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Bridgend County Borough Council



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Rhowch wybod i ni os mai Cymraeg yw eich
dewis iaith.*

*We welcome correspondence in Welsh. Please
let us know if your language choice is Welsh.*



**Gwasanaethau Gweithredol a Phartneriaethol /
Operational and Partnership Services**

Deialu uniongyrchol / Direct line /: 01656 643148
Gofynnwch am / Ask for: Mr Mark Anthony Galvin

Ein cyf / Our ref:
Eich cyf / Your ref:

Dyddiad/Date: 7 March 2017

Dear Councillor,

TOWN & COMMUNITY COUNCIL FORUM

A meeting of the Town & Community Council Forum will be held in the Council Chamber, Civic Offices, Angel Street, Bridgend, CF31 4WB on **Monday, 13 March 2017 at 4.00 pm.**

AGENDA

1. Apologies for Absence
To receive apologies for absence from Members.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members' Code of Conduct adopted by Council from 1 September 2008
3. Approval of Minutes 3 - 8
To receive for approval the Minutes of a meeting of the Town and Community Council Forum dated 12 December 2016.
4. Web Based Planning Facilities 9 - 10
5. Review the Town and Community Councils (T&CC's) Charter Action Plan 11 - 16
6. Urgent Items
To consider any other item(s) of business in respect of which notice has been given in accordance with Rule 4 of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

Yours faithfully

P A Jolley

Corporate Director Operational and Partnership Services

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Councillors:

S Aspey
HJ David
CA Green
EM Hughes
CL Jones
DG Owen

Councillors

G Phillips
DR Pugh
CL Reeves
M Reeves
D Sage
CE Smith

Councillors

HJ Townsend
R Williams
M Winter
RE Young
HE Morgan
R Penhale-Thomas

Plus a representative from each of the Town & Community Councils

(and the Clerk to each Town and Community Council)

Agenda Item 3

TOWN & COMMUNITY COUNCIL FORUM - MONDAY, 12 DECEMBER 2016

MINUTES OF A MEETING OF THE TOWN & COMMUNITY COUNCIL FORUM HELD
IN COUNCIL CHAMBER, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB
ON MONDAY, 12 DECEMBER 2016 AT 4.00 PM

Present:

Councillor HJ David – Chairperson

S Aspey	S Baldwin	E Dodd	CA Green
EM Hughes	M Jenkins	P Jenkins	CL Jones
CL Jones	M Kearns	R Lee	AY Morgan
HE Morgan	RL Penhale-Thomas	CL Reeves	M Reeves
CE Smith	R Williams	RE Young	

Apologies for Absence

Councillors M Butcher, L Grantham-Brooks, N Oram, G Phillips and D Sage

Officers:

Matthew Gilbert	Transport Policy and Strategy Officer
Gary Jones	Head of Democratic Services
Kwaku Opoku-Addo	Policy, Development and Transport Team Leader
Andrew Rees	Senior Democratic Services Officer - Committees
Yuan Shen	Corporate Improvement and Intergrated Partnerships Manager

132. DECLARATIONS OF INTEREST

None.

133. APPROVAL OF MINUTES

RESOLVED: That the minutes of the Town and Community Council Forum of 12 September 2016 be approved as a true and accurate record.

134. ACTIVE TRAVEL ACT - INTEGRATED NETWORK MAP

The Forum received a presentation by Steve Brooks, National Director of Sustrans on the Integrated Network Map for Bridgend.

He informed the Forum that the definition of Active Travel is walking and cycling as an alternative means to motorised transport for the purpose of making every day journeys. He stated that Wales is facing a number of serious challenges that Active Travel can help to address, such as: Health; Environment; Economic Development; Equality and Community Cohesion, which in turn represented five of the seven goals of the Well Being of Future Generations Act. He also stated that Active Travel also improves air quality and reduces road traffic accidents.

He commented on the vital role Town and Community Councils have in having interaction with their communities and bodies such as schools, employers and Chambers of Trade in engaging in the delivery of the Integrated Network Maps which have to be submitted to the Welsh Government by 24 September 2016. He stated that Active Travel presented the opportunity to discuss a vision for communities and is about changing the places people live for the better.

The Forum received a presentation by Matthew Gilbert, Transportation Policy and Strategy Officer on the Active Travel (Wales) Act 2013 and what it meant for the Council and to the communities it serves. He stated that the aim of the Act which came into force on 25 September 2014 is to undertake active travel and to encourage people to leave their cars behind and use active travel where it is suitable for them to do so.

The Transportation Policy and Strategy Officer informed the Forum that the Act placed 24 new duties on local authorities which comprises a map of existing active travel routes (the Existing Routes Map); a map showing plans for active travel over next 15 years (Integrated Network Map); requirements to secure new and improved active travel routes and facilities, and promote active travel journeys and preparation of reports to the Welsh Government. He stated that the Integrated Network Map applies to 9 settlements in the County Borough but local authorities have discretion to map other areas. The Transportation Policy and Strategy Officer also stated that Existing Routes Map had been subject to a 16 week consultation supported by events for various stakeholders including schools and community groups. A total of 36 maps 18 showing pedestrian routes, 18 showing cycle routes were submitted.

The Transportation Policy and Strategy Officer informed the Forum that the Integrated Network Map shows plans and proposals for active travel over the next 15 years and subject to a 12 week public consultation. He highlighted the process of preparing for the Integrated Network Map which resulted in the desired routes being added to identify and assess potential routes and networks for the draft INM. He stated that the importance of the INM should not be underestimated as any routes not included in the INM were unlikely to receive funding.

The Forum commented on potential to encourage people to use rural pavements for commuting as cycle paths are used in such a way in Scandinavians countries. The Forum also commented on the need for the A48 to be looked at due a recent fatality and the pressures on the route from the Broadlands development. The Merthyr Mawr area has a number of footpaths used for cycling, running and walking and need to be made safer for leisure activities. The present 60 miles per hour speed limit at Merthyr Mawr south needed to be looked at as roads in the vicinity have become rat runs. The Leader informed the Forum that the Welsh Government has granted funding to enable the highways authority to carry out a programme of physical improvements and stated that strong evidence was needed to identify improvements to be made. The Policy, Transport and Development Team Leader informed the Forum that there are three barriers to making changes to the way people commute, namely, planning, funding and culture. He stated there is a need to plan for the future and to engage with communities so that problems can be identified. The Leader informed the Forum that the traffic review at Merthyr Mawr would be published.

The Forum questioned what work was being done in schools to promote active travel. The National Director of Sustrans informed the Forum of the work undertaken by the Bike IT Officer in schools in Bridgend to promote active travel, which had led to the reduction of school runs, increased bike safety and had got pupils involved in the INM. He stated there was a need to focus attention on under 5 year olds and aspiring parents on promoting active travel. The Transportation Policy and Strategy Officer informed the Forum that there is a suite of measures which could be put in place linking with Sustrans to achieve a reduction in car usage.

A member of the Forum commented at the lack of lockable facilities for bikes and locker rooms in some comprehensive schools which could be a barrier to encouraging pupils to cycle to school. The Cabinet Member Communities confirmed that Maesteg Comprehensive has bike racks and many pupils cycle to school there.

A member of the Forum commented that bus companies had ceased operating some routes as buses could not negotiate some roads due to parked vehicles on either side of the road. It needed to be impressed on residents to park on their drives otherwise bus services could be lost. A member of the Forum also commented that parents need to be educated when dropping children at school due to indiscriminate parking. The Cabinet Member Communities commented that the Council is to purchase a parking enforcement vehicle jointly with the Vale of Glamorgan Council to target areas of indiscriminate parking, particularly in the vicinity of schools. The National Director of Sustrans commented that there had been a lot of problems of street parking since Coleg Cymunedol y Dderwen had opened. A member of the Forum commented that retail parks had encouraged the use of more car journeys. A member of the Forum also commented on the need for a cycle route to be developed to go to Porthcawl.

A member of the Forum commented that narrower roads had been developed at Parc Derwen designed to reduce speed but this had caused parking problems.

RESOLVED: That the Forum noted the report.

135. WELL BEING OF FUTURE GENERATIONS ACT 2015

The Forum received a presentation by the Group Manager Corporate Performance, Partnerships and Transformation on the Wellbeing of Future Generations (Wales) Act 2015.

The Act introduced four pillars of wellbeing, namely, Social, Economic, Cultural and Environmental and the aim of the Act is to improve the wellbeing, social, economic, cultural and environmental wellbeing of Wales.

To be able to improve wellbeing, the connectivity between the four pillars must be recognised and there was a need to focus activities on all four pillars to improve wellbeing. She stated that historically, social services have addressed only the social needs of clients, which had led to an unsustainable model of service delivery, spiralling costs, and interventions that are likely to fail.

The Group Manager Corporate Performance, Partnerships and Transformation highlighted the seven wellbeing goals. She stated that the Act puts in place a 'sustainable development principle' which means that public bodies must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. The principle is made up of five ways of working that public bodies are required to take into account when applying sustainable development. The Welsh Government has put in place the Wellbeing of Future Generations (Wales) Act as the latest step in the journey to embed sustainable development in the public sector in Wales which has been recognised by the United Nations as a ground-breaking piece of legislation. The Group Manager Corporate Performance, Partnerships and Transformation highlighted the key parts of the wellbeing duty for public bodies and public services boards together with the key dates.

The Group Manager Corporate Performance, Partnerships and Transformation informed the Forum that the Act requires Public Services Boards to publish first Local Wellbeing Plans by May 2018. Town and Community Councils with income / expenditure of £200,000 must take all reasonable steps towards meeting the local objectives in the local Wellbeing plan for the area. She stated that the Act requires Public Services Boards to involve all Town and Community Councils in the process of improving the well-being of the area.

The Forum received a presentation from Lyn Cadwallader, Chief Executive of One Voice Wales on the Future Generations and Wellbeing Act and the impact of the Act on Town and Community Councils. He highlighted the work and influence of One Voice Wales in the sector.

He informed the Forum that Section 40 of the Act placed duties on certain Town and Community Councils to all reasonable steps towards meeting local objectives in the local well-being plan that has effect in their areas and must publish a report for each relevant financial year detailing progress against local objectives. He stated that Town and Community Councils would need to integrate into their existing mechanisms for planning, monitoring and reporting on what they do. He also stated that PSB's must consult Town and Community Councils on local well-being plan by providing draft copy. Town and Community Councils can respond including making representations and should consider local well-being plans alongside their own plans for the year ahead. He stated that Town and Community Councils need to consider funding implications; engage with the community and agreeing next steps and implementing and monitoring progress. Town and Community Councils for which the duty applies are able to seek the advice of the Future Generations Commissioner.

The Chief Executive of One Voice Wales outlined the current sector developments for local councils which would see Town and Community Councils having extended responsibilities requiring greater capability and capacity. This would be achieved over 3 phases, with phase 1 commencing in 2016/17, phase 2 taking place between 2018/19 and 2019/20 and ending with phase 3 taking place between 2020/2023. He informed the Forum of the support of the Cabinet Secretary for Town and Community Councils.

The Forum noted that the Act will bring considerable additional duties for larger Town and Community Councils.

The Forum raised the issue of potential double taxation in the event of some Town and Community Councils taking over responsibilities undertaken by County Borough Councils. The Chief Executive of One Voice Wales informed the Forum that if a Unitary Authority stopped delivering a service and which was then delivered by a Town and Community Council would not be double taxation. However if a Unitary Authority continued to provide a service and it was funded by a Town and Community Council it could be deemed to be double taxation. One Voice Wales had taken the line that if Unitary Authorities could not afford to run some services, they could be run by Town and Community Councils. He stated that Town and Community Councils could also work with housing organisations and local businesses.

A member of the Forum questioned whether the Welsh Government could assume responsibility for education and social services which would allow local authorities to concentrate on the delivery of more local services. The Leader commented that most services run by local authorities are invisible to the public and that the Welsh Government already runs a key service, that being the health service. He did not believe that the Welsh Government running education and social services would benefit those services. He stated that the Council needed to look at its role in working more closely with Town and Community Councils.

The Chief Executive of One Voice Wales informed the Forum that One Voice Wales had been critical of the previous proposals for local government re-organisation. He stated that services run by Unitary Authorities were being stretched and therefore needed to work with Town and Community Councils to deliver services. He also stated that the Act would see significant changes to the way in which Town and Community Councils operate. The Act makes it harder to dissolve Town and Community Councils but makes it easier to establish Town and Community Councils.

RESOLVED: That the Forum noted the report.

136. WEB BASED PLANNING FACILITIES

This item was deferred to the next meeting.

137. REVIEW OF THE TOWN & COMMUNITY COUNCILS' CHARTER ACTION PLAN

This item was deferred to the next meeting.

138. URGENT ITEMS

There were no urgent items.

The meeting closed at 6.17 pm

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO TOWN & COMMUNITY COUNCIL FORUM

13 MARCH 2017

REPORT OF THE CORPORATE DIRECTOR – COMMUNITIES

WEB BASED PLANNING FACILITIES

1. Purpose of Report

- 1.1 The purpose of the report is to update the Town and Community Council Forum on the range of planning facilities available online, including the facility to comment on planning applications. This will involve a short presentation and a live demonstration.

2. Connection to Corporate Improvement Plan / Other Corporate Priorities

- 2.1 The delivery of the County Borough Council's planning functions has links to all three of the Council's Corporate Priorities as outlined in the Corporate Improvement Plan 2016-2020.

3. Background

- 3.1 Over the last decade as part of its commitment to make planning information more widely accessible Bridgend County Borough Council (BCBC) has invested in information technology to improve its service. This includes back scanning of historical information; adoption of an electronic document management system; publication of key documents on the website; adoption of the Planning Portal to submit planning applications online and introducing the facility to comment on planning applications via the internet.
- 3.2 Whilst improving the service to the public, the online facilities have also helped the planning service to maintain acceptable levels of service provision, against a background of budget cuts amounting to £216,000 in the past two years, out of a budget of £517,000 (a cut of 42%). It is important to recognise, therefore, that the uptake of IT based services by the Town and Community Councils and the general public is essential to the delivery of the planning service, as staffing levels are severely diminished.

4. Current Situation/Proposal

- 4.1 BCBC facilitates consultees or any member of the public to submit comments online by directly using the links provided in the consultation letter or via the Council's main website.
- 4.2 Town and Community Councils are statutory consultees in relation to planning applications.

- 4.3 More recently a new back office IT system has improved the service available to the public to submit comments on applications.
- 4.4 Key documents including the Local Development Plan (LDP) as well as Supplementary Planning Guidance (SPG) and Design Guides are also available to view and download from the website.
- 4.5 It is proposed to expand the online services in the future to include digital mapping information whereby members of the public will be able to locate a property on a map to check if there are any constraints for example tree preservation orders and existing planning consents.

5. Effect upon Policy Framework & Procedure Rules

- 5.1 There is no impact on the Council's Policy Framework or Procedure Rules.

6. Equality Impact Assessment.

- 6.1 There are no equality implications arising from this report.

7. Financial Implications

- 7.1 There are no direct financial implications as a result of this report.

8. Recommendation

- 8.1 The Town and Community Council Forum is recommended to note the report.

Mark Shephard
Corporate Director Communities
7 March, 2017

Contact Officer

Mr. Jonathan Parsons

Group Manager - Development

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Background Documents

None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO THE TOWN & COMMUNITY COUNCIL FORUM

13 MARCH 2017

REPORT OF THE CORPORATE DIRECTOR - OPERATIONAL AND PARTNERSHIP SERVICES

REVIEW THE TOWN & COMMUNITY COUNCILS' (TCCs) CHARTER ACTION PLAN

1. Purpose of Report.

- 1.1 The purpose of this report is to provide an update on the development of the Action Plan of the Town and Community Councils (TCCs) Charter's, seek approval for the actions proposed for inclusion in the Action Plan and agree the Action Plan going forward.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The Charter and its supporting Action Plan will provide the opportunity to assist in the achievement of all of the following Corporate Priorities:
1. **Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
 2. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
 3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

3. Background.

- 3.1 At the Town & Community Council Forum meeting on 18th July 2016, the Mayors and Chairpersons of each of the Town & Community Councils were invited to sign the new TCC Charter at the official signing ceremony held in the Council Chamber.
- 3.2 During the revision of the Charter, it was agreed that an Action Plan would be reviewed at each meeting of the TCC Forum. This would ensure that priorities could be identified and managed appropriately. All Councils will be able to identify items for inclusion on the Action Plan and monitor the progress made throughout the year.
- 3.3 The TCC Forum has previously agreed that:

- Bridgend CBC will nominate a lead officer for the development and monitoring of the Action Plan.
- The work plans for the relevant service areas in Bridgend CBC will reflect the Action Plan.
- The Action Plan will be discussed and updated at each forum meeting, and the Charter and Action Plan will be reviewed annually in order that it remains a valid tool for the partnership.

3.4 Possible topics for inclusion on the Action Plan were previously identified as follows:

- A list of services to potentially be devolved to TCCs
- SLAs put in place for services transferred supported by a tapering funding scheme from 3 to 5 years
- The Charter should be developed to provide performance/standards of service indicators
- Community Asset Transfer and other programmes and projects

4. Current situation / proposal.

4.1 The Charter Action plan is presented to each meeting of the TCC Forum for review.

4.2 Members of the Town and Community Council Forum are requested to propose items for inclusion in the action plan on the partnership's objectives and priorities.

5. Effect Upon Policy Framework & Procedure Rules.

5.1 There is no impact on the Council's policy framework or procedure rules.

6. Equality Impact Assessment

6.1 There are no equality implications arising from this report.

7. Financial Implications.

7.1 There are no financial implications arising directly from this report.

8. Recommendation.

8.1 It is recommended that the Town & Community Council Forum:

- Note:the report and propose items for inclusion in the action plan
- Approve the updated Charter Action Plan attached as Appendix 1.

PA Jolley
Corporate Director Operational and Partnership Services
7 March 2017

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Civic Offices, Angel Street. Bridgend
CF31 4WB

Background documents – None

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BRIDGEND TOWN AND COMMUNITY COUNCIL CHARTER ACTION PLAN

The actions in the plan will be agreed and monitored by partners at the Town and Community Council Forum.

Ref	Action	Priority/Completion Date	Responsible TCC Partner/ Officer	Comments
1	Town and Community Councils Clerks to have liaison meetings prior to the Forum meeting	As required	BCBC with all TCC Clerks	2 meetings held to date with the next meeting scheduled for 2 Feb 2017
2	The Town & Community Councils Charter to be reviewed annually: <ul style="list-style-type: none"> Changes to LSB to be included in the annual review 	Annual anniversary of formal signing of the Charter	TCC Forum	Charter scheduled for review in July 2017
3	The Action Plan to be reviewed at every meeting of the Town & Community Council Forum.	Every Forum meeting	TCC Forum	Ongoing
4				
5				

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