119	1,119	1,120	13,432
Insurances	750	750	750	750	750	750	750	750	750	750	750	750	9,000
Heating	304	304	306	304	304	304	304	304	306	304	304	304	3,652
Rates	538	539	538	539	538	539	538	539	538	539	538	539	6,462
Electric	330	331	330	330	330	331	330	330	330	330	330	330	3,963
Telephone	244	246	244	244	246	244	244	246	244	244	246	244	2,936
Postages	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Stationery	147	147	147	147	147	147	147	147	147	147	147	147	1,764
Cleaning Materials	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Water	1,469	-	-	1,469	-	-	1,469	-	-	1,469	-	-	5,876
Refuse	215	216	215	215	216	215	215	216	215	215	216	215	2,584
Photocopying	176	176	176	176	176	176	176	176	176	176	176	176	2,112
General Maintenance	147	147	147	147	147	147	147	147	147	147	147	147	1,764
Refreshments	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Marketing	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Accountancy	705	-	-	-	-	-	-	-	-	-	-	-	705
Banking and Legal Fees	-	4,700	118	118	118	118	118	118	118	118	118	118	5,880
Childcare and Transport	441	441	441	441	441	441	441	441	441	441	441	441	5,292
Overdraft Interest	153	258	250	334	413	486	573	653	729	818	901	981	6,549
Building Works	64,625	-	-	-	-	-	-	-	-	-	-	-	64,625
Furniture	11,750	-	-	-	-	-	-	-	-	-	-	-	11,750
Carpets	7,050	-	-	-	-	-	-	-	-	-	-	-	7,050
IT Suite	14,100	-	-	-	-	-	-	-	-	-	-	-	14,100
Signage	2,938	-	-	-	-	-	-	-	-	-	-	-	2,938
Training Equipment	2,938	-	-	-	-	-	-	-	-	-	-	-	2,938
Machinery and Tools	58,750	-	-	-	-	-	-	-	-	-	-	-	58,750
PAYE/NI	-	1,644	1,645	1,644	1,644	1,646	1,644	1,644	1,645	1,644	1,645	1,644	18,089
	172,107	14,238	9,644	11,195	9,808	9,881	11,434	10,049	10,124	11,680	10,296	11,079	291,535
NET CASH FLOW	(36,907)	11,587	(9,444)	(10,995)	(7,983)	(9,681)	(11,234)	(8,225)	(9,924)	(11,480)	(8,471)	(10,879)	(123,636)
OPENING BANK	-	(36,907)	(25,320)	(34,764)	(45,759)	(53,742)	(63,423)	(74,657)	(82,882)	(92,806)	(104,286)	(112,757)	-
CLOSING BANK	(36,907)	(25,320)	(34,764)	(45,759)	(53,742)	(63,423)	(74,657)	(82,882)	(92,806)	(104,286)	(112,757)	(123,636)	(123,636)

SA9 Centre – Scenario B (No anchor tenant)

CASH FLOW FORECAST

	Mth 1	Mth 2	Mth 3	Mth 4	Mth 5	Mth 6	Mth 7	Mth 8	Mth 9	Mth 10	Mth 11	Mth 12	Total
£	£	£	£	£	£	£	£	£	£	£	£	£	£
RECEIPTS													
Rental Income Office Space	400	400	400	400	400	400	400	400	400	400	400	400	4,800
Rental Income Ind Space	267	266	267	267	266	267	267	266	267	267	266	267	3,200
West Valleys Strategic Fund Grant	135,000	-	-	-	-	-	-	-	-	-	-	-	135,000
VAT	-	25,585	-	-	1,505	-	-	1,504	-	-	1,505	-	30,099
	135,667	26,251	667	667	2,171	667	667	2,170	667	667	2,171	667	173,099

PAYMENTS

	Mth 1	Mth 2	Mth 3	Mth 4	Mth 5	Mth 6	Mth 7	Mth 8	Mth 9	Mth 10	Mth 11	Mth 12	Total
£	£	£	£	£	£	£	£	£	£	£	£	£	£
PAYMENTS													
Co-ordinator	1,965	1,965	1,965	1,964	1,965	1,965	1,965	1,965	1,965	1,965	1,964	1,965	23,578
Administrator	781	782	781	782	781	781	782	781	782	781	782	781	9,377
Caretaker	1,119	1,120	1,119	1,119	1,120	1,119	1,119	1,120	1,119	1,119	1,119	1,120	13,432
Insurances	750	750	750	750	750	750	750	750	750	750	750	750	9,000
Heating	304	304	306	304	304	304	304	304	306	304	304	304	3,652
Rates	269	269	270	269	269	269	269	269	269	269	269	269	3,230
Electric	330	331	330	330	330	331	330	330	330	331	330	330	3,963
Telephone	244	246	244	244	246	244	244	246	244	244	246	244	2,936
Postages	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Stationery	147	147	147	147	147	147	147	147	147	147	147	147	1,764
Cleaning Materials	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Water	1,469	-	-	1,469	-	-	1,469	-	-	1,469	-	-	5,876
Refuse	215	216	215	215	216	215	215	216	215	215	216	215	2,584
Photocopying	176	176	176	176	176	176	176	176	176	176	176	176	2,112
General Maintenance	147	147	147	147	147	147	147	147	147	147	147	147	1,764
Refreshments	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Marketing	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Accountancy	705	-	-	-	-	-	-	-	-	-	-	705	1,410
Banking and Legal Fees	-	4,700	118	118	118	118	118	118	118	118	118	118	5,880
Childcare and Transport	441	441	441	441	441	441	441	441	441	441	441	441	5,292
Overdraft Interest	150	249	234	313	386	453	534	608	677	760	837	910	6,111
Building Works	64,625	-	-	-	-	-	-	-	-	-	-	-	64,625
Furniture	11,750	-	-	-	-	-	-	-	-	-	-	-	11,750
Carpets	7,050	-	-	-	-	-	-	-	-	-	-	-	7,050
IT Suite	14,100	-	-	-	-	-	-	-	-	-	-	-	14,100
Signage	2,938	-	-	-	-	-	-	-	-	-	-	-	2,938
Training Equipment	2,938	-	-	-	-	-	-	-	-	-	-	-	2,938
Machinery and Tools	58,750	-	-	-	-	-	-	-	-	-	-	-	58,750
PAYE/NI	-	1,644	1,645	1,644	1,644	1,646	1,644	1,644	1,645	1,644	1,645	1,644	18,089
	171,835	13,959	9,360	10,904	9,512	9,578	11,126	9,734	9,804	11,352	9,963	10,738	287,865

NET CASH FLOW

	(36,168)	12,292	(8,693)	(10,237)	(7,341)	(8,911)	(10,459)	(7,564)	(9,137)	(10,685)	(7,792)	(10,071)	(114,766)
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OPENING BANK

	-	(36,168)	(23,876)	(32,569)	(42,806)	(50,147)	(59,058)	(69,517)	(77,081)	(86,218)	(96,903)	(104,695)	-
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CLOSING BANK

	(36,168)	(23,876)	(32,569)	(42,806)	(50,147)	(59,058)	(69,517)	(77,081)	(86,218)	(96,903)	(104,695)	(114,766)	(114,766)
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SA9 Centre – Full Occupancy Scenario C

CASH FLOW FORECAST

	Mth 1	Mth 2	Mth 3	Mth 4	Mth 5	Mth 6	Mth 7	Mth 8	Mth 9	Mth 10	Mth 11	Mth 12	Total
£	£	£	£	£	£	£	£	£	£	£	£	£	£
RECEIPTS													
Rental Income Call Centre	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
Rental Income Industrial Space	267	266	267	267	266	267	267	266	267	267	266	267	3,200
Rental Income Office Space	400	400	400	400	400	400	400	400	400	400	400	400	4,800
West Valleys Strategic Fund Grant	135,000	-	-	-	-	-	-	-	-	-	-	-	135,000
VAT	-	25,545	-	-	1,385	-	-	1,384	-	-	1,385	-	29,699
	136,667	27,211	1,667	1,667	3,051	1,667	1,667	3,050	1,667	1,667	3,051	1,667	184,699

PAYMENTS													
Co-ordinator	1,965	1,965	1,965	1,964	1,965	1,965	1,965	1,965	1,965	1,965	1,964	1,965	23,578
Administrator	781	782	781	782	781	781	782	781	782	781	782	781	9,377
Caretaker	1,119	1,120	1,119	1,119	1,120	1,119	1,119	1,120	1,119	1,119	1,119	1,120	13,432
Insurances	750	750	750	750	750	750	750	750	750	750	750	750	9,000
Heating	304	304	306	304	304	304	304	304	306	304	304	304	3,652
Electric	330	331	330	330	330	331	330	330	330	331	330	330	3,963
Telephone	244	246	244	244	246	244	244	246	244	244	246	244	2,936
Postages	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Stationery	147	147	147	147	147	147	147	147	147	147	147	147	1,764
Cleaning Materials	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Water	1,469	216	215	1,469	216	215	1,469	-	-	1,469	-	-	5,876
Refuse	215	216	215	215	216	215	215	216	215	215	216	215	2,584
Photocopying	176	176	176	176	176	176	176	176	176	176	176	176	2,112
General Maintenance	147	147	147	147	147	147	147	147	147	147	147	147	1,764
Refreshments	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Marketing	118	118	118	118	118	118	118	118	118	118	118	118	1,416
Accountancy	705	-	-	-	-	-	-	-	-	-	-	705	1,410
Banking and Legal Fees	-	4,700	118	118	118	118	118	118	118	118	118	118	5,880
Childcare and Transport	441	441	441	441	441	441	441	441	441	441	441	441	5,292
Overdraft Interest	145	233	208	276	338	395	465	528	588	658	724	787	5,345
Building Works	64,625	-	-	-	-	-	-	-	-	-	-	-	64,625
Furniture	11,750	-	-	-	-	-	-	-	-	-	-	-	11,750
Carpets	7,050	-	-	-	-	-	-	-	-	-	-	-	7,050
IT Suite	14,100	-	-	-	-	-	-	-	-	-	-	-	14,100
Signage	2,938	-	-	-	-	-	-	-	-	-	-	-	2,938
Training Equipment	2,938	-	-	-	-	-	-	-	-	-	-	-	2,938
Machinery and Tools	58,750	-	-	-	-	-	-	-	-	-	-	-	58,750
PAYE/NI	-	1,644	1,645	1,644	1,644	1,646	1,644	1,644	1,645	1,644	1,645	1,644	18,089
	171,561	13,674	9,064	10,598	9,195	9,251	10,788	9,385	9,445	10,981	9,581	10,346	283,869

NET CASH FLOW

	(34,894)	13,537	(7,397)	(8,931)	(6,144)	(7,584)	(9,121)	(6,335)	(7,778)	(9,314)	(6,530)	(8,679)	(99,170)
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OPENING BANK

	-	(34,894)	(21,357)	(28,754)	(37,685)	(43,829)	(51,413)	(60,534)	(66,869)	(74,647)	(83,961)	(90,491)	-
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CLOSING BANK

	(34,894)	(21,357)	(28,754)	(37,685)	(43,829)	(51,413)	(60,534)	(66,869)	(74,647)	(83,961)	(90,491)	(99,170)	(99,170)
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Appendix III : Summary of the assumptions made in respect of the projections.

General assumptions

- Square Footage of building 4500 sq ft
- Assume available rental square footage @ 80% = 3600 sq ft
- Conservative estimate of potential rental income – Industrial space £4 per sq ft : Office space £6 per sq ft.
- Split of space 50/50 industrial / office.
- Assumes Western Valleys Strategic Fund has given full grant of £135K to undertake building and refurbishment works.
- Overheads similar whether building is fully let or not.

Cash Flow Full Occupancy

- Assumes anchor tenant (e.g. call centre) to take 2000 sq ft @ £6 per sq ft = £12K pa.
- Remaining space Industrial let 800 sq ft @ £4 per sq ft : office let 800 sq ft @ £6 per sq ft.
- Tenants may not pay rates on top so no liability shown in cash flow.

Cash Flow Occupant Ystrad TV

- Assumes worst case scenario where only tenant is current occupant.
- Assume rental income of 400 sq ft @ £6 per sq ft
- Rates to be fully absorbed into overheads.

Cash Flow no anchor tenant

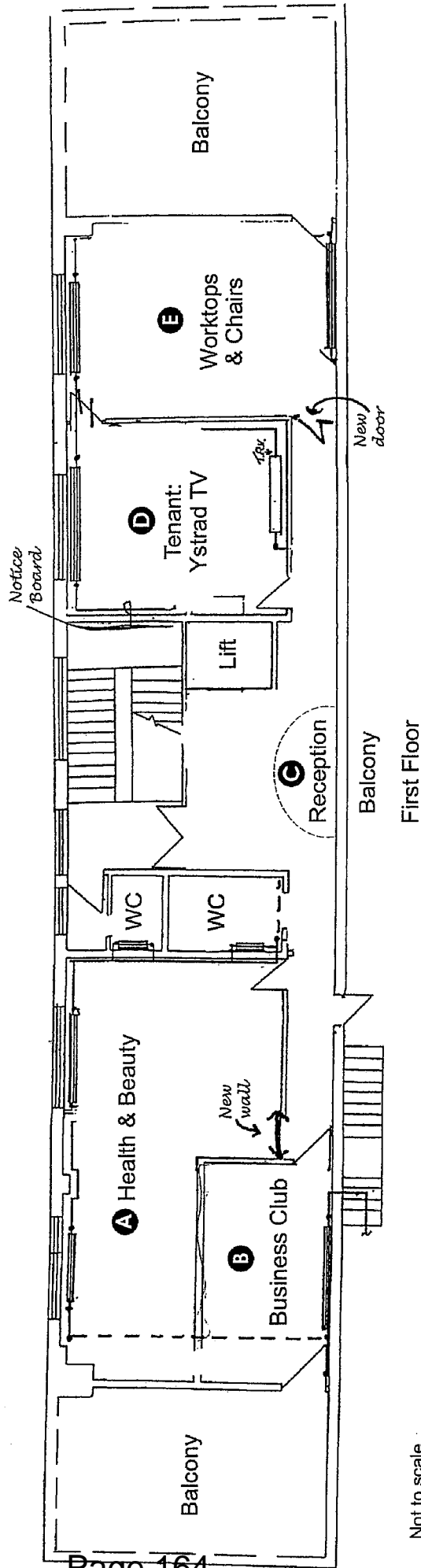
- Industrial and Office space fully let but no anchor tenant to take 2000 sq ft space as shown in full occupancy projection.
- Remaining space Industrial let 800 sq ft @ £4 per sq ft : office let 800 sq ft @ £6 per sq ft.
- Rates liability to be partly taken by commercial tenants leaving balance to be paid / unpaid by SA9.

Appendix IV

Draft building plans

Proposed Layout of First Floor

Front of Building



Not to scale

Appendix V :
Letters of support & intent



www.ystradtv.co.uk

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SA9 1HD

18/02/2010

Dear whoever this may concern,

I am writing to lend my support to the proposed plans for the SA9 Skills Centre and intent that YstradTV would be interested in renting office space at the centre, if the plans go ahead.

Ystrad TV is a creative industry social enterprise based in the Upper Swansea Valleys. We produce a range of media production and training services for the third sector, public bodies, charities and organisations.

We aim for the creation of a self-sustainable Social Enterprise that can offer education, skills, and training leading to possible future employment through media contractual work. YstradTV has already established itself as a creative industry social enterprise creating and producing media content, running tailor made media training and running project-based activities in the Swansea area.

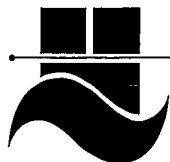
We have recently been awarded core grant funding from "Coalfields Regeneration Trust- Social Enterprise Awards". Due to the higher volume of work we anticipate and the companies' development we are now looking for suitable premises within Ystradgynlais. The SA9 Skills Centre would be the best and most viable option for us as a Social Enterprise and Training Provider.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'C. Berney', written over a horizontal line.

Caroline Berney (Project Manager)

(07813 883 595)



11 March 2010

Mr Greg Kaminaris
General Manager
Business Connect
Britannic Way
Llandarcy
Neath SA10 6EL

Dear Greg

PROPOSED SA9 SKILLS CENTRE

Thank you for your letter of 1 March 2010. It was good to have the opportunity to speak about the proposed SA9 Skills Centre.

As discussed, the centre could be used to provide a number of courses in the Ystradgynlais area for individuals wishing to develop their DIY skills or members of the community developing skills which would enable them to gain employment or consider setting up their own businesses.

The centre could also provide a base for construction training for pupils attending the local comprehensive schools and potential students wishing to embark on a construction linked career. The SA9 centre could assist the College in accommodating learners in the School of Construction and Built Environment. Currently we have 807 students undertaking the four biblical trades where specialist workshop space is proving to be a challenge.

We look forward to collaborating with Business Connect and their partners in their endeavour to develop a skills centre in Ystradgynlais which would not only provide training and education but would also benefit the community's health, wellbeing and employability.

Yours sincerely

Principal/Chief Executive

Mark Dacey BSc MSc DipBS
MCIOB FIMBM AClarb
Principal/Pennaeth



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Please reply to/Atebwch i
☐ Neath Campus/Gampws Castell Nedd

Rachel Case

From: Simon Pirotte [spirotte@bridgend.ac.uk]
Sent: 15 March 2010 10:23
To: Rachel Case
Subject: RE: SA9 Business Plan

Dear Rachel

Coleg Powys is committed to working with other providers to offer high quality provision to learners throughout the region. As such, I am extremely interested in our involvement in discussions around the SA9 project. We are already working in collaboration with a number of providers and I will be interested to see how this potential project fits in with the 14-19 transformation agenda

I look forward to meeting with you soon

Kind regards

Simon Pirotte
(Principal Designate)

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Tom Addey
Ystradgynlais Business Centre
Trawsffordd
Ystradgynlais
Swansea
SA9 1BS

24th October 2008

Dear Tom,

Re: SA9 Skills Centre

This letter is to confirm Remploy's commitment to the above project as a working partner in the venture.

Our intention as part of our commitment to the work at this stage is two-fold;

- Firstly to provide Remploy's Recruitment Service to the local community in terms of helping and supporting people with disabilities and health conditions into work.
- Secondly, to help in some way yet to be decided to kit out one of the rooms and /or facilities in the Skills Centre.

This is a letter of intent and the detail of which is yet to be decided after I have secured sign off from Remploy's central finance function. This is an application process which will require authorisation over the coming months.

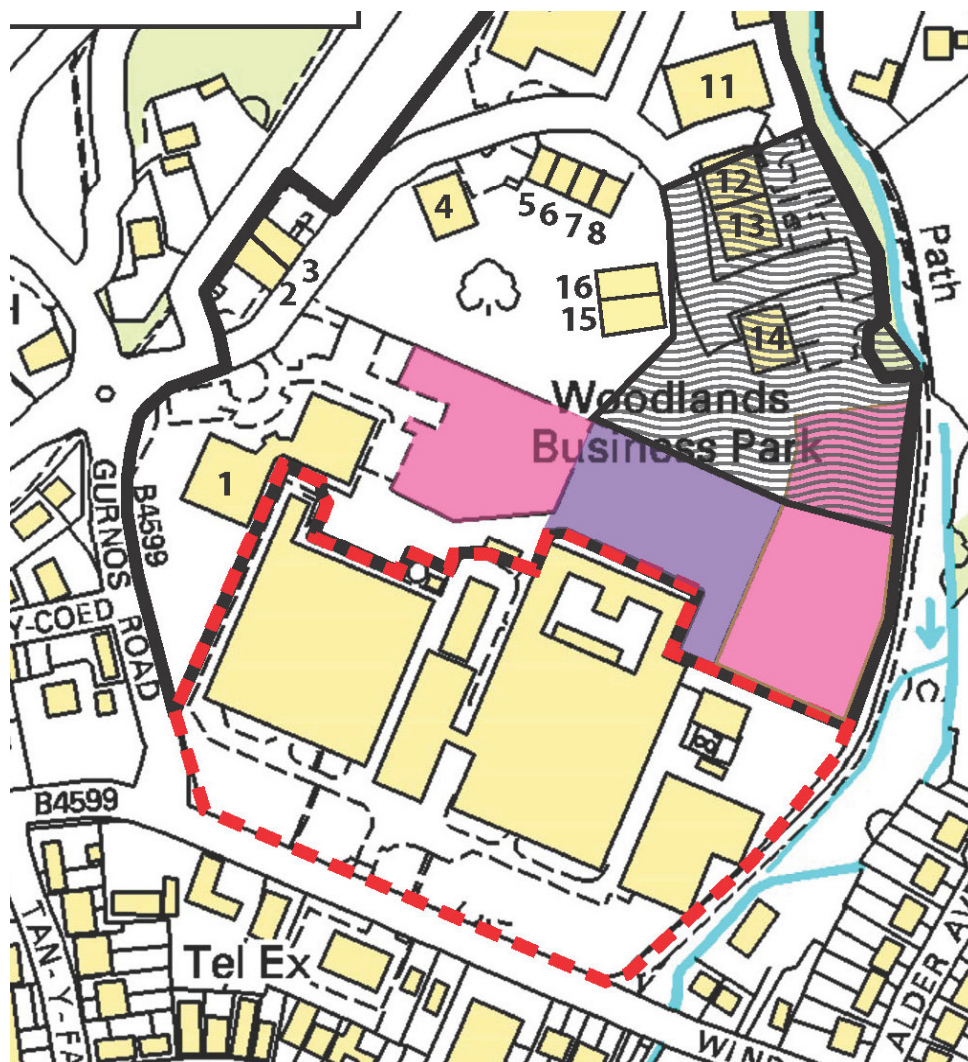
Hope this note meets with your requirements.

Yours sincerely,

Kevin Christie
Business Manager Wales

Powys County Council

Upper Swansea Valley Business Unit
Development Study



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Powys County Council

Upper Swansea Valley Business Unit Development Study

Final Report

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Checker Claire Pugh

Approver Owen Davies

Report No F-LN01321-NER-01

Date March 2010

This report has been prepared for Powys County Council in accordance with the terms and conditions of appointment for dated 23 December 2010. Hyder Consulting (UK) Limited (2212959) cannot accept any responsibility for any use of or reliance on the contents of this report by any third party.

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1 Introduction/Background to Study

Powys County Council commissioned Hyder Consulting in December 2009 to undertake a study to provide an overview of the current state of play of businesses units within Ystradgynlais, and to identify the key property issues facing them. From this, the client brief required the formulation of an Action Plan which clearly identifies what needs to be done to tackle these issues.

The brief explained the need for a holistic understanding of the situation across the whole area, rather than looking at individual units or small groups of units, however it was agreed that the review and action plan should focus on the following business/enterprise parks and industrial estates:

- Woodlands Business Park
- Gurnos Industrial Estate
- Ynyscedywn Enterprise Park
- Trawsfordd Workshops
- Caerbont Enterprise Park

The brief set out that the first stage of the study should provide a comprehensive review of data and consultation with stakeholders and other agencies covering the following:

- Number, location, and condition of business units
- Vacancy/occupancy rates
- Why certain units are easy or difficult to let
- Potential growth/expansion of local businesses
- How business units are owned/managed/let, and any issues associated with this

The production of an Action plan, following the stage 1 assessment, was considered the most important aspect of the study, and should aim to:

- Increase occupancy rates
- Enable expansion and investment
- Tackle under/over provision
- Identify any new/speculative units
- Identify the proposed size, type and tenure of any future speculative builds
- Identify modernisation and upgrading needs of existing units
- Identify opportunities for joint working and public/private partnerships
- Identify and risks

It was made clear that the action plan must be able to provide robust deliverable priorities which the client and partners can use to guide allocation of resources.

2 Strategic Policy Context

Strategic Regeneration

In the 'One Wales' Agreement the Assembly Government makes a commitment to:

“establish integrated and cross-cutting initiatives aimed at economic development and regeneration, particularly in areas of high deprivation.”

It is recognised that in order to deliver this commitment, and deliver long-lasting economic and social outcomes, better co-ordination of regeneration activities in terms of investment in both people and places is needed. There is an emergent agreement that employment prospects are more strongly influenced by personal factors such as skills and ambition than by just physical regeneration and where people live. Therefore, the Assembly Government and its partners are moving towards a more strategic, integrated, collaborative, long-term, holistic approach to regeneration based on a simplified funding regime. As a result, priorities for regeneration spending going forward will be driven by:

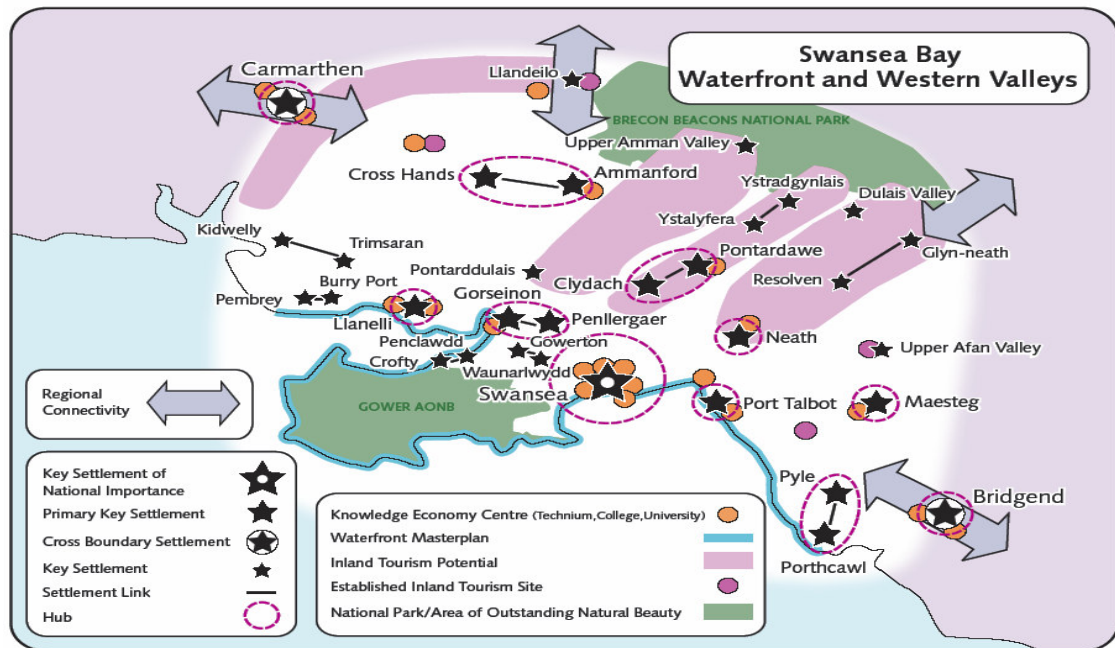
- a consistent approach over time driven by the Wales Spatial Plan
- a strong focus on integrated policy and delivery, underpinned by the Making the Connections agenda
- empowering communities to contribute to their own regeneration and to design services around the needs of the user.

In this context of strategic area regeneration, in November 2008 the **Western Valleys Strategic Regeneration Area** (SRA) was announced to ensure significant resources are specifically directed to tackle long standing issues in the region. The SRA covers approx 150 square miles and includes a population of around 136,000 people. The area crosses five local authority boundaries and stretches from the Amman Valley in the west across to the Upper Garw and Ogmore Valleys in the east, taking in parts of the Swansea, Dulais, Neath and Afan Valleys and extending to Ystradgynlais in the Upper Swansea Valley.

The key characteristics of communities located within the Western Valleys SRA are typical of many former mining and industrial areas in decline including some degraded landscapes, dereliction, with higher than average worklessness and poor health outcomes and a general lack of investment over time. Conversely however, the Western Valleys also contain some of the most striking scenery in Wales, including a gateway to the Brecon Beacons and remnants of important industrial and cultural history.

The Western Valleys is part of the **Wales Spatial Plan** area identified as Swansea Bay Waterfront and Western Valleys. The Plan provides the overarching framework and integration tool for investment and development in Wales. The Plan identifies Swansea as the regional capital of south west Wales, this is recognised by the City's status as the only main settlement and the main driver for economic growth in the region.

Figure 2-1 Extract from Wales Spatial Plan 2008



The vision for the Swansea Bay and Western Valleys area is:

"A network of interdependent settlements with Swansea at its heart which pull together effectively as a city-region with a modern, competitive, knowledge based economy designed to deliver a high quality of life, a sustainable environment, a vibrant waterfront and excellent national and international connections."

It is clear; however, as identified in the spatial plan that Swansea is the hub of the area and is the main economic driver, however, Neath, Pontardawe/Clydach, Ammanford/Crosshands and Maesteg are primary key settlements or hubs that are fundamental to the economic wellbeing of the area.

In terms of the Spatial Plan, Ystradgynlais as an example of a cross-boundary settlement located within both the Swansea Bay the adjoining Central Wales areas. In the Central area plan, Ystradgynlais maintains links with the Brecon Beacons cluster of key settlements, although the area has a more clearly defined role in the Swansea Bay plan area. The Plan identifies Key Settlements where in order to help build sustainable communities, housing growth, new employment sites, and retail and indoor leisure development should be co-located and well served by public transport. Ystradgynlais and nearby Ystalyfera have been categorised as supporting communities dependent on the Pontardawe hub for some key amenities. Importantly, the Plan considers key settlements such as Ystradgynlais as provide an important local service and employment function. Their development is a vital element of the strategy for the Area. Regeneration activity will concentrate on providing improved shopping, leisure, community and cultural facilities, more attractive and affordable housing, clean vibrant town centres, accessible open countryside and employment opportunities.

In terms of addressing regeneration, the **Western Valleys SRA Operating Framework** (draft), identifies the key issues and actions already being undertaken in the SRA. In terms of employment sites it identifies the current approach is to provide a range of local sites in and near main settlements and the application of Convergence funding for three employment activities. It is worth noting that Ystradgynlais falls outside of the Convergence area, but qualifies for Competitive funding.

- Infrastructure and services support
- Mapping of employment site potential across SRA
- Promote investment in sites linked to transport routes and housing development

The SRA themes for investment reflect the key strands of sustainable development and provide the framework for regeneration for the Western Valleys that will deliver the regeneration these communities deserve. In terms of business development and enterprise, the framework identifies:

- New and accessible employment, including entrepreneurship
- Develop quality sites and premises within which businesses can operate

The draft Action Plan 2009-2012 identifies as one of the strategic themes the physical regeneration of employment sites and premises and with added value actions linked to the Spatial Plan and transport and housing proposals.

Local Regeneration

The **Mid Wales Employment Land Strategy 2001-2016** was published in 2001, and although now largely in need of updating, it provides important and relevant context for this study. The Mid Wales economy is not forecast to remain competitive and there are a number of challenges to be addressed if decline is to be avoided. The 2001 strategy explains that there needs to be a move towards employment in the high 'value-added' knowledge based sector, identifying key elements of the value added economy as:

- Competitive small and medium sized enterprises (SME's) to cultivate a value added economy through creation and expansion of businesses, securing better paid employment opportunities.
- A knowledge based economy, based on the development of specialist skills and knowledge.
- Entrepreneurship / business formation in combining the need for an innovative and entrepreneurial culture.
- A quality environment – developing the right economic conditions to support high rates of business formation, including business support structures and skills availability.

Key drivers to move to a high value-added economy were identified as:

- Changing the competitive base – stimulating entrepreneurship and innovation by supporting local business, developing clusters as a focus and effecting a business culture change.
- Growing the skills base – knowledge is critical to underpinning a value-added economy and therefore individual skills must be developed to their maximum potential and an appropriate framework put in place to retain and attract the highly skilled.
- Developing quality business locations – locational decisions will be made on the basis of factors including prestige, accessibility (real and virtual) and access to skilled staff. The provision of appropriate locations is therefore critical to underpinning the strategy.

The consultants concluded that the move towards new economic prosperity opens up a range of business opportunities, in sectors such as ICT / multi media and customer contact centres, not directly affected by the traditional implications of peripherality. However fundamental to this is the need for high skill levels, high quality ICT infrastructure and the provision of appropriate quality sites and premises. Opportunities also exist to improve the value added manufacturing sector – skilled engineering, biotechnology, food production and processing.

The **Powys Unitary Development Plan** (UDP) generally accords with the needs set out in the Employment Land Strategy, as well as with Planning Policy Wales' guidance that UDP's should identify a range and choice of sites to meet different economic and employment needs. The UDP identifies a hierarchy of employment sites: Strategic Employment Sites including General Sites and Local Sites meeting local needs.

There is at present one General Site within the Ystradgynlais area known as the Woodlands. These sites of under 5ha and capable of accommodating a mix of employment uses and should make provision for business development (use class B1), general industry (use class B2) and storage and distribution (use class B8). (A description of the types of uses that fall within these use classes can be found in the glossary of the Powys UDP written statement)

Local Sites are sites around 1ha designed to support locally generated small scale demand. Within Ystradgynlais there are 3 such sites, two of which are already established employment areas:

- Cae'r-bont
- Penrhos (undeveloped)
- Ynyscedwyn

The UDP's aim is to ensure that there is at least a five year supply of effectively available land for employment purposes within Powys at any given point in time. There are 4 sites (totalling 5.3 ha) allocated in the UDP within Ystradgynlais:

- Hendreladus, Penrhos (1 ha)
- Caerbont Enterprise Park (1.5ha)
- Woodlands Business park (2.1ha)
- Ynyscedwyn Enterprise Park (0.7ha)

Since drafting the UDP, 1 ha at the Woodlands Business Park has been developed leaving a total of 4.3ha available within the study area. In order to maintain this supply of land, the UDP identifies it is important to protect employment sites so that they are not lost to other forms of development. Safeguarding existing and potential jobs and ensuring that sites and premises remain available for economic opportunities is vital to the sustainability of communities and the economic vitality of the area in general. All new developments will be required to provide a high quality of building design and landscaping, reflecting both rising business and employee aspirations and the exceptional quality of the environment in Powys.

The **Upper Swansea Valley Strategic Regeneration Framework (2009)** addresses qualitative aspects of the employment land and premises with Ystradgynlais, including under Programme Area 1: Growing local enterprise, skills and employment. The Framework identifies the importance of a more diversified and locally embedded employment and the important role for

manufacturing and skilled trades to match local employment profile and to produce more value added products. To achieve this, the Framework identifies investment will be required in several key areas:

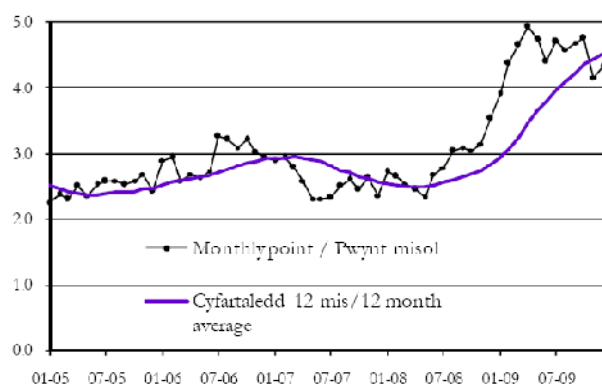
- Industrial Estate Investment Programme
- Coordinate Asset Management
- Development Sites Promotion
- Business Relationship Management
- Marketing Strategy
- Business Networks

Current Employment Needs

Statistics show Ystradgynlais is a primary employment location for local residents and surrounding communities especially those north and north east of the town. However, economic activity is over 10% lower in the study area than in Powys as a whole with about 2 in 3 people of working age in employment. Of those in employment, there is a significantly higher proportion of Skilled Trade workers (2.6%) and Process Plant and Machine Operatives (3.2%) in the Upper Swansea Valley than Wales. 'Manufacturing', 'Wholesale and retail trade, repairs' and 'Health and Social Work' are the largest employment sectors.

According to data released in January 2010 by the Office for National Statistics and Powys County Council's Research and Information Unit the highest claimant unemployment rates among the county's 15 Local Community Forum Areas (LCFAs) included Ystradgynlais LCFA at 4.3% (2.7% for Powys) which has seen a general rise in average unemployment rates for over 18 months.

Figure 2-2: Unemployment Figures for the Ystradgynlais LCFA



Source: Powys County Council/ONS

Key Issues

The appraisal of the strategic and local context has led to the identification of the following key issues which will shape the priorities of the study.

Located within an area of greatest need which benefits from a strategic, long term, holistic regeneration programme.

Ystradgynlais is a key settlement for new employment as part of a Western Valleys network of centres

Priority to regenerate & develop new employment sites and premises

Appropriate, high quality business locations critical to developing a higher value added local economy

Need for a coordinated investment and management of employment sites and premises

Economic rationale for investment - high unemployment, low economic activity

3 Business Property Review

The remit of the study is provide a holistic review of business units within Ystradgynlais, and the report focuses on the main business/enterprise parks and industrial estates within the Ystradgynlais area. The locations of these sites are shown in Figure 3.1.

The most southerly of the business parks is Woodlands Business Park (one of the larger and higher quality parks in the study area). It has excellent connections to the A4067 (a strategic road which connects to the M4, which is situated circa 15km south)

In close proximity (0.4km North West) of the Woodlands business park is the Gurnos Industrial Estate- which is a small, low key estate. Access to the estate is off the A4068, and is in close proximity to the A4067.

Ynyscedwyn Enterprise Park and the Trawsfordd Workshops occupy a fairly central location in comparison to the other sites, and is situated some 0.4 km west of Ystradgynlais town centre. Access to the site is off the B4599, close to the A4067.

Caerbont Enterprise Park is the most northerly of the sites, and feels somewhat detached from the main built up area of Ystradgynlais. It is situated in a rural location, in close proximity to Brecon Beacons National Park., and is the last major employment site between Ystradgynlais and Brecon.

The report provides floor spaces for units within the business/enterprise parks and industrial estates, these figures are based on a combination of estimates, information provided by letting agents, and details from the Valuation Office Agency (VOA).

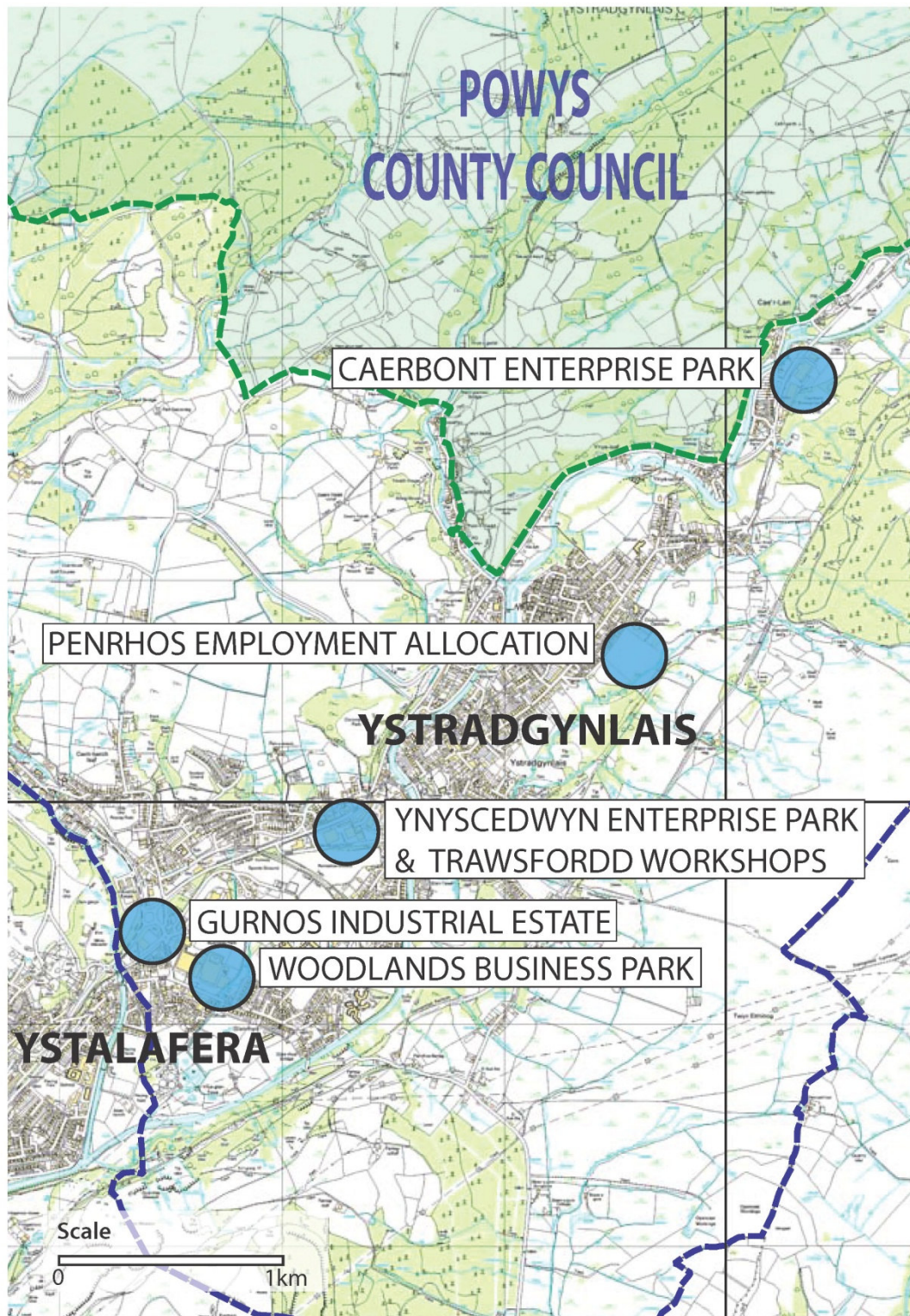


Figure 3-1 Location of Business/Enterprise Parks and Industrial Estates in Ystradgynlais

3.1 Woodlands Business Park

Location

Woodlands Business Park is situated within the town of Ystradgynlais and benefits from being in close proximity to the A4067. The business park is surrounded by a mix of uses including residential, a school, and open space (to the north of the business park, which comprises a series of fields).

Although there are no shops or eateries within the business park itself, in close proximity is a Cooperative supermarket and a public house.

Description of Business Park

Woodlands Business Park is one of the larger (7.6 ha) and higher quality business parks within the study area, which is apparent in its designation as a strategic employment site in the Powys UDP. The business park accommodates a mix of larger and smaller light production/manufacturing businesses, and also some smaller scale service businesses. Two of the larger production businesses (Springdew and Streetmaster) are quite specialist - Springdew makes healthcare products and Streetmasters manufactures street furniture. Springdew employs a large number of staff relative to the other businesses, and at present employs over 250 full time staff, it also occupies the largest 'percentage of total floor space in the business park (47%) compared to Streetmaster which occupies a floor space of 18,540 sq ft (16% of total floor space in business park) but employs 18 full time staff. Sumito, another of the larger businesses (occupy 18% total floor space) employs 80 full time staff. Three of the smaller businesses (which occupy a floor space of less than 6,000 sq ft) specialise in motoring (which include a motorbike accessory supplier and two companies providing driving training and expeditions). Consultation would suggest that these businesses see the benefits of clustering and on occasions share knowledge and resources.

Site Details



Photograph 3.1- One of the more recently constructed business units in the Woodlands Business Park

The business park comprises a total of 16 different sized units which range in size from 3,196 sq ft up to 20,800 sq ft, though the majority (75%) are between 3,000 and 5,000 sq ft. It has been developed in somewhat of a piecemeal fashion over a number of years and the different styles and condition of the units on the estate reflect this. The units at the front of the site are fairly typical of the light industrial type units that were being developed in the 1980's, though

towards the rear of the site there are some very new units that have been developed over the past three or four years and which are an excellent example of modern business units.

Table 3-1 provides an overview of the types of businesses within the park and the amount of floor space they occupy. The location of these business units within the business park is shown in **Figure 3-2**.

Table 3-1 List of Businesses in Business Park

Unit No	Name of Business	Nature of Business	Number of units occupied	Amount of Floor space (sq ft)		% of floor space within business park	
1	Sumitomo	Support centre for electrical wiring systems	1	20,800		18%	
2	Streetmaster	Manufacturer street furniture	5	Unit 2	4,020		
3				Unit 3	4,020		
4				Unit 4	3,500		
5				Unit 5	3,500		
6				Unit 6	3,500		
				Total	18,540		16%
7	Springdew	Contract packing and filling of pharmaceutical and healthcare products	5	Unit 7	N/A		
9				Unit 9	N/A		
10				Unit 10	N/A		
11				Unit 11	N/A		
12				Unit 12	N/A		
				Total	52,500		47%
8	Off road Skills	Provides courses in off road driving	1	3,500		3%	
13	Electrohom	High power resistors manufacturing	1	5,731		5%	
14	Touratech	Motorbike accessory supplier	1	5,338		5%	
15	BMW driver training/Globe Busters	Provides motorcycle training and expeditions	1	3,196		3%	
16	Vacant		1	3,196		3%	
	Total			112,801		100%	

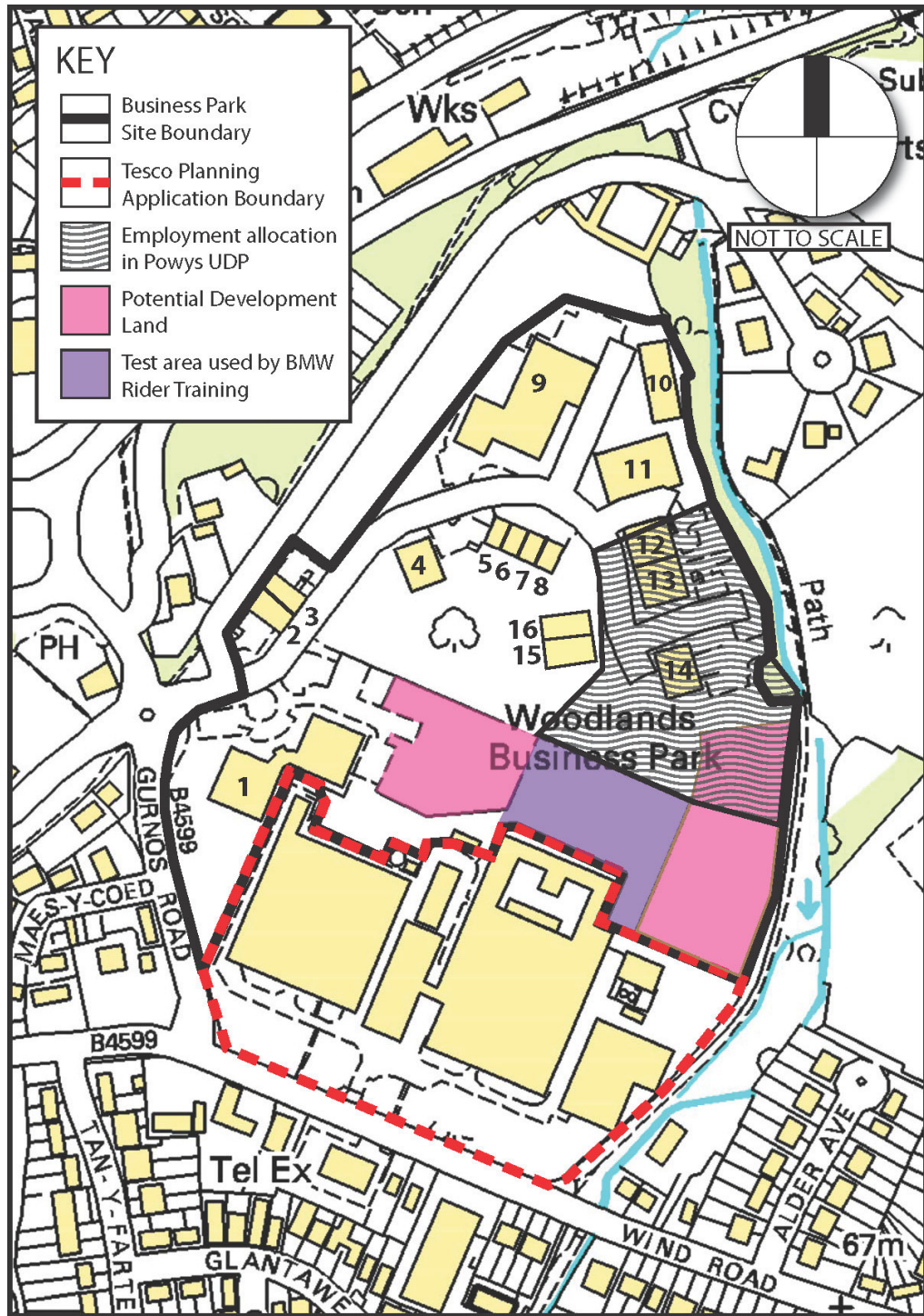


Figure 3-2 Woodlands Business Park

Both Springdew and Street Master occupy 5 units each and their occupancy has occurred as a result of their incremental growth. As a result, although there are sixteen units on the business park, there are only 8 individual businesses.

The layout of the estate is quite linear in form and with the exception of some of the units occupied by Springdew, the remainder are developed along the length of the estate road. It was observed that on street parking is an issue and occurs particularly around Springdew, although a car parking survey would need to be undertaken to assess the extent to which parking is a problem.

In terms of potential development land within the business park, the Powys UDP allocates (2.5ha) employment land at the Woodlands Business Park (some of this land has been developed), this employment allocation is shown in **Figure 3.2**. In addition to the allocated land, there are two small pieces of land which are fairly low quality that could potentially accommodate additional business units. These sites are situated within the development boundary delineated in the UDP, and would generally satisfy the relevant policies. Discussion with Planning Officers suggests the site is also an opportunity for employment in the emerging Local Development Plan.

Vacancy

The business park has an occupancy rate of 94%, and only has one vacant unit which is one of the more recently constructed business units at the rear of the site developed by Welsh Assembly Government (WAG). This unit has been vacant since it was completed about 12 months ago, although consultation with the letting agents reveal that terms have now been agreed with a prospective tenant and the unit should be occupied very shortly; if this is the case the occupancy rate at the business park would reach 100%. During the period of time that the unit was vacant and being marketed, the agents reported that there was a fairly steady level of enquiries for a variety of uses including light manufacturing and assembly, offices and child care. It is understood that the prospective occupier will pay a rent which equates to £4.50 per sq ft and in our view this is a good level of rent to achieve in this location, and in part reflects on the quality of the unit and the estate as a whole.

Quality and Attractiveness of Units

All of the units on the site are reasonably modern and appear to be generally well looked after. This is particularly true of the recently developed units which are of a high quality design and construction.

There is a fair amount of open space within the business park, and some of this land has attractive landscaping and mature trees which give the site a generally smart appearance and helps create the feel and appearance of a business park as opposed to a more traditional industrial estate.

Ownership and Leasing

It is understood that Springdew own the majority of units that they occupy and that the remainder are owned and managed by WAG. In terms of floor area, this gives a fairly equal split between freehold and leasehold units. WAG confirmed that typically they look for tenants to enter in to a lease for a minimum of three years. The quoting rent for the new units is £4.50 per sq ft, though the older units are currently let at slight discount to this.

The survey results from occupiers reveal that those tenants who lease premises at the business park consider it to be fair or good value for money (3 out of 4 respondents).

Market Demand Assessment

The fact that there is only one vacant unit on the estate demonstrates its popularity and obvious success as a business location. Both the letting agent and WAG confirmed that there has been a reasonable level of demand for the vacant unit, as there was for the two other new units on the estate. This would indicate that there is a demand for modern well specified units of circa

3,000 sq ft that offer flexibility for a wide range of uses. Given the current weakness of the occupier market generally, we would draw the conclusion that if there is demand now for this type of unit, then there must be demand in the short and medium term future.

Consultation with WAG Business Relationship Manager with responsibility for the Woodlands confirmed that the estate is one of the most modern in Mid Wales. Speculative building has been a successful strategy for the estate in the past, as well as responding to the expansion need of existing occupiers. The site is nearing completion and once fully developed it is likely WAG will seek to dispose of the assets to a private investor. To reflect current economic and resource availability, future investment in the site will be demand led and responding to existing tenants or new businesses needs. Consideration has been given to identifying sites to expand the existing estate or to identify a new estate of an equal or higher quality elsewhere in Ystradgynlais, although it would be most efficient to expand the existing site.

The survey results from the occupiers reveal that three out of the four businesses plan to expand over the next 10 years.

What is notable is that Springdew anticipates they will take on 60 additional full time staff over the next 10 years, although they are uncertain how much additional floor space will be needed to accommodate future growth. At the present time, they are looking to relocate within Woodlands Business Park and require a floor space of circa 70,000 square feet (An additional 20,000 sq ft than their current floor space). In terms of issues relating to their current premises, they report that the premises require internal improvements in order to attract businesses in the healthcare sector.

Streetmaster anticipate that they will require circa 5000 sq ft of additional floor space over the next ten years for their expansion, they also indicate that they would be willing to relocate elsewhere in South Wales. The business occupies a number of units, and if additional floor space is not provided to accommodate their future needs it could result in a number of units becoming vacant.

In terms of the smaller business who responded, their future growth over the next ten years is more modest (they anticipate they will need an additional 3001-4000 sq ft of floor space), which they believe could be provided through extending their existing unit and through more intensive use of existing space. Consultation with the occupier suggests that the motorcycle businesses benefit from being in close proximity to the Brecon Beacons National Park- where motorcycling is popular. A key issue for a business BMW rider training is keeping a dedicated external area that they use for motorcycle training, which is currently located in front of the factory unit.

Key Findings and Challenges

The Woodlands estate is an exemplar for Mid Wales and the Western Valleys. Speculative building of a high quality product not normally considered viable in such locations has proven to be competitive enough to attract good tenants and business growth. This has been achieved in an area considered more peripheral to the main markets and transport corridors. There is evidence of growth and expansion from business occupiers and this has created pressures for further investment in sites and premises although not all of this is likely to be met on the existing site. Other key findings include:

- Highest quality estate with strong rent levels achieved
- Fully occupied estate and evidence of further demand for units
- Expressed need for 25,300 sq ft of new floor space from existing occupiers
- Expansion planned by several businesses

- Risk of losing businesses from the local economy if floor space requirements are not available locally and relocation outside of area
- Promotion of available land within estate for employment uses through the emerging LDP candidates sites register
- Couple of businesses employ a fairly large number of full time staff-(more than 70 staff)

3.2 Gurnos Industrial Estate

Location

The Gurnos Industrial Estate is located opposite the residential area of Gurnos. To the north and south of the estate is undeveloped landscaped and. running to the west of the site is the Afon Twrch, however the estate is not at risk of flooding.

The industrial estate benefits from being in close proximity to the strategic road network, and is situated just off the A4068- which links Gurnos to Brynaman and also connects to the A4067.

Description of Business Park

The Gurnos Estate can be described as a general/industrial estate, and is one of the smaller business parks in the area (1.37 Ha), which is owned and managed by NPT CBC. The estate is considered to be a low key industrial estate and accommodates smaller businesses. The nature of these businesses is quite varied and accommodates businesses typically found on such estates, including a small scale engineering business, a car engine manufacturer, although it also accommodates a floor and carpet wholesaler and a retailer of solar panels, which are not uses typically found at such locations.

There are ten units on the estate, but only four full time businesses which makes the estate appear quite inactive.

Site Details

The estate comprises a total of 10 individual units configured in three small terraces. The two terraces at the front of the site comprise 3 units apiece, all of which are 1,070 sq ft. The third terrace comprises 4 units, each of which is 2,500 sq ft. All of the units are good examples of modern small industrial/business units and have been developed with small start up companies in mind. Flexibility has been incorporated into the design as adjoining units can be combined and thus a range of different sized units can be created. Not only does this provide flexibility when the units are being marketed but it also provides flexibility to occupiers as they have the potential ability to expand and contract - which is evident from carpet and flooring wholesalers occupy two adjoining units. All of the units have a good forecourt area and loading door and are suitable for a wide range of potential uses. They are also highly visible from the road and this is important to many businesses as it is an opportunity to raise their profile.

Table 3-2 Details the businesses within the estate, and areas of floor space they occupy. The location of each of these units within the estate is shown in Figure 3-3.

Table 3-2 Businesses in Gurnos Industrial Estate

Unit No	Business Name	Nature of Business	Amount of floor space (sq ft)	% of floor space
1	Discount Carpet and Beds	Wholesale retail	1,076	6%
2	Discount Carpet and Beds		1,076	6%
3	Frontier Solar	Design, supply, commission and install a range of environmentally energy saving systems	1,076	6%
4	Vacant		1,076	6%
5	AP development Ltd	Providing high performance tuning services for car engines (Renault)	1,076	6%
6	SDS Precision engineering	Precision engineering	1,076	6%
7	Used for storage by NPT CBC		2,699	16%
8	Used on temporary basis by Welsh Association Fire Engine Repair Services		2,449	15%
9	Vacant		2,500	15%
10	Vacant		2,500	15%
Total			16,604	

NB: Percentages are rounded which can cause slight inaccuracies

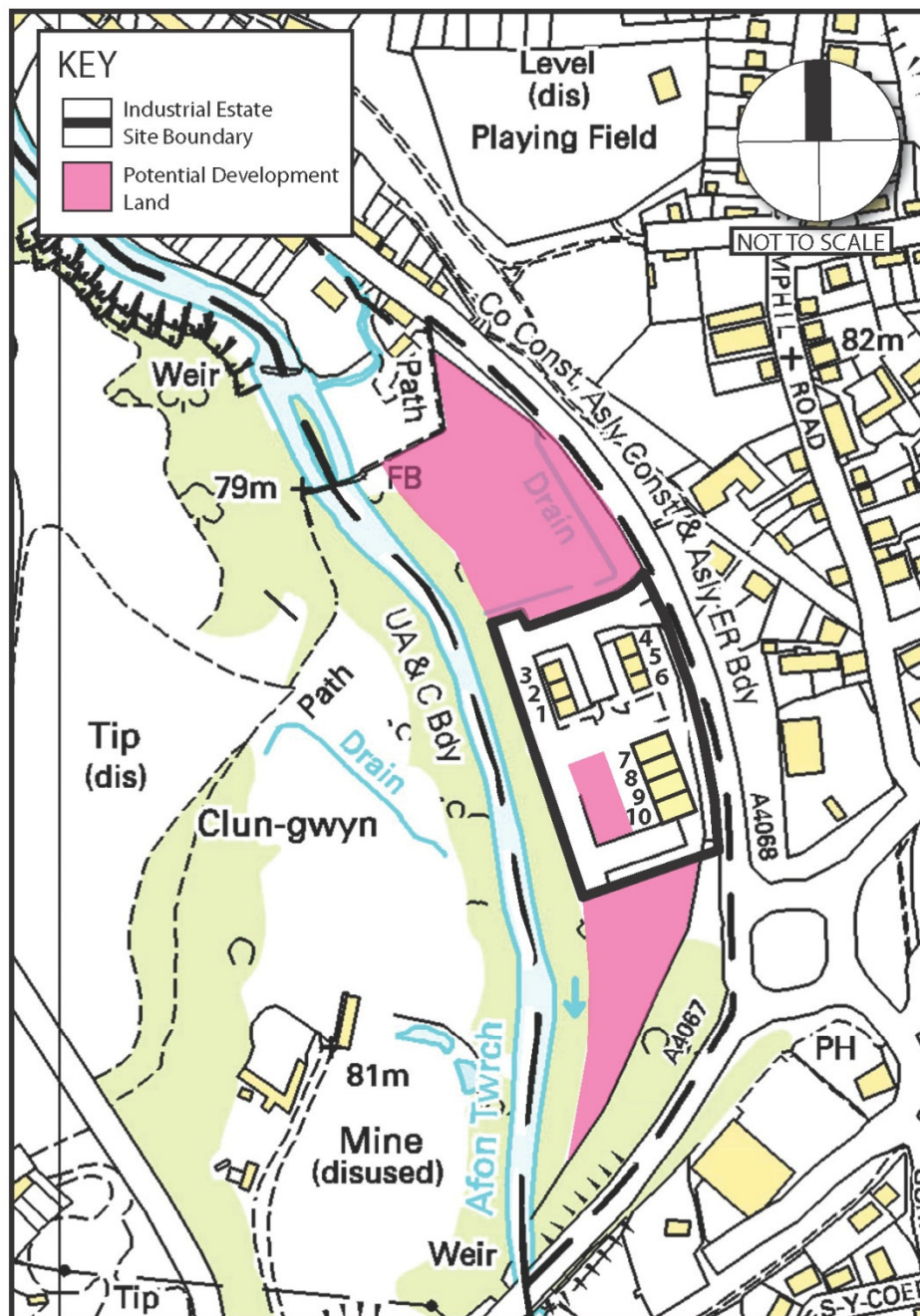


Figure 3-3 Gurnos Industrial Estate

In terms of opportunity for further development in the estate, there is developable land in the south western part of the estate which forms a (0.1 Ha) rectangular shaped grassed area that is served in part by the estate road. The estates surveyor at Neath Port Talbot County Borough Council (NPTCBC) reported that he was not aware that the council has any immediate plans for future development on the site or for any other improvements apart from the ongoing maintenance of the site.

The Industrial Estate is not allocated for employment purposes in the Powys UDP. In terms of expansion land, there is circa 1.6 Ha of potential land adjoining the northern and southern boundary of the industrial estate, which although not allocated for employment, is within the settlement boundary. Discussions with the planning department reveal that employment uses

on this land is acceptable in principle, as it would be a compatible use with the existing industrial estate.

Vacancy

There are currently 3 vacant units on the estate, which gives an occupancy rate of 70%. The vacancies tend to be concentrated in the larger units and consultation reveals that two of these larger units have been vacant for about 18 months. The Council had difficulty in leasing the larger units, two of which have limited use, through Neath Port Talbot CBC using one of the units for storage, and the other being used on a temporary basis by a volunteer group. These uses do not contribute to the vibrancy of the estate.

Although there is only 3 vacant units, 36% of the total floor space within the estate is vacant.

Table 3-3 Percentage of Vacant Floor space

Amount of floor space (sq ft)	% of vacant floor space
6,076	36%

Discussions with Neath Port Talbot CBC reveal that the small units seldom remain vacant for more than 3-4 months. In contrast the larger units are much more difficult to let and it was the opinion of Neath Port Talbot CBC that these larger units tend to be more suited to established businesses, which often prefer to locate lower down the valley, as they are closer to their markets and the M4 corridor.

Through consultation with the estates department in NPTCBC and from our own assessment, it is not felt that any improvements/alterations to the units would improve the chances of securing tenants, however more targeted marketing should be supported. However it is considered that the estate has a slightly soulless feel and is perceived as isolated and exposed, which could be a deterrent to attracting tenants. The introduction of landscaping within the site could help improve the overall attractiveness of the estate and improve the sense of security.

Quality and Attractiveness of Units

The overall attractiveness of the estate is quite poor, as the land surrounding the units is tarmaced and used for car parking and circulation and there is a lack of any soft landscaping. As such the appearance of the estate is somewhat bland.

The units are fairly modern and are functional for their purposes, and whilst they are not as attractive as the new business units at Woodlands, they are nevertheless well put together and look both modern and functional. The units appear to be well maintained and there are no obvious improvements that could be made to the units themselves.

Ownership and Leasing

All of the units are in the ownership of NPTCBC and they are let on a standard lease. This is for a period of three years and is contracted outside of the landlord and tenant act so that the council can be assured of obtaining vacant possession of units at the end of the lease if they so wish. Whilst the lease period is three years, flexibility is incorporated by way of a monthly break option operable by either landlord or tenant. Under the terms of the lease the tenant is responsible for all repairs with the exception of the roof and walls. The tenant is also responsible for business rates, utility services, insurance and a modest service charge which goes towards the general upkeep of the estate. The typical rents achieved on the estate are £3.75 per sq ft for

the smaller 1,050 sq ft units and £3.20 per sq ft for the larger 2,500 sq ft units. Consultation reveals that the lease terms and rental levels are non negotiable.

Three respondents answered the occupier survey, and they indicated that they spend only a small percentage of their turnover on their accommodation (two out of the three respondents indicated they spend between 0-5% of their turnover on accommodation). In addition two respondents consider their premises to be good value for money.

Market Demand Assessment

Whilst there seems to be quite a reasonable demand for the smaller 1,050 sq ft units, there only seems to be a limited demand for the larger 2,500 sq ft units. It is considered that the lease terms are very flexible and the quoting rents are not excessive; as such the lack of demand for these units could be attributed to the location of the estate. Discussions with NPTCBC also reveal that if these types of units were situated further south down the valley (in NPT CBC) then they would be easier to let, and it was revealed that the council often find it difficult to persuade potential occupiers to consider a location north of Pontardawe. This perhaps more of a perception issues for the action plan to address through marketing and sharing of information between estate managers.

In terms of future demand for units, it is not considered likely that additional larger workshop units should be provided, as demand for these size units tend to be low. That said the smaller 1,050 sq ft appear to let well and it would seem that there is some demand for additional units of this size. Estates in NPTCBC also commented that smaller units of circa 500 sq ft always let well across the county and it would seem likely that some units of this size on the estate would let well and would also help to give the estate a busier feel and make it seem less isolated.

Two tenants indicated that they have considered relocating from their current premises; elsewhere in Ystradgynlais, with the businesses indicating that their existing site/premises were too small. Both businesses specified that they would choose larger premises than what they currently occupy (which is circa 1,050 sq ft); one business is looking for premises with a floor space of 1,000-2000 sq ft, and another for a floor space of 2001-3,001 sq ft. The larger vacant units on the estate could potentially accommodate these requirements, and SDS Precision Engineering reported that they are already considering relocating to a larger unit on the estate.

In terms of future growth, the results reveal that all of the respondents anticipate they will expand their businesses over the next ten years. In considering how much additional floor space they would need to accommodate their planned future expansion, one respondent indicated they will need 2001-3000 sq ft of additional floor space, and the other respondent indicated they will require 3001-4000 sq ft of additional floor space.

Key Findings and Challenges

- Positive marketing and promotion of the premises with the objective of achieving higher occupancy levels to reflect the levels achieved on other estates in the area. This could be achieved in cooperation with other estate owners and part of a Property Forum.
- Need for soft landscaping within the estate to improve overall attractiveness
- Vacancy of the Larger Units but the inflexibility of their layout for future subdivision
- Availability of land to promote and expand units onto if market demand exists
- Attractive/flexible lease terms

3.3 Ynyscedwyn Enterprise Park

Location

This is the closest of the business parks to the Ystradgynlais town centre (0.4 km away), where local services are located. The site is well connected to the strategic road network.

Description of Business Park

The Ynyscedwyn Enterprise Park measures 4.6 Ha accommodates a strong variety of businesses, including a small scale engineering businesses, a manufacturer of coin operated arcade machines and a soft drink wholesaler. These businesses are independent and diverse and this suggests an entrepreneurial component of the Enterprise Park. In addition the Enterprise Park includes a significant training and support component in the form of Pathways who provide training for people out of employment, and the All Wales Ambulance Service which provides training for first aid and other healthcare courses to businesses.

Perhaps of the most unique of occupants is a Bible Church which holds religious services, and has other support functions such as mother and toddlers and a youth club from its 4000sq ft premise.

The two largest units are occupied by Top Pops (wholesalers of soft drinks), and APM Cymru Ltd (transport haulage)- both units measure circa 25,000 sq ft. Also situated within the enterprise park are four other units all of about 4,000 or 5,000 sq ft (Bible Church, Aquazone, Weocori Engineering and Harlech tools engineering); it is understood that these are owner occupied and are all in a generally good condition and are well maintained.

Top Pops is situated at the eastern edge of the business park, relatively detached from the other occupants and set within its own landscaped site.

Site Details

The estate comprises two distinct elements separated by the Trawsfordd Workshops. In all there are a total of 21 units on the estate all of varying sizes ranging from 750 sq ft up to 25,000sq ft.

With the exception of Units 1 and 2, (-which are larger at 9,999 sq ft and 4,999 sq ft respectively) and 23 (which are available leasehold), the majority of the units owned by Spencer Properties are small starter units ranging from 750 sq ft up to 1,500 sq ft,. The small units are suitable for a variety of uses and generally include both a small office component and also loading doors suitable for a small van. The two larger units are available either individually or combined and are set in their own landscaped site and have a good external service area and car parking.

Table 3.4 presents details of the types of businesses and area of floor space they occupy. **Figure 3-4** shows the layout of the Enterprise Park.

Table 3-1 Businesses in Ynyscedwyn Enterprise Park

Unit	Name of business	Description of activity	Amount of floor space (sq ft)	% of floor space
1	Vacant at time of survey	Discussions reveal a recycling company may take occupancy	9,999	11%
2	Vacant		4,999	5%
3 and 3A	APBM Cymru Ltd Jabro Games	Transport Haulage Manufacturers of coin operated Equipment for the Leisure Industry	25,000	26%
4 and 5	Harlech Tools and Engineering	Precision engineers, press tools and developments	4,000	4%
6	Wecori Engineering	Precision Engineering	5,000	5%
7	Hi Glos Auto Valeting	Valeting	755	1%
8	All Wales Ambulance Service	Provides training and other healthcare courses	755	1%
9	All Wales Ambulance Service	Provides training and other healthcare courses	755	1%
10	All Wales Ambulance Service	Provides training and other healthcare courses	755	1%
11	Vacant		754	1%
12	Vacant		754	1%
13	Watts Brick Contractors	Brickwork contractors	750	1%
14	DK Carpentry contractors	Carpentry contractors	750	1%
15	Vacant		2,249	2%
16	IT Buy	Retailer of IT equipment	1,500	2%
17	Pathways	Provides training and advice for people on benefits to get back into employment	1,500	2%
18	Vacant		1,500	2%
19	Swansea Valley Bible Church		4,000	4%
20	Aquazone	Engineering Solutions for the Water Industry	4,000	4%
21	Top Pops	Wholesalers of Soft drinks	25,000	
		Total	94,775	

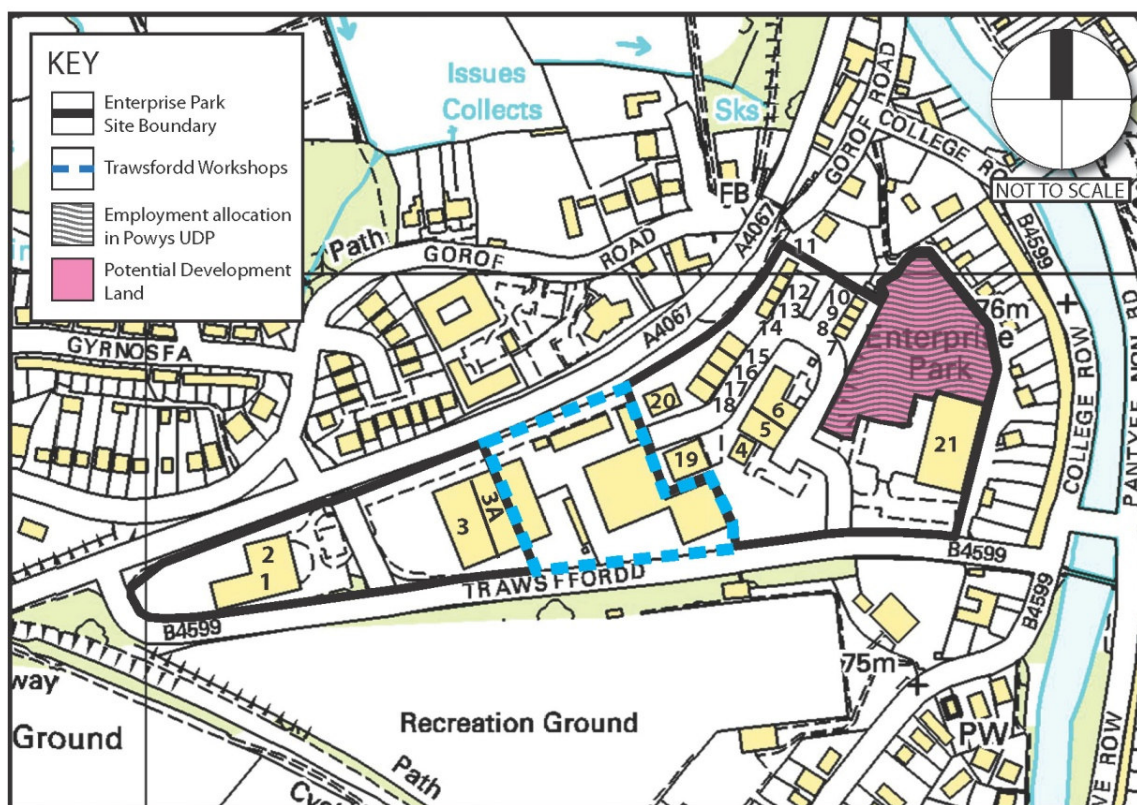


Figure 3-4 Ynyscedwyn Enterprise Park

Vacancy

There are currently six vacant units out of a total of 21 units, which gives a vacancy rate of 29%. Spencer Properties have however confirmed that unit 1 is now under offer and they expect it to be occupied shortly by a company with a form of recycling use. Unit 1 is one of the larger units on the estate at 9,999 sq ft, and if unit was occupied, the percentage of vacant units by way of total floor space would be about 11%. This figure is around average for this type of estate, particularly given the current economic conditions.

Discussions with Spencer Properties suggest they are fairly pleased with the performance of the estate. They confirmed that there is a turnover of tenants with the smaller units, though the larger ones in excess of 1,500 sq ft usually reside for in excess of 3 years. The larger vacant unit (Unit 1) has taken about 12 months to let, although unit is now under offer, and consultation with Top Pops reveal that they were interested occupying this unit. There is a reasonably steady demand for the smaller units of less than 1,500 sq ft on the enterprise park. And in the last year they have let three of these smaller units. However discussions with the letting agent reveal that units 15 and 18 require substantial internal improvements before they are likely to be let.

The Enterprise Park has a high density of development, and there is limited opportunity to extend any existing units. That said the land to the rear of Top Pops (0.7ha) which is in the company's ownership is a development opportunity and is allocated for employment purposes in the Powys UDP.

Quality and Attractiveness of Units

The enterprise park has a high density of development, and although there is only a limited amount of open space, there are forms of soft landscaping (comprising small trees and plants) which improve the attractiveness of the area.

The units on the estate are all in a generally good state of repair and are well maintained. The majority of the units are relatively modern and probably date from the mid to late 1980s. The general construction of these is of steel frames, clad with plastic coated profiled steel sheets. Some of the units have rolled eaves and they mostly have a small number of windows and a sectional type loading door. The units in the middle part of the estate which are not owned by Spencer Properties are mostly older and a number of them are clad with asbestos cement sheets. Even these though look quite presentable and it would be a relatively inexpensive job to over clad them with steel sheets.

The unit occupied by Top Pops looks relatively modern and is quite imposing. It is set within its own landscaped site and has a large office element at the front of the unit overlooking the site entrance and car park. This gives the property a certain presence and the feel of a headquarters type building rather than just another industrial unit. The landscaping is complemented by the landscaping on rest of the estate which is all in good order and well looked after.

Ownership and Leasing

Spencer Properties own all of the units on the estate which are available leasehold and consultation with the estate suggest that the remainder of the units are owner occupied. In terms of the total floor area of the estate, about 40% of it is owned by Spencer Properties and this comprises 14 units totalling about 28,000 sq ft.

Spencer Properties use Roland Jones and Partners as their letting agent, and discussions with the agent reveal that Spencer Properties have a realistic view when marketing and letting the smaller units and accept that the tenants will often be small businesses with no real trading history. They will accept short term leases for a minimum period of one year and generally achieve an annual rent which equates to circa £4.50 per sq ft. Discussions also indicate that it is not easy to find tenants for the larger units, and Unit 1 which is now under offer has been quite a difficult unit to market. Added to this, the ingoing tenant will be paying an annual rent which equates to £2.00 per sq ft, which is considered to be below the level expected for a unit of this type, which reinforces the fact that it is difficult to secure tenants in the larger, older units.

The rent paid by tenants is exclusive of any other outgoings and in addition they have to pay business rates, water rates, electricity and a service charge which equates to 12.5% of the annual rent. All rents are subject to VAT.

Market Demand Assessment

Discussions with the letting agents confirmed that they have a relatively steady flow of enquiries for the smaller units of less than 1,500 sq ft, but fewer enquiries for the larger units. The majority of enquiries for the smaller units are from locally based individuals or businesses, whereas the interest for the larger units comes from further afield and is very often as a result of a general enquiry to their office rather than from someone specifically looking for a property in Ystradgynlais.

A total of seven businesses responded to the occupier survey, and of these there was a mixture of businesses who own their premises (2 businesses), were on a leasehold agreement (3 businesses), and on licence (2 businesses)

Four out of the seven businesses indicated that they have been established at the enterprise park between 1-3 years.

All of the respondents use part of their floor space for office use. Three out of the seven businesses dedicate between 1-20% of floor space for office activities, another 2 out of the seven respondents dedicate between 21-40% of floor space for office activities, with one out of

the 6 respondents dedicating 41-60% of their floor space for office activities. This would suggest that the enterprise park has an important role in providing office space for businesses.

In terms of business growth, 5 out of the 7 respondents consider their premises to be suitable for their ongoing business needs. However 6 out of the 7 respondents anticipate they will expand over the next 10 years. Whilst all of those business planning to expand anticipate they will take on 1-10 full time staff, and some part time staff, only 2 out of the 7 respondents said that they anticipate their expansion will result in the need for additional floor space. The results show that this would be quite modest expansion (less than 1000 sq ft of additional floor space).

In terms of relocation, 4 respondents indicated that they have considered relocating from their current premises, and 3 respondents have considered relocating elsewhere in Ystradgynlais. With regard to the amount of floor space they would require if they relocated, one business indicated they would need 1000-2000 sq ft, and two businesses reported that they would need a floor space of 6001-10,000 sq ft. When asked if the type of premises they require is available in Ystradgynlais, the business who required 1000-2000 sq ft did not think it was. Our research suggests that there is availability of this size premises, as such it could be that this information is not available to businesses.

Key Findings and Challenges

- It is much more difficult to let the older and larger units due to their condition with two of the older units require substantial improvements before the Letting Agent thinks that they will be let
- A few simple improvements that could be made to the estate would be to clean the cladding and brick work on some of the units where it is stained and also to potentially consider over cladding the older units with steel sheets, which would modernise the appearance of these units.
- Target marketing for larger properties, this can be achieved jointly with other estate owners
- Limited expansion opportunities, although available allocated employment development land at Top Pop's, but this is privately owned and there are aspirations for alternative uses

3.4 Trawsfordd- Workshops

Location

The Trawsfordd workshops are situated in the centre of the Ynyscedwyn Enterprise Park and are contained within its own site boundary.

Description of Business Park

The workshops are owned by Powys CC and in the main provide premises with small floor space. The aim of the workshops is to provide small workspace areas on a flexible basis, to encourage new business start ups and allow them to grow and develop, and following this they will be ready to move into larger workspaces, freeing up the small workshop units for new business start ups.

The workshops accommodate 56 units and accommodates a total of 54 businesses (some businesses occupy more than 1 unit), which are varied in nature. Common uses of the workshops include use as office bases for tradesmen (plumbers, carpenters, builders)- 23% of the workshops are used for this purpose. The workshop units also accommodate theatrical

productions and media, landscaping business, airport travel business activities. A list of all of the business, together with floor plans showing the internal layout and unit numbers of the workshops are shown in Appendix A.

Table 3-5 shows the number and percentage of types of business activities within the workshops.

Table 3-5 Categories of Businesses within the Workshop Units

Type of Business	Number of Units	% of Units
Light/production	5	9%
Office base for tradesmen	13	23%
Retailing- clothes, accessories, make-up	7	13%
Storage	14	25%
Other	19	30%
Total	56	

What is notable is that a relatively high percentage of the businesses use units for storage purposes (25%). The workshops are also popular in providing an office base for tradesmen (22%).

Site Details

This site forms part of the Ynyscedwyn Enterprise Park, though it has its own site boundaries, identity and access from the main road. It comprises a total of 56 small workshop units which range from 104 sq ft up to 2,150 sq ft. The total square footage of all of the units combined is circa 32,000 sq ft and the total site area is about 1.1 ha

The majority of the workshops are within three larger buildings which have been sub divided, two of them with the innovative construction of internal access corridors large enough for cars and light commercial vehicles to use. Two of these larger buildings are detached and the third has a common boundary with the property occupied by APM Cymru Ltd. In addition to these three buildings there are three smaller terraces, a two storey office which also has a common boundary with APM Cymru Ltd and also a small suite of ground floor offices which includes the site reception.

Whilst the main buildings that have been subdivided are quite old, they appear to be reasonably well maintained and are in a generally good condition. At some point they have been over clad with steel sheets and whilst we were not able to inspect the roofs, it is assumed that these would also have been over clad at the same time. Some of the larger units have a small roller shutter door while the smaller ones just have a personnel door. There are common toilets on the site as individual units do not have their own toilet facilities.

Of the three smaller terraces two are purpose built and comprise a total of 12 small units. They have rolled eaves and the units have a small roller shutter loading door and some forecourt space to the front, together with communal toilets. The third terrace comprises more small units all of which have a roller shutter access door and whilst the building itself is quite old it is in a good general condition.

Vacancy

The estate has full occupancy together with a waiting list (at the time of the survey) of 36 people who have enquired about future availability, although some of these enquiries are from existing tenants wanting to swap their existing premises with other premises or relocate within the workshops. To achieve full occupancy on any multi occupied estate is quite an achievement and to maintain this level of occupancy together with a waiting list is rare. This can partly be explained by the fact that many of the units are very small and small units are always in limited supply as they are relatively expensive to construct and are very management intensive. Out of the total of 56 units on the estate 38 (67%) are smaller than 500 sq ft. Whilst there are other small units available in Ystradgynlais, there are none available of less than 500 sq ft on the other main estates.

Other reasons which could be attributed the high level of demand is the fact that the estate is obviously well managed and maintained, the flexibility of the terms of occupation, and also the occupational costs are very competitive when compared to other estates in the area.

Quality and Attractiveness of Units

The main buildings on the estate are quite old and they have been adapted for their current use. Despite the fact that they have been over clad at some point they are still elderly buildings and whilst they are functional, they are not particularly attractive. The units that adjoin the building owned by APM (Cymru)Ltd seem to be in the poorest condition and most in need of refurbishment particularly externally. The newer purpose built terraces have a more modern appearance though are showing signs of wear and would benefit from a general refurbishment and overhaul.

The actual workshop units themselves are very basic and really offer only the minimum of facilities. As already mentioned they do not have their own toilet facilities, some of them only have a personnel door and the units which are accessed from the corridors have very limited loading access. Parking might also be an issue for certain types of businesses and uses and with many of the workshops it is not possible to park in the immediate vicinity of the unit.

There is a noticeable lack of any landscaping on the estate and if some were to be introduced this might help to give the site a slightly softer and more pleasant feel. The site has relatively high site coverage and there are not many places that landscaping could be introduced, without potentially interfering with the vehicle circulation and parking.

Ownership and Leasing

All of the units on the site are owned by PCC and they are available on a leasehold basis. The council take a flexible approach to this and uses a standard licence agreement which either side can determine at a months' notice. Rent is payable monthly in advance and one month's deposit is also required. The amount paid includes business rates, water rates, building insurance and external repairs as well as the rent. We have looked at the rental levels for a number of different units and these range from circa £3.00 per sq ft for the larger units up to £6.25 for the smaller units. This is however a gross rent and when deductions are made for business rates, water rates and insurance, the net rentals for the same units is circa £1.95 per sq ft and £5.34 per sq ft

It is considered that these rental levels are very competitive particularly for the slightly larger units and they no doubt help to keep the units fully occupied. The rents charged are not subject to VAT and this again is a very significant factor for small businesses who are not VAT registered

Market Demand Assessment

Due to the full occupancy, there can be no doubt that there is a strong level of demand for these particular units.. It emphasises the comments made by NPTCBC that there is always demand for small units of 500 sq ft and also for the relatively good take up of the nearby 750 sq ft units owned by Spencer Properties.

There is no obvious reason why this level of demand for the units might decrease in the future if the current rental levels and management structure and policies remain in place. It is considered that it should be possible to increase the occupational cost of units by the occupiers, without having a dramatic impact on the occupancy levels.

A total of 8 out of 54 businesses responded to the occupier survey and only broad conclusions can be drawn from the survey. The response rate was affected at the time of the survey by the anxiousness of tenants to the impacts of proposed changes by PCC to the staffing and management of the site on their rents and leases.

Out of the 8 respondents, 6 indicated that they occupy less than 1000 sq ft, with 4 of these respondents occupying between 401-600 sq ft of floor space. Out of all of the respondents, three said that they use their floor space for office activities, and four respondents indicate that they use between 60-100% of their floor space for warehouse/storage.

The results show that the majority of businesses tend to employ a smaller number of staff (6 respondents indicated they employ 1-5 full time staff)

Two respondents reported that they spend 0-5% of their turnover on accommodation, whereas two respondents indicate they spend 31-50% of their turnover on accommodation. Half of the respondents rate the accommodation as good value for money, and the other half of respondents consider it to be fair value.

6 out of the 8 respondents said that their current premises are not sufficient for their ongoing operation. The highest number of respondents (5 respondents) indicated the main reason for this is that their site/premises are too small, and 2 respondents indicated that the premises are too old/in poor condition. This could suggest that these businesses have outgrown their current premises, and are at a stage where they require larger and more modern premises to harness their development.

5 respondents reported that they are planning to expand their business over the next ten years, but only two respondents indicated this would result in the need for additional floor space.

Four respondents report that they have considered relocating from their current premises, and two of which report that they have considered relocating elsewhere in Ystradgynlais (two of which would prefer to a dedicated industrial area).

A number of reasons were provided for why respondents have considered relocating from their current premises. :

- High business rates
- Sites/premises too small
- Premises in poor condition/outdated

When asked if the premises they require are available in Ystradgynlais, three respondents answered. Two businesses indicated premises they require were available and one business indicated that it was not.

Key Findings and Challenges

- Good variety of small workshop units
- Full occupancy and long waiting list indicates very strong demand exist for the estate
- Flexible terms and very competitive terms in context of the local market
- Low levels of occupier turnover with some units taken up by business expansion on site rather than potential relocation off site to purpose built larger units
- Very basic units, some without basic amenities, and loading is often restricted
- A high % of units are being used for storage
- Popular as an office base for tradesmen
- Potential to increase rents without reducing occupancy level significantly
- Limited expansion areas

3.5 Caerbont Enterprise Park

Location

The enterprise park is situated to the northern fringes of Ystradgynlais town. To the west of the site (on the other side of the A4067) is a small residential estate and to the north a free standing industrial unit landscaped in its own grounds (Nortons- transport haulage). To the south of the site are some premises used for employment purposes, and to the east a heavily wooded area.

Description of Business Park

The enterprise park is dominated by two businesses which both specialise in the manufacture of automotive instruments. They occupy the large factory type unit to the north of the site, which measures circa 38,000 sq ft and occupies 50% of the total floor space within the enterprise park. The terrace of large workshop units to the south of the enterprise park have for a long time stood empty, however a motorcycle breakers business moved into the end unit in September 2009.

Table 3-6 presents key details about the businesses within the park and the amount of floor space they occupy. **Figure 3-5** shows the layout of the units within the enterprise park.

Table 3-6 Businesses in Caerbont Enterprise Park

Number on Plan	Name of Business	Nature of Business	Amount of Floor space (sq ft)	% of floor space
1	Caerbont Automotive Instruments	Design and manufacture of discrete car instruments, instrument clusters, senders, electronic control and interface modules and wiring harnesses for the specialist automotive and industrial markets	38.000	50%
	Speedy Cables	Speedy cables are manufacturers and suppliers of automotive instruments		
2	Vacant		6,076	8%
3	Vacant		5,171	7%
4	Vacant		5,177	7%
5	Vacant		5,171	7%
6	Vacant		3,918	5%
7	Vacant		5,796	8%
8	Bugs Bike Bargains	Motorcycle breakers	7,088	9%
Total			76,397	

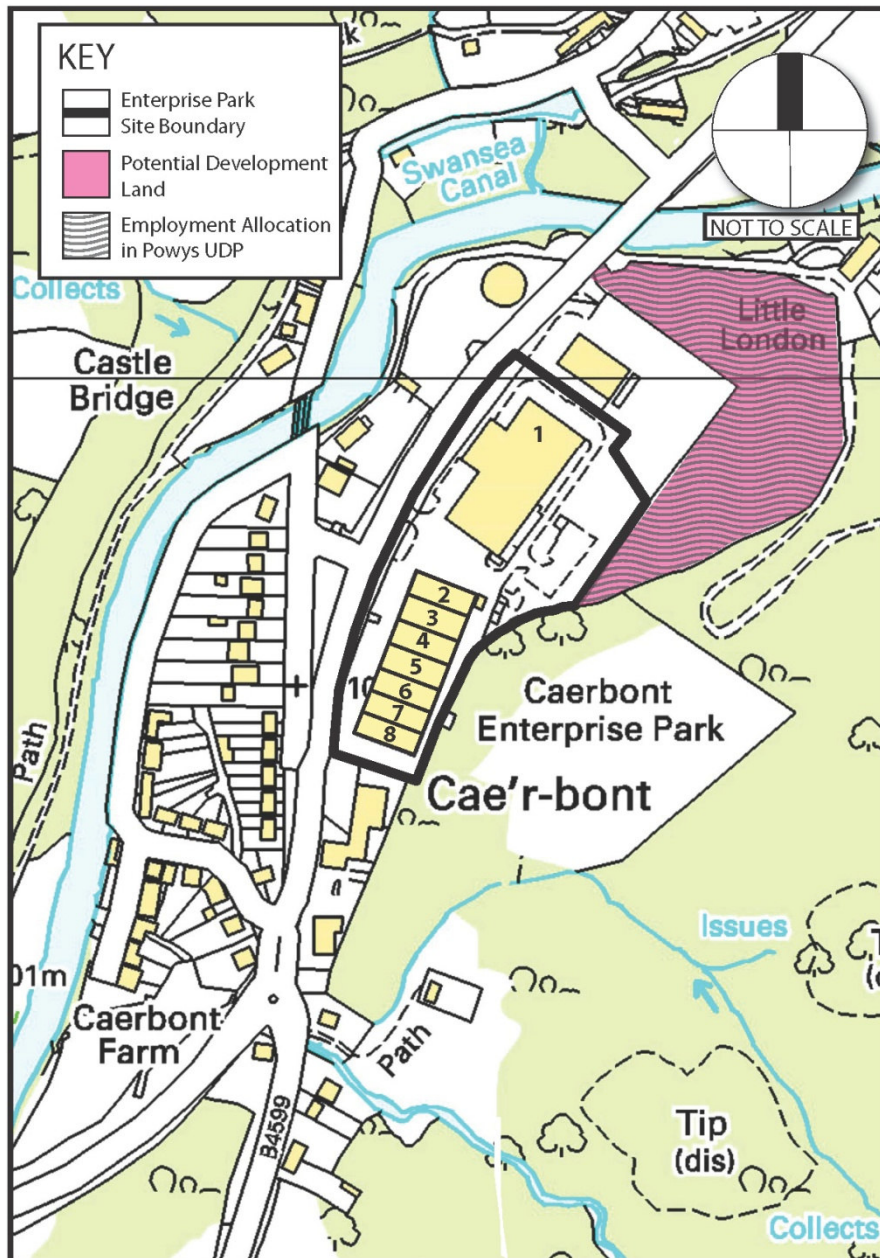


Figure 3-5- Caerbont Enterprise Park

Site Details

The site comprises two quite elderly industrial buildings situated on a self contained site of approximately 2.1Ha. Both units measure circa 38,000 sq ft each and comprise three main bays. The majority of the site is surfaced and there is well established landscaping to the perimeter. The site has frontage to the main road, though due to the density of the landscaping visibility from the main road is limited.

The building situated to the north of the site is occupied by Speedy Cables and Caerbont Automotive Instruments and it is understood that these two companies are operationally linked. The building to the south of the site has been subdivided at some time and now comprises a total of seven self contained units ranging from 3,918 sq ft up to 7,088 sq ft. Both of the buildings look dated, although the building that has been sub divided has been modernised to an extent with the use of some newer cladding, coloured doors and painted walls.

The subdivided units face the front of the site and they all have their main accesses and reception at this end. Some of them have a loading door at this end, while others have the loading door at the back of the unit. There is not a great deal of circulation space around the units and car parking is limited to the front of the site. The road to the rear of the units is quite narrow and could potentially be blocked with larger vehicles stopping to park or load or unload. In terms of extending the site boundary to allow for a wider circulation space to the rear of the units, discussions with Planning Officers confirm that as the site is situated outside the development boundary and would need to be promoted as part of the future LDP. This land is wooded and there may be ecological constraints, although this would require further investigation.

All of the units in the block are fairly similar in size and shape and are considered to be quite large for such a location, and there is low demand for them. A constraint associated with the units is that they have limited height under the eaves which means that the height of the loading doors is restricted. Combined with the limited circulation space, it is considered that this makes it unattractive to potential tenants. Consultation with the owners, Spencer Properties confirms that they have no immediate plans to invest any money on the site or to undertake any further improvements to the buildings.

In terms of potential development land, there is limited availability within the enterprise park boundary, unless the large workshop units were demolished and redeveloped. The Powys UDP allocates 1.5 ha of land adjoining the north eastern site boundary for employment purposes, which could potentially be used as expansion land.

Vacancy

This enterprise park has the highest vacancy rate out of all of the business parks in the study area. Six out of the eight units are vacant providing an occupancy rate of only 25%.

Overall there is circa 31,309 sq ft of vacant floor space within the enterprise park, which equates to 41% of the total floor space.

Of the seven units owned by Spencer Properties, six of them are vacant and have remained so for some time. Consultation with Spencer Properties and the letting agents both confirmed that it is difficult to let units on the site and it is understood that the units have never been particularly popular with occupiers, even when market conditions were more favourable than they currently are. Spencer Properties estimated that on average they have about one enquiry per month for the units, either direct or from their letting agents. The units are being offered at a quoting rent of £2.00 per sq ft per annum which is in our view a competitive level and should not discourage tenants from taking units. As well as the competitive rental levels, it is understood that Spencer Properties take a flexible approach to the terms of any tenancy and will consider fairly short term arrangements

Discussion with the letting agent (Rowland Jones and Partners) confirmed that enquiry levels for the units are limited. They reported that last year they agreed a short term letting to a company from Baglan who wanted some extra storage space for six months, and more recently they have received some interest from a company who wants to open a gymnasium in one of the units.

It would seem that there are a number of reasons as to why the units are proving difficult to let, which include: the location (which is a little remote); all of the units are of a similar size (which is not popular). Units are quite low and have a potentially restrictive loading door height of 3 meters, and there is limited space within the site for parking, loading, yards and circulation.

Quality and Attractiveness of Units

The site as a whole looks reasonably attractive and well presented, though this is mainly due to its pleasant surroundings and the quality of the onsite landscaping. The buildings on the site are

quite old and Unit 1 (Caerbont Automotives and Speedy Cables) in particular is not well maintained and appear to have been deprived of any investment for many years. The unit is clad with asbestos cement sheets, which makes the building look very dated.

An attempt has been made to modernise the other building on the site which has been subdivided. Whilst it still looks dated, it looks reasonably presentable and this has been achieved with the use of more modern looking steel cladding, some fresh paint and the introduction of some different colours to distinguish the different units. The shape of the actual units though is not ideal and they are quite long and narrow. The eaves height is quite low at 3 meters and this restricts the height of the access door and also limits the amount of space that can be used internally, as for example it would not be possible to rack them to any great height. Some of the units also have internal columns which potentially make the space less useable. The roof lights are badly stained and need replacing and this makes the units quite dark internally. It is also questioned whether there might be potential difficulties with fire escapes due to the depth of the units and which might apply in particular to the mid terrace units, although this would need investigation by a building surveyor.

Ownership and Leasing

It is understood that that Unit 1 is owned and occupied by the occupiers Speedy Cables and Caerbont Automotive Instruments. The other units on the site which are owned by Spencer Properties are available to let. They are marketed direct by both Spencer Properties and also Rowland Jones and Partners and Clee Tompkinson Francis (as letting agents). The current quoting rent is £2.00 per sq ft per annum which has been reduced from £2.50 per sq ft in order to try and attract more tenants. Discussions with Spencer Properties reveals that they take a flexible approach to the form of the lease and are prepared to consider short term lettings of less than 12 months.

In addition to the rent, tenants are required to pay a contribution towards the site service charge, buildings insurance, all utility services and business rates.

Market Demand Assessment

Due to the number of empty units, it can only be concluded that there is not a great deal of demand for these units as they are currently configured. Consultation with a number of local agents who have had an involvement with the site over the years indicates that it has always been difficult to let these units, and this is not a recent phenomenon that can be explained by current market conditions. The units are being offered at competitive rentals and on flexible terms, so this again does not explain the lack of occupiers.

It is considered that the most significant contributing factor to the unpopularity of these units is their relatively large size. They all range from circa 4,000 sq ft up to 7,000 sq ft- which are considered to be quite large for such an area. The main demand is clearly for small units of less than 1,000 sq ft. It is hard to see demand for the units increasing in the future unless the issue of size of individual units is addressed first.

One business responded to the occupier survey. The business which occupies the larger workshop unit (Unit 8) indicates that they consider their premises to be poor value for money. Despite this, they report that they have not considered relocating elsewhere and consider the premises to be suitable for their ongoing operation. Also, they anticipate expansion over the next ten years which will result in the need for 7,000 sq ft of additional floor space, and report that this growth could be accommodated through more intensive use of existing space, refurbishment, and through taking occupation of the adjoining workshop unit.

Key Findings and Challenges

- Lack of demand for workshop units
- Workshop units are too large to match local demand
- Poor circulation and car parking around the workshop units
- Rental levels on larger workshops have been reduced to incentivise occupation
- Need for small expansion area to the east to accommodate improved circulation space and enhance redevelopment opportunities for the units.

3.6 New Developments

Tesco Store- Former Lyle Ladders Factory

A planning application for a new Tesco store, petrol filling station, and associated car parking, together with 10 business units and associated car parking on the former Lyte Ladders Factory site has recently been approved.

The application site area (3.9Ha) is shown in Figure 3.1, and immediately adjoins the Woodlands Business Park. The application shows the retail store with a floor space of 4,469 sq. m, and 10 business units each with a footprint of circa 140 sq ft.

SA9 Skills Centre

The SA9 Skills Centre at Trawsffordd is proposed by PCC, Ystradgynlais Communities First and its partners to establish a sustainable community enterprise which will provide skills training in order to create increased labour market participation, progression opportunities as well as community regeneration. It is a strategic and advanced proposal to provide skills based training and vocational mentoring for communities of the Upper Swansea, Amman and Dulais Valleys and would help to tackle the key issues of deprivation and economic inactivity in the area. The proposals seek to increase local participation in vocational courses and employment skills mentoring, whilst increasing the confidence and the skills of the area progressing into employment, further training and education. Components of the centre will include construction skills, workshops, training and mentoring studios. Courses will be vocationally based, accredited to OCN, including construction skills, office/IT, health and beauty. Third party providers such as Remploy, A4E and other statutory providers should be accommodated, as well as adult education courses and the new 14-19 curriculum provided by secondary schools.

The proposal presents opportunities to integrate complementary actions proposed to tackle barriers to enterprise and employment, such as including a crèche/child care facilities, with improvements to the Workshops as a focal point for encouraging start up and small businesses.

4 Supply Analysis

The supply side issues have been addressed in detail in the review of business property set out in Section 3. A summary is set out below.

Types of property

There are 5 established employment sites located within Ystradgynlais providing approximately 110 units and 332,577 sq.ft of floor space. Collectively these sites and buildings cover the more traditional employment sectors and the local market. However within the portfolio there are a range of different types and quality of units which cover particular market requirements and sectors.

The sizes of estates are mainly of the order of up to 15-20 acres (6-8 hectares) and provide for general and local employment. This type of property has been a traditional focus in Wales for the former WDA and local authorities. The public sector continues to be the primary provider of property in Ystradgynlais with ownership of three of the five estates located at Woodlands, Gurnos and Trawsfordd. Apart from occupier owned property on the Woodlands and Ynyscedwyn, the private sector (Spencer Properties) own two sites at Ynyscedwyn and Caerbont, both of which were previously developed by the public sector. Market values indicate it would be expected that the public sector will continue to act as the catalyst for new developments in the future, whether they be on a supply or demand led basis. Consultations with WAG officers have indicated that they anticipate a continued role in taking a lead in developing new property in the future when existing estates become fully developed and occupied.

Table 4-1 provides an overview of the type and quality, and target market for each of the employment sites. The quality of the site and units is given a broad grading which is set out in the key below.

H	High
M	Medium
L	Low
P	Poor

Table 4-1- Overview of the Type and Quality, and Target Market

Location	Site Type	Site Quality				Building Type	Building Quality				Target Market
		H	M	L	P		H	M	L	P	
Woodlands Business Park	General Employment Site		<input checked="" type="checkbox"/>			Industrial/Light manufacturing Offices	<input checked="" type="checkbox"/>				Mainstream manufacturing/General services
Gurnos Industrial Estate	Local Employment Site			<input checked="" type="checkbox"/>		Industrial/Light manufacturing	<input checked="" type="checkbox"/>				Mainstream manufacturing/General services

Ynyscedwyn Industrial Estate	Local Employment Site		<input checked="" type="checkbox"/>			Industrial/Light manufacturing		<input checked="" type="checkbox"/>			Mainstream manufacturing/General services
Trawsfordd Workshops	Local Employment Site			<input checked="" type="checkbox"/>		Workshops			<input checked="" type="checkbox"/>		Mainstream manufacturing/General services
Caerbont Enterprise Park	Local Employment Site				<input checked="" type="checkbox"/>	Industrial/Light manufacturing				<input checked="" type="checkbox"/>	Mainstream manufacturing/General services

Vacancies

It would be unusual to find full occupancy of every industrial property within a localised market such as Ystradgynlais. There are positive effects from having some vacant property as it provides flexibility in the market for businesses to start up, relocate, expand or contract as required. The issue of primary concern is where large numbers of vacancies exist and whether units are hard to let and this can be dependent upon a number of different factors. The most obvious factor is that of size and cost. Other factors though include such things as location, specification of units, attitude/reputation of landlord and the flexibility of occupancy that is being offered to tenants. In some cases there can be a confidence factor involved, and if an estate is well occupied it is often the case that future occupiers are attracted to the vacant units as they become available, as the estate appears vibrant and there is a perception it is performing well and must be a good place to be. If an estate has poor occupancy levels it might appear to potential occupiers that there are problems associated with the estate.

Table 4-2 summarises key findings from Section 3.

Table 4-2 Overview of Vacant Units and Floor space

Location	Vacant Units % (Jan 2009 survey)	Vacant Units % (Jan 2010 Survey)	Vacant Floor space % (Jan 2010 survey)	Reasons for Vacancies
Woodlands Business Park	6	6	3	High Occupancy
Gurnos Industrial Estate	40	30	36	Lack of demand for the large workshop units
Ynyscedwyn Industrial Estate	25	29	22	Lack of demand for the large workshop units A couple of the smaller units are reported to need substantial internal improvements before they will be let.
Trawsfordd	0	0	0	Full Occupancy

Workshops				
Caerbont Enterprise Park	88	75	42	Lack of demand for the large workshop units

The analysis identifies that the occurrence of vacant units are only an issue on two of the five estates. It is significant that vacancy levels are lowest on the Woodlands and Ynyscedwyn estates where there are a larger proportion of owner occupied units. This is partially explained by the evidence that tenanted units are more likely to become vacant over time and owner occupiers often remain in a property for longer periods than a tenant in the equivalent property and are generally more settled.

The table shows how the number and type of vacancies on the Gurnos Estate have reduced since a survey undertaken in January 2009 although two of the larger units (2,500 sq ft) remain empty. While the other two units of this size are occupied, it is only on a temporary basis. With a quoting price of £3.20 per sq ft for the larger units, which is not considered to be prohibitive, NPTCBC could not identify any real reason why these are proving more difficult to let compared with the smaller units, other than lack of demand and it is both impractical and expensive to sub divide these units to make them smaller. Findings from the occupier surveys suggest that the estate has an important role for the aspirations of growth for established businesses in the area and some identified the Gurnos Estate as a potential location with available property to expand into when the time is right. A key challenge for this site is the effectiveness of its future marketing and promotion to achieve the success of estates elsewhere in Ystradgynlais.

Vacancies have been a longstanding problem for the Caerbont Enterprise Park. The buildings are approaching the end of their economic lives particularly because they have been subdivided from a larger building and the shape and configuration does not meet modern standards and requirements demanded by the majority of occupiers. The building is also old and looking quite dilapidated. Out of all the estates in the area, this one seems to be the most difficult to let and in need of the most investment. Lambert Smith Hampton, a previous letting agent for Spencer Properties) confirmed that it was always difficult to get occupiers to consider the site, even in better economic times and the view is that the estate will always struggle with voids. They said that the one sector that had shown interest in the estate over the years was from garages/car repair users, who could not get onto more modern estates in the area. Consultation with officers from DE&T who are familiar with the site when it was owned by the WDA and they have confirmed that the units on the site have always proved difficult to let.

In addition, there are other sites located in Ystradgynlais occupied by single properties, some of which remain vacant, that can contribute towards the overall business property offer for the area. Notably, the former Remploy premises are a large site that provides an opportunity for a range of small and medium sized business or single larger business. Currently, the Volunteers Centre has a short term tenancy of the site.

Future Development Sites

Section 2 identified there are 5 sites located within the Ystradgynlais area which are allocated for employment development in the Powys UDP or in the case of the Gurnos Estate are available for employment. The total amount of employment land including the expansion land at Gurnos is 6.9ha. The recorded take up of allocated employment and since 2007, since when a total of 1 ha of the Woodlands Business Park has been developed suggest there is a small demand for new developments and at approximately 0.5ha a year. There is over 12 years supply of employment land in the area, in excess of the 6 year supply required for the remainder of the plan period. Planning policy guidance requires a choice of sites to be available to meet development needs over the period of a plan; however, this analysis does not take into account

the quality and availability of individual sites which could limit the total amount of employment land realistically available.

Recent proposals will also have an impact on the levels of available future employment land. Proposals to redevelop the Hendreladus Penrhos site for a new school, if approved and developed would remove 1.0 ha from the supply of land. However, the proposal by Tesco, to redevelop the Lyte Ladders site will provide ten new business units, each of which will have a GFA of approximately 140m² (1,500ft²), providing a total GFA of 1,400m² (15,000ft²) has recently been granted planning consent. The planning consent does not have any conditions attached which require the workshops to be built before the retail store, or put any time limits on when the workshops need to be built by

5 Demand Analysis

The demand context is of fundamental importance to developing the strategy. Essentially, it means that, in sharp contrast to the often supply-based approach of land and buildings provision, the demand analysis informs the type, scale and nature of property intervention which is needed both to respond to known and well-defined market areas in Ystradgynlais and to establish a stronger market presence where the property offer is currently relatively weak.

Current & Future Demand

The fastest growing sectors of the UK economy from an employment perspective are expected to be financial and other services, while the fastest declining sectors are expected to be agriculture, mining and manufacturing. The current economic recession has made predicting future trends more uncertain, however, in the long term primary sources of new jobs in the service sector are anticipated to be financial and business services, other private sector services and government. In assessing future demand, sectors which are currently in decline may also produce project opportunities through rationalisation, relocation or modernisation trends. Examples of sectors include: Semiconductor; Electronics; Automotive; and Distribution.

The analysis of the Ystradgynlais area has shown that, for a relatively peripheral location, the existing businesses provide a broad mix of light manufacturing, engineering, basic trades, packaging, wholesale and services. Both automotive and electrical components are well represented as individual sectors, although there is no evidence that this is as a consequence of any formal clustering activity.

Our appraisal of the market indicates that current and future demand for property will continue from a broad sector base similar to the existing profile of local businesses. Enquiry levels and occupier surveys have indicated demand for a range of small modern units (up to 1,000sq ft) which will support new business start-ups, and trade ups from established firms. Office space is in very limited supply, evidenced by the large proportion of this type of workspace found within traditionally constructed estates such as Ynyscedwyn and the high enquiry levels for modern units on the Woodlands Business Park. Therefore, it can be concluded that an unmet demand exists for property with sizable office content. There is also an expressed need to provide one or two new larger premises to meet the specific expansion requirements of established companies located on the Woodlands Business Park. This demand is included within the 58,000 sq ft of additional floorspace that has been expressed as required by existing businesses in the study area through the occupier surveys. Although some of this demand will be found from improvement to existing premises or may not be eventually required, it provides a strong indication of healthy property needs from within the economy of the study area.

The future market demand will continue to be property led with an appropriate size and quality product attracting tenants from established markets. There are two ends of the scale that should continue to be met; good modern quality light manufacturing/office space and good quality industrial/manufacturing units. Two noticeable areas under represented is the availability of small office units and property appropriate for businesses requiring a trade counter.

Property strategy implications

The main property strategy implications of the market demand review are:

- The quality of the property product is an increasingly important consideration from a demand perspective. In comparison to a similar location, the quality of the product is not holding back the market in Ystradgynlais.
- A broad range in type (traditional and modern) and quality (excellent and poor) of property exists to meet market demand; however, much of the present demand in Ystradgynlais is

focused around ready-made, small modern manufacturing and office buildings with lesser demand for larger units.

- A key aspect of the market in Ystradgynlais is to match the 'trading up' and expansion requirements of businesses with available or new product.
- The area is considered externally as a peripheral location largely due to factors such as perceptions of distance from major markets and population centres, and not due to a lack of relevant property product other than office accommodation.
- Ystradgynlais does not tend to attract many businesses in some of the key growth sectors, especially in service industries. Although a couple of larger companies in established sectors like automotive and electronics suggest opportunities for business clustering.
- The need for a coordinated approach between estate owners to improve the 'pipeline' management of businesses progression from workshops through to small to medium sized units

6 Action Plan

As has been outlined under the previous Sections, the study has provide a detailed consideration of the issues and recommendations to increase occupancy rates, support expansion and investment, tackle under/over provision and identify any need and specification for new units. In this Section the findings have been brought together in the form of a holistic, detailed, and prioritised Action Plan. Such an Action Plan should form the basis for any future bids in order to attain funds/commitment to implement opportunities.

Strategic Objectives

The following objectives have been identified as the primary focus for action going forward:

- Maximising the use of existing property and estates, including redevelopment, upgrading and extension of both sites and buildings.
- Invest in new property development, with a specific focus on meeting the growth strategy of established larger businesses, and which is consistent with market demand and economic and financial viability.
- Support improvements to the commercial management and operation of estates.
- Incentivise the turnover of occupation of smaller workshops to stimulate business growth and investment in property by the public and private sectors.
- Supporting property requirements of established larger employers for stimulating new businesses and retaining investment and jobs in Ystradgynlais;
- Increase cooperation between public and private sector to promote property, support business growth and to maintain and enhance the range of business property

Action Plan

Issue	Opportunities	Role of Private & Public Sector	Resources (£)	Risks	Priority
<p>Trawsfordd Workshops</p> <p>The workshops provide an important economic catalyst for business enterprise in the area, providing a well managed micro workspace for new and small businesses with very affordable rent and attractive lease terms. Occupation levels are high and there is strong local demand for units.</p> <p>However, the workshops are operating at a loss, there is a need to increase income and for investment in improving the building fabric and facilities. A structured and incentive driven approach is required to encourage business to grow and 'trade up' to larger premises elsewhere in Ystradgynlais and to free up space for new small businesses.</p> <p>The disparity between the Workshop and private sector rents, could also be distorting the market by constraining tenant interest in alternative private estates, suppressing rental income and as a consequence limiting investment by the private sector in their property.</p>	<p>Rents & Lease Policy</p> <p>Modernise the structure of the rental charges by making them exclusive of business rates. Individual occupiers would then become liable for these and under current legislation and PCC would not be liable to pay the rates on any vacant units. If the rents paid were maintained at their existing level, this would result in the net rents received by PCC increasing by circa 40 – 50 % per annum, subject to the Unified Business Rate (UBR) in any one particular year and subject to full occupancy being maintained.</p> <p>Gradually increase rents for existing tenants to more closely reflect market values. This policy could be implemented over a number of years, once the business rates have been removed from being inclusive in the rent. This would incentivise businesses to consider other accommodation in the area and should help to free up units for new businesses to occupy.</p> <p>The rents charged by PCC are not subject to VAT and this is a major advantage to small businesses who are possibly not VAT registered. Even if the above changes were implemented, a business who did not have to pay unrecoverable VAT would find an incentive and benefit to occupy space at the Workshops site as opposed to other sites in private ownership where they would have to pay VAT</p>	<p>PCC to agree a revise rents and lease policy to more closely reflect the market norm, whilst also still providing incentives to support local economic development.</p>	<p>Minor revenue implications, with changes implemented from within existing PCC management and legal resources.</p> <p>Increased revenue from rents</p>	<p>Objection to changes to rent and lease policy by existing tenants. However, demand for units is strong as evidenced by occupancy levels and the waiting list and similar alternatives do not exist. Opposition could be managed by implementing adjustments gradually for existing tenants.</p>	<p>High – to secure viability of the Workshops, to stimulate investment in the properties, to reduce disparities in the local market, and to encourage new business start ups</p>
	<p>Management & Ownership</p> <p>Three options exist:</p> <ol style="list-style-type: none"> 1. Retain in ownership and management with PCC with revised rents and lease policy to improve viability, increase investment as well as to continue to provide important accommodation for stimulating local economic development 	<p>PCC/WAG to invest in maintaining and improving building fabric.</p> <p>PCC to implement policy of incentivising new business and stimulating local economic development</p>	<p>Capital implications for improvements to estate. This could be offset by increased revenue from rents</p>	<p>Absence of private sector commercial experience and innovation although this could be acquired through consultancy support.</p>	<p>Medium</p> <p>In March 2010 PCC appointed managing agents in line with option 2. Reference to this option in has been kept for consideration should in future PCC revert to previous arrangements</p>
	<ol style="list-style-type: none"> 2. Private Sector Management - The policy of changing the existing rent and lease structures could be implemented by outsourcing the management of the estate to the private sector. PCC would still need to be involved with the management of this process and for setting out the overall strategy for the asset, though the managing agent would implement the policy and changes. This should prove to be a more cost effective way of managing the site and it will also put some distance between PCC and the tenants. <p>A variation on this option is a joint venture between public and private sectors where private sector also invests in the estate and shares income. This has potential but is less likely in a flat market and particularly for individual sites in isolation as it would not generate sufficient returns. Perhaps if this option is considered it should be package</p>	<p>PCC/WAG DE&T to invest in maintaining and improving building fabric</p> <p>PCC to agree policy of incentivising new business with Managing Agent</p> <p>Without management costs and responsibilities PCC has greater flexibility to innovate and direct resources at stimulating local economic development through combining its property portfolio with fiscal stimulus such as grants and tax relief.</p> <p>Private sector to provide commercial</p>	<p>Capital implications for improvements to estate. This could be offset by increased revenue from rents</p> <p>Potential cost savings for PCC from introducing management agent role</p>	<p>Shared profits between PCC and Private Sector reduce income for reinvestment in property</p>	<p>High</p>

	up with a number of estates across Powys to make it more viable.	experience in investment and management			
	3. Sale to Private Sector - this would lead to introduction of rent and lease arrangements more reflective of the open market.	Private sector to invest in maintaining and improving building fabric Private sector to provide commercial experience	Capital implications for improvements to estate. This would be offset by increased revenue from changes to management and rents.	Would remove control from the public sector of an important property stimulus for the local economy.	Low – on the basis of maintaining a strong economic development role for PCC in enterprise development and applying incentive such as those relating to VAT are only available to the public sector.
Woodlands Business Park A high quality and thriving estate that continues to attract high levels of enquiries from small businesses. Two of the largest employers have incrementally grown on site through development and expansion into existing property. The need has been expressed by one tenant to relocate to premises which would provide circa 20,000 sq ft of additional floor space to what they currently occupy. In addition several businesses indicate they plan to expand their businesses over the next 10 years. However, the estate is almost fully developed and it may not be possible to efficiently accommodate these needs within the existing site without freeing up occupied property as well as new developments. There is undeveloped land within the site which could accommodate some further business units.	Expansion Through DE&T Relationship Managers establish in greater detail the expansion needs of existing tenants and to consider options. Options may include: <ul style="list-style-type: none"> Developing vacant area of the existing estate for suitably sized units Encouraging the relocation of one of the larger business to more appropriate premises(existing or new build) within Ystradgynlais thereby freeing up property and redevelopment space for smaller new and established businesses Planning study to establish potential to extend site to accommodate larger scale property requirements. Such requirements could be incorporated into the business property proposals for the Lyte Ladders site. Promotion would also be necessary through the LDP candidates sites register. Study to establish potential for new employment site of equal or better quality within Ystradgynlais. Opportunities include allocated employment sites, Tesco's site and land available adjoining the Gurnos Estate. 	Collaboration between PCC, NPTCBC and WAG DE&T to identify development sites and opportunities for expansion in consultation with established businesses	Capital implications for new build. The possibility of selling off the WAG estate to a private investor would release funds for reinvestment in new site/premises.	Slow response to meet expressed demand may lead to relocation of businesses outside of Ystradgynlais and the resulting loss of local employment Lyte Ladders Site – proposals for redevelopment may remove opportunities to integrate the sites with existing business premises. New development on the site should be masterplanned to support growth from within the Woodlands estate.	High
Ynyscedwyn Industrial Estate Many of the units are relatively modern and date from the mid 1980's onwards and all of the units on the estate are in a generally good condition and appear well maintained. However, units in the middle part of the estate, which are not owned by Spencer Properties, are mostly older, a number of vacant units are in generally poor condition and a number of them are clad with asbestos cement sheets which may need over cladding.	Improvements to quality of the business units, notably the older and larger premises to achieve higher occupancy levels.	Private sector led investment with possible grant support from PCC/ WAG/WVSRA	Capital implication for improvement to premises. Revenue gain from improved demand and rent levels arising from improvements	Non identified	Low
Gurnos Industrial Estate The units are fairly modern and are functional for their purposes; they are well put together and look both modern and functional. The units appear to be well maintained and there are no obvious improvements that could be made to the units themselves. However, the overall attractiveness of the estate is quite poor, as the land surrounding the units is tarmac and used for car parking and circulation, and there is a lack of any soft landscaping- as such the appearance of the estate is somewhat bland.	Soft Landscaping Scheme Implement a soft landscaping scheme The development of the adjoining employment land should require a detailed landscape scheme.	NPTCBC	Capital implications for landscaping works	None identified	Medium
	Employment land allocation Promotion of adjoining land for employment through the LDP	Local Planning Authority to consider sites employment uses	Through existing officer resources	None identified	Medium

There is vacant land adjoining the site that is considered appropriate for future development as an expansion of the estate and this area should be promoted for employment use through the emerging LDP.	candidates sites register				
Caerbont Enterprise Park Vacancies have been a longstanding problem for the Caerbont Enterprise Park. The buildings are approaching the end of their economic lives and the shape and configuration does not meet modern standards and requirements demanded by the majority of occupiers. The building is also old and looking quite dilapidated. Externally, the area surrounding the vacant property has poor circulation areas that would limit the viability of substantial occupation.	Option for redevelopment of this site include: <ul style="list-style-type: none">• Extend site eastwards to improve external circulation, and yard space. This requirement could be incorporated as an extension of the adjoining area of allocated employment land identified in the UDP.• Subdividing into 3 workshops the two end units to match the roof alignment. This will create units that reflect local demand for smaller units.• Redevelop the site of the vacant property to create modern business units. This option could be consider together with options for relocating business from the Woodland Estate.• Planning study to consider redevelopment for alternative/mixed uses.• Increased circulation space through extending boundary slightly to the east into the adjoining land and promote this through the emerging LDP	Private sector led investment with possible grant support from PCC/ WAG/WVSRA for capital works	Capital implication for improvement to premises or acquisition of adjoining land to expand circulation areas. Revenue gain from improved demand and rent levels arising from improvements	Future investment by the public sector should be subject to an assessment of employment site demand sustainability considerations. The site is isolated from the town centre, centre of population and local services.	Medium
Property Forum There are 4 main providers of business property in Ystradgynlais with a strong representation from the public sector (PCC, WAG, NPTCBC) and Spencer Properties as a private sector landowner. Although all owners are to some extent in competition with each other for tenants and income (although the type and quality of properties are not similar), there is also the mutual benefit for the public sector to collaborate to achieve broader regeneration and economic development objectives for the area. Meetings already take place every 6 month between WAG and PCC officers to discuss issues relating to property in the area, and Spencer Properties have expressed an interest in participating in discussions to share information. There is also the need to share market intelligence and good practice to help overcome the difference in demand that exist between individual estates. For example, the occupancy of the Gurnos estate may benefit from working more closely with other public sector partners. A couple of the larger businesses on the Woodlands Business Park have looked to relocate from their current premises, and one business indicated that the premises they need is not available within Ystradgynlais. As such, it is vital that information on potential premises or other options to accommodate their needs is communicated to these businesses through coordinated information sharing by estate owners.	A forum should be encouraged between property owners to exchange information and encourage referrals to improve the management, the letting of their property and to guide investment decisions. In time, as well as sharing intelligence, the forum could prepare a joint directory of property and undertake other collaborative initiatives to improve information for existing and prospective tenants. The first meeting could be convened around sharing the finding of this study with all main parties. PCC new managing agents should be invited to participate to provide additional external perspectives and support the implementation of initiatives. Once established, the Forum should give consideration to establishing links with adjoining areas. Business property networks could be considered throughout the Western Valleys as a method to create integrated and coordinated public/private property initiatives.	PCC to host first meeting of forum, to be held initially every 3 months. WVSRA to consider establishing similar forums where opportunities exist elsewhere within the Western Valleys based on the experience of the Ystradgynlais model.	Minor revenue implications, implemented from within existing PCC economic development resources.	Commercial sensitivity and competition between landowners may limit participation and impact. However, this should not be a primary concern for the public sector and their support for achieving regeneration objectives	High

Appendix A

List of Businesses and floor plans for Trawsfordd Workshops

Powys County Council
Ystradgynlais Enterprise Workshops

Wksp No	Tenant	Type Of Business	Contact	Tel.No
1	Cloths Collections	Second hand cloths to sell	Heather Morgan	01639 845533
2	Arte Marco	Pictures Frame	Ortega Benitez	01639 845674
3	Sweet-Dreams	Storage	Anthony Allitt	07812 424581
4	Edc Patterns	Carpenter	Eurwyn Rees	01639 845588 07971007579
5	Community First	Storage	Tom Addey	01639 845051
6	C.French Covers	Making and Storage Of Pool/Snooker Tables	Craig Davies	07976 834119
7	Marine 16 Ltd	Office & Storage and packing marine business	David White	0797 3917862
8	Kevin Patton	Storage house moving	Kevin Patton	07595842170
9	Merlins Oak	Storage 2 nd hand Furniture	Linda Williams	01639 730399 07837 357729
10	Owen Bailey	Storage	Phillip Owen Bailey	07971 341334
11	Firehorse	Theatrical Productions	Denise Francis firehorseproductio	01639 681947

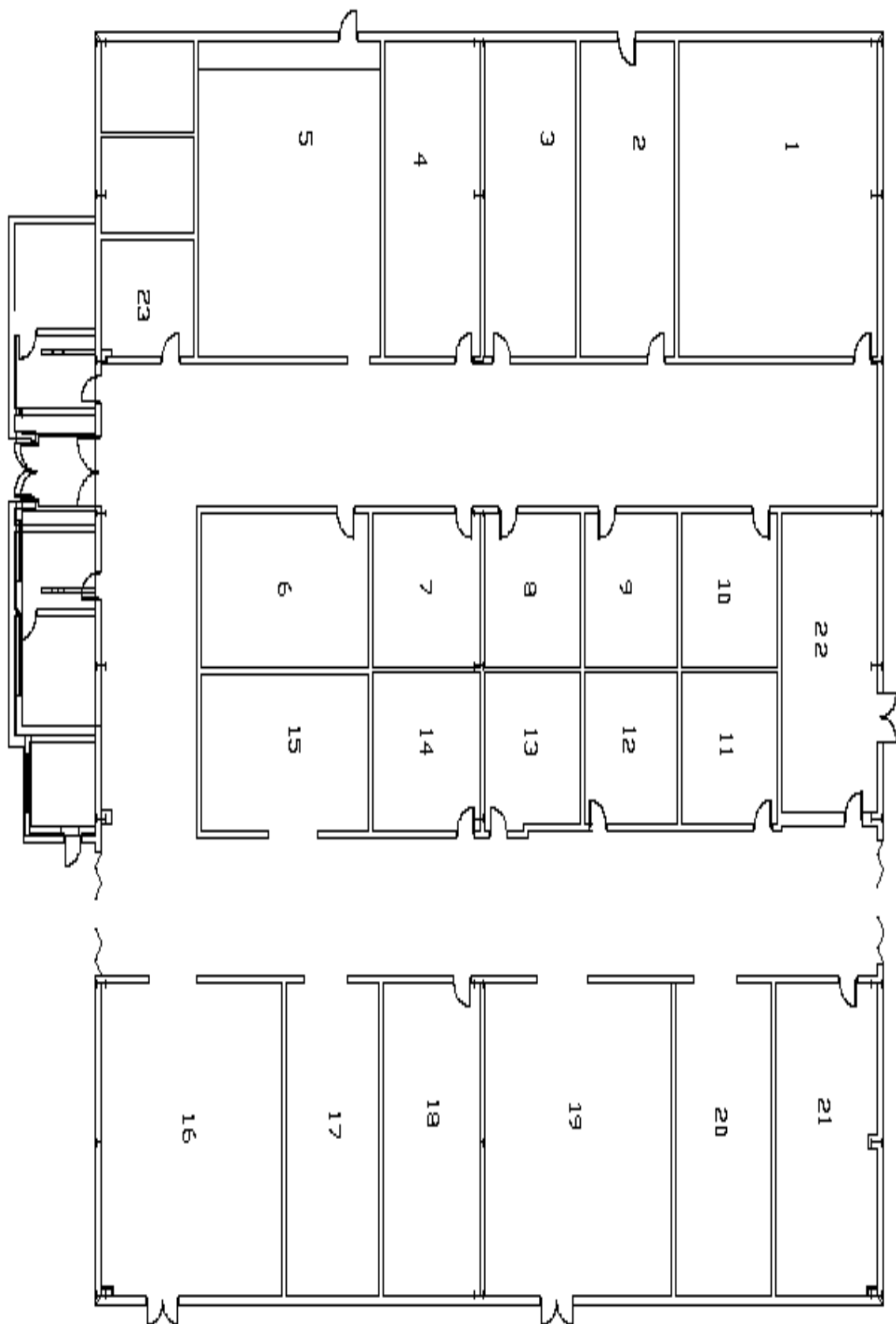
			ns@aol.com	
12	Privilege Travel	Office, airport run	Arwel Bell, Andrew Williams	01639 751039, 07727 223237, 07972 041092
13	TLC Cleaning Services	Office and storage of carpentry business	Tracy Lynne Coles	07771 997 601 843470
14	Probation Services	Repair/Main To Workshops	Nigel Hickey	07812141279 849324
15	Dominic Jones	Restoration	Dominic Jones	01639 830934,07930 889835
16	Healthy Workstations	Office And Production	Gil, Ann Ridley	01639 844500
17	Dartyl Paper Products	Cleaning Products	Justin Evans	841444 849770
18	Reclaimed in Wales	Furniture Stripping	Nigel Horler	01639 843132 07779 704571
19	Clothes Collections	Storage 2 nd hand clothes to sell	Heather Morgan845533	See unit 1, 205
20	Creative Driveways	Laying Driveways	Mr. A Jones	01639 842331
21	Glantawe Plumbing	Plumber	Dale Spittle	07971 384799
22	DM Joyner Carpet Fitting Services	Office and storage of carpets	David Joyner	07779 108774
23	Lloyd Roger	Electrician	Lloyd Roger	07950 342937
201	Morgan Entertainment Ltd	Contribution dvd and chocolate fountain	Jonathan Evans	01792 869325
202	Kite Wholefoods	Producing Mayonnaise	Paul Hartland	01874 638049
203	Ystrad Woodstore	Recycling Of woods	Caroline Bull	01639 849192

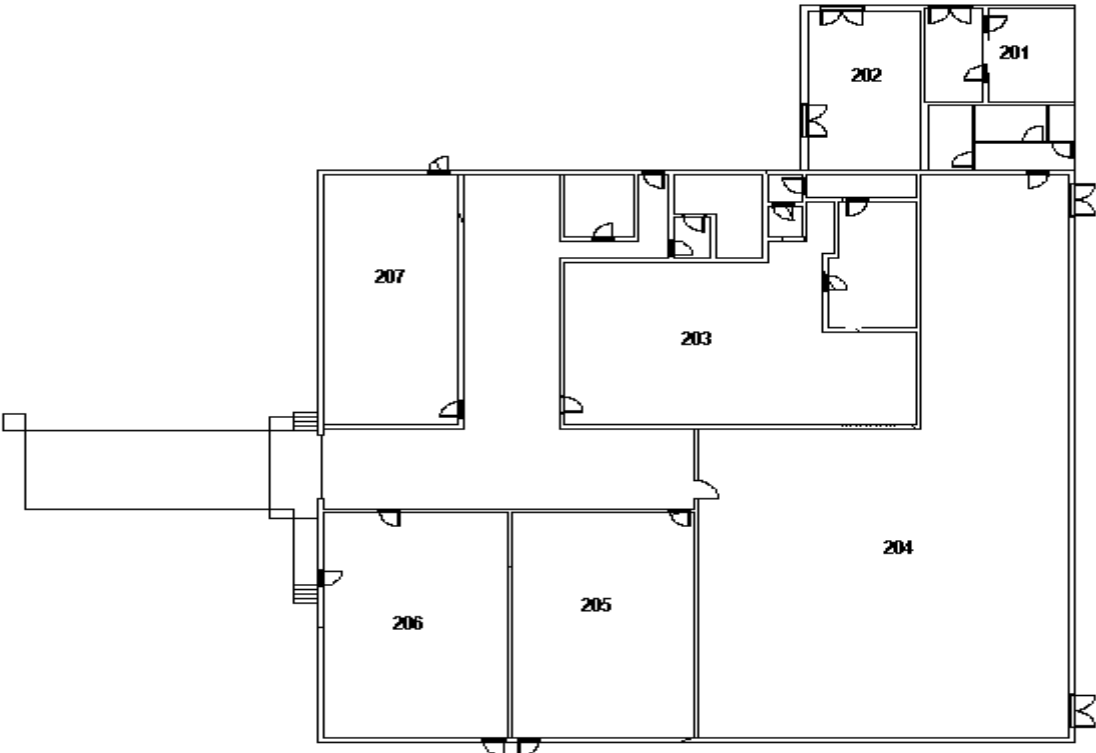
			(Ystrad Volunteer	
204	BuildproUK Ltd	Training and Storage for home cares business	Darrell See unit 300	07906 318899
205	Cloths Collections	Second hand cloths to sell	Heather Morgan	See unit 1
206	M F Price Plumbing & Heating Services	Plumbing Parts	Malcolm Price	841003, 07971 626887
207	Gavin & Stacey's Café	Canteen	Mark Bennett	845147 07970 350930
300	Caremark Ltd	Office Accommodation See unit 204	Darrell Corry	07906 318899
301	First Strike Welding	Welding	D.J.Richards	01792 862983 01639 849319
302	Glantawe Carpets	Storage	Mr.Joyner	01639 842522
303	Bryncelyn Brewery	Brewery Business	Williams Hopton	01639 849051 w/s 841900
304	FFL Services	Landscaping Business	Nigel Davies	01639 830121, 07977 554703
305	Lord of The Hoard	Book collection And furniture	Paul Gowland	01792 863102
306	RD Plumbing & Heating	Repair & Builder	Ryan Rees	07921 253 889
307	Johnson Hall Services Ltd	Building business Storage	Howard J.Johnson	07770 920569 07855 762102
308	Mike Woods	Storage, restoration	Mike Woods	07973 934048

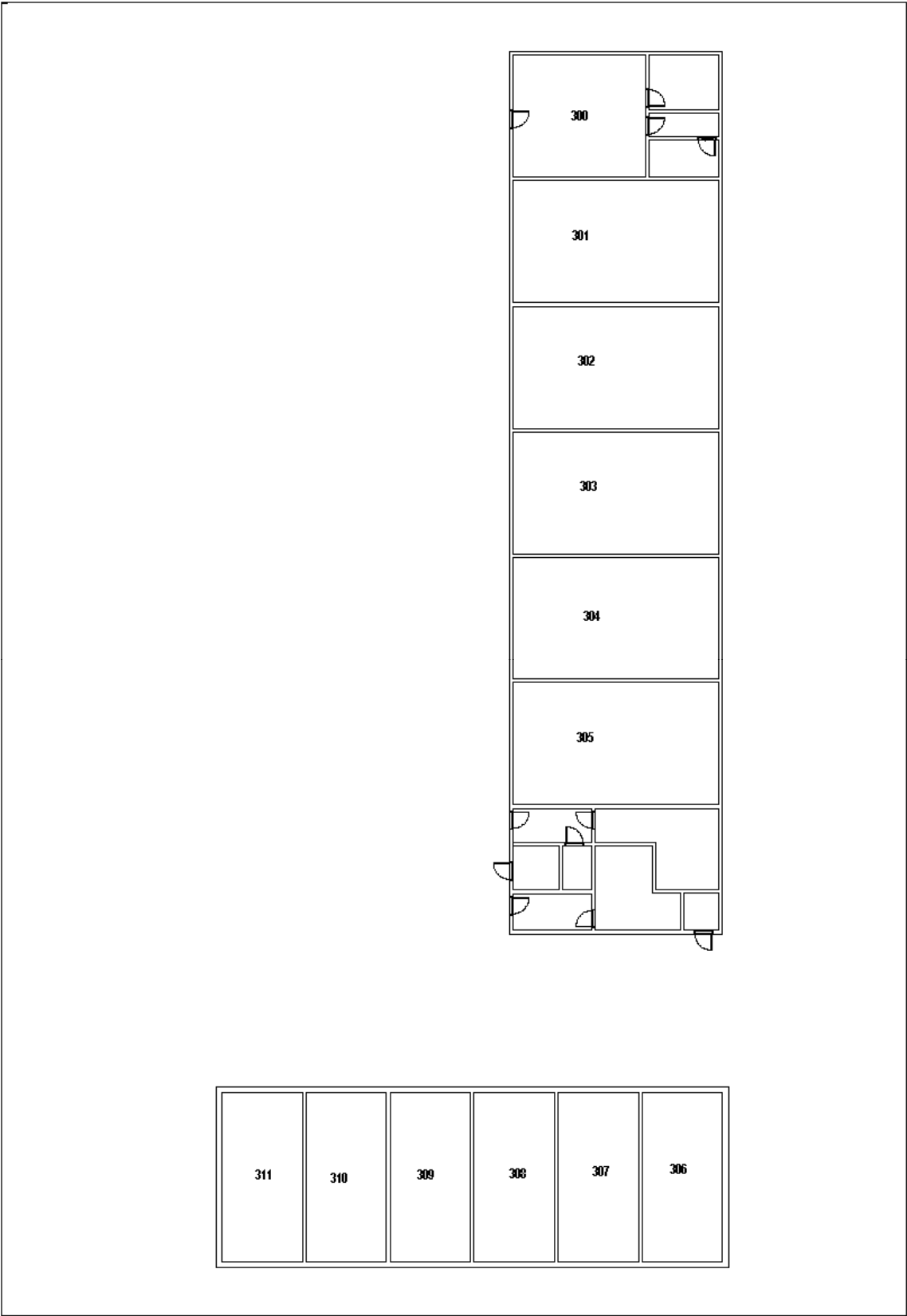
309	Stratex Drilling	Storage	Iwan Brown	01639 730766
310	Choice of Cleaning Ltd	Office and Storage Cleaning window	Simon Tredwell	07905700749, 01639 841481
311	DMJ.Building Services	Storage	David Jones	01639 844762
321	Derek Thomas Builders Ltd	Building Construction	Derek Thomas	01269 831024, 07860 409543
322	Dawn Fresh Flower & Plant	Flower delivery	Terrence E Gibala	07518035322 01269 825030
323	Jopling Access and Rescue Equipment	Light manufacturing	Brian Jopling	01639 730429, 0794006918
324	Thomas the Pop	Storage soft drinks	Mark Weston	01639 842699
325	Contact Electrical Services Ltd	Electrical	Shaun Spencer 831030 w/s	01639 730866 07530 128330
326	E G Tec	Manufacturing Of Plastic Extrusions	Gaby Engel	01639 841012 07799891233
325a	Leatherwise	Leather hand bags	Mr Ian, Penny Thyer	0771 4394509 0771 8572723
325b	Henge Property Development	Building business	Ric Herod	07977 997761
327	No.7	Import handbags & costumes Jewellies	Andy James	01639 849273

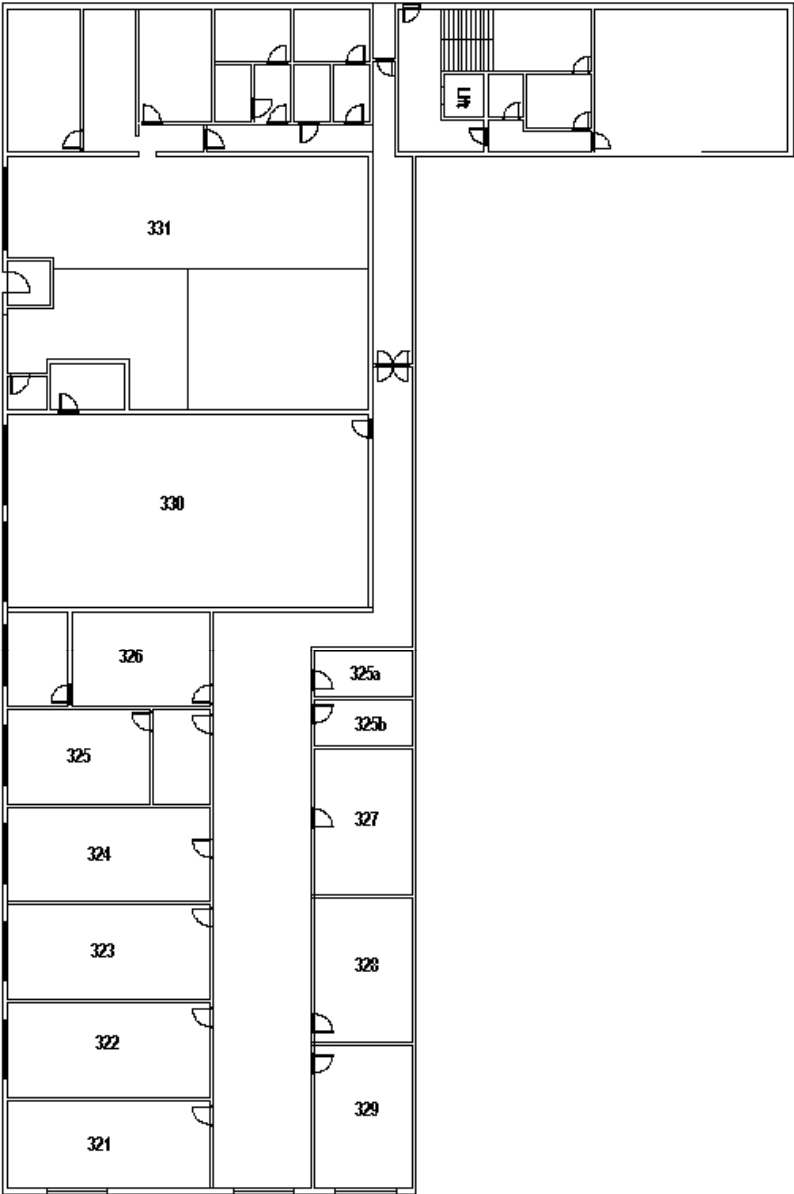
328	Chris Cloney	Office and Book Storage	Tracy Eynon, Chris Cloney	W/S 844160
329	Pattern Paving	Paving business	Ifion Morgan	07830005254
330	South Wales Textiles	Clothes collections	Peter Smith	07957 898461
331	Quid in	Misc storage shop	Brian, Lee Roberts	01639 849221 07810 482501
Porta Cabin	Ystrad Media Trust	Media business	Paul Shannon	07958 493457

Phase 1









Decisions taken by Individual Portfolio Holders

Portfolio Holder for Corporate Governance and Corporate Property

Decisions Taken 9th December 2010

Provision of Site for Allotments at Forden

DECISION	Reason for Decision:
That 2 acres of land at Grove Lane, Forden is offered to Forden Allotment Association by way of a 21 year lease for the purposes of establishing and maintaining an allotment site.	To meet the Council's obligations in terms of provision of allotment sites and to provide a facility for the local community while maintaining rental income.

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6th December 2010

CYNGOR SIR POWYS COUNTY COUNCIL.

REPORT FOR BOARD PORTFOLIO HOLDER APPROVAL

Report to County Councillor Stephen Hayes, Portfolio Holder for Corporate Governance and Corporate Property.

REPORT AUTHOR: Principal Farms Estate Manager

SUBJECT: Provision of Site for Allotments at Forden

REPORT FOR: Decision

1.0 Summary

- 1.1 The County Farms Section has been in communication with a group of local residents seeking to establish an allotment site in the Forden area.
- 1.2 Aware of the County Farms Estate's land holdings in and around Forden, the allotment group initially contacted the Farms Management office to request that the County Council provide an allotment site.
- 1.3 Several potential sites in the Forden area were considered; it was decided that the land shown edged red on the plan attached at Appendix A was the preferred site, being within easy walking distance of the centre of the village and local amenities and with good road access.
- 1.4 The allotment group have previously expressed an interest in purchasing the site with financial assistance from the National Allotment Association. However, their preference is to obtain a long-term lease on the site and a rental of £200 per annum, to reflect current agricultural rental values, has been agreed in principle.
- 1.5 The land is currently subject to a Farm Business Tenancy that terminates on 24/3/2011.
- 1.6 It is clear that demand for allotments in the area is strong and presently 23 individuals have registered an interest in obtaining an allotment plot.

2.0 Corporate Improvement Plan and Risk to the Council

- 2.1 In offering land for allotments there is a risk that the County Council will be encumbered with associated set-up costs and ongoing management and administrative costs. However, in accordance with Corporate Asset Policy, this risk is mitigated by letting to a single properly-constituted allotment association which shall be fully responsible for establishing the

site and all subsequent administration and management. The proposed terms of letting are clear in that the County Council shall have no involvement in the establishment, management or maintenance of the site- the provision of the land will be its sole contribution.

3.0 Options Considered / Available

- 3.1 The Council has the option of retaining the land as part of its core farms estate. However it should be acknowledged that the County Council has a statutory obligation to assist in the provision of allotment sites where local demand can be shown and where no such facilities currently exist.

4.0 Preferred Choice and Reasons

- 4.1 The preferred choice is to make a formal offer of tenancy to Forden Allotment Association in respect to the land shown on the attached plan.
- 4.2 The proposed allotment site will satisfy the obligations of the Council to assist in the provision of allotments. The site shall provide a facility for the local community whilst rental income generated by the Estate shall be maintained.

5.0 Sustainability and Environmental Issues / Equalities / Crime and Disorder / Other Policies

- 5.1 It is considered that the provision of an allotment site at Forden is compatible with the Authority's policies in relation to Sustainability and the promotion of Healthy Lifestyles as set out in the Corporate Improvement Plan.

6.0 Comments of Local Member

- 6.1 County Councillor L V Corfield supports the provision of an allotment site in Forden.

7.0 Other Consultations Undertaken

- 7.1 The current agricultural tenant of the land has been consulted and whilst he is reluctant to lose the opportunity to rent the land from March 2011 he recognises that the County Council is obliged to consider other potential uses for the land.

Recommendation:	Reason for Recommendation:
That 2 acres of land at Grove Lane, Forden is offered to Forden Allotment Association by way of a 21 year lease	To meet the Council's obligations in terms of provision of allotment sites and to provide a facility for the local

for the purposes of establishing and maintaining an allotment site.	community whilst maintaining rental income.
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Relevant Policy :	Corporate Asset Policy		
Within Policy:	Yes	Within Budget:	N/A

Relevant Local Member(s):	Councillor Linda Corfield
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Person(s) To Implement Decision:	H L Van Rees
Date By When Decision To Be Implemented:	1/6/2011

Contact Officer Name:	Tel:	Fax:	Email:
Hugo Van Rees	(01938) 551 266		hugovr@powys.gov.uk

Background Papers used to prepare Report:
Corporate Asset Policy

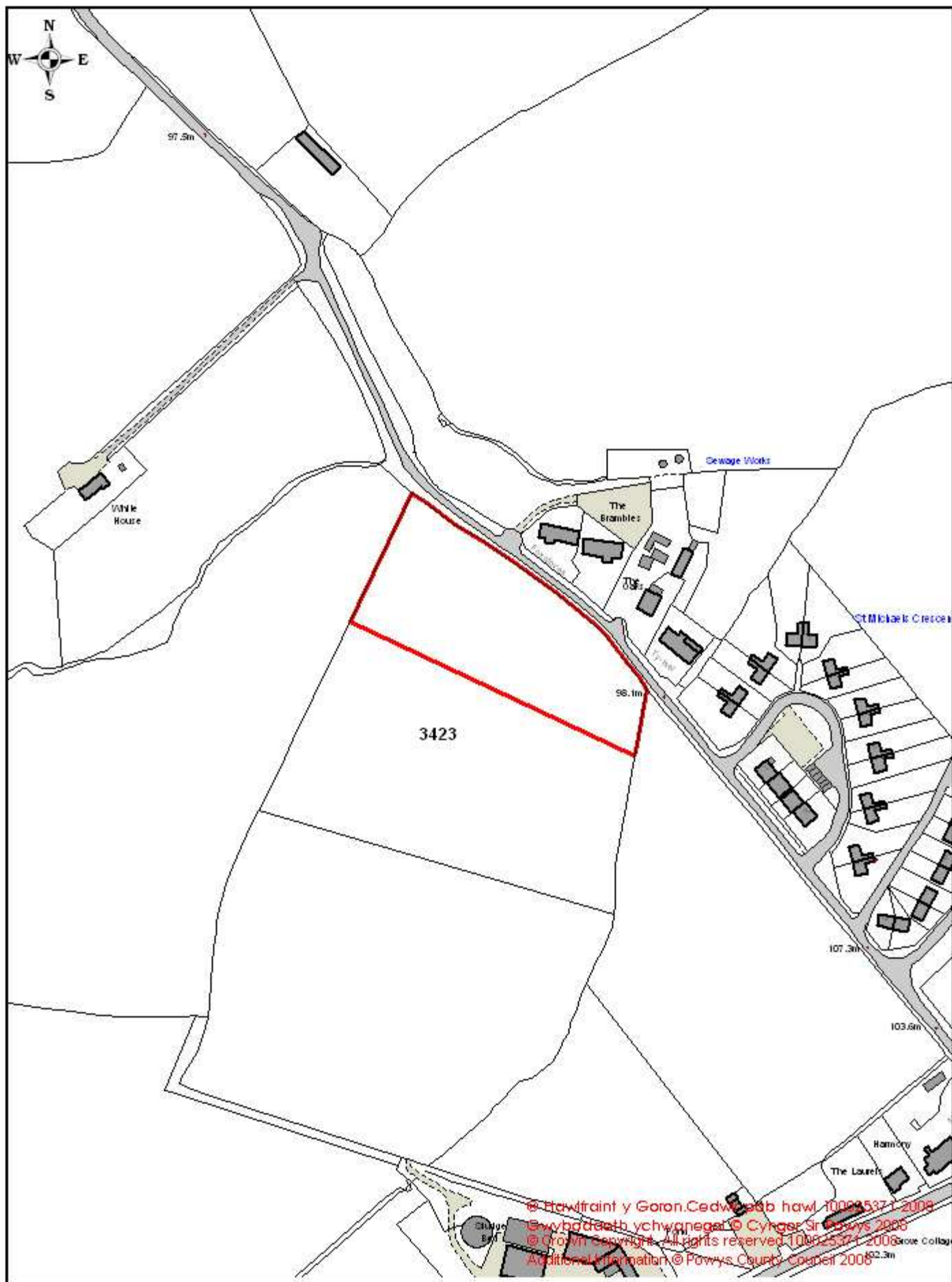
The Recommendation is approved.

Signed

Councillor Stephen Hayes, Portfolio Holder for Corporate Governance and Corporate Property.

Dated

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