

Public Document Pack  
**Bridgend County Borough Council**  
Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr



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

Legal and Regulatory Services /  
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Ask for / Gofynnwch am: Mark Galvin

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

**Date / Dyddiad:** Date Not Specified

Dear Councillor,

**TOWN & COMMUNITY COUNCIL FORUM**

A meeting of the Town & Community Council Forum will be held in Council Chamber, Civic Offices, Angel Street, Bridgend on **Monday, 14 July 2014 at 4.00 pm.**

**AGENDA**

1. Apologies for Absence  
To receive apologies for absence (to include reasons, where appropriate) from Members/Officers.
2. Declarations of Interest  
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members' Code of Conduct adopted by Council from 1<sup>st</sup> September 2008.
3. Approval of Minutes 3 - 6  
To receive for approval the minutes of a meeting of the Town and Community Council Forum held on 8 April 2014.
4. Shopmobility Scheme 7 - 10
5. Supported Local Bus Services 11 - 18
6. Armed Forces Community Covenant 19 - 22
7. Town and Community Council Website Grants 23 - 26
8. Schedule of Agenda items 27 - 30
9. Urgent Items  
To consider any other item(s) of business in respect of which notice has been given in accordance with Rule 4 of the Council Procedure Rules and which the person presiding at

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the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

Yours faithfully

**P A Jolley**

Assistant Chief Executive Legal and Regulatory Services

**Distribution:**

<u>Councillors</u>	<u>Councillors</u>	<u>Councillors</u>	<u>Councillors</u>	<u>Councillors</u>
S Aspey	E M Hughes	G Phillips	D Sage**	D B F White
M W Butcher	H E Morgan	D R Pugh	C E Smith	R Williams
E Dodd	M E J Nott* OBE	C L Reeves	R L Thomas	M Winter
C E Rees	D G Owen	M Reeves	H J Townsend	

**Town and Community Councillors**

Brackla	- C Jones	Llangynwyd Middle	-- L M Jones
Bridgend	- R D L Burns	Maesteg	- P W Jenkins
Cefn Cribbwr	- J B Johnson	Merthyr Mawr	- A Y Morgan
Coity Higher	- A Davies	Newcastle Higher	- M C Wilkins
Cornelly	- M Marke	Ogmore Valley	- M Jenkins
Coychurch Higher	- N Oram	Pencoed	- R J Hancock OBE
Coychurch Lower	- B Nash	Porthcawl	- M Clarke
Garw Valley	- G Walters	Pyle	- M Kearns
Laleston	- T Berrow	St Brides Minor	- Y Nott
Llangynwyd Lower	- M Jones	Ynysawdre	J Lamberts

MINUTES OF A MEETING OF THE TOWN AND COMMUNITY COUNCIL FORUM  
HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES, ANGEL STREET, BRIDGEND  
ON TUESDAY, 8 APRIL 2014 AT 4.00PM

Present:

Councillor M E J Nott OBE - Leader and Chairperson

<u>Councillors</u>	<u>Councillors</u>	<u>Councillors</u>	<u>Councillors</u>
S Aspey	H E Morgan	M Reeves	H J Townsend
M W Butcher	D G Owen	D Sage	D B F White
E Dodd	C E Rees	C E Smith	R Williams
E M Hughes	C L Reeves	R L Thomas	

Town and Community Councillors:

Brackla	-	C L Jones
Coity Higher	-	A Davies
Coychurch Higher	-	N Oram
Garw Valley	-	T Jenkins
Llangynwyd Middle	-	G W Davies MBE
Ogmore Valley	-	M Jenkins
Pencoed	-	R J Hancock OBE
Porthcawl	-	M Clarke
Pyle	-	M Kearns

Officers:

A Hobbs	-	Group Manager - Street Works
J Norman	-	Finance Manager
A Rees	-	Senior Democratic Services Officer - Committees

53 APOLOGIES FOR ABSENCE

Apologies for absence were received from the following Members for the reasons so stated:

Councillor T Berrow	-	Other Council Business
Councillor R D L Burns	-	No reason given
Councillor B Nash	-	No reason given
Councillor Y Nott	-	Unwell
Councillor M C Wilkins	-	Unwell

54 DECLARATIONS OF INTEREST

None.

55 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the Town and Community Council Forum of 14 January 2014 be approved as a true and accurate record.

56 TOWN AND COMMUNITY COUNCIL FUND 2012-13 THROUGH TO 2014-15

The Finance Manager reported on a proposal to allocate funding identified in the Capital Allocation for Community Projects for 2014/15 to Town and Community Councils. She stated that due to the number of bids received in 2012/13, Cabinet had resolved to approve that the £50,000 budget available for 2013/14 would be added to the 2012/13 budget, allowing a total of £78,600 to be distributed. Funds underspent in previous years increase this to £88,507. No bids were therefore sought in 2013/14 with the two year full allocation being approved by Cabinet in 2012/13.

The Finance Manager highlighted the criteria for allocation of the Town and Community Council Fund and also highlighted the projects approved in 2012/13, totalling £88,507.

The Finance Manager reported on the bids for funding from the 2014/15 budget were invited from all Town and Community Councils and she highlighted the bids received and proposed allocation which totalled £62,755, which exceeded the amount of funding available by £4,766. The budget available represented 92% of funding requests and Cabinet agreed that all applications received 92% of the requests.

A Member of the Forum queried why two bids which had been agreed by Brackla Community Council but had not been listed in the programme for 2014/15. The Finance Manager indicated that no bids had been formally submitted by Brackla Community Council. All bids received had been included in the report presented.

In response to a question from a Member of the Forum, the Finance Manager stated that she would provide details to the Town and Community Councils on the Council's Improvement priorities which the projects approved must be at least one of.

The Leader commented that communities throughout the County Borough had benefitted from the funding for community projects which had been well spent.

RESOLVED: That the Forum noted the content of the report.

57 CONTRIBUTIONS TOWARDS STREET CLEANSING

The Group Manager - Street Works reported on the level of financial contribution made by Town and Community Councils to Bridgend County Borough Council, towards the cost of street cleaning activities in their areas. He stated that street cleansing is a statutory function and is a duty of all local authorities to ensure that all relevant land is, so far as it is practicable, kept clear of refuse, litter and detritus. He informed the Forum that it is a high profile service as all residents and visitors would be directly affected by the level of service provided and the standard of cleanliness of streets. Standards of street cleansing were increasingly perceived as a measure of how well a local authority is performing. He highlighted the principle activities of street cleaning in the County Borough which was provided by a directly employed workforce.

The Group Manager - Street Works detailed the levels and purpose of contributions received from Town and Community Councils to enhance cleanliness standards in their areas in 2012/13 and 2013/14.

The Group Manager - Street Works informed the Forum that resources available to Bridgend County Borough Council would come under increased pressure and

that street cleaning services along with other visible front line functions would not be able to escape their share of budget cuts, which was likely to result in less resources being deployed on litter picking and other street cleaning activities. He stated that in order to maintain the levels of service enjoyed by Town and Community Councils for the recent years to improve on these levels of service, Town and Community Councils may wish to consider expanding the current collaborative working relationships with the County Borough Council and either directly employ operatives, or making increased financial contributions towards the cost of street cleaning services, where they wished to see an increased standard of cleanliness in their area.

A Member of the Forum commented that Pencoed Town Council had recently engaged two part time employees to undertake a range of cleansing, grounds maintenance and grass cutting duties, with the ambition of employing on a full time basis,

A Member of the Forum commented that Brackla Community Council had recently changed the perspex in bus shelters and provided litter bins, but there was a need to work with the County Borough to ensure the bins were at the right locations to be emptied. The Group Manager - Street Works the location of the bins with Brackla Community Council, however there could be difficulties operationally in the bins being emptied at certain locations.

A Member of the Forum relayed the frustrations of Bridgend Town Council in that it had provided funding for jet washing and gum clearing in Bridgend Town Centre, only to find that more gum appears on pavements as a result of littering, which is a concern in all communities at the level of gum deposited on pavements.

Concern was expressed by a Member of the Forum at the possibility of staff in the cleansing service being made redundant and the numbers of agency staff engaged by the Council. The Group Manager - Street Works informed the Forum that the establishment in the cleansing service was made up of full time employees and as a result of staff leaving the Authority opportunity had been taken to avoid compulsory redundancies in the service by filling posts on an agency basis. He informed the Forum that he had spoken to all employees to discuss changes to the way in which services would be delivered and would be reduced in size due to the need to make savings according to the Medium Term Financial Strategy. It was likely that there would be a change of approach in cleansing in that there would be a team approach designated to clean in particular areas.

A Member of the Forum expressed concern at the accumulation of litter in wooded areas in Coity Higher and there was a need to the public as to the consequences of litter and rubbish being dropped. The Group Manager - Street Works informed the Forum that the Council had a statutory duty to remove litter and clear land of fly tipping on all land within its ownership and on the adopted highway network. The Council did not have a duty in respect of rubbish removal and fly tipping from private land which was the responsibility of the landowner.

A Member of the Forum expressed his utmost appreciation for the work undertaken by the team in Street Scene who had to work in difficult conditions and commented on the difficulties some Town and Community Councils would have in employing operatives directly.

The Deputy Leader informed the Forum that the Council had recently been awarded Viable and Vibrant Places Funding which would see improvements being undertaken to Bridgend Town Centre. The Leader informed the Forum that

the Council had been successful in securing funding of £6m under the Viable and Vibrant Places programme.

The Deputy Leader also commended staff in Street Scene for the excellent service they provide and more recently during the bad winter weather where they had supported communities in alleviating flooding.

A Member of the Forum commented that Porthcawl Town Council employ a handyman who concentrated on hot spots in Porthcawl Town Centre. Concern was expressed at the shorter opening hours during the winter time of the Thythegston tip which was very well run. The Group Manager – Street Works informed the Forum that he would discuss the matter of the opening hours of Tythegston tip with the Waste Disposal Contractor.

The Group Manager - Street Works informed the Forum that it was intended to maintain the current level of street cleansing in the four town centres in the County Borough.

RESOLVED: That the Forum noted the report.

58 SCHEDULE OF AGENDA ITEMS

The Senior Democratic Services Officer – Committees presented a report on behalf of the Monitoring Officer, which informed the Forum of requests for items to be presented at future meetings.

He also reported that all Town and Community Councils had been issued with the grant agreement in order to draw down funding for Town and Community Council Websites. He stated that completed grant agreements were needed to be signed as soon as possible to enable the grant to be drawn down.

In response to a question from a Member of the Forum, the Senior Democratic Services Officer - Committees stated that he would arrange for a response to be made on whether Town and Community Councils who already have a website can make a claim for funding.

RESOLVED: That the Forum noted the report and the items to be considered at future meetings of the Forum.

The meeting closed at 4.57pm.

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE TOWN AND COMMUNITY COUNCIL FORUM

14 JULY 2014

#### REPORT OF THE CORPORATE DIRECTOR - COMMUNITIES

##### SHOPMOBILITY SCHEME

###### 1. Purpose of Report

- 1.1 To provide an update to the Town and Community Council Forum on the operation of the Shopmobility Scheme in Bridgend Town Centre.

###### 2. Connection to Corporate Improvement Plan/ Other Corporate Priority

- 2.1 The provision of a Shopmobility Scheme is an important part of the Council meeting its equalities responsibilities and ensures that those people with accessibility difficulties can more easily access Bridgend Town Centre and therefore plays an important part in the Council's priority improvement theme of developing the local economy.

###### 3. Background

- 3.1 Shopmobility is a scheme operated by Bridgend County Borough Council from premises within the Rhiw multi storey car park which lends manual wheelchairs, powered wheelchairs and powered scooters to members of the public with limited mobility, to shop and to visit leisure and commercial facilities within Bridgend Town Centre. The facility is open between 09.00am and 5.00pm on Monday to Saturday.
- 3.2 Shopmobility in Bridgend is for anyone, young or old, whether their disability is temporary or permanent. It is available for those with injuries, long or short-term disabilities - anyone who needs help with mobility. Shopmobility is about the freedom to get around. There is no need for someone to be disabled to use it.
- 3.3 Shopmobility actively encourages inclusion and equality by providing the environment for wheelchairs, power chairs and scooters to be used safely.

###### 4. Current Situation

- 4.1 To utilise the Shopmobility Scheme customers are required to join the scheme for which there is no charge. Once registered, customers tender a £2 deposit for the use of the apparatus. On their return the £2 deposit is refunded if requested.
- 4.2 The figures shown in the table below represent the outturn position for Shopmobility finances for the 2013/14 financial year:

Total Salary costs	£19,136
Total site costs, administrative expenses and maintenance of equipment	£3,488
Grant from Bridgend Town Council	£(10,000)

Donations	£(5,630)
Total Shortfall	<b>£6,994</b>

- 4.3 As can be seen from the table above, the service receives a donation of £10,000 from Bridgend Town Council but still has a projected £6,994 shortfall which is subsidised by Bridgend County Borough Council. As well as the shortfall indicated above there are various absorbed costs associated with the facility such as the office space located in the Rhiw Car Park which removes car park spaces. Additionally costs such as rates and utilities, IT and management and support are absorbed in the Car Park management costs.
- 4.4 Some staff costs are also hidden, as when the current staff are absent due to sick leave or on annual leave, then their shifts are covered by Council Staff from other areas within the Directorate. It is also the case that there is no actual Shopmobility staff working on Saturday and this is currently covered by a member of Council staff from another part of the Directorate.
- 4.5 The customers utilising the facility in 2012/13 was 5,230, with 145 being new members. The figures are not yet available for 2013/14.
- 4.6 There are approximately 13 Shopmobility schemes in Wales at the current time and many have different ways of operating the scheme. These can vary between charging a membership fee every year to having a hiring out fee every time a machine is utilised.
- 4.7 In view of the ongoing subsidy, consideration is currently being given to refocusing the scheme. The scheme costs are underwritten by the Council with the support of £10,000 from Bridgend Town Council. In order to reduce the financial deficit which has been subsidised every year, various considerations are being made as to how the service could become more sustainable. Such suggestions include:
- Potential to introduce a member registration fee
  - Introduce a charge for equipment hire
  - Seek contributions from other local town and community councils
  - Seek external involvement to provide and develop the scheme
  - Seek other service providers to deliver mobility and other services.
- 4.8 Within Bridgend Town Centre there are aspirations to regenerate the area around the Rhiw Car Park and the impact of such changes needs to be considered within the timing of changes to the shopmobility provision.
- 4.9 This is especially the case if external providers are to be included in this service provision, as they would need to have definitive information as to the location and users for any such service within the Town Centre.
- 4.10 The proposals for Vibrant and Viable Places Grant are yet to be fully established, as the funding that has been announced is less than the programme of works originally identified. However, following the recent Welsh Government approval of the Council's revised proposals we anticipate the demolition of the existing Rhiw multi-storey car park and the redevelopment of that site. Clearly, this will have significant



implications for the Shopmobility Scheme both during the construction period and with regard to the development of a new car park.

- 4.11 Any new or revised Shopmobility Scheme will need to be either designed into the new car park or sited elsewhere. This provides an opportunity to amend or refocus the service if this is deemed desirable.

## **5. Effect upon Policy Framework and Procedure Rules**

- 5.1 There is no effect on the policy framework and procedure rules.

## **6. Equalities Impact Assessment**

- 6.1 Any changes to the Shopmobility Scheme would require a full impact assessment using the Council's Equalities Impact Assessment Toolkit.

## **7. Financial Implications**

- 7.1 The financial implications are as set out in paragraph 4.2 in the main body of the report.

## **8. Recommendation**

- 8.1 That the Town and Community Council Form note the report.

**Mark Shephard**  
**CORPORATE DIRECTOR - COMMUNITIES**  
**June 2014**

**Contact Officer:** Kevin Mulcahy, Group Manager Highway Services  
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**Background Papers:** None

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE TOWN AND COMMUNITY COUNCIL FORUM

14 JULY 2014

#### REPORT OF THE CORPORATE DIRECTOR - COMMUNITIES

##### SUPPORTED LOCAL BUS SERVICES

###### 1. Purpose of Report

- 1.1 To outline the current status of local commercial and subsidised bus services operating in Bridgend County Borough and to highlight the current and potential future impacts to these services following changes in local subsidies including BSSG (Bus Services Support Grant)

###### 2. Connection to Corporate Improvement Plan/Other Corporate Priorities

- 2.1 This report is consistent with the corporate aims as detailed in the Bridgend County Borough Council Corporate Plan, in particular the improvement priority to develop the local economy.

###### 3. Background

- 3.1 Within the County Borough public transport operators provide some 34 services operated on a commercial basis during Monday to Sunday.
- 3.2 The Authority subsidises a further 22 local bus service contracts operating Monday to Saturday.
- 3.3 In addition the Authority provides support for its community transport operator, as well as cross border services.
- 3.4 Funding to support the subsidised services is provided through direct Local Authority support in addition to a grant provided by Welsh Government, known as Bus Services Support Grant (BSSG), which also contributes towards Community Transport.

###### 4. Current Situation

- 4.1 Funding settlements provided to Councils to run and support services from Welsh Government has decreased, requiring the Authority to identify budget reductions in the order of £36 million pounds for the financial years 2014 to 2017.
- 4.2 For the period 2014-2015, a budget reduction of £50,000 was identified in the Medium Term Financial Strategy (MTFS) for supported bus services.
- 4.3 The Authority has sought to minimize the impact of this budget reduction through discussion with the bus operating companies which identified that the removal of subsidy from Sunday services could be mitigated by the majority of services being run on a commercial basis. These changes took place on the 12<sup>th</sup> May 2014. The

cabinet report of 4<sup>th</sup> February 2014 details the changes. This is attached as Appendix 1.

- 4.4 Any future review would take a similar form of consideration and seek to minimize impacts by not only taking into account the value for money aspect of the provision but also its relationship to deprivation factors. A full list of remaining subsidies and services is included as Appendix 2. These will be subject to ongoing review as it is possible further financial savings to those already identified in the medium term financial plan may be required over the next few years.

## **5. Effect upon Policy Framework and Procedure Rules**

- 5.1 The content of this report does not propose any effect upon Policy or Procedure

## **6. Equality Impact Assessment**

- 6.1 The content of this report does not propose any changes to current practice.

## **7. Financial Implications**

- 7.1 The content of this report identifies that a £50,000 saving has been identified in the Medium Term Financial Strategy for the period 2014-15. A further saving of £80,000 is identified for the period 2016-17.

## **8. Recommendation**

- 8.1 It is recommended that the contents of this report are noted

**MARK SHEPHARD**  
**CORPORATE DIRECTOR COMMUNITIES**

Contact Officer: Kevin Mulcahy : Group Manager Highway Services, Communities Directorate,  
Telephone 01656 642535  
Background documents: None

**BRIDGEND COUNTY BOROUGH COUNCIL**

**REPORT OF THE CORPORATE DIRECTOR - COMMUNITIES**

**CABINET**

**4 FEBRUARY 2014**

**RATIONALISATION OF SUPPORTED BUS SERVICES**

**1. Purpose of Report.**

- 1.1 To consider proposals for the rationalisation of supported bus services across the County Borough in response to budget reductions proposed for supported bus services as suggested through the medium term financial strategy, and put forward a criterion to define and measure the value or benefit of supported bus services in relation to the cost of their provision.

**2. Connection to Corporate Improvement Plan / Other Corporate Priority.**

- 2.1 The effective management of supported bus services contributes to the Single Integrated Partnership Plan Outcome of "People in Bridgend County Borough benefit from a stronger and more prosperous economy".
- 2.2 The provision of supported bus services focuses on social exclusion within communities, significantly promotes access for all especially in relation to those with disabilities, older persons and residents in households without access to a car.
- 2.3 Supported services also provide access to transport hubs in Bridgend and Maesteg and links to the regional public transport network. Supporting bus services therefore promotes sustainable transportation, benefits the environment and helps sustain communities.

**3. Background.**

- 3.1 The Council and the Welsh Government support the provision of local bus services by subsidising routes that are not commercially viable. These services serve routes that enable residents who live along them to access employment, education, health care and social activities.
- 3.2 The medium term financial strategy includes a reduction in the Council allocation for supported bus services by £50,000. Currently the Council's allocation is £476,088, this being reduced to £426,088 in 2014/15.
- 3.3 The allocation of funding provided by the Welsh Government, through the South East Wales Transport Alliance (Sewta), is currently £357,422. Discussions are currently taking place with Sewta over the allocation for next year, 2014/15. However, this report will only deal with the Council's reduction and a further report will be provided should there be a reduction in the Welsh Government's allocation.

- 3.4 Therefore, the overall budget for supported bus services in 2014/15 including the Council's allocation as well as the Welsh Government's contribution is likely to be £783,510. This is assuming that there will be no reduction in Welsh Government's allocation.
- 3.5 The current supported bus services contracts commenced in November 2011 to run for three years with the option to extend them for two years. However the Council can terminate any of these contracts as long as twelve weeks' written notice is given by either party.
- 3.6 In anticipation of a reducing budget, the Council will not be able to maintain all the bus services currently subsidised in 2013/14 within the budget available for 2014/15. Therefore, consideration needs to be given to reduce the number of bus services for next year but ensure that the most necessary bus routes and services that are not commercially viable are retained and supported by the Council.

#### **4. Current Situation / Proposal.**

- 4.1 It is appropriate for the Council to approach the reduction in service provision in a manner that is fair and equitable that helps in the delivery of an efficient service and public certainty. Similar rationalisation exercises in the past had used criteria to review and assess supported bus services on the basis of the cost per passenger, passengers per journey, Welsh Index of Multiple Deprivation and car ownership in the County Borough.
- 4.2 Although initially these levels of criteria were considered as the best way forward in order to prioritise this year's supported bus services, on looking at the services provided, consideration was given to withdrawing funding for Sunday services as a possible means of reducing the budget required. Unlike bus services operating from Monday to Saturday, bus operations on Sundays are unique in that they do not have a County Borough-wide coverage.
- 4.3 There are only six Sunday bus services which are supported by Bridgend County Borough Council all of which serve Bridgend town centre from Blaengarw, Cefn Glas, Maesteg, Nantymoel, Pencoed and Porthcawl as shown in **Appendix 1**. It is clear that large parts of the County Borough are without bus services on Sundays and removing all Sunday services is seen as more equitable and efficient than applying a piecemeal and patchy reduction in all services across the County Borough. This would result in a potential saving of £55,600 in 2014/15
- 4.4 Although a bus network devoid of Sunday services would inconvenience some people and certain communities, it would impact less on passengers than providing a patchy and sparse service all other days of the week. Removing support from these few Sunday services means that the whole County Borough is being treated equally.
- 4.5 In order to lessen the impact of withdrawing these Sunday services, officers have explored measures that would mitigate the impact of withdrawal. Officers therefore have been in discussions with the operator, First Cymru Buses Ltd. As a result, First Cymru Buses Ltd have suggested that they would consider continuation on a

commercial basis, for Sunday bus services on four of the six routes proposed for withdrawal, between the hours of 09:00 to 17:00. These being:

- Bridgend to Blaengarw (Service No. 14)
- Bridgend to Cymmer (Service No. 36)
- Bridgend to Nantymoel (Service No. 22)
- Bridgend to Porthcawl (Service No. 63B)

The two routes which are not deemed commercially viable by First Cymru Buses Ltd and therefore will be withdrawn altogether are (evidence of this is shown in Appendix 1; Cost Per Passenger):

- Bridgend to Cefn Glas (Service No. 1 & 2)
- Bridgend to Pencoed (Service No. 62)

Although it is being proposed to withdraw the two Sunday services above, residents who live along these routes would not be without a bus service, as the 44 Service will continue to run from Rhondda Cynon Taf to Bridgend through Pencoed. In the case of Cefn Glas, it is expected that residents would be able to access the X2 Service from Porthcawl to Bridgend at Park Street.

As such there are alternative public transport opportunities to either replace or operate parallel to the services under consideration which significantly reduce any impact of these changes.

- 4.6 The withdrawal of subsidy by the Council to all supported Sunday services would generate a budgetary saving of £55,600, which meets the £50,000 saving contained in the medium term financial strategy for 2014/15.

Under the provisions of the contracts between Bridgend County Borough Council and First Cymru Buses Ltd, either party has to give a 12-week notice for changes to, or withdrawal of, subsidised services. It is envisaged therefore that the notice period could start on approval of this report with changes to the routes during May 2014, by which time the budgetary changes would have been effected.

In view of this, the probable date that the contracts can change is during May 2014, incurring a potential overspend in the order of £8,500, which represents the transition period cost of subsidising the six routes proposed for change, part of which will be defrayed by the £5,600 budgetary surplus.

## **5. Effect upon Policy Framework & Procedure Rules.**

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

## **6. Equalities Impact Assessment**

- 6.1 A high level Equality Impact Assessment has been undertaken. This did not indicate any adverse impact.

## **7. Financial Implications.**

- 7.1 Under the Medium Term Financial Strategy 2014/15, the Council's allocation for supported bus services has been reduced by £50,000 in order to meet proposed budgetary savings.
- 7.2 As can be seen from this report, the removal of support for Sunday Services should realise a saving of £55,600 which meets the proposed saving.
- 7.3 It is likely that the full year effect of this reduction will not be put in place until May 2014 due to the 12 week notice period required to terminate contracts. Therefore, this additional saving of £5,600 will be needed to cover transition costs in the initial weeks of the financial year 2014/15 and the Directorate will ensure that the balance of £2,900 is met from within existing budgets.

## **8. Recommendation.**

- 8.1 It is recommended that Cabinet:

Approve changes to Sunday Services supported by Bridgend County Borough Council as result of budgetary savings identified within the Medium Term Financial Strategy for 2014/15.

## **MARK SHEPHARD CORPORATE DIRECTOR - COMMUNITIES**

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**Background documents:**  
Equalities Impact Assessment Toolkit



## APPENDIX 1

Contract No.	Operator	Route	Service No.	Weekly Cost	Yearly Cost	Passenger No's 2012/13	Cost Per Passenger 2012/13
062-220	First Cymru	Bridgend to Pencoed - Sundays, Daytime	62	£131.39	£6,832.28	4006	£1.71
100-220A	First Cymru	Bridgend to Maesteg, Maesteg to Maesteg Parc, Daytime & Evening	36/39	£178.33	£9,273.16	23296	£0.40
200-220A	First Cymru	Bridgend to Blaengarw, Daytime and Evening	14	£178.33	£9,273.16	11592	£0.80
300-220A	First Cymru	Bridgend to Nantymoel, Daytime and Evening	22	£178.33	£9,273.16	12961	£0.72
500-220A	First Cymru	Bridgend to Porthcawl, Daytime and Evening	63B	£178.33	£9,273.16	21840	£0.42
600-220	First Cymru	Bridgend to Cefn Glas, Daytime	½	£225.25	£11,713.00	5016	£2.34
<b>TOTAL</b>					<b>£55,637.92</b>	<b>78,711</b>	

## BRIDGEND CBC - CURRENT SUPPORTED LOCAL BUS SERVICES

Contract Number	Operator / Payee	Service No.	Route / Description
100-210A	FIRST CYMRU	36	Bridgend to Cymmer, Evenings (Monday to Saturday)
200-210	FIRST CYMRU	14	Bridgend to Blaengarw, Evenings (Monday to Saturday)
205-210	EASYWAY	16	Bridgend to Blaengarw via Heol-y-Mynydd & Braichcymmer, Daytime (Monday to Saturday)
210-210A	FIRST CYMRU	15	Bridgend to Betws, Evenings (Monday to Saturday)
305-210	EASYWAY	128	Betws to Nantymoel, Daytime (Monday to Friday)
317-210A	EASYWAY	37	Maesteg Parc Estate, Daytime, (Monday to Saturday)
405-210A	FIRST CYMRU	46/46	Bridgend to Talbot Green via Heol-y-Cyw, Daytime and Evening, (Monday to Saturday)
500-210A	FIRST CYMRU	63B	Bridgend to Porthcawl, Early morning and Evening (Monday to Saturday)
520-210A	EASYWAY	52	Bridgend to Broadlands, Daytime (Monday to Saturday)
600-210A	FIRST CYMRU	1/2	Bridgend to Cefn Glas, Early morning and Evening (Monday to Saturday)
605-210	EASYWAY	51	Bridgend to Oaklands Road, Daytime, (Monday to Saturday)
152-210*	TRAVELFINAL	152	Sarn to Aberkenfig Schools, (Schooldays Only) Figure based on 191 School Days in a year (38.2 Weeks)
730-210	EASYWAY	73	Pyle to Fforddygyfraith, Tue & Fri only
803-210	TRAVELFINAL	803	Danygraig to Porthcawl - Monday to Saturday
DC810-210	EASYWAY	81	Bridgend to Pen-y-Fai via Brackla & Coity Morning & Afternoon (Monday to Friday)
DC500-210	FIRST CYMRU	63B	Service No. 63B, diverting through Mawdlam & Kenfig (Monday to Saturday)
DC505-210	FIRST CYMRU	X2	Bridgend to Porthcawl, Evenings (Monday to Saturday) X2 Service
DC607-210	FIRST CYMRU	56/61	Porthcawl Local / Brynteg Sch / Additional Penyfai
DC815-210	FIRST CYMRU	3	Bridgend to Sarn, Mon-Sat, Mornings & Evenings
DC062-210	FIRST CYMRU	62	Bridgend to Pencoed - 2 No. Evening Journey's - Monday to Saturday
DC004-210	FIRST CYMRU	4	Bridgend to Aberkenfig via Pen-y-Fai - (Monday to Saturday)
DC011-210	FIRST CYMRU	11	Bridgend to Bettws, Vale View Diversion (Monday to Saturday)

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE TOWN & COMMUNITY COUNCIL FORUM

14 JULY 2014

#### REPORT OF THE MONITORING OFFICER

#### ARMED FORCES COMMUNITY COVENANT (AFCC)

##### 1. Purpose of Report.

- 1.1 The purpose of this report is to update the Town and Community Council Forum on the AFCC and the support for our Armed Forces Community.

##### 2. Connection to Corporate Plan / Other Corporate Priority.

- 2.1 The report relates to the corporate priority of working together to make the best use of our resources by improving the way we communicate and engage with our Armed Forces Community.

##### 3. Background.

- 3.1 The Armed Forces Community Covenant is a local level agreement with the Armed Forces, which outlines the moral obligation between the Nation, the Government and the Armed Forces.
- 3.2 On 13 April 2013 Councillor MEJ Nott OBE was appointed as the Bridgend's Armed Forces Champion with Bridgend County Borough Council establishing its Armed Forces Community Covenant on 22 November 2013. The Bridgend Covenant was signed by 32 supporting individuals organisations including South Wales Police, ABMU, local Assembly Members and Members of Parliament and veterans organisations.
- 3.3 The signing of the covenant also provided access to the Community Covenant Grant Scheme. This fund supports local projects that bring together the civilian and Armed Forces communities, strengthening ties and mutual understanding. Local authorities (and any part of the local community, e.g. volunteer groups, charities, schools) can bid for grant funding for projects that deliver tangible results and meet the overall aims of the scheme. Applications are invited for sums from £100 - £250,000 (although larger bids may also be considered in exceptional circumstances).
- 3.4 An AFCC steering group known as the Bridgehead Group, has been set up which is working to develop the action plan and meets to consider applications for the AFCC grant funding prior to their submission to the MoD.

##### 4. Current situation / proposal.

###### 4.1 Achievements

- 4.1.1 BCBC has been involved in developing the AFCC within the County Borough. Achievements have included:

- The establishment of an Armed Forces Webpage on the BCBC website
- Council tax reduction war disabled pension and war widows pensions are disregarded when calculating income.
- Working with Registered Social Landlords regarding the housing needs of the armed forces community. Ensure that BCBC and RSLs meet the Government requirements for prioritising current and former members of the armed forces for re-housing
- Encourage the recognition of the Armed Forces through such activities as Freedom of the Borough, Homecoming, Remembrance Parades, Armed Forces Day

4.1.2 The Authority has worked in partnership with Bridgend Town Council and the Bridgend Veterans Association to deliver an enhanced Armed Forces Day event which was held on 28 June 2014. The event consisted of:

- The signing of the Armed Forces Community Covenant by the Mayors and Chairs of the Town and Community Councils within the Borough. The public were also invited to sign the covenant to show their support.
- A Parade through Bridgend Town Centre and a ceremony to celebrate the commitment of our Armed Forces
- Static Military Displays and information stands from a range of organisations providing support services to our Armed Forces Community
- A concert held in the Bowls Hall for veterans, service personnel and dignitaries

4.1.3 The event was a great success with:

- the average footfall in the Town Centre on the day of the event being increased by 2500 people.
- the majority of Town and Community Councils signed the Covenant with the remainder making arrangements to sign up in the near future.
- approximately 200 members of the public signing the covenant to show their support for the Armed Forces.

4.1.4 Participating organisations have been circulated a questionnaire to identify other outcomes that they have achieved from the event. These will be collated into a post event report which will be made available in due course.

## 4.2 Challenges

4.2.1 The main challenge faced by the Borough to develop the support and services needed to meet the requirements of the covenant and of the veterans themselves is to identify the veterans and the specific needs they have.

4.2.2 Being proud and independent veterans or ex-servicemen or women often prevents these individuals from asking for help and support. The MoD due to the constraints of the Data Protection Act cannot identify to the Authority those service personnel who are leaving the Armed Forces and relocating to the area.

4.2.3 During the Armed Forces Day event an Information Request questionnaire was developed which invited veterans and ex-service personnel and their families to identify themselves and their support needs. The request also provided an opportunity for the individual to permit their personal details to be shared with the support organisations. There were a total of 42 completed forms returned. A

number of forms were taken to be distributed in the Maesteg and Porthcawl areas for subsequent completion.

4.2.4 The data collected from these forms will be added to the BCBC database and the email addresses will be passed to the support organisations identified on the form for follow up.

4.2.5 Other key issues that have been identified include:

- Health and wellbeing
- Education - consideration of non-standard school holidays for the children of serving personnel.
- Housing and homelessness
- Re-training and employment

#### 4.3 Opportunities

4.3.1 With the possibility of grant funding available from the AFCC grant scheme, local organisations and community groups have the opportunity to identify projects which will support veterans and the communities within the borough.

4.3.2 Examples of successful bids include:

- a. A Hampshire based community interest company and social enterprise, 'seen2help', was able to obtain £135,000 from the Grant Scheme to fund their virtual employment agency.
- b. using a combination of funding an Outreach Officer has been employed by Gateshead Council since October 2012 as a single point of contact for queries and requests from the Armed Forces Community.

4.3.3 Further details on the criteria for grant bids and the bidding process can be found on the Armed Forces Community Covenant Page on the BCBC website.

<http://www1.bridgend.gov.uk/democracy/community-covenant-grant-scheme.aspx>

#### 4.4 The Way Forward

4.4.1 With the current high profile of the Armed Forces and the commitment of the signatories of the Armed Forces Community Covenant it is hoped that the momentum of the covenant that has been generated recently can built upon to:

- Continue to identify the veterans and ex-service personnel within the county Borough
- improve the understanding of the support and services needed by them
- identify suitable projects which can be developed and grant bids submitted from organisations across the Borough to support.
- develop or adapt services to ensure the needs of the veterans can be met.
- ensure that we work together to provide support for our Armed Forces Community.

**5. Effect upon Policy Framework and Procedure Rules.**

5.1 There is no direct effect on the Policy Framework and Procedure Rules, as a result of the provisions and recommendations of this report

**6. Equality Impact Assessment**

6.1 There are no equality implications attached to this report.

**7. Financial Implications**

7.1 There are no financial implications in respect of this report

**8. Recommendation:**

8.1 The Town and Community Council Forum are requested to note the content of the report and how the Armed Forces Community Covenant can be progressed within the County Borough

**Mr P A Jolley**

**Assistant Chief Executive Legal and Regulatory Services and Monitoring Officer**

**8 July 2014**

**Contact Officer: Mr Gary Jones**  
Head of Democratic Services

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**Background documents: None**

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE TOWN & COMMUNITY COUNCIL FORUM

14 JULY 2014

#### REPORT OF THE MONITORING OFFICER

#### TOWN & COMMUNITY COUNCIL WEBSITE GRANTS

##### **1. Purpose of Report.**

- 1.1 The purpose of this report is to update the Town and Community Council Forum of the progress being made in respect of the grant funding available for the development of Town and Community Councils internet presence.

##### **2. Connection to Corporate Plan / Other Corporate Priority.**

- 2.1 The report relates to the corporate priority of working together to make the best use of our resources by improving the way we communicate and engage with citizens.

##### **3. Background.**

- 3.1 The Local Government (Democracy)(Wales) Act 2013, includes a requirement for Town and Community Councils (TCCs) to make information available electronically to members of the public. It was intended that this would enhance the profile of TCCs and increase the awareness and involvement of constituents in the democratic and decision making processes.
- 3.2 To facilitate this requirement the Welsh Government designated Bridgend County Borough Council as the administrator of grant monies to be made available to TCCs in their area to assist in the development of their websites.
- 3.3 Bridgend County Borough Council prepared an agreement which detailed how the £500 grant available to each TCC can be used and claimed.
- 3.4 A meeting was held on 18 February 2014 to provide all TCCs the opportunity to discuss the grant funding process in more detail.

##### **4. Current situation / proposal.**

- 4.1 Following that meeting two copies of the grant agreement were sent to each TCC with a request to sign and return both copies of the agreement. Once returned they would both be signed by an Authorised Officer from Bridgend County Borough Council (BCBC).
- 4.2 One of the signed copies of the agreement would then returned to the individual TCC with a letter providing them with the opportunity to claim the £500 of available grant funding.
- 4.3 Grant funding can be made available for appropriate expenditure incurred from 1 April 2012 until 31 March 2015. This funding is available until 31 March 2015, however, claims after this date may require further consultation with Welsh Government (WG) before being reimbursed. BCBC have to provide a grant report

to the Welsh Government by 30 April 2015 and any unclaimed funding may need to be returned to the Welsh Government.

4.4 Claims can be submitted for a range of expenditure incurred which may include:

- Equipment - Laptops, Personal computers etc.
- Training - for the development of knowledge and skills necessary to facilitate the web presence requirements of the Local Government (Democracy)(Wales) Act 2013.
- Website facilities - to pay for website software or for the supply of a web hosting service by a 3<sup>rd</sup> party

4.5 TCCs should complete and submit the claim form to BCBC (with copies of the invoices). BCBC will undertake an assessment of claim for validity and completeness before making payments within 30 days of receipt of valid claim

4.6 To date only the following six grant agreements have been returned to BCBC.

- Cefn Cribbwr Community Council
- Garw Valley Community Council
- Laleston Community Council
- Merthyr Mawr Community Council
- Porthcawl Town Council
- Pyle Community Council

4.7 Claims have successfully been made by two of these TCC's which have been paid by BCBC.

4.8 All Town and Community Councils are requested to ensure that they complete the grant agreement previously circulated and make any appropriate claims as soon as possible.

## **5. Effect upon Policy Framework and Procedure Rules.**

5.1 There is no direct effect on the Policy Framework and Procedure Rules, as a result of the provisions and recommendations of this report

## **6. Equality Impact Assessment**

6.1 There are no equality implications attached to this report.

## **7. Financial Implications**

7.1 The grant funding made available to Town and Community Councils from the Welsh Government totals £10,000 (£500 for each of the 20 TCCs in the BCBC area). The grant funding is for a limited period only and after 31 March 2015 any unclaimed funding will be return to the Welsh Government.

## **8. Recommendation:**

8.1 That the Town & Community Council Forum notes the contents of this report and encourages all Town & Community Councils to complete the grant agreements and claim the appropriate funding for the development of their web presence.



**Mr P A Jolley**  
**Assistant Chief Executive Legal and Regulatory Services and Monitoring Officer**  
**8 July 2014**

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**Background documents: None**

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# Agenda Item 8

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE TOWN & COMMUNITY COUNCIL FORUM

14 JULY 2014

#### REPORT OF THE MONITORING OFFICER

#### SCHEDULE OF AGENDA ITEMS

**1. Purpose of Report.**

- 1.1 The purpose of this report is to inform the Town and Community Council Forum of the requests for items to be presented to future meetings.

**2. Connection to Corporate Plan / Other Corporate Priority.**

- 2.1 The report relates to the Corporate Priority working together to make the best use of our resources by improving the way we communicate and engage with citizens.

**3. Background.**

- 3.1 As agreed at a meeting of the Town and Community Council Forum held on 29 October 2007 an information report would be presented to subsequent meetings that would:

- indicate the items requested for inclusion by the individual Town and Community Councils; and
- Provide a schedule for the presentation of those items.

**4. Current situation / proposal.**

- 4.1 The current list of requests and schedule of agenda items to be presented are set out in Appendix A to this report.

**5. Effect upon Policy Framework and Procedure Rules.**

- 5.1 There is no direct effect on the Policy Framework and Procedure Rules, as a result of the provisions and recommendations of this report

**6. Equality Impact Assessment**

- 6.1 There are no equality implications attached to this report.

**7. Financial Implications**

- 7.1 There are no financial implications regarding the report.

**8. Recommendation:**

- 8.1 That the Town & Community Council Forum notes the contents of this report.

**Mr P A Jolley**  
**Assistant Chief Executive Legal and Regulatory Services and Monitoring Officer**  
**8 July 2014**

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**Background documents: None**

**TOWN & COMMUNITY COUNCIL FORUM - SCHEDULE OF AGENDA ITEMS**

The following table shows the requests for agenda items scheduled to be presented to the Forum.

<b>Topic for Consideration</b>	<b>Requested by Town/Community Council or Officer</b>	<b>Officer who compiles report <u>or</u> responds to the Town/Community Council</b>	<b>Date to be presented to Forum, or alternative recommended course of action</b>
Update on the Williams Report	Pencoed Town Council	Chief Executive	Report to be submitted to a future meeting of the Town and Community Council Forum
Effects of Council budget cuts and impact of these on key services	Pencoed Town Council	Section 151 Officer	Report to be submitted to a future meeting of the Town and Community Council Forum
Possible areas for collaborative working between the Council and Town/Community Councils	Bridgend Town Council	Chief Executive/S151 Officer/Corporate Director - Communities	Report to be submitted to a future meeting of the Town and Community Council Forum.

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