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Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr
Bridgend County Borough Council



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

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Rhowch wybod i ni os mai Cymraeg yw eich
dewis iaith.*

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Annwyl Cyngorydd,

FFORWM CYNGOR TREF A CHYMUNED

Cynhelir Cyfarfod Fforwm Cyngor Tref a Chymuned yn Siambr y Cyngor, Swyddfeydd Dinesig, Stryd Yr Angel, Penybont Ar Ogwr CF31 4WB ar **Dydd Mawrth, 17 Mawrth 2020** am **16:00**.

AGENDA

1. Ymddiheuriadau am absenoldeb
Derbyn ymddiheuriadau am absenoldeb gan Aelodau.
2. Datganiadau o fuddiant
Derbyn datganiadau o ddiddordeb personol a rhagfarnol (os o gwbl) gan Aelodau / Swyddogion yn unol â darpariaethau'r Cod Ymddygiad Aelodau a fabwysiadwyd gan y Cyngor o 1 Medi 2008.
3. Cymeradwyaeth Cofnodion 3 - 12
I dderbyn am gymeradwyaeth y Cofnodion cyfarfod y 10/12/2019
4. Adolygiad Fforwm Cyngor Tref a Chymuned 13 - 16
5. Diweddariad Trosglwyddo Asedau Cymunedol 17 - 62
6. Materion Brys
I ystyried unrhyw eitemau o fusnes y, oherwydd amgylchiadau arbennig y cadeirydd o'r farn y dylid eu hystyried yn y cyfarfod fel mater o frys yn unol â Rhan 4 (pharagraff 4) o'r Rheolau Trefn y Cyngor yn y Cyfansoddiad.

Yn ddiffuant

K Watson

Prif Swyddog – Gwasanaethau Cyfreithiol, Adnoddau Dynol a Rheoleiddio

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Cyfnwyd testun: Rhowch 18001 o flaen unrhyw un o'n rhifau ffon ar gyfer y gwasanaeth trosglwyddo testun

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Rydym yn croesawu gohebiaeth yn y Gymraeg. Rhowch wybod i ni os yw eich dewis iaith yw'r Gymraeg

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Cynghowrwr

S Aspey
SE Baldwin
JPD Blundell
MC Clarke
N Clarke
HJ David
P Davies

Cynghorwyr

RM Granville
B Jones
RL Penhale-Thomas
KJ Watts
CA Webster
W Willis
RE Young

Cynghorwyr

B Sedgebeer
CE Smith
SG Smith
JH Tildesley MBE
SR Vidal
MC Voisey

Ynghyd â chynrychiolydd o bob
un o'r Cynghorau Tref /
Cymunedol

COFNODION CYFARFOD Y FFORWM CYNGOR TREF A CHYMUNED A GYNHALIWIYD YN SIAMBR Y CYNGOR, SWYDDFEYDD DINESIG, STRYD YR ANGEL, PENYBONT AR OGWR CF31 4WB DYDD MAWRTH, 10 RHAGFYR 2019, AM 16:00

Presennol

Y Cyngorydd HJ David – Cadeirydd

N Alderton	JPD Blundell	MC Clarke	N Clarke
P Davies	Cllr L Desmond-Williams	RM Granville	Cllr P Jenkins
B Jones	D Jones	T Lyddon	A Mckay
CE Smith	W Willis		

Ymddiheuriadau am Absenoldeb

Cyngorydd Stuart Baldwin, Cyngorydd Ken Watts, Cyngor Cymunedol Llangrallo Isaf, Cyngor Tref Pencoed.

Swyddogion:

Michael Pitman	Prentis Gweinyddu Busnes
Zak Shell	Pennaeth Gwasanaethau Cymdogaeth
Lindsay Harvey	Cyfarwyddwr Corfforaethol – Addysg a Chymorth i Deuluoedd

190. DATGANIADAU O FUDDIANT

Dim

191. DERBYN Y COFNODION

PENDERFYNWYD: Derbyn cofnodion y cyfarfod a gynhaliwyd ar 15/07/2019 a 29/07/2019 fel rhai gwir a chywir.

192. GWASANAETHAU ADDYSG LLYWODRAETH LEOL CYMRU

Cyflwynodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd adroddiad a oedd yn diweddarau'r Aelodau Fforwm Cyngor Cymunedol a Thref ar wasanaethau addysg llywodraeth leol Pen-y-bont ar Ogwr.

Eglurodd bod Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr yn cynnal 60 ysgol, yn cynnwys 48 Ysgol Gynradd (4 yn darparu addysg cyfrwng Cymraeg), 9 Ysgol Uwchradd (1 yn darparu addysg cyfrwng Cymraeg) a 2 ysgol addysg arbennig.

Eglurodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd bod Pen-y-bont ar Ogwr yn un o bum awdurdod lleol yng ngwasanaeth addysg ar y cyd Consortiwm Canolbarth y De ar gyfer gwella ysgol. Rhoddodd wybod i Aelodau mai cyllideb net y Cyngor ar gyfer y Gyfarwyddiaeth Addysg a Chymorth i Deuluoedd oedd tua £114m yn 2019-20, a oedd yn cynrychioli 42% o gyfanswm cyllideb net y Cyngor o £271m.

Cyflwynodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd ffigyrau mewn perthynas â phlant a phobl ifanc ym Mhen-y-bont ar Ogwr a fanylwyd arnynt yn 3.3 yr adroddiad. Cyflwynodd hefyd ystadegau mewn perthynas â chyllidebau ysgol a disgybl a fanylwyd arnynt yn 3.5 a 3.6 yr adroddiad.

Rhoddodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd gyflwyniad a oedd yn egluro'r pynciau a soniwyd amdanynt uchod yn fanylach gan nodi'r prif bwyntiau canlynol:

- Ar y cyfan, mae disgyblion ym Mhen-y-bont ar Ogwr yn gwneud cynnydd da rhwng yr oed statudol ysgol o bum mlwydd oed ac un ar bymtheg.
- Mae presenoldeb disgyblion yn gryf ac yn cymharu'n ffafriol yn rheolaidd gyda chyfartaledd Cymru gyfan.
- Mae data gwahardd disgyblion ar y cyfan yn unol â chyfartaledd Cymru gyfan, er, yn ddiweddar, mae Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr wedi profi cynnydd yng ngwaharddiadau cyfnod penodol.
- Ar y cyfan, mae'r cynnydd a wnaed gan ddysgwyr bregus un ai yn unol â chyfartaledd Cymru gyfan, neu yn rhagori ar y cyfartaledd.

Darparodd y Cyfarwyddwr Corfforaethol Addysg a Chymorth i Deuluoedd ragor o wybodaeth ynghylch disgyblion a oedd yn dangos y canlynol:

- Dros gyfartaledd o 3-blynedd, mae 18.1% o ddisgyblion rhwng 5 a 15 mlwydd oed yn gymwys ar gyfer cinio ysgol am ddim (sydd ychydig yn uwch na chyfartaledd Cymru gyfan o 17.9%).
- Mae 7.7% o ddisgyblion 5 mlwydd oed a hŷn yn siarad Cymraeg yn rhugl (sy'n is na chyfartaledd Cymru gyfan o 16.2%).
- Mae 6.0% o ddisgyblion yn lleiafrifoedd ethnig (sy'n is na chyfartaledd Cymru gyfan o 11.0%).
- Mae gan 20.2% o ddisgyblion anghenion addysgol arbennig (sy'n is na chyfartaledd Cymru gyfan o 22.6%).
- Gofalodd yr awdurdod lleol am 131 plentyn o bob 10,000 yn 2018 (sy'n uwch na chyfartaledd Cymru gyfan o 102 plentyn o bob 10,000).

Eglurodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd bod gwelliannau wedi eu gwneud mewn ysgolion a oedd wedi eu dangos gan asesiadau diweddar Estyn. Darganfuwyd bod gan Ben-y-bont ar Ogwr 31 ysgol yn y categori cymorth 'gwyrd' (i fyny o 27 yn 2017-2018); 22 ysgol yn y categori cymorth 'melyn' (i fyny o 21 yn 2017-2018); 4 ysgol yn y categori cymorth 'ambr' (i lawr o 9 yn 2017-2018); a 3 ysgol yn y categori cymorth 'coch' (yr un ffigwr â 2017-2018).

Ychwanegodd bod y prosesau monitro 'ysgolion sy'n destun pryder' yn effeithiol a bod effaith y systemau penodol a chadarn hyn ar gyfer sicrhau cynnydd yn glir. Er enghraifft, yn ystod y flwyddyn ddiwethaf: mae nifer yr ysgolion yng nghategoriâu adolygu neu fonitro Estyn wedi lleihau o 11 i 6; ac mae nifer yr ysgolion yn y categorïau cymorth 'coch' neu 'ambr' wedi lleihau o 12 i 7.

Cynghorodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd bod yr awdurdod lleol yn rhoi pwyslais sylweddol ar bwysigrwydd llais y dysgwr. Fel rhan o'r adolygiad ôl-16, roedd pob cyngor myfyrwr ysgolion uwchradd yn cymryd rhan mewn gweithdai i greu mewnbwn llais y dysgwr i 'uchelgeisiau ar gyfer addysg 16-18 ar draws Sir Pen-y-bont ar Ogwr'. Yn ddiweddarach yn y broses, lansiodd arolwg manwl i sefydlu safbwyntiau dysgwyr ynghylch y ddarpariaeth 16-18 presennol ac ymatebodd dros 2400 o ddysgwyr rhwng 16-18 mlwydd oed.

Eglurodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd gysyniad 'Tîm Pen-y-bont ar Ogwr', a oedd yn cydnabod y ffaith bod yr holl bartneriaid darparu a rhanddeiliaid yn tanysgrifio i'r un weledigaeth ac yn canolbwyntio'n llwyr, trwy'r amser, ar wella canlyniadau dysgwyr.

Drwy 'Tîm Pen-y-bont ar Ogwr', mae disgwyl i ysgolion weithio o fewn eu clwstwr i ddatblygu dysgu ac i rannu arfer da. Cafodd hyn ei ddangos drwy ddogfennau 'Strategaeth ar Dudalen (SOAP) y tîm.

Yn yr un modd, roedd sawl strwythur yn hwyluso diwylliant dysgu lle'r oedd gweithwyr proffesiynol yn medru tynnu ar brofiadau eraill a dysgu ganddynt (e.e. cyfarfodydd penaeithiaid a grwpiau ehangach lle y rhennir arfer effeithiol).

Roedd hefyd sawl rhwydwaith dysgu proffesiynol sefydledig ar draws y fwrdeistref wedi cyfrannu at ddatblygu diwylliant dysgu cynaliadwy.

Trafododd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd ynghylch nodau, blaenoriaethau a gweledigaeth strategol yr awdurdod mewn perthynas â blaenoriaethau lleol, rhanbarthol a chenedlaethol. Cynghorodd bod yr awdurdod lleol wedi gweithio'n agos gydag ysgolion yn ogystal ag arweinwyr tîm gweithredol o fewn y gyfarwyddiaeth i gytuno ar gyfeiriad Tîm Pen-y-bont ar Ogwr.

Trafododd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd hefyd effeithiolrwydd arweiniad aelodau etholedig a swyddogion a bod y cyswllt rhyngddynt yn effeithiol. Dywedodd bod gan Aelodau a Swyddogion brofiad o'r awdurdod lleol ac yn meddu ar weledigaeth uchelgeisiol ar gyfer plant a phobl ifanc.

Darparodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd fanylion ynghylch pum cynnig yr ymgynghoriad teithio dysgwyr. Cynhaliwyd yr ymgynghoriad rhwng 14 Hydref 2019 a 5 Ionawr 2020, ac roedd yn cynnwys y cynigion canlynol:

- Tynnu trafndiaeth yn ôl ar gyfer dysgwyr sy'n elwa o lwybrau cerdded sydd ar gael i'r ysgol ac sy'n byw o fewn y trothwyon dwy/tair milltir.
- Cael gwared ar hebryngwyr o bob tacsî a bws mini sydd â llai nag 8 teithiwr.
- Cael gwared ag enghreifftiau penodol yn y polisi ynghylch trafndiaeth disgresiwn.
- Cael gwared â thrafnidiaeth ar gyfer dysgwyr ôl-16 (ac eithrio dysgwyr yn mynychu ysgolion cyfrwng Cymraeg neu ysgolion ffydd).
- Cael gwared â'r holl drafnidiaeth o'r cartref i'r ysgol ar gyfer disgyblion meithrin.

Darparodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd fanylion ynghylch yr ymgynghoriad ôl-16 a'r tri opsiwn sy'n cael eu hystyried.

Opsiwn 1

Cymysgedd o ysgolion chweched dosbarth gyda rhai uniadau i greu canolfan(nau) chweched dosbarth newydd wedi eu cynnal gan yr awdurdod lleol.

Opsiwn 2

Cymysgedd o ysgolion chweched dosbarth gyda rhai uniadau i greu canolfan(nau) chweched dosbarth wedi eu llywodraethu gan goleg addysg bellach.

Opsiwn 3

Cadw'r chweched ddosbarth ym mhob ysgol - y sefyllfa bresennol (hy model trydyddol wedi ei ddosbarthu ar sail cydweithrediad, ond gyda datblygiadau pellach er mwyn gwella darpariaeth yr opsiwn hwn).

Darparodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd grynodedb o wasanaethau addysg a chanfyddiadau Estyn.

- Yn ôl y rhan fwyaf o ddangosyddion cyrhaeddiad disgybl (ee dangosydd y cyfnod sylfaen, dangosydd pwnc craidd cyfnod allweddol 3, Lefel 1, Lefel 2, Lefel 2+ a Lefel 3), mae'r awdurdod lleol yn perfformio yn well na chyfartaledd Cymru gyfan ac yn cymharu'n ffafriol yn erbyn awdurdodau lleol tebyg.
- Fodd bynnag, mae safonau yng nghyfnod allweddol 2, perfformiad mewn pynciau penodol (hy gwyddoniaeth yng nghyfnod allweddol 4) a pherfformiad o ddysgwyr mwy abl a thalentog ar lefel ôl-16 wedi eu nodi fel meysydd i'w datblygu.
- Mae cyrhaeddiad grwpiau bregus yn gyffredinol gryf (ee mae presenoldeb a chyrrhaeddiad disgyblion sy'n gymwys am ginio ysgol am ddim ym Mhen-y-bont ar Ogwr yn uwch na chyfartaledd Cymru gyfan yn gyson).
- Fodd bynnag, mae'r bwlch perfformiad rhwng disgyblion sy'n gymwys am ginio ysgol am ddim a disgyblion nad ydynt yn gymwys am ginio am ddim angen gwella.
- O safbwynt presenoldeb disgyblion, mae'r awdurdod lleol yn perfformio'n well na chyfartaledd Cymru gyfan yn gyson ac, ar y cyfan, yn rhagori ar berfformiad awdurdodau lleol tebyg. Fodd bynnag, mae nifer y gwaharddiadau cyfnod penodol o fewn yr awdurdod lleol yn cynyddu ac wedi ei nodi fel maes i'w wella.
- Mae cymorth ar gyfer gwelliant ysgol ar y cyfan yn dda gydag 88% o ysgolion Pen-y-bont ar Ogwr nawr yn cael eu categorio fel rhai sydd agen cymorth 'gwyrrdd' neu 'felyn' (o 76% yn 2016-2017). Yn yr un modd, ers mis Medi 2017, mae nifer yr ysgolion yng nghategoriâu adolygu neu fonitro Estyn wedi lleihau o 12 i 7.
- Fodd bynnag, er gwaethaf cymorth sylweddol gan Gonsortiw Canolbarth y De, a'r awdurdod lleol yn gweithredu ei bwerau statudol o ymyriad, nid yw'r cynnydd sy'n cael ei wneud gan dair ysgol categori cymorth 'coch' Pen-y-bont ar Ogwr yn ddigon chwim ac yn parhau i fod yn un o flaenoriaethau allweddol yr awdurdod lleol.
- Mae darpariaeth ar gyfer y grwpiau a nodwyd yn dda ar y cyfan. Er enghraifft, mae cymorth wedi ei dargedu ar gyfer pobl ifanc sydd mewn perygl o beidio â bod mewn addysg, cyflogaeth neu hyfforddiant yn parhau i arwain at ganlyniadau cadarnhaol. Yn yr un modd, mae gwasanaethau 'Ffiniau Gofal' yr awdurdod lleol yn parhau i arddangos effaith gadarnhaol ar atal plant rhag dod yn blant sy'n derbyn gofal.
- Mae'r awdurdod lleol yn gweithio'n effeithiol gydag ystod eang o bartneriaid darparu (gan gynnwys ei ysgolion a Chonsortiw Canolbarth y De). Mae cysyniad 'Tîm Pen-y-bont ar Ogwr', sy'n rhoi pwyslais sylweddol ar bwysigrwydd gweithio cydweithredol, yn cael ei hyrwyddo ar bob cyfle.
- Tra bod yr awdurdod lleol yn gwneud defnydd effeithiol o'i adnoddau, mae'n cydnabod yr heriau ariannol sylweddol y mae'n eu hwynebu; yn enwedig o safbwynt y pwysau presennol a rhagamcanol ar gyllidebau a ddirprwyir a chyllidebau a gedwir yn ganolog.
- Mae datblygiad y Panel Mynediad at Addysg a sefydliad y Tîm Grwpiau Bregus yn 2018 yn arddangos y buddsoddiad sylweddol y mae'r awdurdod lleol wedi ei wneud er mwyn sicrhau bod plant a phobl ifanc ym Mhen-y-bont ar Ogwr yn elwa o brofiadau dysgu wedi eu teilwra a phrosesau diogelwch cadarn.
- I gloi, er ei fod yn barod i adnabod yr heriau mae'n eu hwynebu, safbwynt yr awdurdod lleol yw bod ei wasanaethau addysg ar y cyfan yn effeithiol. Mae gwasanaethau addysg llywodraeth leol ym Mhen-y-bont ar Ogwr ar y cyfan wedi eu harwain yn dda, ac o ganlyniad, mae'r awdurdod lleol yn sicrhau canlyniadau da ar gyfer y rhan fwyaf o ddysgwyr.

Roedd crynodeb o argymhellion ESTYN fel a ganlyn:

A1 Codi safonau llythrennedd mewn ysgolion cynradd

A2 Gwella canlyniadau ar gyfer dysgwyr chweched dosbarth ôl-16

A3 Cyflymu'r gwelliannau mewn ysgolion sy'n destun pryder

A4 Cryfhau rôl Fforwm Strategol Addysg Cymru er mwyn sicrhau cynnydd amserol wrth ddarparu'r blaenoriaethau sydd wedi eu nodi yng Nghynllun Strategol Cymraeg mewn Addysg.

I gloi, roedd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd yn fwy na pharod i ateb unrhyw gwestiynau gan Aelodau a hefyd, eglurodd pe bai ganddynt gwestiwn yn dilyn y cyfarfod, y gallent e-bostio EDSU.

Diolchodd yr Arweinydd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd am y cyflwyniad cynhwysfawr a gofynnodd i'r Aelodau a oedd ganddynt unrhyw gwestiynau.

Dywedodd Cynghorydd Evans bod y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd wedi egluro bod gwahaniaeth mewn perfformiad plant sy'n derbyn cinio ysgol am ddim a phlant nad oeddent yn derbyn cinio ysgol am ddim. Gofynnodd beth oedd y materion a oedd yn ymwneud â hyn a beth y gellid ei wneud.

Nododd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd bod cyllid grant datblygu disgybl ychwanegol wedi ei dderbyn a fyddai'n targedu'r disgyblion penodol hyn.

Gofynnodd Cynghorydd Evans beth y gellid ei wneud ar gyfer y plant sy'n cael trafferth yn gyffredinol. Eglurodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd bod bywyd cartref plant yn ganolog i'w perfformiad.

Ychwanegodd yr Aelod Cabinet - Addysg ac Adfywio bod hwn yn bwynt pwysig i'w godi a bod angen cymorth gan deuluoedd yn ogystal â chymorth i deuluoedd. Nododd mai'r ysgolion cryfaf mewn perthynas â pherfformiad disgyblion oedd y rhai a oedd yn cynnwys y rhieni fwyaf, felly mae hyn yn rhywbeth y mae angen i'r awdurdod lleol ei wella.

Nododd yr Arweinydd, er bod hyn angen gwaith parhaus, mae ysgolion ym Mhen-y-bont ar Ogwr yn perfformio'n dda, ond mae'r bwch mewn perfformiad rhwng disgyblion angen ei leihau.

Gofynnodd Aelod mewn perthynas ag Opsiwn 3 o'r Ymgynghoriad Ôl-16, y byddai hyn yn cael ei drafod yng nghyfarfod Pwyllgor Trosolwg Pwnc a Chraffu 1. A oedd unrhyw adborth o hynny?

Eglurodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd bod llawer o gwestiynau da a thrafodaethau yn y cyfarfod hwnnw, a dywedodd bod sawl sylw cadarnhaol wedi ei wneud ynghylch Opsiwn 3. Ychwanegodd y bydd yr awdurdod yn ystyried risgiau a manteision pob opsiwn unwaith bod digon o adborth wedi ei dderbyn gan y cyhoedd ac yna adrodd yn ôl i'r Pwyllgor Craffu a'r Cabinet.

Gofynnodd Aelod a fydd yr ysgolion a rhieni yn cael eu hymgyngori. Cadarnhaodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd y byddai'r ysgolion a rhieni yn cael eu hymgyngori. Eglurodd bod yr iaith a ddefnyddir yn wahanol ac wedi ei deilwra er mwyn sicrhau bod pawb yn deall y cynlluniau yn llawn.

Gofynnodd Aelod a oedd unrhyw welliannau i Ysgol Gynradd West Park o ran y Rhaglen Moderneiddio Ysgolion.

Eglurodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd bod y Cyngor wedi cyflogi Arbenigwr Ynni newydd a oedd wedi bod mewn cyswllt â Phennaeth yr ysgol ac wedi dweud bod y biliau eisoes wedi lleihau yno. Eglurodd hefyd bod y seilwaith yn cael ei asesu mewn categorïau o A i D, a nododd nad oedd unrhyw ysgol yng nghategori D; fodd bynnag, mae angen mynd i'r afael â phroblemau seilwaith mewn sawl ysgol.

Nododd Aelod bod ffigyrau'r siaradwyr Cymraeg yn is na chyfartaledd Cymru. Gofynnodd beth oedd yn cael ei wneud i sicrhau bod plant ac oedolion yn cael eu hannog i ddysgu'r iaith Gymraeg.

Cytunodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd bod hyn yn broblem, a bod addysgu'r iaith Gymraeg yn cynnwys oedolion a phlant. Eglurodd bod 5 Ysgol Cyfrwng Cymraeg yn perfformio'n dda, ond bod ffocws cyfartal ar sicrhau bod ysgolion iaith Saesneg yn cael y cyfle i ddysgu'r iaith Gymraeg.

Ychwanegodd yr Aelod Cabinet - Addysg ac Adfywio y byddai cynnwys pobl mewn dysgu ieithoedd yn gyffredinol yn fuddiol a nododd ei fod yn haws dysgu ieithoedd eraill pan mae pobl yn dysgu ail iaith yn gynnar yn eu bywydau.

Gofynnodd Aelod beth oeddem yn ei wneud i sicrhau ein bod yn paratoi ein hysgolion ar gyfer y dyfodol, yn benodol, ysgolion sydd ym Mand C ar hyn o bryd. Eglurodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd mai'r prif flaenoriaethau oedd sicrhau bod digon o le yn yr ysgolion a bod ysgolion yn addas at eu dibenion. Ychwanegodd bod arian a dderbynnir gan y Llywodraeth, yn anffodus, ar gyfer adeiladu ysgolion newydd yn unig, ac nid i ddarparu gwelliannau seilwaith i ysgolion presennol.

Eglurodd Cynghorydd Jenkins bod tair ysgol yn ardal Llyfni a oedd angen eu diweddarau a'u moderneiddio, e.e. tyrbinau gwynt a phaneli solar, a fyddai'n fuddsoddiad a fyddai'n arbed arian yn y tymor hir. Cynigodd opsiynau ynghylch rhedeg ysgolion yn fwy effeithlon a oedd yn cynnwys uno'r holl wyliau yn un, gweithio trwy gydol y gwyliau haf traddodiadol a chau'r ysgolion yn ystod cyfnod y gaeaf, a fyddai'n arbed ynni a chostau cynnal a chadw.

Diolchodd y Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd Cynghorydd Jenkins am ei sylwadau a nododd ei fod yn dda cael syniadau ynghylch sut gall yr awdurdod wneud pethau'n wahanol. Ychwanegodd y Pennaeth Gweithrediadau - Gwasanaethau Cymunedol y byddai'r arian a dderbyniwyd yn cael ei wario mewn ysgolion a byddwn angen ystyried lle y gellir gwneud y buddsoddiadau gorau a'u talu'n ôl ar gyfradd resymol.

Gofynnodd yr Arweinydd i'r Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd am ddiweddariad blynyddol ar yr eitem hon er mwyn adolygu'r cynnydd.

PENDERFYNWYD: Bod y Fforwm Cyngor Cymunedol a Thref:

1. Yn nodi cynnwys yr adroddiad ac;
2. Yn gofyn am ddiweddariad blynyddol i adolygu'r broses.

193. **GLANHAU STRYDOEDD**

Cyflwynodd y Pennaeth Gweithrediadau - Gwasanaethau Cymunedol adroddiad diweddar ar y gweithgareddau glanhau strydoedd a lefelau'r adnoddau presennol ledled Pen-y-bont ar Ogwr a Chanol y Trefi.

Eglurodd bod yr arbedion ariannol parhaus a weithredwyd gan Gyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr er mwyn bodloni'r gostyngiadau arian cyhoeddus wedi cael effaith sylweddol ar faint y Timau Glanhau Strydoedd. Cynghorodd bod yr Adran Strydwedd yn cynnwys cyfanswm o thua 85 aelod o staff yn 2010, a nawr yn 2019, roedd yr adran yn cynnwys 35 o weithredwyr.

Eglurodd y Pennaeth Gweithrediadau - Gwasanaethau Cymunedol bod Adroddiad System Reoli ac Archwilio Amgylcheddol Lleol Cymru Gyfan 2018-19, a oedd yn cwmpasu archwiliadau stryd annibynnol a gynhaliwyd gan Cadwch Gymru'n Daclus, wedi rhoi Sgôr Dangosydd Glendid o 67.7 i Ben-y-bont ar Ogwr yn 2019, ac wedi graddio'r strydoedd yn rhydd rhag sbwriel a gwastraff ar y cyfan, ar wahân i rai eitemau bychan neu'n well fel 96.7%. Dangoswyd y sgorau hyn yn Atodiad 1 gyda phob awdurdod arall yng Nghymru, i ddangos bod sgorau Pen-y-bont ar Ogwr yn debyg i sgorau awdurdodau cyfagos yn Ne Cymru. Ychwanegodd bod y sgôr cyffredinol yr uchaf i Ben-y-bont ar Ogwr ei hennill erioed.

Eglurodd y Pennaeth Gweithrediadau - Gwasanaethau Cymunedol bod y Swyddog Gweithrediadau Strydoedd Glanach wedi treulio amser sylweddol dros y flwyddyn ddiwethaf yn meithrin cysylltiadau gyda'r gymuned. Roeddent wedi mynychu cyfarfodydd i nodi cyfleoedd ac i gynnig cymorth a syniadau ar gyfer ffyrdd i gydweithio er mwyn bodloni amcanion. Amlinellodd gwaith y prosiect a oedd wedi digwydd ac a restrwyd yn 4.9 yr adroddiad.

Eglurodd y Pennaeth Gweithrediadau - Gwasanaethau Cymunedol y sefyllfa baw ci a dywedodd bod hynny wedi bod ar flaen y rhestr o gwynion a dderbyniwyd ynghyd â chyfryngau cymdeithasol yn dwysau safbwyntiau pobl ymhellach, a oedd wedi cynyddu'r galw am fwy o weithredu. Cynghorodd bod Gorchmynion Gwarchod Ardaloedd Cyhoeddus wedi eu defnyddio mewn rhai ardaloedd penodol a oedd wedi rhoi'r gallu i'r Awdurdod Lleol osod gwaharddiadau ar gyfer gweithgareddau penodol mewn ardal, fel cerdded cŵn, fel ffordd o ddelio â baw ci. Mae camau pellach hefyd wedi eu gosod lle bydd aelodau o'r cyhoedd sy'n mynd â'u cŵn am dro nawr yn medru derbyn dirwy am beidio â chario bagiau baw ci priodol.

Eglurodd y Pennaeth Gweithrediadau - Gwasanaethau Cymunedol eu bod wedi cysylltu â'r contractwr 3GS er mwyn ymgymryd â gweithgareddau camau gorfodi ledled y fwrdeistref er mwyn gwella'r amgylchedd strydwedd eto fyth. Cynghorodd bod 592 o ddirwyon wedi eu cyhoeddi a 10 erlyniad wedi mynd i'r llys. Nododd bod tua 80% o'r dirwyon a gyhoeddwyd o achos taflu sigarennau. Dechreuodd y gwaith gorfodi ym mis Mai 2019 ac fe'i pennwyd ar gyfer adolygiad un flwyddyn wedi iddo ddechrau a fyddai wedyn yn nodi darpariaeth orfodi'r dyfodol.

Eglurodd y Pennaeth Gweithrediadau - Gwasanaethau Cymunedol bod costau'r Timau Glanhau Strydoedd wedi eu talu drwy Gyllideb Refeniw'r Cynghorau a bod Llywodraeth Cymru yn darparu arian ychwanegol o £30,000 a fyddai'n cael ei ddefnyddio ar gyfer y Prosiect Hybiau Cymunedol Gwirfoddol.

Nododd Aelod bod yr ardal hon o'r Gyfarwyddiaeth Cymunedau yn llwyddiant, a bod y cyhoedd wedi mynd ati i helpu drwy godi sbwriel eu hunain. Dywedodd yr Arweinydd bod y fenter ond wedi bod ar waith ers ychydig fisoedd ond ei bod wedi profi'n llwyddiannus iawn.

Eglurodd Cyngorydd Jenkins bod tipio anghyfreithlon yn dal i fod yn broblem fawr yng Nghwm Llyfni. Nododd bod un ardal a gostiodd yn fawr i'w glanhau, yn ôl yn yr un cyflwr ychydig fisoedd wedyn. Eglurodd y byddai camerâu cylch cyfyng mewn ardaloedd problemus, er yn ddrud, yn dal y tipwyr anghyfreithlon rheolaidd ac yn osgoi costau pellach o lanhau. Ychwanegodd y dylid rhoi ad-ddeddf ar waith er mwyn sicrhau na fyddai busnesau yn gadael eu sbwriel a'r cynnyrch sy'n wastraff o'u safleoedd y tu allan ar y strydoedd.

Diolchodd y Pennaeth Gweithrediadau - Gwasanaethau Cymunedol Cyngorydd Jenkins am ei sylwadau. Eglurodd bod yr awdurdod wedi ei gyfyngu o ran adnoddau a staff felly byddai'n anodd cyflawni hyn. Ychwanegodd o ystyried y toriadau sydd wedi eu gwneud, bod yr awdurdod wedi gwneud yn arbennig o dda gyda'r hyn a oedd ar gael.

Eglurodd y Pennaeth Gweithrediadau - Gwasanaethau Cymunedol bod angen i'r awdurdod lleol weithio gyda Chynghorau Cymunedol a Thref a'r gymuned yn fwy deallusol er mwyn darganfod y ffyrdd orau o ddefnyddio'r adnoddau a oedd gennym a gofynnodd am unrhyw argymhellion gan Aelodau a Chynghorwyr Tref a oedd ganddynt unrhyw wybodaeth leol a all ein helpu ni gyda hyn, e.e. lle'r roedd y manau gwaethaf am daflu sbwriel, lle oedd orau i osod biniau sbwriel ayyb.

Gofynnodd Cyngorydd Unwin a oedd unrhyw beiriannau glanhau ffyrdd ar gael i'w defnyddio ar gyfer ardaloedd penodol o Dref Pen-y-bont ar Ogwr. Nododd y Rheolwr Strydoedd Glanach a Chytundebau Gwastraff bod ganddynt 2 ysgubwyr ffyrdd, ond nid oedd ganddynt beiriant glanhau ffyrdd ar hyn o bryd. Ychwanegodd pe bai angen mynd i'r afael ag unrhyw broblemau penodol yng nghanol y dref, y dylid rhoi gwybod i'n tîm.

Ychwanegodd y pennaeth Gweithrediadau - Gwasanaethau Cymunedol ei bod yn syniad da i fusnesau gymryd cyfrifoldeb personol am y tu allan i'w safleoedd a dyna oedd y meddylfryd roedd yr awdurdod yn dymuno ei feithrin a bydd yn ystyried ffyrdd o fynd ati i feithrin y meddylfryd hwn i fusnesau lleol fel ffordd o wella glendid strydoedd.

Dywedodd Aelod bod rhywbeth o'r enw Hysbysiad Rheoli Sbwriel Stryd sy'n gofyn i berchnogion a phreswylwyr busnesau gymryd camau i leihau a glanhau unrhyw sbwriel sydd o achos eu gweithgareddau masnachol neu fanwerthu. Gall hyn fod yn rhywbeth i'r fwrdeistref ei ystyried. Cytunodd yr Arweinydd y byddai hyn yn rhywbeth y dylid ei ystyried.

Eglurodd Cyngorydd Prescott bod sawl ardal yng Nghwm Ogwr lle nad oedd chwistrellu chwyn wedi cael math o effaith pan gafodd ei wneud ym mis Mai. Gofynnodd y Rheolwr Strydoedd Glanach a Chytundebau Gwastraff y byddai Cyngorydd Prescott yn rhoi gwybod i'r tîm am leoliadau penodol y chwyn er mwyn iddynt fynd i'r afael â nhw.

Gofynnodd Cyngorydd Chapel a oedd unrhyw gyhoeddiad wedi ei wneud ar swyddogion gorfodi 3GS yn patrolio'r Fwrdeistref gan nad oedd wedi gweld unrhyw hysbyseb ynglŷn â hyn. Gofynnodd hefyd a oedd modd cyflwyno hysbysiadau cosb benodedig ar gyfer baw ci.

Nododd y Rheolwr Strydoedd Glanach a Chytundebau Gwastraff y byddai Swyddogion Gorfodi 3GS yn ymgysylltu ag aelodau'r cyhoedd i roi gwybod iddynt am y gweithdrefnau priodol. Ychwanegodd ei bod yn anodd gosod hysbysiad cosb benodedig i berchennog oherwydd bod hynny'n gofyn i'r swyddog fod yn dyst i'r perchennog yn osgoi codi'r baw ci a cherdded i ffwrdd ei hun.

Ychwanegodd fod y tîm, wrth roi cyhoeddusrwydd i hyn, yn aros am fwy o ffigurau o hysbysiadau cosb benodedig o ddulliau eraill o daflu sbwriel fel y gallant adeiladu achos a llunio datganiad priodol a oedd yn cynnwys ffigurau.

Ychwanegodd yr Arweinydd na fyddai cyhoeddi manylion personol yn digwydd, fodd bynnag, byddai lleoliad cyffredinol y troseddau'n cael ei gyhoeddi fel bod y cyhoedd yn gwybod yr ystod o ardaloedd lle'r oedd y troseddau'n digwydd ac fel bod pobl yn cael eu dirwyo er mwyn sicrhau atal troseddu yn y dyfodol.

Gofynnodd Cyngorydd Chapel a oedd lle penodol lle y gallant hwy a'r cyhoedd adrodd am ardaloedd troseddu penodol.

Nododd y Rheolwr Strydoedd Glanach a Chytundebau Gwastraff y gellir adrodd hyn yn uniongyrchol i Lanhou'r Sir yng Nghyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr. Gall y tîm wedyn gyfeirio 3GS at y manau targedu hyn.

Diolchodd yr Arweinydd am awgrymiadau a sylwadau aelodau'r Fforwm a diolchodd i'r Swyddogion a gyflwynodd yr adroddiadau heddiw. Diolchodd hefyd i'r Cyngorwyr Cymunedol a Thref am wneud ymgyrch Caru Porthcawl a'i Chadw'n Lân mor effeithiol.

PENDERFYNWYD: Bod y Fforwm Cyngor Cymunedol a Thref yn Nodi'r adroddiad.

194. EITEMAU BRYD

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BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO TOWN AND COMMUNITY COUNCIL FORUM

17 MARCH 2020

REPORT OF THE CHIEF EXECUTIVE

TOWN AND COMMUNITY COUNCIL FORUM REVIEW

1. Purpose of report

1.1 To set out a new vision for the relationship between Town and Community Councils and Bridgend County Borough Council moving forward and as a result, a new mechanism for effective engagement, to replace the current Town and Community Council (TCC) Forum.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

2.1 The report assists in the achievement of the following corporate priorities:

- 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 The current TCC Forum meets quarterly and is chaired by the Leader of the Council. Invitations to attend are extended to representatives of all Town and Community Councils throughout the County Borough. Requests for agenda items are made to all Councils and other reports are also brought forward by officers of the Council when it is timely to do so. In addition, a separate meeting is held with the Clerks of Town and Community Councils on a regular basis.

3.2 Unfortunately, representations have been made to the Chief Executive that the current forum meetings are often ineffective, characterised by relatively poor attendance and engagement, a limited number of relevant agenda items being brought forward, and seemingly either apathy or occasionally animosity towards attempts to use the forum as a means to improve engagement and working relationships between TCC's and BCBC. This clearly leads to frustration on both sides and had led to calls from some political Group Leaders within the Council to review the current arrangements.

3.3 The Council has set out a vision of how it needs to be different and act differently to sustain the provision of valuable public services in the face of continuing and prolonged austerity and increased demands caused by both legislative and demographic pressures. In addition Welsh Government has set

out the need for an enhanced role for the tier of government below Unitary Authorities in recognition of the important role they can play, particularly with regard to 'place' based services and their inherent closeness to the local communities they serve.

- 3.4 For BCBC this means the Council is seeking to create an environment where it actively looks to have ongoing meaningful and effective community engagement, and to give local communities and stakeholders more say in how their money is spent, and create sustainable local solutions to the delivery of services. This means the Council will often be playing an enhanced enabling or facilitating role, supporting local community groups and TCC's to take on greater responsibility for the management of local services, in line with both the principles of the Wellbeing of Future Generations (Wales) Act 2015 and the Council's Wellbeing Priority of building resilient communities which are less dependent on the Council.
- 3.5 This new relationship should be characterised by enhanced collaboration and partnerships with TCCs, often with co-production of mutually beneficial solutions.

4. Current situation / proposal

4.1 From a BCBC point of view the Council needs to do the following;

- Invest in better and enhanced engagement and liaison.
- Ensure better mutual understanding with TCCs.
- Target support and advice to enable TCCs to take on more (eg CAT).
- Streamline our processes to make working together simpler and more effective
- Recognise and determine who can do what best and in a financially sustainable way moving forward (and consider transferring funding as well as services to TCCs).

4.2 From a TCC point of view they need to do the following;

- Rise to the challenge more consistently and show local leadership by recognising their role will be different and potentially more important with more responsibility (use of precept etc).
- Consider merging or federating so that they are the right size to make a difference but maintain 'localism', and/or work together so that economies of scale can be achieved.
- Play a local coordination role with clubs and organisations.
- Recognise and determine who can do what best and in a financially sustainable way.

4.3 There is the potential to develop local contracts or deals between a relevant TCC and BCBC setting out areas of responsibility, funding and mutual assistance. In this way the roles of BCBC and TCC's will be clearer and better defined and should lead to better partnership working for the benefit of local people.

- 4.4 However, for this to become a reality a different and more purposeful vehicle is needed than the current TCC Forum.

It is proposed therefore that a new BCBC/TCC partnership Board is formed, with a single representative from each TCC invited, together with senior elected member and officer representation from BCBC. In addition the current CAT officer role will be extended to incorporate an ongoing liaison and support role for TCCs (additional support will be brought in specifically for the CAT programme so this is not put at detriment).

- 4.5 The purpose of the Board will importantly be to agree an annual work programme to progress and implement the vision and objectives set out above. It will therefore have much clearer outputs and outcomes and will not deal with operational and transactional concerns (these will need to be picked up as part of referrals etc or separate meetings).
- 4.6 Terms of reference and full details of the Board would need to be agreed but the purpose is to ensure we have a vehicle to more effectively work together in recognition of the changing role of both types of organisation.
- 4.7 There may potentially be some ‘kick back’ about the less public nature of ‘Board’ meetings but there is no reason why the minutes of such meetings should not be made public and scrutinised accordingly.
- 4.8 An initial discussion took place at the Group Leaders meeting on December 18th to help shape the proposal with the intention that it was then brought to the next meeting of the TCC clerks and the TCC Forum in March 2020, and if necessary for the changes to be approved at the AGM so that the Board can be established fully for the financial year 2020/21.
- 4.9 The views of the Forum are sought to help shape and inform any proposal for a new BCBC/TCC Partnership Board to replace the existing TCC Forum.

5. Effect upon Policy Framework & Procedure Rules

- 5.1 There is no effect upon the Policy Framework and Procedure Rules.

6. Equalities Impact Assessment

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

7. Well-being of Future Generations (Wales) Act 2015 Assessment

- 7.1 The report contributes to the following goals within the Well-being of Future Generations (Wales) Act 2015:
- A prosperous Wales
 - A resilient Wales
 - A Wales of cohesive communities
 - A globally responsive Wales

8. Financial Implications

8.1 There are no financial implications arising from this report.

9 Recommendations

9.1 It is recommended that the Forum consider the report and inform any proposal for a new BCBC/TCC Partnership Board to replace the existing TCC Forum.

Contact Officer:

Mark Shephard, Chief Executive

Background Documents:

None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT OF THE CHIEF EXECUTIVE

TOWN & COMMUNITY COUNCIL FORUM

17 MARCH 2020

COMMUNITY ASSET TRANSFER UPDATE

1. Purpose of Report

- 1.1 To provide representatives of the Forum with an outline of the changes to Bridgend County Borough Council's Community Asset Transfer (CAT) policy and the support and opportunities currently available to Town & Community Councils (T&CCs) to work with the Council and community groups to achieve the best management arrangements for public sector assets and services.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities

- 2.1 This report assists in the achievement of the following corporate priorities:-
1. 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.
 2. 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 The transfer of assets or services to T&CCs, sports clubs or community groups offers opportunities to maintain and preserve valuable community services which may otherwise be under threat due to financial cutbacks as a result of austerity; or alternatively improve the provision that is already available.
- 3.2 The Council established a £1 million Sports Pavilion Fund in February 2014 to encourage sports clubs to self-manage pavilions. The fund was intended to allow investment to improve the condition of such assets as part of an agreement to lease and take over the responsibility for the maintenance and repair of facilities and the payment of running costs - in line with their needs and expectations. A series of independent condition surveys are due to be undertaken shortly upon all Council assets available for CAT so that the extent of building works required in the future can be determined. The Cabinet has already agreed in principle that it will seek Council approval to replenish the fund, as and when necessary, as demand for CAT increases and the fund diminishes. This will be in conjunction with the S151 Officer and will be actioned through quarterly capital monitoring reports to Cabinet and Council when the

fund reaches a level of around £200,000 and will be based on known commitments going forward.

- 3.3 The Corporate Director Communities first wrote to T&CCs, sports clubs and community groups on 16 October 2015 outlining the Council's CAT policy, assets available for transfer, timescales and inviting expressions of interest in transferring Council assets which included sports pavilions and playing fields. It is evident that the Council's level of subsidy of more than 80% has in the main been a disincentive to the number of sports clubs seeking to complete transfers with only ambitious teams such as Bryncethin RFC, who secured funding of more than £550K, to turn their outdated pavilion into a community centre selecting self-management.
- 3.4 The Council created a 3-year fixed-term CAT Officer post funded from the Change Management Fund in November 2015 to deal with enquiries, provide advice and guidance, oversee due diligence and to liaise with internal and external stakeholders. The Corporate Management Board (CMB) agreed to extend the CAT Officer post for a further 3 years from 31 October 2018, and also included added responsibility for T&CC liaison following a further bid to the Change Management Fund.
- 3.5 The CAT Steering Group which is chaired by the Head of Operations - Community Services meets on a monthly basis and is represented by officers from Communities Operations (Parks, Corporate Landlord and CAT Officer), the Education and Family Support Directorate, the Social Services and Wellbeing Directorate, Finance, and Legal Services. The Steering Group has responsibility for approving expressions of interests, business cases, support and funding by ensuring that any proposed CAT meets the Council's strategic priorities, operational requirements and future direction of travel. Approval to dispose of any Council asset under CAT has been delegated to the Strategic Asset Management and Investment Manager. However, more complex and potentially contentious disposals are authorised either by the Corporate Director (Communities) or reported to Cabinet for approval.
- 3.6 The Council has entered into a CAT Business Support Contract to provide business planning and specialist advice to community groups to facilitate the CAT process which is provided by our partners - the Wales Co-operative Centre and the Coalfields Regeneration Trust. A total of 45 individual T&CCs and community groups have already received assistance under the contract to date.
- 3.7 The transfer of Bryncethin Playing Fields was protracted and highlighted limitations in the CAT process which needed to be improved and streamlined. The CAT Task & Finish Group was established by the CAT Steering Group with the primary objective of providing strategic direction in respect of the Council's CAT Programme and associated policies, systems and processes intended to make the process simpler and shorten timescales. The main recommendations arising from the CAT Task & Finish Group can be summarised as follows:
 - A list of assets available for CAT should be maintained and periodically reviewed and updated (see latest CAT Priority 1 Asset List grouped by T&CC areas at **Appendix A**);
 - Asset data (compliance, condition survey and operating costs) should be issued to community groups at the earliest opportunity;
 - Model Heads of Terms and template Leases for particular asset groups should be utilised wherever possible with a "take it or leave it" approach being adopted;

- The submission of income and expenditure projections for a minimum of a 5-year period should suffice for the majority of CATs but detailed business plans should still be requested for more complex projects;
- A risk based approach should be adopted for the Business Diagnostic Assessment undertaken upon community groups/sports clubs and the assets being subject to CAT;
- T&CCs and established community groups/sports clubs should have their applications fast tracked particularly where the asset subject to CAT is in a compliant condition. The risk based approach will enable a risk matrix to be produced identifying suitability for fast tracking.

3.8 The Task & Finish Group also recommended to Cabinet in the report approved on 23 July 2019 that the priority of assets for CAT should be refined so that savings under the Medium Term Financial Strategy (MTFS) can be prioritised accordingly:

Priority 1	<ul style="list-style-type: none"> • Sports Pavilions • Playing Fields (excluding school playing fields) and Bowling Greens • Community Centres
Priority 2	<ul style="list-style-type: none"> • Playgrounds / Play Areas • Free Car Parks • Allotments
Priority 3	<ul style="list-style-type: none"> • Miscellaneous Assets

3.9 The Council's updated CAT Policy that has also been approved by the Cabinet takes account of the changes summarised at paragraph 3.7 and in particular the simplified "fast track" process which will be applicable to all T&CCs and the majority of community groups wishing to progress transfers (see Copy of revised CAT Policy at **Appendix B**).

4. Current Situation / Proposal

Level of CAT Activity

4.1 T&CCs, sports clubs and community groups are actively engaging with the CAT Officer to progress CATs on all the sports facilities managed by Green Spaces and Bereavement Services, and other asset groups such as community centres and play areas:

Progress Reached	Playing Fields & Pavilions	Other Asset Groups
Completed Transfers (Long Lease or Tenancy at Will)	1	5
Freehold Transfers being Finalised	0	2
Transfer Approved with Heads of Terms / Lease being Finalised	10	6
Renewable 5 Year Lease being Finalised	1	0
License to Occupy / Use	0	1
Expression of Interest Approved with Business Diagnostic Assessment & Financial Projections / Business Case being Developed	21	5

Informal Expression of Interest Received with Discussions Ongoing	16	5
Total	49	24

- 4.2 A detailed summary of CAT activity as at 28 February 2020 is included at **Appendix B**.
- 4.3 The Council has agreed in principle to the freehold transfers of John Street and Griffin Park public toilets which were closed on 2 January 2019. Porthcawl Town Council has re-opened and operates both facilities under licence while the transfers are being finalised. Cabinet has previously approved the allocation of £35K match-funding under the Town and Community Council Capital Grant scheme to assist with the re-development of Griffin Park public toilets. A condition survey and maintenance plan has been prepared under the CAT Business Support contract for John Street public toilets which has Grade II listed building status. Funding applications submitted by the Town Council to the CAT Fund for £50K has already been approved and a further application under the Town and Community Council Capital Grant scheme 2020-21 for an additional £20K is due to be considered by the Cabinet shortly so that the Council can work in partnership with the Town Council to refurbish the facility.
- 4.4 Awen Cultural Trust took over the temporary running of Maesteg Bus Station public toilets under a short-term licence with the operating costs funded by Maesteg Town Council until the facility was closed in October 2019 so that work on the Maesteg Town Hall redevelopment could be commenced.
- 4.5 Porthcawl Town Council have also taken over day to day running of the Griffin Park Youth Drop in Centre on a renewable management agreement while the development of a new road scheme for Sandy Bay is being progressed by the Council.
- 4.6 A tenancy at will has been completed with Laleston Community Council to enable the Bryntirion & Laleston Community Centre to remain open following the surrender of the lease by a local community association while the intention is for a 35 year lease to be progressed in the future.
- 4.7 Pencoed Town Council completed a tenancy at will in March 2020 for the Pencoed Pavilion. Pencoed Town Council have also been granted a 35 year lease for the two tennis courts at Pencoed Recreation Centre that has enabled a Multi-Use Games area and Skateboard Park to be developed.
- 4.8 A number of Play Areas have been or are in the process of being transferred to T&CCs which include: Coity Higher, Cornelly, Coychurch Lower, Laleston, Pencoed and Pyle. The Council encourages other T&CCs to also consider taking over the day to day management of Play Areas in their localities.
- 4.9 There are currently 6 T&CCs progressing CATs of playing fields and/or pavilions:

T&CC	Asset
Coity Higher Community Council	Great Western Avenue Playing Fields
Cornelly Community Council	North Cornelly Playing Fields
Laleston Community Council	Bryntirion Playing Fields
Llangynwyd Lower Community Council	Coytrahen Playing Fields

Newcastle Higher Community Council	Pen-Y-Fai Playing Fields
Porthcawl Town Council	Griffin Park (including Bowls Pavilion & Greens)

4.10 There are 8 CATs to sports clubs that it is hoped will be completed shortly:

Sports Club / Group	Asset(s)
Bridgend Athletic Club	Newbridge Fields Athletic Field & Track
Caerau FC	Hermon Road / Metcalf Street Playing Fields
Carn Rovers FC	Cwm Garw Playing Fields
Kenfig Hill RFC	Croft Goch Playing Fields (Pavilion + Rugby Pitch)
Maesteg Harlequins RFC	South Parade Playing Fields
Maesteg Park FC	Tudor Park Playing Fields
Pencoed Athletic BGC	Woodlands Park
Rest Bay Sports	Rest Bay Playing Fields

CAT Resources

- 4.11 Resourcing shortages were noted by the CAT Task & Finish Group as being a contributory factor in the delay in processing CATs. The staff resources required to progress multiple CATs within agreed timescales for the influx of transfers required has been assessed by the Head of Operations Community Services and shortages within the Corporate Landlord and Green Spaces and Bereavement Services teams identified together with additional support requirements for the CAT Officer. Proposals for additional staff resources have been outlined in a business case that will be submitted to the Corporate Management Board shortly. Additional funding has been identified and earmarked provisionally in the Change Management Fund to support this application for more resource that will ensure that the pace of CAT is accelerated.
- 4.12 The “Team” approach favoured by the CAT Task & Finish Group whereby multi-disciplinary staff from different sections of the Council work together has already commenced with the formation of a CAT Operations Group.

CAT Fund

- 4.13 The Sports Pavilion Fund outlined in paragraph 3.2 was re-designated as the CAT Fund and the scope for funding widened under the MTFS 2019-20 to 2022-23 in February 2019 to also include building works on other Council facilities such as community centres and public toilets, to support the CAT process. This is to ensure that as many buildings as possible can be kept open and provide long-term community benefits.
- 4.14 Funding applications up to £50K are approved by the CAT Steering Group with all sums in excess of this threshold being referred to the Cabinet for approval. To date six projects have been allocated funding from this source totalling up to £340,520:

Community Group / Sports Club	Asset	Purpose	Amount
Bryncethin RFC	Bryncethin Playing Fields	Develop a community centre	£110,000

Careau FC	Hermon Road/Metcalf Street Playing Fields	Refurbish the existing pavilion	£50,000
Pencoed Town Council	Pencoed Recreation Ground Pavilion	Repairs to enable pavilion to be re-opened	*£75,000
Carn Rovers	Cwm Garw Playing Fields	Pavilion repairs and security measures	£10,300
Rest Bay Sports	Rest Bay Playing Fields	Pavilion Refurbishment	£45,220
Porthcawl Town Council	John Street Public Toilets	Refurbishment of Grade 2 Listed Building	£50,000

* Maximum contribution agreed by Cabinet on 21 May 2019

4.15 The Cabinet has previously confirmed their commitment to replenishing the CAT Fund as and when necessary, subject to the availability of finite capital resources, to encourage transfers and meet demand particularly where value for money can be clearly demonstrated post CAT, and this principle was re-affirmed in the Cabinet report approved on 25 February 2020.

4.16 The Cabinet has also identified that a number of the pitches, greens and wickets currently maintained by Green Spaces and Bereavement Services may be in a poor condition due to enforced cuts in service provision over a number of years and issues surrounding drainage. The Cabinet also agreed on 25 February 2020 that the CAT Fund should be extended to include the maintenance of playing fields so that capital grants to enable pitch and drainage improvements, and equipment purchases can be administered via this source by improving the chances of long-term sustainable CAT by:

- Developing a programme of sports pitch improvement and drainage capital grants valued at £5,000 to £25,000 in consultation with the governing bodies to ensure that prioritised sites are fit for purpose based upon independent condition assessments of sports pitches, greens and wickets that will be commissioned separately.
- Establishing pitch maintenance equipment grants to provide capital funding valued from £5,000 up to £10,000 for T&CCs and sports clubs who complete transfers to assist with the purchase of equipment to enable the self-management of associated green spaces.

T&CC Capital Grant Scheme

4.17 Funding under the T&CC Capital grant scheme since 2017-18 has prioritised CAT projects. The CAT Officer has liaised with T&CCs to assist them in submitting funding applications and Cabinet has approved match funding of £229,211 in respect of 10 CAT related projects during this period:

T&CC	Project	2017-18	2018-19	2019-20
Cornelly	Cornelly Community Centre Roof	£50,000		
Porthcawl	Griffin Park Public Toilets	£35,000		

Garw Valley	Bus shelter refurbishment in Betws		£3,795	
Pencoed	Provision of skateboard park		£20,000	
Cornelly	Landscaping around Cornelly Community Centre including pocket park		£40,000	
Pencoed	Refurbishment of Pencoed Recreation Ground Pavilion			£20,000
Bridgend	Refurbishment of Athletic Track at Newbridge Fields			£20,000
Cornelly	Refurbishment of Community Centre Toilets			£10,000
Coity Higher	Refurbishment of Pendre Fields Play Area			£15,000
Coity Higher	Refurbishment of Coity Castle Play Area			£15,416
Total		£85,000	£63,795	£80,416

- 4.18 Applications to the T&CC Capital grant scheme 2020-21 were made available in January 2020 with the deadline for receipt of completed applications of 28 February 2020 being established. Decisions on the allocation will be made by Cabinet in March 2020 ready for the start of the new financial year. Funding of up to £90,509 (T&CC Capital Grant Annual Allocation of £50,000 + Carry Forwards from Previous Years of £40,509) is currently available for 2020-21.

Other Support

- 4.19 Cabinet confirmed the establishment of the Bridgend Sports Team Support Fund (BSTSF) on 25 February 2020 which is primarily aimed at assisting the development of mini, junior and youth teams, particularly those involved with sports clubs undertaking self-management or CAT. Funding of up to £75,000 has been made available in both of the next two financial years to support voluntary sports clubs based within the County Borough of Bridgend. Financial assistance will be limited to a maximum of £2,000 per team to fund the cost of equipment, training and day to day operating costs.
- 4.20 The Council has previously confirmed that the annual grant provided to bowling clubs will end in 2019-20. The Council appreciates that bowls club that currently make no direct financial contributions for the hire or the upkeep of bowls greens will be impacted most when self-management arrangements are introduced and that to lessen the initial burden that some form of transitional relief may be required to ensure sustainability of such assets. The Council is therefore prepared to make available a one-off grant of £5,000 for each bowls facility on the condition that the bowls clubs using them also commit to taking over the bowls green maintenance on a day to day basis from 30 September 2020 and that they complete a CAT lease of these facilities. This funding should not be linked to the number of bowls clubs or bowls greens attributed to a particular site.

Strategy for Newbridge Fields / Maesteg Welfare Park / Aberfields

- 4.21 The Council has previously identified that Newbridge Fields may require alternative management and operational arrangements and is not suitable to be divided into plots to facilitate CATs to individual sports clubs. The CAT Steering Group also recognises that there are two further sites – Maesteg Welfare Park and Aberfields (more commonly known as “the Planka”) that currently provides sports facilities (pavilions and playing fields) that are also extensively used as public parks by local residents and visitors. Due to the size of the sites, level of public usage, the number of clubs involved, and/or need for improvement / development that options available in addition to the standard CAT to sports clubs should also be assessed and individual strategies developed for these sites.
- 4.22 The CAT Officer has already held informal discussions with the relevant T&CCs and some of sports clubs involved and has established a Stakeholder Steering Group for each of the three sites to determine the most appropriate way of managing and developing these facilities in the future with option appraisals being independently commissioned.
- 4.23 A specification of requirements has been prepared and selective tender exercise to engage consultants is due to commence shortly. A budget of £20K has been set aside from the Change Management Fund already earmarked for CAT and is estimated that the assignment will take up to 6 months to complete with final reports being required by October 2020 so that any new arrangements can potentially be introduced by 1 April 2021.

Conclusion

- 4.24 The Council has agreed to take a flexible and adaptable approach, whenever that is possible, when determining the most appropriate form and duration of a transfer. A List of Assets available for CAT either under long-term leases or short-term management agreements has been prepared to take account of future development potential of sites (updated Local Development Plan and the Schools Development Plan), and the generation of capital receipts (see CAT Priority 1 Asset List at **Appendix A**).
- 4.25 The level of engagement with T&CCs and sports clubs outlined at paragraphs 4.1 to 4.10 has been good with all sports related facilities being subject to discussions surrounding self-management arrangements.
- 4.26 The Council wishes to continue to work in partnership with T&CCs and encourages them to consider entering into more discussions relating to CAT of playing fields, pavilions, play areas and community centres and the provision of services such as grass cutting to ensure the best outcomes can be achieved to benefit our local communities.
- 4.27 The Council wishes to expand its collaboration with T&CCs both formally and informally, to foster a culture of joint working, recognising the extremely important role that T&CCs can play in helping to manage and maintain facilities and services that otherwise may come under threat as the County Borough Council continues to experience unprecedented and ongoing cutbacks to its overall budget. The Council also acknowledges that in some cases, because of their direct link to local communities and community groups, T&CCs may be better placed to work in partnership at a local level to develop long-term sustainable solutions.

4.28 The Council has identified other enhancements to its support mechanisms such as pitch / drainage improvements and equipment grants that may also be needed in addition to grants already provided to refurbish buildings such as pavilions to ensure that self-management can be completed successfully and assets become sustainable to the benefit of future generations. While it is the intention of the Council to replenish the CAT Fund to reflect the needs of community groups this cannot be guaranteed and is subject to the availability of continued funding. It is in the interests of T&CCs and community groups to complete transfers at the earliest opportunity so that required funding to improve assets can be duly secured and essential maintenance works progressed.

5. Effect upon Policy Framework& Procedure Rules

5.1 The Council’s CAT policy document has already been updated to reflect the changes to process recommended by the CAT Task & Finish Group and approved by the Cabinet on 23 July 2019.

6. Equality Impact Assessment

6.1 There is no impact on specific equality groups as a consequence of this report. A full EIA was undertaken to support the original report - “Playing Fields, Outdoor Sports Facilities and Parks Pavilions” - considered by Cabinet on 22 October 2019.

7. Well-being of Future Generations (Wales) Act 2015 Assessment

7.1 The Council is committed to promoting sustainable development and to discharge our duties under the Well-being of Future Generations (Wales) Act 2015. The proposals made by the CAT Task & Finish Group were aimed at streamlining processes to enable CATs to be fast tracked, wherever possible, and to reduce the burden placed upon T&CCs and community groups.

7.2 Bridgend County Borough Council wishes to promote CATs of its playing fields and sports pavilions to either T&CCs or relevant sports groups to ensure that existing users are not required to pay any increased charges. The proposals seek to take into consideration the long-term sustainability of sports facilities in the County Borough and recognises the importance of such facilities in delivering a healthier Wales and the role these facilities have in a Wales of cohesive communities. In light of increasing budget pressures, taking an integrated approach to the way the Council operates these kinds of facilities is vital. The report outlines how T&CCs, sports clubs and community groups can have an involvement in the development of collaborative working opportunities to ensure the long-term sustainability of the facilities and the Council’s ability to fund other services.

7.3 The required Assessment Template has been completed and a summary of the implications from the assessment relating to the five ways of working is outlined below in respect of the Council’s CAT policy and processes:

Long-term	Supports the corporate priorities of the Council outlined at paragraph 2.1.
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Prevention	Ensures the assets and services threatened by financial austerity can continue to be used by the community and promote healthier lifestyles and general well-being.
Integration	Enables the Council to work in partnership with T&CCs, sports clubs, community groups, other stakeholders and the wider community to meet local needs in a more holistic way.
Collaboration	The proposals have been developed and will be delivered through a strong partnership between BCBC, T&CCs and relevant stakeholders.
Involvement	The proposals will be delivered in close partnership with a range of local stakeholders including T&CCs, community groups and current users.

8. Financial Implications

- 8.1 The financial implications of the Council's current CAT activities and additional measures aimed at supporting sports clubs and stimulating transfers, in addition to any future capital funding agreed to replenish the CAT Fund, are reflected in the report originally considered by the Cabinet on 25 February 2020 and summarised below as follows:

Usage of Funding	Required Funding		Financial Year
	Capital	Revenue	
Establishment of Bridgend Sports Team Support Fund	-	£75,000	2020-21
	-	£75,000	2021-22
Commissioning Pitch Condition Surveys	-	£50,000	2020-21
Transitional Grants for Bowls Sites	-	£60,000	2020-21

9. Recommendation

Members of the Town and Community Council Forum are recommended to note the Council's:

- 9.1 Revised CAT Policy designed to simplify the process and reduce delays.
- 9.2 Associated funding under the CAT Fund and Town & Community Council Capital Grant scheme that has been set aside to encourage and support the transfer of Priority 1 assets.
- 9.3 List of CAT Priority 1 Assets that are available for transfer under long-term lease, tenancy at will, short-term management agreement or licence at **Appendix A**.
- 9.4 Recognition that community owned and managed models of delivery can reinvigorate community assets and can be devolved to the local level in which they operate. The success of CAT is dependent on the proactive participation

of willing participants – T&CCs and community groups - together with their ability and capacity to manage the asset.

- 9.5 Commitment and willingness to engage with T&CCs and community groups to progress CATs.

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CHIEF EXECUTIVE
March 2020

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Background documents

Cabinet Report - Community Asset Transfer Policy (23 July 2019)
Cabinet Report - Playing Fields, Outdoor Sports Facilities & Parks Pavilions (22 October 2019)
Cabinet Report - Playing Fields, Outdoor Sports Facilities & Parks Pavilions and Community Asset Transfer (25 February 2020)

Community Asset Transfer Priority 1 Asset List

Town & Community Council / Ward	UPRN	CAT Priority 1 Assets		Description	Whole/Part	Existing Users	PROPOSED AGREEMENT			Comments
		Name	Address				MA / Licence to Occupancy	Short Term (1-7 yrs)	Long Term (up to 35 years)	
Maesteg Town Council - Caerau	10033	Noddfa Community Centre	34 Caerau Road, Caerau, CF34 0PB	Community Centre	Whole	Community Association	✓	✓	✓	
	10041	Caerau Welfare Park*	Prothero Street, Caerau	Changing pavilion; football pitch; outdoor bowling green; car park & playground,	Whole	3 x sports clubs	✓	✓	✓	Request for CAT of bowling green received.
	10040	Caerau Athletic Club*	Humphrey's Terrace, Caerau, CF34 0SG	Changing pavilion & 1 x football pitch	Whole	1 x sports club	✓	✓	✓	
	10029	Caerau Community Centre & Amenity Land to the North*	Woodland Terrace, Caerau, CF34 0SR	Community Centre	Whole	Caerau Development Trust	*	✓	✓	Community Centre already subject to Licence to Occupy
	10043	Hermon Road/Metcalf Street Playing Field & Pavilion*	Hermon Road, Maesteg	Changing pavilion & 1x football pitch with adjacent children's playground	Whole	3 x sports clubs	✓	✓	✓	
Maesteg Town Council - Maesteg West	10047	Maesteg Welfare Park Bowls Pavilion & Green*	Neath Road, Maesteg	Bowling pavilion & 1 x outdoor bowling green	Whole	1 x sports club	✓	✓	✓	
	10051	Tudor Park Playing Fields*	Bryn Celn, Cwmfelin	No pavilion. 1 x football pitch	Whole	1 x sports club	✓	✓	✓	Former club-house including changing rooms and car park subject to existing lease
Maesteg Town Council - Maesteg East	10042	Garth Park Pavilion & Playing Fields*	Bridgend Road, Garth, Maesteg	Changing pavilion, 2 x rugby pitches, 1 x cricket ground	Whole	3 x sports club & 1 x non-sport group	✓	✓	✓	Bowling green excluded due to BCBC title. Also title issue with land on which pavilion is built.
	10050	South Parade Pavilion & Playing Fields*	South Parade, Maesteg	Changing pavilion, 1 x football & 1 x rugby pitch	Whole	5 x sports clubs	✓	✓	✓	Fields in Trust status
Llangynwyd Middle Community Council	10045	Llangynwyd Pavillon & Playing Fields*	Heo Maesteg, Llangynwyd	Changing pavilion, 1 x football & 1 x dual use rugby/football pitch	Whole	2 x sports clubs	✓	✓	✓	
	20019	Blaengarw Cricket Pavillon*	Garreg Side, Blaengarw	Pavilion and 1 x cricket ground	Whole	1 x sports club	✓	✓	✓	Pavilion currently closed. Potential demolition
	20021	Cwm Garw Pavillon & Playing Fields*	Garreg Side, Blaengarw	Pavilion and 1 x football pitch	Whole	1 x sports club	✓	✓	✓	
	20024	Pwl y Garn Pavillon & Playing Fields*	Gwendoline Street, Blaengarw	1 x football pitch. Existing pavilions to be demolished	Whole	None	✓	✓	✓	Pavilion to be demolished
Garw Valley Community Council - Pontycymmer	20020	Blandy Park Pavillon & Playing Fields*	Oxford Street, Pontycymmer	Changing pavilion & 1 x football pitch	Whole	1 x sports club	✓	✓	✓	Pavilion likely to be demolished - funding obtained
	20022	Lawrence Park Pavillon & Playing Fields*	Gwaunbant, Pontycymmer	Changing pavilion, 1 x rugby pitch & 1 x former football pitch	Whole	1 x sports club	✓	✓	✓	Part subject to CAT application - former football field
	20064	Waunbant Bowling Green*	Federation Lane, Pontycymmer	Outdoor bowling green and store	Whole	1 x sports club	✓	✓	✓	Pavilion subject to existing CAT
	20064	Waunbant Tennis Pavilion	Federation Lane, Pontycymmer	Pavilion only	Whole	1 x sports club	✓	✓	✓	Tennis courts subject to existing CAT
Garw Valley Community Council - Llangeinor	20023	Llangeinor Pavillon & Playing Fields*	Bettws Road, Llangeinor	Changing pavilion, 1 x football pitch & 1 x Scancis mini pitch	Part	2 x sports clubs	✓	✓	✓	Part of site subject to existing CAT
Garw Valley Community Council - Bettws	20001	Bettws Pavilion & Playing Fields*	Heol Richard Price, Bettws	Changing pavilion, 2 x football pitches & all weather training area.	Part	3 x sports clubs	✓	✓	✓	Funding obtained for old section of pavilion to be demolished
Ogmore Valley Community Council - Nantymoel	30028	Nantymoel RFC*	Gwendoline Street, Price Town, Nantymoel	Changing pavilion & 1 x rugby pitch	Whole	2 x sports clubs	✓	✓	✓	
	30030	Waun Llwyd Bowling Green*	Rhes Y Waun Fach, Price Town, Nantymoel	1 x outdoor bowling green	Whole	1 x sports club	✓	✓	✓	Community / Bowls Pavilion subject to existing CAT
Ogmore Valley Community Council - Ogmore Vale	30066	Caedu / Ogmore Park*	Park Avenue, Ogmore Vale	Bowling pavilion, 1 x outdoor bowling green & 2 x tennis courts	Whole	1 x sports club	✓	✓	✓	Courts not in use
	30029	Ogmore Vale RFC (Pavilion & Playing Fields)*	Bridge Street, Ogmore Vale	Changing pavilion & 1 x rugby pitch	Whole	1 x sports club	✓	✓	✓	
	30025	Aberfelds Pavilion & Playing Fields*	Aber Road, Pricetown	Changing pavilion, 2 x football pitches & 1 x rugby pitch	Whole	3 x sports club	✓	✓	✓	
	30027	Lewistown Pavillon & Playing Fields*	Blackmill Road, Lewistown	Changing pavilion & 1 x football pitch	Whole	None. Historically used by 2 x sports clubs	✓	✓	✓	Pavilion currently closed. Title issue with land on which pavilion built.
Ogmore Valley Community Council - Blackmill	30026	Evanstown Welfare Park*	Heol-Y-Parc, Evanstown, Gilfach Goch	Changing/bowls pavilion, bowling green & 1 x rugby pitch	Whole	3 x sports clubs	✓	✓	✓	
St Brides Minor Community Council - Bryncoch	40113	Sarn Lifelong Learning Centre	Merfield Close, Sarn, CF32 9SW	Muti use building including community centre, day centre & library	Part	Muti use	✓	✓	✓	Only area utilised by community association. Remaining areas of building excluded from any CAT
Ynysawdre Community Council - Ynysawdre	40018	Ynysawdre Community Centre	Bryn Road, Tondy	Community Centre	Whole	Community Association	✓	✓	✓	
	40028	Pandy Park Pavillon & Playing Fields*	Terfyn Ynysawdre, Ynysawdre	Changing pavilion, 1 x football pitches & 2 x rugby pitch	Whole	3 x sports clubs	✓	✓	✓	Possible S106 implications
Llangynwyd Lower Community Council	40027	Coytrahen Playing Fields*	A4063 Maesteg Road Tondy To Cildaudu Road, Goetre-Hen	Playing field only - not currently used for formal sports use	Whole	None	✓	✓	✓	
Coity Higher Community Council - Pendre	50020	Litchard Cross Playing Fields*	Heol West Plas, Coity	2 x football pitches (no pavilion) with adjacent playground (UPRN 50031)	Whole	3 x sports clubs	✓	✓	✓	
	50021	Great Western Avenue Pavillon & Playing Fields*	Great Western Avenue, Bridgend	Changing pavilion & 1 x football pitch	Whole	2 x sports clubs	✓	✓	✓	
Brackla Community Council - Brackla	50001	Brackla Playing Fields*	Whitethorn Drive to Channel View	No pavilion, 1 x football pitch & 1 x rugby pitch	Whole	3 x sports clubs	✓	*	*	Dual use arrangements with school during school hours.
Coychurch Lower Community Council	50020	Coychurch Pavilion & Playing Fields*	B4181 Coychurch Roundabout to Heol Simonston	Changing pavilion & 1 x football pitch	Whole	None - historically used by 4 x sports club	✓	✓	✓	Pavilion currently closed - not economic to bring back into use
Laleston Community Council	60060	Bryntirion Playing Fields*	Mount Pleasant, Bryntirion	2 x football pitches	Whole	1 x sports clubs	✓	✓	✓	Land on which Scout Hall is located is subject to existing lease
	60161	Bryntirion & Laleston Community Centre*	Mount Pleasant, Bryntirion	Community Centre located within playing field site	Whole	Community Council	✓	✓	✓	
Bridgend Town Council - Oldcastle		Newbridge Fields Athletic Track*	Newbridge Fields off Park Court Road, Bridgend	Athletic Track	Whole	1 x sports club	✓	✓	✓	
Cefn Cribbwr Community Council - Cefn Cribbwr	70017	Cefn Cribbwr Community Centre	Cefn Road, Cefn Cribbwr	Community Centre	Whole	Community Association	✓	✓	✓	
	70022	Cae Gof Pavillon & Playing Fields*	Cefn Road, Cefn Cribbwr	Changing pavilion, bowls pavilion, 1 x football pitch, 2 x rugby pitches, 1 x dual use pitch, 1 x outdoor bowling green & 4 x tennis courts	Whole	3 x sports club	✓	✓	✓	Part of site subject to existing CAT
Pyle Community Council - Pyle	70023	Croft Goch Pavilion & Playing Fields*	Pisga Street, Kenfig Hill	Changing pavilion, 1 x football pitch & 1 x rugby pitch	Whole	2 x sports clubs	✓	✓	✓	
Cornelly Community Council - Cornelly	70025	North Cornelly Pavillon & Playing Fields*	Meadow Street, North Cornelly	Changing pavilion, 2 x football pitches & 1 x rugby pitch	Whole	4 x sports clubs	✓	✓	✓	
Porthcawl Town Council - Rest Bay	80030	Locks Lane Pavillon & Playing Fields*	Locks Lane, Porthcawl	Changing pavilion, 4 x football pitches & 1 x cricket ground	Whole	3 x sports clubs	✓	✓	✓	Part of site subject to historic CAT
	80033	Rest Bay Pavilion & playing Fields*	West Drive, Porthcawl	Changing pavilion, 2 x football pitches & 1 x rugby pitch	Whole	4 x sports clubs	✓	✓	*	

Town & Community Council / Ward	UPRN	CAT Priority 1 Assets		Description	Whole/Part	Existing Users	PROPOSED AGREEMENT			Comments
		Name	Address				MA / Licence to Occupancy	Short Term (1-7 yrs)	Long Term (up to 35 years)	
Porthcawl Town Council - Porthcawl Central East	80028	Griffin Park Pavilion & Bowls greens*	Eastern Promenade, Porthcawl	Bowls Pavilion, 3 x outdoor bowling greens, 2 x tennis courts & putting course	Whole	2 x sports clubs	✓	*	*	Tennis courts & possibly southern most bowling green required for highways works associated with Phase 2 regeneration. Potential title issues as freehold of part vested in Town Council not BCBC. TUPE considerations.
	80075	Griffin Park Community Centre*	New Road, Porthcawl	Community Centre	Whole	Community Association	✓	✓	✓	
Coychurch Higher Community Council - Penprysg	90012	Heol-y-Cyw Pavillon & Playing Fields*	High Street, Heol-Y- Cyw	Changing pavilion, 2 x rugby pitches & kickabout area (former tennis courts)	Whole	1 x sports club	✓	✓	✓	
Pencoed Town Council - Felindre	90013	Pencoed Recreational Grounds Pavilion*	Felindre Road, Pencoed	Changing pavilion only	Whole	None - historicallu used by 4 x sports clubs & 3 x non sports groups	✓	✓	✓	Pavilion currently closed. Bowls Pavilion & Green; MUGA & Skate Park all subject to exists CAT's.
	90013	Pencoed Recreational Grounds Playing Fields*	Felindre Road, Pencoed	Playing fields only - 1 x football pitch & 1 x rugby pitch	Whole	4 x sports clubs	✓	✓	*	
Pencoed Town Council - Hendre	90014	Woodlands Park Pavilion*	Llwyn Gwern, Pencoed	Changing pavilion, 2 x football pitches, 2 x rugby pitches & 1 x mult use pitch	Whole	4 x sports clubs & 3 x non sports groups	✓	✓	✓	

* Asset either already subject to a lease or presently subject to CAT discussions

AMP 2021: Community Asset Transfer Guidance document

Community demand, need and lead



Supporting BCBC aims and priorities



Positive community asset transfer



Transparency



Sustainability

Cyngor Bwrdeistref Sirol



BCBC Community Asset Transfer Guidance

Welcome to the latest version of Bridgend County Borough Council's (BCBC's) Community Asset Transfer (CAT) Policy. It provides a clear vision and mechanism as to how the Council will approach and deal with opportunities to transfer land, buildings and services to the Community. This policy replaces the original CAT Guidance endorsed by Cabinet in 2010 and updated in 2015. It reflects the changing financial climate faced by the Council and the increasing empowerment of local communities. The Guidance forms an integral part of the Council's Asset Management Plan process.

In response to the forecasted public sector funding reductions as a result of on-going austerity and increasing pressures and public sector services, the Council will seek to work with eligible interested community groups to secure transfers and to provide ongoing support. It is intended to help community groups to manage and operate facilities and hopefully to secure investment in their long-term future. To this end the Council works closely with partners from the Third Sector to support community groups and sports clubs by ensuring the right advice and guidance is available to applicants and those who have already taken over the self-management of facilities and services.

This Policy also sets out how a simplified fast track risk based approach can be adopted for the majority of the Council's assets which should make the CAT process easier to navigate.

Who should read these Guidelines

This policy is primarily to inform Town and Community Councils, Third Sector Organisations and sports clubs (collectively referred to as community groups) of the Council's requirements when progressing a CAT. The Policy is designed to help community groups understand the Council's approvals processes and decision making criteria. Templates for applications and key stage procedures are also included.

Application of the Guidelines

Due to the diverse nature of Council property assets and variety of CAT requests, there cannot be a "one size fits all" approach to CAT. A consistent and principled but fluid framework is therefore required. The Guidance is centred on 4 key principles:

- ▶ **Community led to meet community demand and need**
- ▶ **Any CAT must support Council aims and priorities**
- ▶ **Transparency including governance and financial implications**
- ▶ **Project sustainability**

Proportionality and common sense is required in application of the Guidelines. For example, a short lease, licence to occupy or a management agreement may require less detailed assessment criteria than a longer term lease of 35 years. A transfer of a small area of land will not need the depth of business planning that a significant building would, particularly where significant external funding is also required. Any risk needs to be managed and informed, and transparent decisions should be subject to requisite scrutiny.

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	Cabinet CAT Task & Finish Group CAT Steering Group Town and Community Council Forum Wales Co-operative Centre Coalfields Regeneration Trust
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1. Purpose of this policy

The purpose of this Community Asset Transfer (CAT) policy is to encourage property asset transfers to community groups in support of the Council's Asset Management Plan (AMP) 2021 and AMP 2021 Disposals Strategy and the transfer of service provision in line with the Council's corporate priorities and well-being objectives.

An appropriate transfer is one which:

- **is community led to meet community demand**
- **supports Council's aims and priorities**
- **is sustainable in the long term**
- **has positive financial implications for the Council**

2. Definition of Community Asset Transfer

CAT may take a variety of forms but in essence involves a temporary or permanent transfer of stewardship and/or ownership to community groups. The method of transfer may include:

- management agreement
- short term licence to occupy
- short or long term lease
- freehold transfer (exceptional circumstances only)

3. National policy context

Well-being of Future Generations (Wales) Act 2015

The Well-being of Future Generations (Wales) Act 2015 places a duty on each public body to carry out sustainable development. Sustainable Development is defined as a process of improving the economic, social, environmental and cultural wellbeing of Wales.

Public, third and business sectors including BCBC have come together in Bridgend to form a Public Services Board (PSB). Bridgend PSB is committed to working together to improve wellbeing in Bridgend County now and in the future and have prepared a Well-being Plan that contains the following 4 key objectives:

- Best Start in life
- Support communities in Bridgend County to be safe and cohesive
- Reduce social and economic inequalities
- Healthy choices in a healthy environment

The Equality Act, 2010

The Equality Act, 2010 places a duty on public bodies to demonstrate due regard to the aims of the Public Sector Equality Duty (PSED). The PSED requires public bodies to operate in a way that eliminates unlawful discrimination, advances equality of opportunity, and fosters good relations between those who share a relevant protected characteristic, and those who do not. There are nine protected characteristics in total (age, sex, gender reassignment, sexual orientation, disability, race, religion and belief, marriage and civic partnership as well as pregnancy and maternity), and all public functions are designed and delivered in a way which reduces discrimination and promotes positive engagement with those who possess relevant protected characteristics. All CAT activities will support and encourage the Council's duties under the Equality Act, 2010 by ensuring that any activity is assessed for the likely adverse impact on protected groups and therefore reduced where possible.

Community Asset Transfers in Wales - A Best Practice Guide

A number of national reports, reviews and guidance encourage local authorities to engage with community groups with a view to a transfer of community assets. Welsh Governments 'Community Asset Transfers in Wales - A Best Practice Guide' March 2016 provides essential guidance for both local authorities and community groups. BCBC was part of the working group which helped produce the document and much of the guidance reflects the approach which this Council has adopted.

4. Local policy context

BCBCs property strategy seeks to rationalise its property portfolio and obtain the best outcome to help deliver Council objectives. This requires balancing best price considerations and reduction in revenue costs against the benefits of alternative use including asset transfer. This is supported by a disposals strategy that works to achieve the best disposal outcome for BCBC.

CATs clearly support the Council's priority themes. These include:

- **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”.
- **Supporting a successful economy** – showing any links to sustainable jobs and growth.
- **Smarter use of resources** – “Ensuring that all our resources (financial, physical, human and technological) are used as effectively and as efficiently as possible, and supporting the development of resources throughout the community that can help deliver our aims.”

5. The Council's commitment to Community Asset Transfer

The Council is committed to using CATs where appropriate. However, with limited staff resources, it is necessary to **prioritise** applications which most benefit:

- a) the Council's financial position; and
- b) impact in the community in terms of:
 - Economic and social enterprise leveraging additional investment.
 - Community empowerment.
 - Retain and/or enhance local services that may be lost due to budget restraints and service cuts.
 - Building capacity and encouraging a more sustainable third sector.
 - Supporting delivery of the Council's corporate priorities.
 - Tackling poverty.

This policy sets out a framework to support decision-making and an agreed method of assessing all CAT requests. The Council will however, support community groups through the CAT process in a number of ways which include:

- Guidance from a dedicated CAT Officer.
- A listing of assets potentially suitable for transfer in a 'Community Asset Schedule' will be made available and regularly updated.
- Supplying relevant information including:
 - running cost data
 - copies of condition surveys
 - building plans
 - servicing / testing data
 - any other relevant information
- Advice under the Council's CAT Business Support Contract from our partners organisations that specialise in providing advice and guidance to community groups.

6. The 4 Principles of BCBC Asset Transfer

In order to complete a CAT, 4 principles will need to be in evidence:

<p>Community Need</p>	<p>There must be strong support from within the local community. Evidence of equality of access will need to be demonstrated. Members of the community should be able to influence proposed operations and decision-making. There must be a clear demand for the project. Community groups must also ensure that any transfer will not displace or distort the market place. Applications are welcomed from consortia, joint ventures and collaborative projects.</p>
<p>Support Council Corporate Improvement Objectives / Other Corporate Priorities</p>	<p>The proposed transfer must support the delivery of Council’s Corporate Improvement Objectives / Other Corporate Priorities as outlined above.</p>
<p>Transparency</p>	<p>The decision making process is designed to show accountability and is clearly set out in the Framework for considering CATs at section 8 below. The process needs to be flexible in line with the complexity of applications and available Council staff resources. Decisions will be transparent and communicated clearly.</p>
<p>Sustainability</p>	<p>The applicant is required to demonstrate their ability to manage the asset effectively via:</p> <ul style="list-style-type: none"> • Financial plan: <ul style="list-style-type: none"> ○ Detailed business plan for complex cases particularly if the Council asset subject to transfer requires significant investment involving major refurbishment or new build; or ○ 5-year financial projections enabling a community group to demonstrate an understanding of associated income and expenditure streams and operating costs for the more straightforward transfers • An appropriate legal and governance structure. • An assessment of the need for the activities being proposed and consideration of whether or not this is being provided by other organisations. • Efficient use of the facilities in terms of space and time periods. • Organisational capacity and capability – strong skills at board, management and operational level to manage the asset and maximise its use including meeting any statutory requirements.

7. Identifying suitable assets for Community Asset Transfer

Community Asset Schedule

The Council has determined that the following categories of asset are potentially available under the CAT programme:

Priority 1	<ul style="list-style-type: none"> • Sports Pavilions • Playing Fields (excluding school playing fields) and Bowling Greens • Community Centres
Priority 2	<ul style="list-style-type: none"> • Playgrounds / Play Areas • Free Car Parks • Allotments
Priority 3	<ul style="list-style-type: none"> • Miscellaneous Assets

It must be noted that not all assets under these categories will be considered as suitable for CAT. Assets will generally not be considered suitable for CAT if the:

- Asset is required for the delivery of essential services;
- Asset generates a net income stream for the Council;
- Asset has future use by the Council, e.g. re-development potential; or
- Asset may be required by the Council to generate capital receipts through its sale on the open market as part of its capital investment programme to help fund projects such as new schools.

Council owned assets suitable for transfer will be regularly updated and identified through the Council's robust asset management planning process which includes regular reviews of our property holdings. Service need for assets, including opportunities for alternative methods of service delivery, will influence our requirement for assets. The potential for assets identified as surplus to our requirements to be transferred to the community will be considered through our Acquisitions and Disposals Strategy.

A 'Community Asset Schedule' will list potentially suitable CAT Priority 1 Assets together with any specific restrictions and will be made publicly available. Not included in this list are those assets which the Council wishes to retain for operational, financial or other purposes.

In compiling the schedule and/or in assessing applications, regard will need to be given by the Council to whether any financial clawback from fund providers may apply. This may be the case if Lottery funds for example include clawback restrictions which may be triggered by an asset transfer.

Applications From Existing Tenants / Users

The Council will consider applications from eligible organisations already in occupation of a BCBC building looking to vary their terms of occupation, for example by increasing the lease term to meet grant funding requirements or formalising licence arrangements. Please note that you will still be required to meet all our application and assessment criteria.

Lease renewals are not usually considered as being CATs for BCBC funding purposes.

General Applications

Eligible organisations looking for a property, but who do not have a specific asset in mind can still submit an Expression of Interest. If we consider the application viable and it meets our Stage 1 criteria we will work with the community group to potentially identify a suitable asset.

In all cases we would strongly advise that the Council's CAT Officer should be contacted in the first instance so that formal discussions can be held at the earliest opportunity.

Some proposals may not require a property agreement e.g. such as transfer of a service, an agency agreement or a sponsorship arrangement. The Council welcomes interest from applicants to provide services whether autonomously or in collaboration with the Council. This Guidance, however, focuses on the transfer of property assets. Any proposals to provide services should be made to the Director of Communities.

Priority of applications

Preference will be given to:

- Community groups already in occupation of a premises (land and/or building).
- Collaborative applications for co-locating community groups including consortia. In such cases, 'umbrella' organisations or partnerships should be considered by applicants.

Where several expressions of interests are received for one building, all live applications will be considered rather than dealing on a "first come first served basis".

8. Framework for considering requests for CATs

The Application Criteria that must be complied with when considering a community asset transfer is detailed at **Appendix 1**. The degree to which the criteria are met, the condition of the asset and the requirements of potential funders will be used to determine the most appropriate type of transfer agreement. A short term lease or licence to occupy or a management agreement may be more appropriate initially as part of a phased or temporary transfer whilst additional capacity and confidence is built.

All applications will be considered in accordance with the Council's CAT framework either the 4 stage process (see Standard CAT Process at **Appendix 2**) or "fast track" process particularly where the asset subject to transfer is in a compliant condition (see "Fast Track" process at **Appendix 3**). The standard 4 stage process will usually be applicable for:

- All complex transfers;
- Assets assessed as uneconomical to repair by the Council; and
- Disposal of surplus assets with potential community interest.

The Council will use a RAG traffic light rating system based upon an assessment of risk associated with a community group and asset / service subject to transfer to make this aspect more transparent as illustrated in the table shown at **Appendix 4**.

All community groups are required to submit an Expression of Interest (EOI) pro-forma that requires basic information relating to the organisation, the asset / service and link to the Council's corporate priorities (see copy of EOI at **Appendix 5**). Community groups are advised to hold informal discussions with the Council's CAT Officer prior to an EOI being prepared and submitted.

The Council will ensure that community groups are provided with appropriate advice and guidance from partner organisations under the CAT Business Support contract, e.g. business planning to facilitate the CAT process.

Central to this process is a requirement for a detailed **Business Plan** or outline **Financial Projections** which are dependent on whether the Council considers applications are suitable under the standard or "fast track process". Illustrations, with guidelines, are provided at **Appendix 6** and **Appendix 7** respectively.

9. Decision processes

The process should be flexible and easy to understand for community groups. The extent and detail of the business case required may vary with the type of assets/services being transferred. Regard will need to be given by the Council to any staff matters such as the Transfer of Undertakings (Protection of Employment) regulations (TUPE), redundancy and management of change issues. Any transfer is also expected to reduce a community groups dependency on Council revenue funding.

The Council's due diligence process should be proportionate to the scale and complexity of the proposal:

- All community groups will be subject to a **Business Diagnostic Assessment** (see Outline at **Appendix 8**) to provide the Council with assurance as regards the capabilities and capacity of a particular community group and that the directors / trustees of the group involved are fully aware of the duties and responsibilities that must be discharged. The Business Diagnostic Assessment will contain mandatory and discretionary recommendations (including compulsory training elements) to assist in the development of community groups and them becoming competent asset holders. The implementation of recommendations will dictate how quickly the transfer can be progressed.
- CAT expressions of interest, business / financial plans and associated funding applications of up to £50K are usually approved by the **CAT Steering Group**. Large or complex CATs may be referred to the **CAT**

Advisory Panel which consists of key public sector organisations in the area and will usually also require the approval of Cabinet particularly where associated funding to support projects is likely to exceed £50K.

- Property transactions will usually require approval under the Council's delegated powers scheme or be referred to the Cabinet.

The CAT officer shall submit the reports with assistance and advice from the Corporate Landlord, Legal Services, Human Resources and Finance, if required.

The CAT Steering Group chaired by the Head of Operations Community Services is responsible for assessing both Stage 1, Stage 2 and associated CAT funding applications and members will include senior officers from the key service directorates. Consultations will be made with the CAT Advisory Panel (complex transfers), Council Members and community groups as required.

The decision will reflect assessment of the detailed criteria outlined at Appendix 1 and other considerations such as:

- BCBC asset requirements - whether the asset required for future service delivery.
- Financial benefits to the Council.
- Whether any financial clawback from fund providers apply.
- Wider benefits to the Council and community.

Where appropriate any final decision rests with the Corporate Director Communities and the Section 151 Officer or by referral to the Cabinet. The Council reserves the right to reject any application but in so doing, shall provide feedback outlining the reasons. Applicants shall be encouraged to re-submit where those elements have been sufficiently addressed.

10. Property and legal considerations

CATs will need to deliver the best disposal option for the Council which will generally be by way of leases. Alternatively, a licence to occupy or management agreement may be more appropriate. Freehold transfer will only be considered in exceptional circumstances and require Cabinet approval.

The length of a lease offered will be determined on a case by case basis having regard to the property condition, circumstances of the project, strengths of the applicant, and sustainability of the business case. The maximum duration of a lease term presently available from the Council is 35 years unless specific external funding requires a longer term. As a guide, capital grant funding for improvements will usually require a minimum lease term of 10 years.. Should further funding be identified after the initial lease has been granted, negotiations for an extended lease period may be necessary depending on the funders conditions.

Rent/market values

Community uses do not usually attract commercial revenues. Community groups are often dependent on grant funding and are generally unable to pay market rents/prices for property. By being aligned to Council priorities, the Council's 'return' is therefore based on the social, economic or environmental benefits. The Council, however, needs to justify and record any decision to transfer a property at an undervalue with reference to:

- A valuation of the property to identify any value being forgone.
- The 'General Disposal Consent (Wales) 2003' which enables local authorities to proceed with certain transfers at an undervalue
- State Aid provisions to ensure either none is given or to ensure that it is permitted and the Council is protected.

A **peppercorn** or discounted rent or any other disposal at below market value may well be justifiable but should not be assumed. A decision to grant concessionary terms needs to be justifiable and recorded by the Council's Corporate Landlord. Cabinet approval may be required depending on the circumstances. In determining the rent, consideration will be given to:

- Value of the property.
- The management and running costs of the property.
- Financial position of a community group.
- Extent of benefit to the Council in terms of revenue savings and/or service delivery.

The onus falls on the community group to demonstrate that concessionary terms are needed. This will best be provided by reference to their business plan or financial projections.

Other lease terms/conditions

A lease or licence provides opportunities in terms of self-management and also brings increased health and safety and property statutory compliance responsibilities. A summary of the main indicative core terms to be considered for inclusion in a lease or licence is outlined in summary at **Appendix 9**.

Energy procurement

It is likely that existing energy supplies in the longer term at a property are covered by the Council's central energy procurement contract. This bulk purchase of energy provides a favourable tariff for the Council and a new community group occupier may express a wish to remain on this contract to continue with the tariff. The Council, however, is ultimately liable under the contract for any payment default. The general position therefore should be for the community group to contract separately for its own energy supplies. It is also important that the community groups energy usage does not count for any carbon reduction commitments. Further information may be sought from the Council's Energy Contracts Manager.

11. Handover

During handover the Council will supply, wherever possible, a folder compiled by the Council's Corporate Landlord which will provide:

- Details of all statutory testing and servicing details.
- Fire risk assessment.
- Health and safety information & certificates.
- List of tests generally needed on buildings.
- List of contractors which the Council utilises and are prepared to provide similar services to community groups.
- Details of utility readings .

The Council has a Compliance Officer who will act as the key contact within Corporate Landlord to provide guidance to community groups on technical issues within buildings and to assist occupants to keep premises compliant.

A key priority for community groups is an understanding of and the ability to meet Health and Safety and statutory compliance requirements. Some useful website links are detailed below and support is available from Council Officers should there be any concerns or doubts about what is required regarding compliance.

<http://www.hse.gov.uk/voluntary/village-legal.htm>

<http://www.hse.gov.uk/voluntary/assets/docs/village-hall.pdf>

<http://www.hse.gov.uk/toolbox/fire.htm>

The Council will also supply all keys and any other information required to operate the premises safely.

The handover will take place with the nominated lead officer for the applicants together with the designated person dealing with statutory compliance (if they are different).

12. Ongoing Support and Statutory Compliance

The Corporate Landlord will also advise on and confirm any required landlord consent for any works, alterations or modifications proposed to the premises.

Applicants will be asked to identify a designated individual within the organisation who will have responsibility for the premises and necessary testing and servicing. This individual will be the key contact point for the Corporate Landlord. They will have responsibility for ensuring the premises remains safe and compliant in accordance with any statutory requirements and they will need to be aware of their role and responsibilities.

Applicants will also be asked to provide feedback to the Council on their project in relation to progress, milestones achieved, problems encountered and targets for the future. This would normally be expected on an annual basis but could be more regular if required. It would also be expected that applicants would consent to speak to other potential applicants with a similar project if required to supply advice and suggestions to help their application.

Any request for feedback or information from the Council would be expected to be provided within 21 days unless the request is of an urgent nature.

Any future adaptation or improvement works, over and above routine maintenance works, to premises are likely to require landlord consent. You must speak to the Council before you commence any works. The Corporate Landlord will be able to advise on requirements including the need for any other potential consents – planning, building regulations etc.

13. Community Asset Transfer Support and Contacts

The Council strongly advises that the application and business case is developed with support from a business adviser assigned under the CAT Business Support Contract.

Often community groups taking on a premises (building and/ or land) may require different support through the life of a project. This may start with initial support to establish an organisation through to helping groups develop businesses or establish trading arms, The CAT Business Support Contract is intended to support all stages of a CAT and not just for the initial take-over of premises. By having a one stop shop, applicants or occupiers can refer issues and suggestions to the CAT Officer and ensure they receive the most appropriate support at that time.

A list of resources and relevant links to advice on CAT is attached at **Appendix 10**.

All applicants will be required to identify who the key contact within their community group is for leading on the CAT process. This is to avoid confusion as to whom information and advice is being given to. For the Council the key point of contact is our CAT Officer who can be contacted by email: Guy.Smith@bridgend.gov.uk or Telephone: (01656) 815323.

Applicants will also be asked to identify the person within each organisation who will have responsibility for ensuring that a premises (building and/ or land) remains compliant with any legal responsibilities and safe for people to use. This may be a different person to the key contact.

Appendix 1 - Application Criteria

a) The Applicant must be:

A Community/Town Council or a Community Group, which satisfies the following criteria:

- Legal entity that is incorporated and provides limited liability for the stakeholders involved. This would usually be in the form of a company, society, CIO (Charitable Incorporated Organisation) or CIC (Community Interest Company). It must enable the management/ownership of buildings and provision of services.
- Exist for community/social/environmental benefit.
- Non-profit distributing – any surpluses must be reinvested to further its community benefits/social aims.
- Demonstrate good governance through open and accountable processes, with appropriate financial and audit controls.
- Demonstrate engagement with the community.
- Demonstrate it has the skills and capacity within or available to effectively deliver its services and manage the asset.
- Holds adequate insurance and will be able to comply with statutory health and safety requirements to operate the asset/service.
- Provide services or engage in activities that deliver economic, environmental or social benefits to the community.
- Provide copies of the organisation's Annual Report and accounts if available.
- Strong links with the local community and directly benefit the people of the county borough.
- Benefit as wide and diverse a range of local people as possible and demonstrate an inclusive approach to all members of the community.
- Decision making process influenced by local community.

b) The Asset

- A legal interest owned by the Council from which the organisation can demonstrate community benefit.
- The asset is in the freehold/leasehold ownership of the Council.
- Applications for multi-uses and co-location of services should be encouraged.

c) Proposed Use

- There is both a need and demand for the proposed activities and consideration is given as to whether or not this is being satisfactorily addressed by another organisation.
- The proposed use will support the delivery of the Council's corporate priorities.
- The proposed use will maximise opportunities for income generation to ensure sustainability.

- The community group has established how much space it requires to deliver its proposals, and how they will make optimum use of the asset.
- The proposed use will deliver extensive and inclusive reach into the community and will be open to all.

d) **Business Plan and Finance**

Community asset transfers considered to be suitable for “fast tracking” under the updated policy will only require income and expenditure projections for a minimum of a 5-year period to be provided to enable a community group to demonstrate an understanding of the associated costs of managing and demonstrating the sustainability of the asset.

However, a robust business plan clearly stating the operation and service provision and financial and organisational capacity of the organisation to deliver the proposed services/activities and manage the asset is critical to the success of any transfer is still required for large or complex projects particularly if the Council asset subject to transfer requires significant investment involving major refurbishment or new build.

Appendix 2 – CAT Standard Process

APPLICATION STAGE	REQUIREMENTS	DECISION MAKER	TARGET TIMESCALES
<p>STAGE 0 Informal pre-application discussion</p>	<p>Before submitting an Expression of Interest, applicants should discuss their proposals with the CAT Officer.</p>	N/A	N/A
<p>STAGE 1 Submit formal Expression of Interest (EOI) (Appendix 3) to CAT Officer</p> <p>The Council will provide any relevant asset information available</p>	<p>Outline business case in the form of the EOI to provide:</p> <ul style="list-style-type: none"> • Details of the organisation • Governance arrangements • Proposed use of asset and benefits • Benefits to community, Community Group and Council • Support from community/partners <p>If the application is supported, the Community Group will be invited to proceed to Stage 2. If the application is not supported a full explanation will be provided.</p>	CAT Steering Group	6 weeks from receipt of Expression of Interest
<p>STAGE 2 Business Diagnostic & Business Plan</p> <p>Support may be available under the Council's CAT Business Support contract (from our partners Wales Co-operative Centre and Coalfields Regeneration Trust)</p>	<p>Initial assessment of community group by Business Adviser in consultation with CAT Officer to determine capacity / capabilities and inform future needs under Business Support Contract.</p> <p>Report outlining areas requiring action ranked mandatory and discretionary. All mandatory requirements, e.g. attendance at specific training events (governance, duties and responsibilities of directors, etc.) must be completed prior to any transfer being agreed.</p> <p>Detailed Business Plans prepared by Community Group – (see illustration at Appendix 5):</p> <ul style="list-style-type: none"> • Needs analysis and projected utilisation • Type of transfer sought and why • Planned outcomes and benefits and how they will be measured/monitored • Details of any proposed partnership/collaborative working • Track record for delivering service/managing property • Capacity to manage the asset • 5 year plans for revenue and capital funding – projected income and expenditure including costs of managing and operating the asset • Financial sustainability and forward planning 	<p>Business Diagnostic Assessment to be assessed by CAT Officer / CAT Steering Group</p> <p>Business plans to be assessed by Finance Department</p>	<p>Within 4 weeks from Stage 1 Approval</p> <p>Full business plan to be submitted within 12 weeks of Stage 1 approval if possible</p>

Community Asset Transfer Policy

APPLICATION STAGE	REQUIREMENTS	DECISION MAKER	TARGET TIMESCALES
STAGE 3: Full assessment of CAT Proposal including Business Plan	Report by CAT Officer to CAT Steering Group or CAT Advisory Panel (complex/larger cases) with a detailed assessment of: <ul style="list-style-type: none"> • Benefits for community, the Community Group and how they relate to delivering Council priorities • Risks in relation to financial and organisational ability to manage the asset • Potential loss of capital receipt and existing income or other opportunity cost to the Council • Potential for on-going revenue savings for the Council • Proposed terms of transfer and any legal or other issues • Monitoring arrangements as required 	CAT Steering Group and /or CAT Advisory Panel	6 weeks from receipt of full Business Plan
STAGE 4: Property transaction approval and completion of agreement	Approval via Council Delegated Powers or by Cabinet. Instruct Solicitors Legal completion	Corporate Director Communities in consultation with s. 151 Officer Cabinet Head of Legal and Regulatory Services	8 weeks of Stage 3 approval

Appendix 3 – CAT Fast Track Process

APPLICATION STAGE	REQUIREMENTS	DECISION MAKER	TARGET TIMESCALES
<p>STAGE 0 Informal pre-application discussion</p>	<p>Before submitting an Expression of Interest, applicants are encouraged to discuss their proposals with the CAT Officer.</p>	N/A	N/A
<p>STAGE 1 Submit formal Expression of Interest (EOI) (Appendix 3) to CAT Officer</p> <p>The Council will provide any relevant asset information available</p>	<p>EOI to be completed and provide details of:</p> <ul style="list-style-type: none"> • The organisation • Governance arrangements • Proposed use of asset and benefits • Benefits to community, Community Group and Council • Support from community/partners <p>If the asset is available for transfer and the application is supported, the Community Group will be invited to proceed to Stage 2 and Stage 3. If the application is not supported a full explanation will be provided.</p>	CAT Steering Group	4 weeks from receipt of EOI
<p>STAGE 2 Business Diagnostic & Financial Projections</p> <p>Support may be available under the Council's CAT Business Support contract (from our partners Wales Co-operative Centre and Coalfields Regeneration Trust)</p>	<p>Initial assessment of community group by Business Adviser in consultation with CAT Officer to determine capacity / capabilities and inform future needs under Business Support Contract.</p> <p>Report outlining areas requiring action ranked mandatory and discretionary. All mandatory requirements, e.g. attendance at specific training events (governance, duties and responsibilities of directors, etc.) must be completed prior to any transfer being agreed.</p> <p>Financial projections for a minimum of 5 years (see illustration at Appendix 6) to be prepared by Community Group with assistance by Business Adviser (if required).</p>	<p>Business Diagnostic Assessment to be assessed by CAT Officer / CAT Steering Group</p> <p>Financial projections to be assessed by Finance Department and CAT Steering Group</p>	<p>Within 4 weeks from Stage 1 Approval</p> <p>Financial projections to be submitted within 6 weeks of Stage 1 approval if possible</p>

Community Asset Transfer Policy

APPLICATION STAGE	REQUIREMENTS	DECISION MAKER	TARGET TIMESCALES
STAGE 3: Assessment of CAT Proposal including any financial assistance, e.g. grants to support CAT	Report by CAT Officer to CAT Steering Group with an assessment of: <ul style="list-style-type: none"> • Benefits for community, the Community Group and how they relate to delivering Council priorities • Risks in relation to financial and organisational ability to manage the asset • Potential loss of capital receipt and existing income or other opportunity cost to the Council • Potential for on-going revenue savings for the Council • Proposed terms of transfer and any legal or other issues • Monitoring arrangements as required 	CAT Steering Group	4 weeks from receipt of Financial Projections
STAGE 4: Property transaction approval and completion of agreement	Approval via Council Delegated Powers or by Cabinet. Instruct Solicitors Legal completion	Corporate Director Communities in consultation with s. 151 Officer Cabinet Head of Legal and Regulatory Services	8 weeks of Stage 3 approval

Appendix 4

RISK BASED MODEL

		ORGANISATION				
		1	2	3	4	5
A S S E T	A					
	B					
	C					
	D					
	E					
Organisation						
Rating	Description					
1	Established group with acceptable historic accounts and evidence of the required funding for the venture Correctly constituted legal entity with relevant knowledge and skills Experience of managing a facility and understands the requirements and legal undertaking Has a good and active relationship with the relevant sports organisation etc Experience of delivering in the community Proposed project is feasible and good fit with community need.					
2	Established group with evidence of the required funding for the venture Correctly constituted legal entity with relevant knowledge and skills Some experience of managing a facility and understanding of the requirements and legal undertaking Working relationship with the relevant sports organisation etc Some experience of delivering in the community Proposed project is feasible and good fit with community need.					
3	Recently formed group with evidence of the required funding for the venture Correctly constituted legal entity with some knowledge and skills Limited experience of managing a facility but some understanding of the requirements and legal undertaking Working relationship with the relevant sports organisation etc Limited experience of delivering in the community Proposed project is feasible and good fit with community need.					
4	Newly formed group with some funding for the venture Correctly constituted legal entity with some knowledge and skills Limited experience of managing a facility and understand the requirements and legal undertaking Working relationship with the relevant sports organisation etc Limited or no experience of delivering in the community Some concerns of project feasibility and/or fit with community need.					
5	Newly formed group No historic accounts or funding Not correctly constituted legal entity Limited knowledge and skills Poor relationship with relevant sports organisation etc No experience of delivering in the community Questions over project feasibility / poor fit with community need					
Asset - assumes building on site						
Rating	Description	Likely Condition Grade				
A	Building in good condition - newly built or recent full refurbishment. Fully compliant. No management issues. No major expenditure anticipated during lease term other than usual planned maintenance. Condition Grade likely to be a Grade A with limited Priority 2 and 3 costs	Grade A				
B	Building in reasonable condition Fully compliant. No management issues. No major expenditure required other than usual planned maintenance. Condition Grade likely to be a Grade B with some Priority 1, 2 & 3 costs	Grade B				
C	Building in fair condition. No major issues affecting day to day running but may need significant expenditure during lease term. Condition Grade likely to be a Grade B or possible Grade C with significant Priority 1, 2 & 3 costs	Grade B/C				
D	Building in poor condition but complaint. Safe but life may be limited or significant expenditure required during standard lease term. HOT's to take into account expected remaining life if applicable. Condition Grade likely to be a Grade C with high Priority 1, 2 & 3 costs	Grade C				
E	Building in very poor condition. Not complaint and potentially unsafe. Closure (and demolition) to be considered or Major Refurbishment / New Build Required	Grade D				

Key

Red	A problem needs serious attention and action	Amber	Not complete, in progress, additional action required	Green	On track, in progress and complete to plan, no issues
		Yellow			

Appendix 5 – Expression of Interest (EOI) Template

Community Asset Transfer – Stage 1 Expression of Interest

Before submitting an application applicants are encouraged to discuss their options, suitability and the scope of community asset transfer with the CAT Officer. These informal discussions will help to prepare for the process of making a formal application for transfer.

The Council recognises that developing the business case and preparing an application for community asset transfer can be both time consuming and resource intensive for applicants. **Stage 1** of the application process has therefore been designed to assess whether any potential application will meet the Council’s suitability criteria. The Council will not be able to process the application unless all the information relevant to the asset transfer is received. It is simple to complete and should avoid spending time and valuable resources on an application that is unlikely to be approved. Applicants that meet the Council’s suitability criteria will be invited to complete a more detailed **Stage 2 application**.

1. Please provide details of the organisation making the application

Name of Organisation:	
Address of Organisation	
Applicant Name:	
Position:	
Telephone Number:	
Email Address	
Date:	

2. Type of organisation

What type of organisation are you e.g. registered charity?	Give charity number
Do you have a formal constitution, governance document or set of rules?	Give company registration number

3. What is the structure and purpose of your voluntary or community organisation?

How many people are	Management Committee	
---------------------	----------------------	--

Community Asset Transfer Policy

involved in your organisation?	Full Time Employees	
	Part Time Employees	
	Volunteers	
When was the organisation established?		
What is the purpose and main activities of your organisation?		
Does your organisation have experience of managing an asset? If yes please provide details If you have projections of income and expenditure at this stage, give further details.		

4. Please tell us about the asset (land or buildings) you are interested in?

Name and address of asset	
If this is a speculative application please provide details of the type of asset and location required	
Type of transfer you are interested in.	

5. Please tell us about the proposed use of the asset
(please continue on a separate sheet if required but no more than one side of A4)

What do you want the asset for?	
What benefits will this bring to the organisation, the local community and the Council?	

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6. Please tell us about any partners, collaborators and stakeholders

If you are proposing any arrangements with public sector or other third sector partners please provide details	Please enclose a letter of support from any other joint user
--	--

7. Give details as to how your proposals link with the Council's priorities

See paragraphs 4 and 6.2	
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Please return the completed form to:

**Community Asset Transfer Officer
Communities Directorate
Bridgend County Borough Council
Civic Offices
Angel Street
Bridgend
CF31 4WB**

Telephone: (01656) 815323

Email: Guy.Smith@bridgend.gov.uk

Appendix 6 - Detailed Business Plan Illustration

Executive summary

1. Our project

- About ANOther Community Organisation
- Our values and the mission of our organisation
- The aims and objectives of our community project

2. The market

- About our community
- Existing & target markets
- Results of community consultations
- Knowledge of other existing community services & facilities
- Opportunities to build partnerships

3. Business growth and development

- A review of our organisation (SWOT Analysis)
- Our business development strategy
 - Phase 1 – Project design (Year 0)
 - Phase 2 – Centre development (Years 1 - 3)
 - Phase 3 – Centre expansion (Years 4 & 5)

4. Centre management

- Our management team/committee – skills/capabilities
- Staffing and the role of community volunteers
- Development of community activities
- Service delivery & programming
- Policies & procedures
- Day-to-day operations

5. Centre development

- Current facilities
- Potential opportunities for refurbishment & expansion

6. Marketing plan

- Building our profile
- Promoting our services

7. Financial plan (property asset)

- Five year income & expenditure (cashflow projection)- see Appendix 4. Provide evidence to support projections and state assumptions
- Income generation (sales forecasts)

- Fundraising strategy

8. Risk analysis

- Risk log
- Plan for minimising risks

Appendices:

Appendix 1: Community Consultation and Engagement Plan

Appendix 2: Desk top survey of other community facilities

Appendix 3: SWOT Analysis of ANOther Community Organisation

Appendix 7 – Financial Projections Illustration

Note:	Income	Phase 1	Phase 2	Yr 2	Yr 3	Phase 3	
		Current	Yr 1			Yr 4	Yr 5
1	Local Authority 'start-up' grant						
2	Other grant aid						
3	Rent & room hire						
	Large Hall						
	Small Hall						
	Multi Use Games Area (MUGA)						
4	Other income						
	Vending Machines						
	Café & Shop Sales						
	Other						
5	Volunteer time in kind						
6	Own fundraising						
	Total	£	£	£	£	£	£
	Expenditure	Current	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5
7	Staff salaries & on-costs						
	Centre Manager						
	Caretaker						
	Cleaner(s)						
	Volunteer time in kind						
8	Staff & volunteer training & dev't						
9	Caretaking / cleaning costs						
	Cleaning materials						
	Refuse collection						
	Security						
10	Utilities						
	Water						
	Electricity						
	Gas						
11	Rates						
12	Repairs and maintenance						
13	Transport & travel						
14	Centre Supplies						
	Tools & materials						
	Equipment hire						
	Office furniture & IT						
	Medical, clothing & PPE						
	Telephones						
	Internet						
15	Centre promotion						
	Printing & publicity material						
	Advertising						
16	Vending machine rental & supplies						
17	Insurances & professional fees						
	Property insurance						
	Public liability insurance						
	Performing rights soc. fees						
	Accountancy fees						
	Legal fees						
	Architects fees						
	Consultancy fees						
18	Other - sundries & miscellaneous						
	Total	£	£	£	£	£	£
		Surplus (deficit)	£	£	£	£	£
					Accumulated reserves		£

Appendix 8 - Business Diagnostic Assessment Outline

Due diligence of the group and its business case commences where the CAT Officer / Business Adviser will work with the community group to undertake a Business Diagnostic Assessment of the following:

- a) **Capacity of the organisation** – will review their governance, legal structure, powers within their constitution as an organisation identifying if the proposed project is in line with the directors / trustees responsibility and capability. The group will also be asked to provide key policies and procedures such as Equality policy, Safeguarding policy, Environmental policy, financial management procedures, insurance etc. Where areas for development are identified groups will be signposted to organisations such as Wales Co-op, Coalfields Regeneration Trust and BAVO for additional support and training, which can include support with Business plans, funding, and governance. A level of common sense and relativity is being adopted when appraising applications to ensure that the process does not become a barrier or restriction to enable groups to progress forward and support will be provided where possible.
- b) **Skills and capacity of the group** – groups will be asked for pen profiles of its directors / trustees and a brief outline of what skills and experience they will bring to the organisation. Groups will be encouraged to develop role descriptions and a structure to understand how the facility will be managed, procedures surrounding this and outline how conflict will be managed. Additionally some groups (especially where there is 1 leader or an ageing committee) will be asked to develop a succession plan. Community groups / sports clubs will be asked to undertake a skills audit of their committees and implement training or mentoring in areas where there are skills deficits/gaps.
- c) **Business and financial case** – The group is presently expected to submit a 5 year business and financial plan for review. This will identify how viable the scheme is and gives the case officer the opportunity to challenge and question some of the assumptions made to inform cash flow projections. The CAT Officer will present the case to CAT Steering Group and / or CAT Advisory Group (complex transfers).

Going forward it is suggested that the CAT Officer / Business Adviser will complete an application assessment matrix which scores an organisation on the following criteria:

- i. Applicant organisations capacity – skills of committee, how it's governed and what processes and procedures are in place to ensure good practice is adopted
- ii. The business case and proposal for the asset
- iii. Community and partnership impact – looking at needs analysis
- iv. Suitability of the asset
- v. Financial case and assumptions
- vi. Capacity to manage the asset (operational)

The Business Diagnostic will also result in (where required) mandatory and discretionary recommendations (including compulsory training elements) to assist the development of community groups and them becoming competent asset holders.

Appendix 9 - Sample Lease/ Licence Terms

Term – the length of the lease or licence will be dependent on the circumstances and funding stream. 20-30 years is generally suitable for a community group to obtain capital funding. Note however that Big Lottery Fund's CAT programme requires minimum 99 year lease. Transitional tenure arrangements may be required until a community group is able to proceed on a longer basis. In such cases a short term licence, management agreement or lease up to 2-3 years may suffice.

Rent – a concessionary or peppercorn rent or licence fee depending on the asset and applicant's financial circumstances see Guidance above.

Repairs – the community group will usually be responsible for all repairs and maintenance and compliance with health and safety law. Variations to this will be considered on their merits.

Running costs - the community group will be responsible for all running costs of the asset.

Assignment – will not be permitted in view of any concessionary terms granted. The right to hire space will be given provided no exclusive rights are given to users.

Insurance – for both long term and short term leases, the Council will insure and recharge the premium to the tenant. All tenants should insure for contents and public liability.

Use – use of the premises will be restricted in line with the community aims of the community group.

Application of income – all income must be reinvested by the community group in the running of the facility. The Council reserves the right to review the rent if income is not applied in this way.

Insolvency – if the event that the the community group becomes insolvent, the Council will have the right to determine the lease/licence/ management agreement..

Professional costs – each party to bear their own costs incurred in the lease/licence/management agreement process.

Other – the lease/ licence/management agreement will contain such other terms as are usually contained in such documents as required by the Council's Head of Legal Services.

PLEASE NOTE that the above lease/licence/management agreement terms are indicative core terms only. Additional terms may be relevant given the specific nature of the individual property asset. In addition, a set of detailed Heads of Terms will be issued to the community group once its application for the asset transfer has been approved by the Council.

Appendix 10 - List of Resources and Contacts

Community Asset Transfer Resources

Community Asset Transfers in Wales – A Best Practice Guide - Welsh Government
<http://gov.wales/topics/people-and-communities/communities/community-asset-transfer/best-practice-guide/>

Development Trust Association Wales – Asset Development Portal
<http://assetsportal.dtawales.org.uk/resources/>

Locality
<http://locality.org.uk/>

Planning Aid Wales
<http://www.planningaidwales.org.uk/>

My Community Space
<http://www.mycommunityspace.org.uk/>

Support Organisations - General

Bridgend Association of Voluntary Organisations (BAVO)
<https://www.bavo.org.uk/>
(01656) 810400

Coalfields Regeneration Trust
<https://www.coalfields-regen.org.uk/>
(01443) 404455

The Wales Co-operative Centre
www.walescooperative.org
(02920) 807103

Wales Council for Voluntary Action
<http://www.wcva.org.uk/home>
[0800 2888329](tel:08002888329)

Support Organisations – Specific

FAW Trust
www.welshfootballtrust.org.uk
Laura Easton - leaston@fawtrust.cymru - (01633) 282 911

Welsh Rugby Union
<https://www.wru.co.uk/>
John Howells – jhowells@wru.wales - 07786255397

Cricket Wales
<http://www.cricketwales.org.uk/>
Mark White - Mark.white@cricketwales.org.uk - 07890693719

Bridgend County Borough Council - Community Asset Transfer Programme - Summary of Progress (28 February 2020)

A. Sports Pavilions & Playing Fields

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
A1 30025	Aberfields (Planka) Playing Fields	Nantymoel RFC / Wyndham BGC FC	21/03/2017	15/02/2019		EOI approved 15/02/19. Discussions ongoing with the clubs and possible inclusion in a wider Ogmere Vale pitch project.
A2 20018	Bettws Playing Fields	Bettws FC	27/02/2019	10/04/2019		EOI approved and application to be fast tracked.
A3 20019	Blaengarw Cricket & Pavilion	Blaengarw Cricket Club	22/01/2020			First meeting held with Club on 05/02/20. EOI to be submitted shortly.
A4 20020	Blandy Park Playing Fields	Garw AFC	28/07/2017	16/05/2018		EOI approved by CAT Steering Group 16/05/18. Business Adviser appointed and concept drawings being developed.
A5 50002	Brackla Playing Fields	Brackla RFC	18/09/2018			EOI currently on hold while issues surrounding the site, e.g. dual use with local schools are resolved.
A6 40026	Bryncethin Playing Fields	Bryncethin RFC		28/01/2016	26/05/2017	Funding up to £110K approved from Sports Pavilion Fund. Lease issued on 09/10/18. Redevelopment complete.
A7 70022	Cae Gof Playing Fields	Cefn Cribwr Athletic Club/RFC		19/12/2019		Original EOI approved by SCCS Board on 07/10/16. Joint EOI approved 19/12/19 and application fast tracked.
A8 30066	Caedu / Ogmere Park	Ogmere Vale Bowling Club	03/01/2019	25/11/2019		EOI approved and Fast Track application being progressed.
A9 10041	Caerau Welfare Park Bowls Green	Caerau Welfare Bowling Club & Caerau Bowling Club		19/07/2019		EOI approved. Clubs requested to re-consider decision on the pavilion.
A10 10041	Caerau Welfare Park Playing Fields	Nantfyllon RFC	31/10/2019			EOI Submitted. Decision deferred while availability of site is being confirmed.
A11 10040	Caerau FC (Riverboat)	Caerau FC	18/01/2018	25/10/2018		Club seeking to relocate from Caerau Welfare Park following Caerau FC's CAT of Metcalf Street. EOT agreed in principle.
A12 10040	Caerau FC (Riverboat)	Careau All Whites	25/10/2019			Competing EOI submitted by existing user. BDA to be undertaken upon all interested parties.
A13 50020	Coychurch Playing Fields	Brackla Juniors / Brackla RFC	19/03/2017			Two separate groups have expressed an informal interest and open to working together. Meeting with Community Council to be held 10/12/19.
A14 40027	Coytrahean Playing Fields	Llangynwyd Lower Community Council	29/03/2017	04/07/2018	n/a	EOI approved by CAT Steering Group on 04/07/18. Landscape consultant engaged. Lease being finalised.
A15 70023	Croft Goch Playing Fields	Kenfig Hill RFC & Kenfig Hill AFC	24/04/2017	29/03/2018		Business case being finalised with the joint approach being subject to re-assessment.
A16 20021	Cwm Garw Playing Fields	Carn Rovers	26/10/2017	26/01/2018	22/11/2018	Business plan approved by CAT Steering Group. Funding application also approved with lease being finalised.
A17 30026	Evanstown Welfare Park	Gilfach Goch RFC / Gilfach Goch Bowls Club	22/09/2017	26/01/2018		EOI approved on 26/01/18 and independent condition survey undertaken. Bowls Club seeking to work in partnership with RFC.
A18 10042	Garth Park Playing Fields	Maseteg Celtic RFC	24/02/2017			Club discussing feasibility of working together and submitting a joint EOI. Some land ownership issues and historic disagreements between clubs.
A19 10042	Garth Park Playing Fields (Bowls Green)	Maseteg Celtic Bowls Club	21/02/2019			Meeting held with Bowls Club on 21/02/19 and feasibility of CAT possibly under a joint arrangement with RFC and cricket club being considered.
A20 50021	Great Western Avenue Playing Fields	Coity Higher Community Council		15/05/2019		EOI approved by CAT Steering Group - Application to be Fast Tracked
A21 80028	Griffin Park (including Bowls Green & Pavilion)	Porthcawl Town Council		19/12/2019		EOI from Town Council approved and fast tracked. Part freehold transfer with remainder under short-term agreement to enable future road development.
A22 90012	Heol-Y-Cyw Playing Fields	Heol-Y-Cyw RFC		05/10/2016		Business Plan to be submitted to the Finance Department shortly.
A23 10043	Hermon Road/Metcalf Street Playing Field	Caerau FC		28/09/2016	23/04/2018	Business plan approved on 23/04/18 and funding of £50K assigned under the CAT Fund. Lease to be finalised shortly.
A24 20022	Lawrence Park Playing Fields	Pontycymer RFC	14/11/2019	25/11/2019		EOI approved and Fast Track application being progressed.
A25 20023	Llangeinor Playing Fields	Llangeinor AFC, Llangeinor Rangers, Richard Price Centre	23/11/2017	18/08/2017		Business plan being developed with assistance under the CAT Business Support contract.
A26 10045	Llangynwyd Playing Fields	Llangynwyd Rangers		24/03/2016		Business plan being developed with assistance under the CAT Business Support contract.
A27 80030	Locks Lane Playing Fields	Porthcawl Athletics Association (PAA)	26/03/2018			Discussions with PAA ongoing. EOI submitted on 19/12/19 deferred until issues surrounding the renewal of 3 expired leases resolved.
A28 10047	Maesteg Welfare Park	Nantfyllon RFC		16/05/2016		EOI Submitted. Decision deferred while availability of site is being confirmed.
A29 10047	Maesteg Welfare Park Bowls Pavilion & Green	Maesteg Welfare Bowls Club	04/03/2019	10/04/2019		EOI approved and application to be fast tracked.
A30 30028	Nantymoel R.F.C.	Nantymoel RFC	18/03/2016	15/02/2019		EOI approved 15/02/19. Discussion with club ongoing. Transfer could form part of a bigger project across Ogmere Vale.
A31 60022	Newbridge Fields Athletics Pavilion	Bridgend Athletics Club	20/12/2018	22/08/2018	n/a	Track being resurfaced with funding from Bridgend Town Council, Sports Wales, BCBC and Club. Leases for site and clubhouse being progressed.
A32 60064	Newbridge Fields (South) Newest Rugby Pitch	Bridgend Town Cricket Club	13/06/2018			Club seeking to develop dedicated cricket pitch. EOI submitted 13/06/18 deferred subject to further consultation with other users.
A33 60064	Newbridge Fields "Shack" Pavilion & Pitches	Bridgend Athletic RFC	04/03/2019			Meeting held with Club and RFC on 04/03/19. Club open to considering all options for future of Newbridge Fields.
A34 60062	Newbridge Field Bandstand Pavilion + 2 pitches	Bridgend Sports RFC	12/10/2018			EOI decision deferred while decision on Newbridge Fields is being taken.
A35 70025	North Cornelly Playing Fields	Cornelly Community Council.	08/01/2018	27/01/2020		EOI from Community Council approved by CAT Steering Group.
A36 30029	Ogmere Park Playing Fields	Ogmere Vale FC		20/08/2019		EOI approved with Business Diagnostic Assessment and full business plan being required. Site could form part of Ogmere Vale project.
A37 40028	Pandy Park Playing Fields	Tondu RFC	04/04/2017			CAT Officer has held discussions with other users (Tondu Robbins AFC and Aberkenfig BGC). EOI from Tondu RFC deferred multi-user site.
A38 40029	Pandy Park Playing Fields Amenity Land	Tondu Wheelers		19/12/2019		EOI approved with business plan to be developed and funding secured for the development of a velodrome.
A39 90013	Pencoed Recreation Ground	Pencoed Town Council	09/11/2017	15/05/2019		EOI approved and funding secured via Cabinet under T&CC Capital Grant & CAT Fund. Refurbishment due to commenced 19/11/19.
A40 90036	Pencoed Bowling Green & Pavilion	Pencoed Bowls Club	27/03/2019			Lease already held for pavilion and green. Arrangements need to be regularised.
A41 60066	Penlai Playing Field ("Kickabout Area")	Newcastle Higher Community Council / PVCA	20/12/2018	21/10/2019		EOI approved. PVCA also interested in future involvement to protect green space.
A42 70026	Pyle Bowling Green	Kenfig Hill & Pyle Bowls Club	27/02/2019			Lease already held for pavilion and green. Arrangements need to be regularised.
A43 20024	Pwll-Y-Garn Playing Fields	Calon y Cwm CIO		10/04/2019		EOI to use facility as an outdoor pursuit centre has been approved with detailed business plan required.
A44 80033	Rest Bay Playing Fields	FC Porthcawl & Porthcawl Utd.	10/02/2017	15/02/2019	15/02/2019	Business case approved with 5 year lease being finalised. Funding application on hold due to request for additional information.
A45 10050	South Parade Playing Fields	Maesteg Harlequins	27/11/2017	22/08/2018	10/04/2019	EOI approved and business plan agreed. Lease being finalised.
A46 10051	Tudor Park Playing Fields	Maesteg Park AFC	22/06/2017	24/09/2018	20/08/2019	EOI approved and business plan agreed. Lease of pitch being finalised. Harsnch Taverns and already included in earlier lease to Punch Taverns.
A47 20064	Waunbont Bowls	Pontycymer Bowls Club	14/07/2017	28/11/2017		EOI approved and business case for substantial re-development being prepared.
A48 30030	Waunilwyd Bowls Green & Pavilion	Wyndham Bowling Club		19/09/2019		EOI approved and fast track to application stage. Lease of Community Centre already held by Club.
A49 90014	Woodlands Park Playing Fields	Pencoed AFC & Pencoed B&GC	09/11/2017	20/12/2018		EOI approved and business plan being finalised. Funding for pitch maintenance improvements approved by Sports Wales.

B. Community Centres

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
B1 60161	Bryntrion & Laleston Community Centre	Laleston Community Council	27/02/2018	13/06/2018		Temporary Tenancy at Will agreed. EOI for full CAT transfer approved 21/10/19 and Heads of Terms being progressed.
B2 10029	Caerau Community Centre	Caerau Development Trust	16/10/2016	21/10/2019		EOI for an initial 3 year lease approved. Full CAT to be explored.
B3 70018	North Cornelly Community Centre	Cornelly Community Council		21/01/2016	n/a	Roof refurbishment to be funded under T&CC grant. "Light touch" business plan submitted and approved. Lease being prepared.
B4 80077	Griffin Park Youth Drop in Centre	Porthcawl Town Council		22/11/2018	n/a	Asset surplus to Education requirements. Short-term management agreement to reflect future Sandy Bay Road development.
B5 80075	Griffin Park Community Centre	Griffin Park Community Centre		15/05/2019		EOI approved. Business Diagnostic Assessment and detailed Business Case required.
B6 60042	Wildmill Community Centre	Wildmill Community Life Centre Ltd		21/01/2016		25 year lease secured on 04/07/06 with development of a business case for freehold transfer being progressed by Business Adviser.

C. Public Toilets

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
C1	Maesteg Bus Station Public Toilets	Awen Cultural Trust	18/02/2019			A short-term Licence to Occupy issued to Awen Cultural Trust with re-opening funded by Maesteg Town Council.
C2 80008	Griffin Park Public Toilets, Porthcawl	Porthcawl Town Council	07/02/2017	27/02/2017	18/08/2017	Match funding for refurbishment of the toilets under T&CC grant approved and freehold transfer to be finalised. Temporary licence agreed.
C3 80009	John Street Public Toilets, Porthcawl	Porthcawl Town Council	14/08/2018	22/11/2018	n/a	Restrictions on listed building status held. Freehold transfer agreed in principle with temporary licence to use agreed. £50K from CAT Fund approved.

D. Playgrounds / Green Spaces

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
D1 -	Bridgend Area	Bridgend Town Council	16/08/17			Feasibility of transferring 15 playgrounds in Bridgend area are being assessed internally by CAT Task & Finish Group.
D2 -	Coity Higher Area	Coity Higher Community Council	21/02/2019	06/03/2019		EOI approved and application fast tracked.
D3 90017	Coed Bach Playground	Pencoed Town Council		06/06/2017	28/11/2017	Lease agreed.
D4 50035	Coychurch Play Area	Coychurch Lower Community Council		21/10/2019		EOI and draft Heads of Terms issued.
D5 50021	Great Western Avenue Playground	Coity Higher Community Council	18/10/2017	16/05/2018		EOI approved. Draft Heads of Terms prepared. Lease completed.
D6 -	Hendre Road Playground & Green	Pencoed Town Council	23/04/2018			EOI approved. Town Council requested data on annual inspection report and costs.
D7 -	Laleston Play Area	Laleston Community Council		19/07/2019		EOI approved and draft Heads of Terms to be prepared.
D8 70018	North Cornelly Green / Playground	Cornelly Community Council		26/09/2017		Plans updated to take account of adjoining Surgery development. Lease to be finalised.
D9 -	Pandy Crescent, Pyle	Pyle Community Council		27/02/2017	24/04/2017	Match funding for park improvements under T&CC grant approved and leasehold transfer finalised.
D11 90013	Pencoed Recreation Ground – Tennis Courts	Pencoed Town Council	31/01/2017	27/02/2017	30/10/2017	Change of use to Skateboard Park - lease completed. Funding of £20K approved by Cabinet under T&CC Grant 2018-19.

E. Bus Shelters

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
E1 -	Bridgend Area	Bridgend Town Council	02/12/2015	16/02/2017	n/a	Licences on 9 bus shelters subsequently withdrawn by Town Council.

F. Car Parks

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
F1 -	Heol Y Cyw Free Car Park	Coychurch Higher Community Council	14/02/2018			Future development potential of site to be determined. To be subject to further discussions with Community Council.

G. Miscellaneous Assets

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
G1 -	Aberkenfig Charity Shop (Second Chance)	Aberkenfig Church Groups	07/02/2019			EOI approved. Business Diagnostic Assessment and detailed Business Case required.
G2 -	Caerau Community Centre (Land for Extension)	Caerau Men's Sheds	08/02/2019			Potentially seeking to work in partnership with CDT to extend the footprint of the centre.
G3 -	Hut 9, Island Farm	Hut 9 preservation Group	25/07/2018			CAT Officer has met with the group and outlined the benefits of CAT.
G4 -	Llynfi Valley BMX Track, Coegnant Road	Llynfi BMX Club	26/04/2018			CAT Officer facilitating discussions to transfer lease from CDT to the BMX Club.

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