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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

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

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



Annwyl Cyngorydd,

### CYNGOR

Cynhelir Cyfarfod Cyngor yn Siambr y Cyngor, Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont ar Ogwr, CF31 4WB, ar **Dydd Mercher, 20 Rhagfyr 2017 am 3.00 pm.**

### 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 5 - 24  
I dderbyn am gymeradwyaeth y Cofnodion cyfarfod y 29 Dachwedd 2017
4. I dderbyn cyhoeddiadau oddi wrth:  
(i) Maer (neu'r person sy'n llywyddu)  
(ii) Aelodau'r Cabinet  
(iii) Prif Weithredwr
5. I dderbyn adroddiad yr Arweinydd
6. Adfywio Porthcawl 25 - 36
7. Diwygio'r Cyfansoddiad 37 - 40
8. Disgrifiadau Rôl Aelodau Etholedig 41 - 98
9. Adroddiadau Gwybodaeth i'w Nodi 99 - 120
10. I dderbyn y cwestiynau canlynol i'r Cabinet

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Gwefan/Website: [www.bridgend.gov.uk](http://www.bridgend.gov.uk)

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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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**1. Cwestiwn i'r Aelod Cabinet dros Addysg ac Adfywio gan y Cynghorydd Timothy Thomas**

Beth yw eich cynlluniau ar gyfer ehangu a hyrwyddo Addysg Gymraeg yn y Fwrdeistref Sirol a sut bydd yr awdurdod hwn yn cyfrannu at darged Llywodraeth Cymru o 1m o siaradwyr Cymraeg erbyn 2050?

**2. Cwestiwn i'r Aelod Cabinet dros Cymunedau gan y Cynghorydd Altaf Hussain**

Given the recent adverse weather conditions in the County Borough and the significant level of ongoing work within your portfolio i.e. potholes and street lighting etc. could the Cabinet Member for Communities advise me how this work has been prioritised. I am sure that this Council wishes to ensure that the risk of injury of our residents and the likelihood of road traffic accidents is minimised to prevent this Council incurring additional costs and supports the health and wellbeing of its residents.

11. Rhybydd o Gynnig

**Hysbysiad o Gynnig a Gynigir gan y Cynghorydd Bridie Sedgebeer**

**Cau NatWest yn Sir Pen-y-bont ar Ogwr**

Mae'r Cyngor hwn yn mynegi ei bryderon fod Canghennau Banc NatWest yn cau mewn tair o'n prif drefi; Pencoed, Maesteg a Phorthcawl.

Mae Sir Pen-y-bont ar Ogwr yn lwcus o gael llawer o fusnesau bach yng nghanol ein trefi, ac mae'r cynnig i gau'r tair cangen yma yn ein trefi ar draws y Sir yn peryglu ffyniant ein trefi.

At hynny, mae cwsmeriaid, yn arbennig trigolion hŷn, yn dibynnu ar allu galw mewn i'w cangen leol i reoli eu harian. Mae'r ddarpariaeth o gyfleusterau bancio wyneb yn wyneb wedi lleihau'n sylweddol dros yr ychydig flynyddoedd diwethaf ond nawr mae'r ddarpariaeth wedi'i lledaenu'n rhy denau, a bydd hyn yn gadael Pencoed heb gangen o unrhyw fanc yn y dref. Mae newid technolegol yn helpu cwsmeriaid i ddefnyddio gwasanaethau bancio mewn ffyrdd gwahanol ond ni ddylai'r banc anwybyddu anghenion y cwsmeriaid hynny nad ydynt yn gallu gwneud hynny.

Mae'r cyngor hwn yn annog RBS Group, y mae NatWest yn rhan ohono, i ailystyried cau'r tair cangen. At hynny, mae'r Cyngor hwn yn cytuno i gymryd pob cam rhesymol i gefnogi preswylwyr a busnesau yn y trefi hyn, gan edrych ar bob opsiwn i gadw cyfleusterau bancio, gan gynnwys gweithio gyda'n hundebau credyd lleol a helpu'r gymuned i edrych ar yr opsiynau o agor canghennau niwtral a rennir.

12. 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

**P A Jolley**

Cyfarwyddwr Gwasanaethau Gweithredol a Phartneriaethol

**Dosbarthiad:**

Cynghowrwy

S Aspey  
SE Baldwin  
TH Beedle  
JPD Blundell  
NA Burnett  
MC Clarke  
N Clarke  
RJ Collins  
HJ David  
P Davies  
PA Davies  
SK Dendy  
DK Edwards  
J Gebbie  
T Giffard  
RM Granville  
CA Green  
DG Howells

Cynghorwyr

A Hussain  
RM James  
B Jones  
M Jones  
MJ Kearns  
DRW Lewis  
JE Lewis  
JR McCarthy  
DG Owen  
Cyng  
RL Penhale-Thomas  
AA Pucella  
JC Radcliffe  
KL Rowlands  
B Sedgebeer  
RMI Shaw  
CE Smith  
SG Smith

Cynghorwyr

JC Spanswick  
RME Stirman  
G Thomas  
T Thomas  
JH Tildesley MBE  
E Venables  
SR Vidal  
MC Voisey  
LM Walters  
KJ Watts  
CA Webster  
DBF White  
PJ White  
A Williams  
AJ Williams  
HM Williams  
JE Williams  
RE Young

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## CYNGOR - DYDD MERCHER, 29 TACHWEDD 2017

COFNODION CYFARFOD Y CYNGOR A GYNHALIWIYD YN SIAMBR Y CYNGOR -  
SWYDDFEYDD DINESIG, STRYD YR ANGEL, PEN-Y-BONT AR OGWR CF31 4WB DYDD  
MERCHER, 29 TACHWEDD 2017, AM 3.00 PM

### Presennol

Y Cynghorydd PA Davies – Cadeirydd

S Aspey	SE Baldwin	TH Beedle	JPD Blundell
NA Burnett	MC Clarke	N Clarke	RJ Collins
HJ David	P Davies	DK Edwards	J Gebbie
T Giffard	RM Granville	CA Green	DG Howells
A Hussain	RM James	B Jones	M Jones
DRW Lewis	JE Lewis	JR McCarthy	DG Owen
Cyng	RL Penhale-Thomas	JC Radcliffe	KL Rowlands
B Sedgebeer	RMI Shaw	CE Smith	SG Smith
JC Spanswick	RME Stirman	G Thomas	T Thomas
JH Tildesley MBE	E Venables	SR Vidal	MC Voisey
LM Walters	KJ Watts	CA Webster	DBF White
PJ White	A Williams	AJ Williams	HM Williams
JE Williams	RE Young		

### Ymddiheuriadau am Absenoldeb

SK Dendy, MJ Kearn a/ac AA Pucella

### Swyddogion:

Susan Cooper	Cyfarwyddwr Corfforaethol - Gwasanaethau Cymdeithasol a Lles
Lindsay Harvey	Cyfarwyddwr Corfforaethol – Addysg a Chymorth i Deuluoedd (Dros Dro)
Randal Hemingway	Pennaeth Cyllid
Andrew Jolley	Cyfarwyddwr Corfforaethol Gwasanaethau Gweithredol a Phartneriaethiol
Gary Jones	Pennaeth Gwasanaethau Democraidd
Darren Mepham	Prif Weithredwr
Jonathan Parsons	Rheolwr Grŵp Datblygu
Helen Picton	Service Manager Trading Standards
Andrew Rees	Uwch Swyddog Gwasanaethau Democraidd - Pwyllgorau
Mark Shephard	Cyfarwyddwr Corfforaethol - Cymunedau

### 85. MUNUD O DAWELWCH

Soniodd y Gweinidog â thristwch am farwolaeth ddiweddar Mr Carl Sargeant, yr Aelod Cynulliad, a gofynnodd i'r Aelodau gymryd rhan mewn munud o dawelwch.

Cododd pawb ar eu traed mewn teyrnged.

### 86. DATGAN BUDDIANNAU

Datganwyd y Buddiannau canlynol:

Datganodd y Cynghorydd JC Spanswick – eitem Agenda 15 - Hysbysiad o Gynnig, fuddiant personol fel cyflogai Cyngor Bwrdeistref Sirol Rhondda Cynon Taf ac un o'r swyddogion sy'n gyfrifol am weithredu'r Gorchymyn Diogelu Mannau Cyhoeddus.

Datganodd holl aelodau'r Bwrdd Rheoli Corfforaethol, Rheolwr Grŵp Datblygu a'r Rheolwr Gweithredol dros Fenter a Gwasanaethau Arbenigol ac eithrio'r Prif Weithredwr fuddiant personol yn eitem agenda 7 – Strwythur Tâl JNC a gadael y cyfarfod tra bod hyn yn cael ei ystyried.

87. CYMERADWYO COFNODION

PENDERFYNWYD: Cymeradwyo cofnodion y Cyngor ar 1 Tachwedd 2017 fel rhai gwir a chywir.

88. DERBYN CYHOEDDIADAU GAN:

Y Maer

Cyhoeddodd y Maer â thristwch fod ŵyr y Cynghorydd Pucella, Luca, wedi marw yn ddiweddar. Dywedodd ei bod wedi anfon llythyr cydymdeimlo at y Cynghorydd Pucella a'i deulu.

Cyhoeddodd y Maer ei bod hi a'i Chonsort wedi cael y pleser o agor cartref gofal preswyl newydd yng Ngogledd Cornelly yn ddiweddar o'r enw Morgana Court & Lodge. Aeth hi a'i Chonsort ar daith gan ryfeddu at y syniadau oedd wedi'u hymgorffori yn y safle i ysgogi cleientiaid sydd â Demensia. Dywedodd fod cerddoriaeth yn cael ei chwarae mewn bar oedd yn edrych fel tafarn leol, safle bus â mainc yn y coridor, a blwch ffôn a blwch post. Roedd hefyd ystafell â theledu yn dangos cefn gwlad yn symud a phobl yn chwifio o'r caeau. Roedd yr ystafell fel bod ar drên, oedd yn ffordd wych o annog atgofion ac annog i'r preswylwyr gofio.

Dywedodd y Maer wrth y Cyngor ei bod wedi cael yr anrhydedd o fynychu Gwobrau Cyflawnwyr Ifanc Bridge FM yn ddiweddar. Roedd y digwyddiad nodedig hwn yn dathlu pobl ifanc o bob rhan o'r sir ac yn cydnabod eu cyflawniadau mewn busnes, hyfforddiant, addysg, celf, cerddoriaeth a gwirfoddoli. Dywedodd ei bod yn galonogol cwrdd â chymaint o bobl ifanc sy'n cyfrannu'n gadarnhaol at ein cymunedau.

Cyhoeddodd y Maer fod y wlad yn cofio'r sawl a gollwyd mewn rhyfeloedd i ddiogelu ein rhyddid ym mis Tachwedd. Roedd wedi cynrychioli'r Awdurdod mewn digwyddiad Sul Coffa ym Mhen-y-bont lle gorymdeithiodd y Maer a'r Consort a gosod torch ar ran y Cyngor a'i breswylwyr. Roeddent hefyd wedi mynychu digwyddiadau yn cefnogi'r lluoedd arfog, gan gynnwys cyngerdd Help for Heroes gyda Chorau a Bandiau gwych a Chyngerdd y Llynges Brydeinig Frenhinol yn Neuadd y Dref Maesteg, a oedd yn hyfryd.

Cyhoeddodd y Maer hefyd ei bod wedi cael y pleser o fynychu dau ddigwyddiadau gyda Gwasanaeth Tân ac Achub De Cymru. Roedd y cyntaf ym Mhencadlys y Frigâd Dân yn Llantrisant ar gyfer cyflwyno medalau Gwasanaeth Hir ac Ymddygiad Da i bersonél sydd wedi gwasanaethu am rhwng 20 a 42 mlynedd. Cawsant hefyd y pleser o gwrdd â'r staff a'r Swyddogion ymroddedig sy'n gweithio fel Swyddogion Tân yng Ngorsaf Dân Porthcawl a ddangosodd eu hoffer tân cyn hefyd ddynwared gwrthdrawiad traffig. Dywedodd ei bod yn amlwg eu bod yn gweithio fel tîm ac yn falch iawn o'r Gwasanaeth Tân.

Cyhoeddodd y Maer hefyd ei bod hi a'i Chonsort wedi cael eu gwahodd i Brifysgol Abertawe i ddathlu bywyd y diweddar Rhodri Morgan. Disgrifiodd ei frawd y Rhodri 'go iawn' gydag ACau ac eraill mewn academia gan rannu straeon o pan roeddent yn gweithio gyda'i gilydd. Roedd yn ysbrydoledig ac yn dangos yr oedd yn Ddyngarwr a Gwladweinydd gwych.

Dywedodd y Maer wrth y Cyngor ei bod hi a'r Consort wedi mynychu Maes Dangos Sioe Frenhinol Cymru ddoe a lansio Project Bwyd Argora a ddaeth â sefydliadau ac unigolion

tebyg eu meddylfryd ynghyd o bob rhan o Gymru i drafod yr heriau sy'n wynebu'r sector cynnyrch. Bydd y project yn cael ei arwain gan Gyngor Bwrdeistref Sirol Pen-y-bont mewn partneriaeth â saith Grŵp Gweithredu Lleol y Cynllun Datblygu Gwledig. Bydd y fenter 3 blynedd hon yn canolbwyntio ar greu cadwyni cyflenwi cadarn fel y gall busnesau gwledig bach gydweithio i fodloni galwadau busnesau manwerthu a thwristiaeth ar gyfer nwyddau lleol.

Cyhoeddodd y Maer, gan fod Rhagfyr bron yma, ei bod yn edrych ymlaen at fod yn brysur dros gyfnod y Nadolig ac y bydd yn ymweld â nifer o sefydliadau gofal i ddymuno Nadolig llawen i breswylwyr a defnyddwyr.

Cyhoeddodd y Maer hefyd fod pob Aelod wedi derbyn e-bost yn dweud bod yr enwebiadau ar gyfer Gwobrau Dinasyddiaeth Blynyddol y Maer ar agor. Mae'r gwobrau ar agor i bobl sy'n byw yn y fwrdeistref sirol yn ogystal â busnesau a grwpiau lleol. Ceir rhagor o wybodaeth ar wefan y Maer lle gellir lawrlwytho ffurflen enwebu. Y dyddiad cau ar gyfer enwebu yw Dydd Gwener 26 Ionawr ac anrhydeddir yr enillwyr mewn digwyddiad ym mis Mawrth.

#### Dirprwy Arweinydd

Dywedodd y Dirprwy Arweinydd wrth Aelodau y bydd y rownd nesaf o friffiau cyn Cyngor yn digwydd ar 20 Rhagfyr. Y pwnc fydd Trawsnewid Digidol. Ar 31 Ionawr, bydd cyfarfod cyn Cyngor ar weithredu Credyd Cynhwysol ac ar 28 Chwefror cyflwynir y Cynllun Datblygu Lleol. Dywedodd y cynhelir y sesiwn hyfforddi olaf ar y Cod Ymddygiad ar 13 Rhagfyr am 2pm. Roedd hon wedi'i dylunio'n benodol ar gyfer yr Aelodau hynny nad ydynt wedi cwblhau'r hyfforddiant hwn yn ystod y tymor presennol. Roedd hefyd yn gobeithio y byddai'r holl Aelodau yn gallu mynychu briff gan y Comisiwn Democratiaeth a Ffiniau Lleol am 4pm ar 9 Ionawr 2018 a fydd yn gweld y Comisiwn yn amlinellu'r gwaith y bydd yn ei wneud dros yr ychydig flynyddoedd nesaf.

Dywedodd y Dirprwy Arweinydd y bydd Aelodau wedi gweld y sylw yn y wasg am yr ystadegau ailgylchu calonogol. Mae'r rhain yn dangos bod ailgylchu cyffredinol rhwng Gorffennaf a Medi wedi codi o 57 y cant yn 2016 i bron 74 y cant ar gyfer yr un cyfnod yn 2017.

Mae'r canolfannau ailgylchu cymunedol wedi cofnodi 254 tunnell o gynnydd mewn ailgylchu rhwng Gorffennaf ac Awst a lleihaodd y gwastraff sy'n cael ei anfon i safleoedd tirlenwi yn ystod yr un gyfnod o 957 tunnell. Mae 7,720 o gartrefi ychwanegol wedi cofrestru ar gyfer y gwasanaeth AHP gyda chyfartaledd o 100 o geisiadau ychwanegol yn cael eu derbyn bob wythnos. Hyd yma, mae 278 tunnell o gewynnau a gwastraff AHP wedi'i ddargyfeirio o safleoedd tirlenwi. Dywedodd wrth y Cyngor fod y canlyniadau hyn yn bwysig iawn o ystyried y materion a'r pryderon amlwg sydd wedi'u codi am gyflwyno'r cynllun newydd. Dywedodd, er nad yw'r cynllun yn berffaith eto a bod angen gwneud rhywfaint o waith gyda Kier i gael y cynllun lle hoffai'r Cyngor iddo fod, fod y canlyniadau yn dangos bod y gweithdrefnau newydd yn gallu cyflawni'r targedau cenedlaethol llym newydd.

Roedd yn edrych ymlaen gyda diddordeb i weld sut caiff perfformiad Bwrdeistref Sirol Pen-y-bont ei raddio o gymharu â chynghorau eraill yng Nghymru.

#### Aelod Cabinet Cymunedau

Dywedodd yr Aelod Cabinet Cymunedau, fel pencampwr Cam-drin Domestig y Cyngor, ei fod yn blês gweld ymateb cryf i'r Ymgrych Rhuban Gwyn eleni. Roedd nifer o ddigwyddiadau lleol wedi'u trefnu, y mae rhai ohonynt yn mynd o hyd, a'r neges eleni oedd 'torri'r cylch'.

I gefnogi hyn, aeth staff o Calan CVS, PCSOs a Gwirfoddolwyr Ifanc yr Heddlu â sioe deithiol i wahanol rannau o'r fwrdeistref sirol i godi ymwybyddiaeth o'r ffaith bod llawer o

help a chymorth ar gael i unrhyw un sy'n dioddef o gam-drin domestig neu sy'n amau ei fod yn digwydd gyda chymydog, perthynas neu ffrind. Dywedodd wrth y Cyngor y bydd y sioe deithiol yn ymweld â'r Ganolfan ym Mhorthcawl ddydd Iau 30 Tachwedd rhwng 9.30am a 12.30pm, y Co-operative ym Mhorthcawl ddydd Llun 4 Rhagfyr rhwng 10am a hanner dydd ac Asda ym Mhen-y-bont ddydd Iau 7 Rhagfyr rhwng 10am a hanner dydd. Roedd yn gobeithio y byddai'r Aelodau'n dangos cefnogaeth a diolchodd i'r Cyngorydd David White am ei ymdrechion fel pencampwr Rhuban Gwyn. Ceir rhagor o wybodaeth am Ymgyrch y Rhuban Gwyn ar y wefan [www.whiteribboncampaign.co.uk](http://www.whiteribboncampaign.co.uk)

Dywedodd yr Aelod Cabinet Cymunedau ei fod wrth ei fodd o weld bod yr awdurdod wedi gweithio mewn partneriaeth â Chyngor Tref Porthcawl a bod 15 o finiau newydd wedi'u gosod ar hyd y prom ym Mhorthcawl. Dywedodd fod yr holl finiau newydd wedi'u hariannu gan Gyngor Tref Porthcawl ac y byddant yn cael eu gwasanaethu gan Gyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr. Dywedodd fod traean yn fwy o finiau nawr mewn lle ac nad oes esgus i berchnogion cŵn ac ymwelwyr i beidio â chodi baw eu hanifeiliaid anwes. Diolchodd i'r Cyngor Tref am weithio gyda'r Cyngor, sy'n dangos sut gall partneriaethau o'r fath weithredu er budd trigolion lleol. Roedd yn gobeithio gweld mwy o hyn.

Atgoffodd yr Aelod Cabinet Cymunedau yr Aelodau ei fod wedi cyhoeddi grant o £2,500 i Broiect Dwr Mwynglawdd Caerau yng nghyfarfod diwethaf y Cyngor, sydd â'r nod o greu rhwydwaith gwres ar gyfer cartrefi lleol gan ddefnyddio dŵr sydd wedi casglu mewn hen fwyngloddiau. Ymhellach i'r cyhoeddiad hwnnw, mae nawr yn falch o gyhoeddi bod y project wedi denu mwy o gyllid grant, gyda'r Cyngor yn derbyn cynnig grant ffurfiol gan Swyddfa Cyllid Ewropeaidd Cymru o ychydig dan £6.5m ar gyfer datblygiad pellach y cynllun, yn amodol ar rywfaint o arian cyfatebol. Mae Project Caerau yn un o ddim ond tri phroject o'r fath yn y DU, ac mae'r swm a ddyfarnwyr yn adlewyrchu proffil a budd y Project ac yn cynrychioli 100% o'r arian grant y cynigiwyd amdano. Ni chaiff unrhyw arian grant ei dynnu i lawr tan ar ôl i'r arian cyfatebol fod mewn lle, ond unwaith ei fod mewn lle bydd y grant yn galluogi'r project i ddatblygu ymhellach. Gwnaeth longyfarch pawb sy'n rhan o'r project hwn a byddai'n rhoi rhagor o wybodaeth i Aelodau wrth i'r project cyffrous ddatblygu.

#### Aelod Cabinet Gwasanaethau Cymdeithasol a Chymorth Cynnar

Cyhoeddodd yr Aelod Cabinet Gwasanaethau Cymdeithasol a Chymorth Cynnar, gyda 45 o unedau Gofal Ychwanegol yn cael eu hadeiladu yn Ynysawdre, ei fod yn gofyn i'r Aelodau ledaenu'r gair am gystadleuaeth sy'n cael ei chynnal gan y Jehu Group a Linc Cymru. Gofynnir i bobl leol helpu i enwi'r datblygiad newydd a'r stryd sy'n rhedeg drwyddo. Dywedodd y bydd yr awgrymiadau buddugol yn ennill tocynnau rhodd £50 ac y gall pobl gymryd rhan drwy ebostio eu hawgrymiadau i [sian.bridge@jehu.co.uk](mailto:sian.bridge@jehu.co.uk). Y dyddiad cau yw 1 Rhagfyr. Dywedodd wrth Aelodau hefyd, gydag ail gyfleuster Gofal Ychwanegol yn cael ei adeiladu ym Maesteg, fod hyn yn syniad da ac yn un a fydd yn helpu'r gymuned leol i fod yn rhan o'r datblygiad gwyach.

Gofynnodd yr Aelod Cabinet Gwasanaethau Cymdeithasol a Chymorth Cynnar am help i godi ymwybyddiaeth bod diogelu oedolion a phlant sy'n agored i niwed yn fusnes i bawb. Dywedodd y gall pawb helpu i atal camdriniaeth ac esgeulustod drwy fod yn fwy ymwybodol o'r arwyddion, nid yn unig anafiadau corfforol amlwg ond hefyd newidiadau mewn ymddygiad pobl. Dywedodd wrth Aelodau y gall camdriniaeth ddigwydd mewn sawl ffordd ac y ceir rhagor o fanylion ar wefan Bwrdd Diogelu Bae'r Gorllewin, [www.WBSB.co.uk](http://www.WBSB.co.uk).

#### Aelod Cabinet Lles a Chenedlaethau'r Dyfodol



Cyhoeddodd yr Aelod Cabinet Lles a Chenedlaethau'r Dyfodol, yn dilyn cynnydd mewn cwynion i'r Gwasanaethau Rheoliadol a Rennir (SRS), efallai yr hoffai Aelodau ddweud wrth eu hetholwyr i fod yn ymwybodol o 'gynigion rhoi cynnig am ddim' a allai arwain at symiau misol am nwyddau a gwasanaethau nad ydynt eu heisiau. Amcangyfrifwyd bod 2m o bobl ledled y DU yn cael anawsterau yn ceisio canslo taliadau misol, y mae llawer ohonynt yn deillio o alwadau digroeso a sgamiau. Ar ôl cyfnod cychwynnol o 14 diwrnod, mae rhai cwsmeriaid ond yn sylwi fisoedd wedyn eu bod wedi cael eu gosod ar gyfer taliadau parhaus o'u cyfrifon banc. Dywedodd fod y rhybudd o SRS yn dod yn ystod Wythnos Genedlaethol y Defnyddwyr, sy'n dweud y dylai unrhyw sy'n meddwl ei fod wedi dioddef yn sgil sgám neu sydd am gael rhagor o wybodaeth gysylltu a Gwasanaeth Defnyddwyr y Ganolfan Cyngor ar Bopeth ar-lein neu drwy ffonio 03454 040506.

#### Aelod Cabinet Addysg ac Adfywio

Cyhoeddodd yr Aelod Cabinet Addysg ac Adfywio y byddai Aelodau eisoes yn ymwybodol bod y Cyngor hwn wedi bod yn allweddol o'r gwaith o aildechrau defnyddio'r hen dŵr gwyllo ym Mhorthcawl drwy weithio ochr yn ochr â Sefydliad Cenedlaethol Gwylwyr y Glannau. Roedd wrth ei fodd o gael ebost diweddar gan reolwr yr orsaf Phil Styles yn rhoi gwybod bod yr orsaf bellach wedi'i chydabod yn swyddogol fel sefydliad chwilio ac achub gan y Ganolfan Cydlynu Achub Arfordirol yn Aberdaugleddau. Dywedodd fod hyn yn haeddiannol gan mai'r orsaf yw'r un brysuraf yn y DU namyn un. Gyda chriw o 43 o wirfoddolwyr, maent wedi logio mwy na 5000 awr, cofnodi 4500 o symudiadau llong, wedi cyfrannu'n uniongyrchol at 36 o ddiwyddiadau a helpu i fonitro 46 arall. Gwnaeth longyfarch y gwirfoddolwyr am eu llwyddiant.

Roedd yr Aelod Cabinet Addysg ac Adfywio wrth ei fodd o fynychu lansiad rhwydwaith SEREN newydd y fwrdeistref sirol. Wedi'i ddylunio gefnogi meddyliau ifanc gorau'r ardal, mae'r rhwydwaith yn darparu digwyddiadau a gweithdai arbennig drwy gydol y flwyddyn sy'n eu helpu i dargedu lleoedd mewn prifysgolion da. Dywedodd fod tua 150 o'r myfyrwyr Lefel A gorau wedi dod ynghyd ar gyfer y lansiad yng Ngholeg Pen-y-bont lle gwnaethant gwrdd â chynrychiolwyr o brifysgolion fel Rhydychen a Chaerfaddon. Hefyd yn bresennol roedd The Brilliant Club, elusen sy'n cefnogi plant o gymunedau nad ydynt yn cael eu cynrychioli ddigon i gael mynediad i sefydliadau gorau'r wlad. Dywedodd ei fod wedi'i sefydlu mewn partneriaeth â chweched dosbarthiadau, Coleg Pen-y-bont a Llywodraeth Cymru a bod y rhwydwaith yn ffurfio rhan o ganolfan ranbarthol ehangach a'i fod yn siŵr o fod o fudd mawr i bobl ifanc leol dalentog.

Hefyd, cyhoeddodd yr Aelod Cabinet Addysg ac Adfywio lansiad diweddar arall, sef rhaglen Prentisiaeth Ifanc gyntaf y fwrdeistref sirol sy'n cynnig cyrsiau galwedigaethol mewn gwallt a harddwch, gwasanaethau cyhoeddus ac adeiladu neu ddylunio gerddi. Mae hyn yn bartneriaeth rhwng Llywodraeth Cymru, y Cyngor, ysgolion a Choleg Pen-y-bont ac yn cefnogi 45 o bobl yn eu harddegau sy'n astudio yn y coleg wrth weithio tuag at TGAU mewn Saesneg a Mathemateg. Dywedodd fod hwn yn gyfle gwych i ddisgyblion blwyddyn 10 ac 11 i gael profiad ymarferol, ac mae gan Goleg Pen-y-bont ar Ogwr gysylltiadau helaeth â chyflogwyr lleol i roi help llaw iddynt.

Dywedodd yr Aelod Cabinet Addysg ac Adfywio fod Aelodau yn siŵr wedi gweld y newyddion lleol am gynllun gwella busnes newydd Marchnad Dan Do Pen-y-bont ar Ogwr. Lluniwyd hwn ochr yn ochr â Phartneriaeth Marchnad Pen-y-bont ar Ogwr i greu stondinau newydd, denu mwy o ymwelwyr a gwella'r profiad siopa cyffredinol yn y farchnad. Dywedodd fod y masnachwyr wrthi'n ystyried y cynigion ac yr arhosir am eu hadborth. Mae'r cynigion wedi'u llunio i gyflawni rhai pethau penodol iawn. Ymysg y cynigion mae polisi rhent ailstrwythuredig, ad-daliad rhent 15 y cant yn ystod cyfnod tawel y Nadolig, penodi asiantau masnachol i hyrwyddo a gosod stondinau, sefydlu Cymdeithas y Farchnad a chynllun gwella a chyfathrebu, cronfa gwella'r farchnad a

mwy. Dywedodd wrth y Cyngor fod hwn yn ddarn o waith cyffrous ac uchelgeisiol sy'n dangos ymrwymiad y Cyngor ac a allai fod yn allweddol ar gyfer gwella dyfodol y farchnad dan do. Gwnaeth gydnabod a diolch i Bartneriaeth Marchnad Pen-y-bont ar Ogwr am eu holl ymdrechion a chymorth ystod datblygiad y cynllun.

#### Prif Weithredwr

Cyhoeddodd y Prif Weithredwr y bydd yr ymgynghoriad ar y gyllideb yn dod i ben y penwythnos hwn ddydd Sul 3 Rhagfyr a diweddarodd yr Aelodau ar sut roedd pethau'n mynd a gofyn i'r Aelodau annog eu hetholwyr i sicrhau eu bod yn dweud eu dweud cyn i'r dyddiad cau basio. Dywedodd wrth Aelodau fod yr ymgynghoriad ar y gyllideb yn gofyn i drigolion helpu i nodi pa feysydd y dylid eu blaenoriaethu yng nghyllideb y flwyddyn nesaf. I helpu i gyflawni hyn, mae'r Cyngor wedi cynnal amrywiaeth o hysbysebu ar draws y cyfryngau cymdeithasol, ar-lein ac mewn papurau newydd lleol fel y Glamorgan Gazette a Glamorgan Gem. Dywedodd fod cyfres o ddatganiadau i'r wasg wedi'u cyhoeddi, yr aeth yr olaf ohonynt allan yn gynharach wythnos yma i helpu i atgoffa pobl am y terfyn amser sydd ar ddod.

Dywedodd wrth y Cyngor ei fod ef a'r Dirprwy Arweinydd hefyd wedi cymryd rhan mewn sgwrs fyw ar Facebook a Twitter lle gwahoddwyd cwestiynau a barn ar faterion yn ymwneud â'r gyllideb.

Hefyd, dywedodd wrth Aelodau fod y Cyngor wedi cwrdd â grwpiau lleol fel Bridgend Shout, Cyngor Ieuenctid Pen-y-bont ar Ogwr, grŵp 50+ ym Maesteg, Shedquarter ac aelodau o Fforwm Busnes Pen-y-bont ar Ogwr er mwyn casglu barn ac adborth. Mae fersiwn symlach o arolwg yr ymgynghoriad wedi'i llunio ar gyfer trigolion iau, a hyd yma mae 100 o ymatebion wedi'u derbyn. Dywedodd fod cyfres o weithdai lleol wedi'u cynnal mewn lleoliadau gwahanol ledled y Fwrdeistref Sirol ac y disgwylir i'r olaf o'r rhain gael ei gynnal nos Iau yng Nghanolfan Valley Life Aberogwr rhwng 4pm a 6pm. Hyd yma, mae 1,572 o holiaduron cyflawni wedi'u derbyn ac mae ymgynghoriad wedi'i gynnal gyda'r Panel Dinasyddion. Cafodd y rhan fwyaf eu llenwi ar-lein ond mae'r arolwg hefyd wedi bod ar gael ar gopi caled mewn llyfrgelloedd lleol. Gyda'r dyddiad cau yn nesáu, roedd yn gobeithio y byddai Aelodau'n annog cymaint o bobl â phosibl i ddweud eu dweud a helpu i benderfynu sut caiff yr heriau hyn eu hwynebu.

Dywedodd y Prif Weithredwr wrth y Cyngor am ganlyniad profion gwallau pellach a gynhaliwyd ar hawliadau Budd-dal Tai yn dilyn y gwaith a wnaed gan Swyddfa Archwilio Cymru lle profwyd sampl o 45. Roedd y sampl yn cynnwys 11 o achosion â gwallau – byddai'r rhain yn wall damcaniaethol o tua £1.9m. Mae gwaith manwl pellach wedi'i gynnal ar 120 o achosion, a ddatgelodd 2 wall gyda swm o £97 mas o gyfanswm o £500k. Yn dilyn archwiliad o'r hawliad DWP, daethpwyd o hyd i wallau gwerth cyfanswm o £350 mas o gyfanswm hawliadau o £50m. Dywedodd fod y DWP yn ystyried amrywiaeth rhesymol i fod yn £200k. Yn gryno, dywedodd na ddaethpwyd o hyd i unrhyw wendidau rheoli sylweddol.

#### Swyddog Monitro

Cyhoeddodd y Swyddog Monitro y newidiadau canlynol i gylich y Pwyllgor:

1. Bydd y Pwyllgor Trosolwg Pwnc a Chraffu 2 a drefnwyd ar gyfer 7 Rhagfyr 2017 nawr yn dechrau ar y dyddiad hwn am 1pm yn hytrach na 9.30am fel y trefnwyd yn wreiddiol. Roedd angen gwneud y newid hwn oherwydd roedd amseru gwreiddiol y cyfarfod yn cyd-daro â digwyddiad pwysig arall sy'n cael ei arwain gan y Cyngor (Olympage).

2. Mae'r Pwyllgor Trwyddedu a oedd yn y dyddiadur ar gyfer 19 Rhagfyr 2017 yn wreiddiol wedi'i ddwyn ymlaen i 11 Rhagfyr am 2.00pm er mwyn peidio ag oedi eitem allweddol o fusnes yr agenda.
- 3.
4. Penderfynwyd bod angen cynnal cyfarfod arall o'r Pwyllgor Gwasanaethau Democraidd er mwyn ystyried paratoi Siarter yr WLGA ar gyfer Cymorth a Datblygu Aelodau. Disgwylir i'r cyfarfod fod ar 17 Ionawr 2018 am 4.00pm.
5. Yn olaf, penderfynwyd bod angen trefnu cyfarfod pellach ar gyfer y Pwyllgor Trosolwg Pwnc a Chraffu 1 ar 18 Ionawr 2018 am 9.30am.
6. Y rheswm am hyn yw i ystyried gwybodaeth bellach am Ailfodelu Preswyl Gwasanaethau Plant cyn i'r Pwyllgor wneud sylwadau ac argymhellion ar y model arfaethedig ar gyfer y dyfodol.

Dywedodd wrth y Cyngor yr ymgynghorwyd â Chadeiryddion pob Pwyllgor a'u bod i gyd yn cytuno â'r cynigion.

89. **DERBYN ADRODDIAD YR ARWEINYDD**

Dywedodd yr Arweinydd wrth Aelodau am yr ymateb diweddar a gafodd gan Gadeirydd a Phrif Weithredwr Bwrdd Iechyd Prifysgol Cwm Taf am bryderon y Cyngor ynghylch effaith bosibl y newid ffiniau. Dywedodd eu bod wedi cynnig sawl sicrwydd pe bai'r newidiadau'n mynd yn eu blaen, gan gynnwys:

- Maent yn ymrwymedig i gynnal a gwella gwasanaethau iechyd i bobl leol a chanlyniad Rhaglen De Cymru.
- Mae'r ymgynghoriad sydd ar ddod yn ymwneud yn llwyr â'r ffin sefydliadol.
- Byddai angen cynnal ymgynghoriad cyhoeddus ar wahân ar unrhyw newidiadau yn unol â fframweithiau rheoliadol.
- Mae amseroedd aros ysbyty Cwm Taf yn is nag yn ardal ABMU ar hyn o bryd. Pe bai Tywysog Cymru yn dod yn rhan o BIP Cwm Taf, bydd y ffocws ar ddod ag amseroedd aros Tywysog Cymru yn unol â hyn.
- Nid oes unrhyw gwtogi wedi'i drefnu ar gyfer Tywysog Cymru.
- Roedd Cwm Taf yn bwriadu gweithio gyda AMBU i sicrhau cynaliadwyedd y gwasanaeth ar draws pob safle.
- Bydd mynediad traws-ffiniol i driniaeth a gwasanaethau rhyng-ranbarthol yn parhau.
- Er y gellir adolygu llwybrau cleifion yn ddiweddarach, bydd hyn ond yn digwydd os yw'n gwella hygyrchedd ac ansawdd gofal ac yn arddangos y manteision yn glir i gleifion.
- O ran Ysbyty Cymunedol Maesteg, roedd yr ymateb yn cyfaddef nad yw Cwm Taf yn gyfarwydd â'r safle a'r gwasanaethau ar hyn o bryd, ond pwysleiswyd mai'r bwriad yw i ddeall seilwaith cyfan y gymuned dros yr wythnosau nesaf.
- Er na allent roi sylwadau penodol ar yr ysbyty, mae gan Gwm Taf hanes o fuddsoddi mewn gwasanaethau cymunedol a sefydlu ysbytai cymunedol fel hybiau clwstwr sy'n dod â gwasanaethau sylfaenol, eilaidd a gofal cymdeithasol ynghyd. Mae hyn yn rhywbeth y byddent yn edrych arno yn lleol.

Dyweddodd yr Arweinydd wrth Aelodau fod y llythyr yn dod i'r casgliad fod Cwm Taf yn ystyried newidiadau arfaethedig i'r ffin yn gyfle i wella gwasanaethau ar draws y tair ardal awdurdod lleol, i rannu arbenigedd ac adnoddau ac i wella profiad y claf a mynediad i wasanaethau. Dywedodd fod y Prif Weithredwr a'r Cadeirydd hefyd wedi pwysleisio y byddant yn hapus i ddod i gwrdd ag Aelodau i ateb cwestiynau a thrafod unrhyw bryderon yn uniongyrchol, ac y byddai'n cyflwyno rhagor o fanylion am hyn wrth i'r peth ddatblygu.

Dyweddodd yr Arweinydd hefyd wrth yr Aelodau am lythyr a gafodd gan Gyfarwyddwr Cyffredinol y rhaglen Credyd Cynhwysol yn rhoi gwybod i'r awdurdod y caiff pedwar prif newid eu gwneud i'r system pan fydd deddfwriaeth briodol wedi'i chymeradwyo. Dywedodd y byddai'r newid cyntaf yn galluogi arhosiadau byr mewn llety dros dro i gael eu talu drwy'r Budd-dal Tai, ac mai'r bwriad yw lleddfu pryderon ariannol a fynegwyd gan awdurdodau lleol. Mae'r holl newidiadau eraill yn ymwneud â'r cyfnod asesu cyntaf.

Roedd y llythyr hefyd yn dweud y diddymir y cyfnod aros presennol o 7 diwrnod. Y cyfnod pontio i unrhyw un sy'n trosglwyddo o'r Budd-dal Tai fydd 2 wythnos, a chaiff y cyfnod ad-dalu ar gyfer blaendaliadau newydd ei ymestyn i 12 mis i alluogi hawlwr i gael hyd at 100 y cant o'u hawliad. Diben y newidiadau yw cefnogi hawlwr yn ystod y cyfnod asesu cyntaf yn dilyn lloŷ gan gynghorau ymysg cwynion fod pobl wedi'u gadael heb daliadau yn ystod y prosesu.

Bydd y newidiadau hyn yn effeithio ar y broses o gyflwyno amserlen y system a bydd y Ganolfan Byd Gwaith yn cysylltu â chynghorau yr effeithir arnynt â rhagor o fanylion. Gobeithir cael rhagor o wybodaeth am hyn yn fuan.

Dyweddodd yr Arweinydd wrth y Cyngor fod y Cadeirydd Dr Ruth Hussey a'r Athro Keith Moultrie, wrth roi tystiolaeth i'r Comisiwn Seneddol ar Iechyd a Gofal Cymdeithasol, yn glir bod model integredig y Cyngor o ofal cymunedol canolradd i bobl hyn yn enghraifft o arfer gorau, nid yn unig yng Nghymru ond y DU gyfan. Dywedodd, pe bai newid, y sicrhau bod y gwasanaethau cymunedol hanfodol hyn yn parhau i gael eu datblygu.

Cyhoeddodd yr Arweinydd hefyd, fel rhan o Ein Cymoedd Ein Dyfodol, ei fod yn blês iawn fod yr Ysgrifennydd Cabinet newydd ar gyfer Llywodraeth Leol a Gwasanaethau Cyhoeddus, Alun Davies, wedi cyhoeddi seithfed canolfan strategol, sef gogledd Pen-y-bont ar Ogwr. Roedd y Cyngor wedi gweithio'n galed i sicrhau bod Garw, Llynfi ac Ogwr yn ffocws ar gyfer buddsoddiad cyhoeddus, gyda'r nod o sicrhau bod y canolfannau'n denu buddsoddiad sector preifat, gan greu swyddi a chyfleoedd. Dywedodd fod y broses o ddatblygu cynigion ar gyfer y ganolfan strategol, yn seiliedig ar y themâu cychwynnol yng nghynllun cyflenwi Llywodraeth Cymru, bellach yn mynd rhagddi. Dywedodd hefyd y bydd y gweithgor a phob un o'r saith awdurdod lleol yn cynnal seminar canolfan strategol i gefnogi datblygiad glasbrint buddsoddi ar gyfer pob ardal dros y 15 mlynedd nesaf. Nodir y projectau penodol i'w hariannu dros dymor y Cynulliad erbyn Ebrill 2018. Yn ogystal â'r canolfannau strategol, mae Llywodraeth Cymru yn ystyried parc Tirwedd y Cymoedd i achub ar gyfleoedd hamdden a thwristiaeth yn y dirwedd naturiol a'r dreftadaeth gyfoethog.

Cyhoeddodd hefyd fod Heathrow wedi cyhoeddi rhestr hir o 65 o leoliadau Canolfan Logisteg; canolfannau oddi ar y safle ar gyfer adeiladu a gweithgynhyrchu a fydd yn helpu'r maes awyr i gyflawni ei gynllun ehangu. Dywedodd y bydd y Canolfannau Logisteg yn adeiladu'r drydedd rhedfa oddi ar y safle, gan ddod â swyddi i bob cwr o'r DU. Mae safle ym Mrocastell ymysg y safleoedd ar y rhestr fer. Roedd y maes awyr hefyd wedi datgelu 10 lleoliad Uwchgynhadledd Busnes, gan gynnwys un yng Nghaerdydd, gan sicrhau bod pob ardal o'r DU yn cael budd o gyfleoedd cadwyn gyflenwi drwy'r ehangiad.

Dyweddod yr Arweinydd wrth y Cyngor am y cynnydd sy'n cael ei wneud yn adeiladu Ysgol Gynradd Betws ac Ysgol Gynradd Gymraeg Cwm Garw a fydd yn rhannu'r un safle o Ionawr 2018. Bydd Ysgol Gynradd newydd Brynmenyn yn barod yn Chwefror ac roedd y gwaith o adeiladu Ysgol Gynradd newydd Pencoed yn parhau a byddai'n barod ym Medi 2018. Dywedodd y byddai cyflwyniad Band B y Rhaglen Moderneiddio Ysgolion yn cael ei ystyried fel rhan o'r broses o osod cyllideb.

90. PENODIAD DROS DRO – PENNAETH CYLLID

Ceisiodd y Prif Weithredwr gymeradwyaeth i wneud apwyntiad dros dro i'r rôl Pennaeth Cyllid a Swyddog Adran 151.

Dyweddod y Prif Weithredwr wrth y Cyngor fod deiliad presennol y swydd wedi ymddiswyddo ac y bydd ei gontract yn dod i ben ar 3 Ionawr 2018, ac i'w alluogi i adolygu'r trefniadau cyffredinol cynigiodd gynnal proses benodi ar gyfer Pennaeth Cyllid a Swyddog Adran 151 dros dro. Byddai hyn yn sicrhau digon o allu arwain a rheoli a bod penderfyniadau ariannol a chynghor prydlon ar gael yn ystod absenoldeb Swyddog Adran 151 parhaol.

Dyweddod wrth y Cyngor y bydd y broses o benodi Pennaeth Cyllid dros dro yn cynnwys dod o hyd i ymgeiswyr cymwys a phrofiadol i gyflawni'r rôl a phanel cyfweld o swyddogion yn cynnwys y Prif Weithredwr, y Pennaeth Cyllid sy'n gadael ei rôl a chynrychiolydd AD a fydd yn asesu gallu'r ymgeiswyr.

Cwestiynodd yr Aelodau y trefniadau a gynigiwyd gan y Prif Weithredwr gan eu bod wedi bod yn rhan o benodiad blaenorol Prif Swyddogion a Phenaethiaid Gwasanaeth drwy'r Pwyllgor Penodiadau. Cwestiynodd yr Aelodau hefyd am ba hyd y dylid penodi'r swyddog dros dro. Dywedodd y Prif Weithredwr wrth y Cyngor mai dyma'r tro cyntaf yr ystyrir penodi swyddog dros dro yn y modd hwn a bod trefniadau mwy ffurfiol fel arfer yn cael eu rhoi ar waith ar gyfer apwyntiadau. Dywedodd y bydd ymgynghoriad yn cael ei gynnal gyda'r Cabinet cyn gwneud apwyntiad dros dro. Dywedodd wrth y Cyngor mai'r amserlen ar gyfer penodiad dros dro yw tua 6 mis, gyda'r posibilrwydd o estyniad. Dywedodd nad oedd yn hawdd gwneud apwyntiad parhaol ar gyfer swyddi uwch ac y byddai'n treulio amser yn ystod y penodiad dros dro i adolygu'r strwythur o uwch reolwyr. Tynnodd sylw at bwysigrwydd gwneud penodiad dros dro er mwyn cael dilyniant a'r angen i gael Swyddog Adran 151 mewn swydd. Hefyd, dywedodd y Prif Weithredwr wrth y Cyngor na fyddai'r graddau cyflog JNC yn berthnasol gan y cynigir gwneud penodiad dros dro. Byddai'r penodiad yn cael ei wneud ar sail prif sefydlog a byddai gwerth am arian yn ystyriaeth allweddol.

Ymrwymodd yr Arweinydd i ymgynghori â'r Arweinwyr Grŵp ar benodiad dros dro y Pennaeth Cyllid a Swyddog Adran 151.

PENDERFYNWYD: Dirprwyodd y Cyngor awdurdod i'r Prif Weithredwr gynnal y gwaith o recriwtio a phenodi Pennaeth Cyllid a Swyddog Adran 151 dros dro.

91. STRWYTHUR TALU JNC

Ceisiodd y Prif Weithredwr gymeradwyaeth i weithredu dull newydd o ran tâl uwch reolwyr.

Dyweddod wrth y Cyngor fod y strwythur fod y strwythur cyflog JNC presennol wedi bod ar waith ers 2008. Mae bylchau mawr yn y strwythur presennol rhwng haenau uwch reolwyr. Dywedodd fod y strwythur presennol wedi arwain at anallu i fod yn ddigon hyblyg mewn rolau fel y gall y Cyngor ddarparu pecyn cydnabyddiaeth a all ddenu staff

o'r safon briodol. Roedd hefyd yn cyfyngu ar y gallu i gynllunio dilyniant a galluogi datblygiad gyrrfaol.

Adroddodd ar gynnig i weithredu graddfa gyflog uwch reolwyr fwy hyblyg gyda'r nod o fynd i'r afael â'r ddau bryder gan alluogi lleihad targedig o 20% mewn costau uwch reoli i'r Cyngor dros y ddwy flynedd nesaf, sy'n cyfateb i tua £500,000 y flwyddyn. Dywedodd y disgwylir i hyn ddeillio o drosiant staff ac ailstrwythuro dilynol y sefydliad a, gyda'r strwythur cyflog arfaethedig mewn lle bydd y Cyngor mewn sefyllfa i ymateb yn well i rymoedd y farchnad. Ni chynigiwyd unrhyw newidiadau i'r strwythur NJC fel rhan o'r ymarfer hwn. Roedd y strwythur JNC newydd hefyd yn cynnig cael ei ymestyn lawr i bontio'r bwch o ran hynny ar frig y raddfa NJC. Tynnodd sylw at y strwythur cyflog JNC arfaethedig y cynigiwyd ei roi ar waith erbyn diwedd y flwyddyn ariannol. Cynhelir ymgynghoriad â'r undebau llafur ar y newidiadau arfaethedig i'r strwythur cyflog JNC a chyhoeddwyd ymgynghoriad ffurfiol i ddeiliaid swyddi JNC presennol. Dywedodd wrth y Cyngor y byddai'r cynigion yn cael eu hatgyfeirio at Banel Cydnabyddiaeth Annibynnol Cymru i geisio cytundeb.

PENDERFYNWYD: Y byddai'r Cyngor yn cymeradwyo'r strwythur cyflog JNC newydd gyda dyddiad dod i rym o 1 Ebrill 2018.

92. SAIL TRETH GYNGOR 2018-19

Cyflwynodd y Swyddog Adran 151 adroddiad gyda'r diben o roi i'r Cyngor fanylion am y sail treth gyngor gyda chyfradd gasglu amcangyfrifedig ar gyfer 2018-19.

Dywedodd mai'r sail treth gyngor amcangyfrifedig ar gyfer 2018-19 oedd 54,403.60 ac amcangyfrifodd gyfradd gasglu o 98%. Y sail treth gyngor net oedd felly 53,315.53. Ychwanegodd fod cyfraddau casglu dros y 3 blynedd ddiwethaf wedi bod yr uchaf eto a'r gyfradd gasglu amcangyfrifedig yn y flwyddyn ddiwethaf oedd 97.6%, sef yr uchaf y mae'r Awdurdod byth wedi'i chyflawni.

Dywedodd y Swyddog Adran 151 wrth yr Aelodau nad yw'r awdurdod yn dileu dyledion Treth Gyngor ac y bydd yn parhau i gasglu dyled hanesyddol.

PENDERFYNWYD: Y byddai'r Cyngor yn:

- (1) Cymeradwyo'r sail treth gyngor a chyfradd gasglu ar gyfer 2018-19 fel y dangosir ym mharagraff 4.1 o'r adroddiad.
- (2) Cymeradwyo'r seiliau treth ar gyfer yr ardaloedd cymunedol a nodir yn Atodiad A i'r adroddiad.

93. DIWYGIAD I'R RHEOLAU GWEITHDREFN ARIANNOL YNG NGHYFANSODDIAD Y CYNGOR

Ceisiodd y Pennaeth Cyllid a'r Swyddog Adran 151 gymeradwyaeth i'r diwygiadau arfaethedig i'r Cyfansoddiad sy'n adlewyrchu newidiadau i'r Rheolau Gweithdrefn Ariannol (FPR). Dywedodd nad yw'r FPRau wedi'u diwygio am flynyddoedd, ac yn ystod y cyfnod hwn mae prosesau ariannol a gweithdrefnau a deddfwriaeth a chanllawiau newydd wedi dod i rym.

Dywedodd wrth y Cyngor fod swyddogion wedi adolygu'r FPRau a gwneud newidiadau yn ymwneud â:

- rheolau newydd yn ymwneud â thalu ymgynghorwyr;

- dulliau talu newydd, e.e. cardiau prynu;
- polisïau a strategaethau newydd e.e. Polisi Grantiau, Cronfeydd Wrth Gefn a Phrotocol Balansau, Polisi Llwrgrwobrwyo Gwrth-Dwyll.

Nododd y byddai angen diwygiad pellach i adlewyrchu newidiadau deddfwriaethol pan fyddai'r Deddf Diogelu Data yn cael ei disodli â'r Bil Diogelu Data (sy'n ymgorffori'r Rheoliad Diogelu Data Cyffredinol).

Cwestiynodd aelod o'r Cyngor ddiogelwch o ran defnyddio cardiau prynu. Dywedodd y Pennaeth Cyllid a'r Swyddog Adran 151 fod cardiau prynu ond ar gael i swyddogion awdurdodedig. Mae cyfyngiadau credyd ar gardiau ac mae'n rhaid i'r holl wariant ar y cardiau gael ei awdurdodi gan reolwyr llinell. Adolygir y defnydd o gardiau prynu gan swyddogion o'r adran Cyllid a Chaffael ac mae rheoliadau llym ar waith yn llywodraethu eu defnydd. Dywedodd wrth Aelodau fod y Cyngor yn cael ad-daliad o'r defnydd o gardiau prynu ac ymrwymodd i roi manylion yr ad-daliad i Aelodau.

**PENDERFYNWYD:** Bod y Cyngor yn cymeradwyo'r diwygiadau i'r Rheolau Gweithdrefn Ariannol ac yn dilyn hynny cymeradwywyd y Cyfansoddiad wedi'i ddiweddarau.

94. **ADRODDIAD MONITRO BLYNYDDOL 2017 AR GYFER CYNLLUN DATBLYGU LLEOL PEN-Y-BONT AR OGWR 2006 - 2021**

Adroddodd y Rheolwr Grŵp Datblygu ar ganfyddiadau Adroddiad Monitro Blynyddol (AMR) 2017 y Cynllun Datblygu Lleol a cheisiwyd cymeradwyaeth y byddai'r Pwyllgor Rheoli Datblygu yn cymryd rôl y Grŵp Llywio CDLI.

Dywedodd y Rheolwr Grŵp Datblygu wrth Aelodau mai'r adroddiad yw'r 3ydd adroddiad o'r fath sydd wedi'i gyhoeddi ers i'r CDLI gael ei fabwysiadu yn 2013. Dywedodd mai'r CDLI yw un o'r strategaethau lefel uchel y mae'n rhaid iddi gael ei pharatoi gan y Cyngor sy'n nodi blaenoriaethau'r Cyngor mewn termau defnydd tir ond rhaid iddi hefyd gydymffurfio â pholisi a rheoliadau cenedlaethol. Mae'r cynllun yn seiliedig ar dystiolaeth ac yn cynnwys ymgynghori a chraffu annibynnol sylweddol. Mae dyletswydd statudol ar y Cyngor i adolygu'r holl faterion y disgwylir iddynt effeithio ar ddatblygiad yn ei ardal ac mae Adran 76 o Dfeddf Cynllunio a Phrynu Gorfodol 2004 yn ei gwneud yn ofynnol i'r materion hyn gael eu mynegi ar ffurf Adroddiad Monitro Blynyddol i'w gyflwyno i Lywodraeth Cymru. Dywedodd wrth y Cyngor fod yr AMR yn ei hanfod yn 'Wiriad lechyd' ar gyfer y CDLI, sy'n penderfynu pa mor effeithiol y mae wedi bod o ran bodloni amcanion y cynllun a ph'un a yw'r strategaeth ddatblygu sy'n sail i'r cynllun parhau'n ddilys. Mae'r AMR hefyd yn ystyried sut gallai newidiadau cyd-destunol, fel cyflwr yr economi a dylanwadau cenedlaethol a rhanbarthol a newidiadau i ddeddfwriaeth, hefyd ddylanwadu ar lwyddiant neu ddilysrwydd y Cynllun. Tynnodd sylw at rai o'r 'canfyddiadau allweddol' o ddadansoddiad data 2017 ar gyfer y cyfnod 1 Ebrill 2016 i 31 Mawrth 2017:

Mae 4978 o aneddiadau newydd wedi'u cwblhau yn ystod y cyfnod hyd at 2017 – gyda 1150 yn fforddiadwy.

Mae gan y Cyngor gyflenwad tir sydd ar gael ar gyfer tai a asesir yn erbyn y gofyniad tai yn y CDLI o 4.0 blynedd, sydd yn is na'r gofyniad isaf o 5 mlynedd.

Yn ystod y cyfnod monitro datblygwyd 1.4 hectar o dir cyflogaeth gwag, sy'n is o lawer na gofyniad y CDLI o 6.3 hectar y flwyddyn.

Wrth benderfynu pa mor llwyddiannus mae strategaeth Datblygiad Gofodol a Arweinir Adfywio y CDLI wedi bod, mae'r CDLI wedi nodi 4 ardal Twf Strategol ym

Mhen-y-bont, Porth y Cymoedd, Maesteg a Phorthcawl. Mae gwaith monitro gweithrediad dyraniadau tai a chyflogaeth yn dangos bod ardaloedd strategol Pen-y-bont a Phorth y Cymoedd wedi bod yn llwyddiannus iawn o ran darpariaeth ond mae Ardaloedd Twf Maesteg a Phorthcawl wedi tanberfformio. Priodolir y tanberfformiad hwn yn bennaf i faterion hyfywedd ym Maesteg a materion perchnogaeth tir ym Mhorthcawl lle mae Ardal Adfywio Glannau Porthcawl wedi methu â darparu'r lefelau twf disgwylidig.

Mae Cyfraddau Adeiladau Gwag canol ein trefi yn 17.7% ym Mhen-y-bont, 4.9% ym Mhorthcawl a 6.0% ym Maesteg. Yn y cyd-destun hwn mae Cyfradd Adeiladau Gwag Canol Trefn Pen-y-bont ar Ogwr yn uwch na tharged y CDLI o 15%.

O ran monitro'r angen i ddarparu Safle Sipsiwn a Theithwyr parhaol neu symudol, penderfynwyd ar hyn drwy ddiweddarau tystiolaeth yn yr Arolwg Llety Sipsiwn a Theithwyr diweddar. Mae'r arolwg yn dangos nad oes gofyniad hyd at 2021 a gofyniad am 1 llain ychwanegol hyd at 2031.

Mae'r Fwrdeistref Sirol yn gwneud cyfraniad sylweddol at y targedau ynni adnewyddadwy cenedlaethol. Mae'r capasiti cynhyrchu yn a gerllaw'r SSA newydd (i'r gogledd o Evanstown a Bro Ogwr) yn 65MW, sy'n uwch o lawer na'r capasiti disgwylidig o 31MW.

Tynnodd Rheolwr y Grŵp sylw at gasgliadau allweddol yr Adroddiad Monitro Blyneddol eleni, sef bod polisiâu'r cynllun yn cael eu bodloni'n gyffredinol gyda'r Cynllun yn symud tuag at ei dargedau a bod Strategaeth Ddatblygu'r CDLI yn parhau'n gadarn. Fodd bynnag, mae'r Awdurdod Cynllunio Lleol yn cydnabod bod rhaid iddo symud ymlaen ag Adolygiad o ystyried bod rhwymedigaeth statudol arno i gynnal adolygiad llawn 4 blynedd ar ôl mabwysiadu a gorchymyn i fynd i'r afael â'r diffyg yn y cyflenwad tir sydd ar gael ar gyfer tai.

Dyweddodd mai argymhellion yr AMR yw bod Awdurdod Cynllunio Lleol Pen-y-bont ar Ogwr yn dechrau Adolygiad statudol o'r CDLI ar ddechrau 2018 ac er mwyn hwyluso'r adolygiad, bod y Pwyllgor Rheoli Datblygu yn cymryd rôl Grŵp Llywio'r CDLI. Ei swyddogaeth fydd craffu ar gamau allweddol paratoi'r cynllun a chasglu tystiolaeth a gwneud argymhellion yn y dyfodol i'r Cyngor.

Adroddodd y Rheolwr Grŵp Datblygu bod cam nesaf adolygiad y Cynllun yn ei gwneud yn ofynnol i baratoi 'Adroddiad Adolygu' manwl a fydd yn adrodd i'r Pwyllgor Rheoli Datblygu a'r Cyngor. Bydd Adroddiad yr Adolygiad yn nodi'n glir yr hyn sydd wedi'i ystyried, pa randdeiliaid allweddol yr ymgysylltwyd â hwy a, lle bo angen newidiadau, beth sydd angen ei newid a pham.

Adroddodd y Rheolwr Grŵp Datblygu ar gynnig i'r Pwyllgor Rheoli Datblygu gymryd rôl y Grŵp Llywio CDLI i oruchwylio'r adolygiad o'r Cynllun Datblygu Lleol o'r dechrau i'r diwedd.

Cwestiynodd Aelod o'r Cyngor effaith canolfan gyflogaeth y gogledd ar y CDLI. Dywedodd y Rheolwr Grŵp Datblygu yr ystyrir datblygiad y ganolfan fel rhan o'r dystiolaeth, a fydd yn llywio'r CDLI.

Cwestiynodd aelodau o'r Cyngor pam nad oedd eiddo masnachol gwag yng nghanolfan tref Pen-coed ymysg canfyddiadau allweddol yr AMR. Dywedodd y Rheolwr Grŵp Datblygu wrth y Cyngor fod Pen-y-bont ar Ogwr wedi'i chynnwys yn yr AMR at ddibenion monitro gan ei bod yn 'ganolfan is-ranbarthol' a bod Maesteg a Phorthcawl wedi'u dosbarthu fel 'canol trefi'. Nid yw Pen-coed yn y categori hwn gan ei bod yn 'ganolfan



dosbarth' heb fod yn amodol i'r un lefel o fonitro. Mynegodd yr Aelodau bryder fod y cyfraddau eiddo masnachol gwag yn uwch na'r targed ym Mhen-y-bont er bod canol trefi Maesteg a Phorthcawl yn rhagori ar y targed. Dywedodd y Rheolwr Grŵp Datblygu ei bod yn siomedig nad yw'r targedau adeiladau gwag ym Mhen-y-bont wedi'u cyrraedd. Er bod y cyfraddau ond ychydig yn is na'r targed, roedd arwyddion o welliant bach dros y flwyddyn ddiwethaf. Dywedodd y gallai cwmpas adolygiad y CDLI gael ei ehangu i edrych ar ffiniau canol tref a chael targedau mwy realistig ar gyfer eiddo masnachol gwag.

Gofynnodd yr aelodau hefyd i'r adolygiad edrych yn fanwl ar safleoedd diwydiannol cyfredol. Dywedodd y Rheolwr Grŵp Datblygu y bydd proses y CDLI yn gweld llawer o ymgysylltu ac y byddai ymdrech yn cael ei wneud i sicrhau bod safleoedd diwydiannol yn cael eu meddiannu.

Cyfeiriodd Aelod o'r Cyngor at iselhau'r ganran i ddarparu tai fforddiadwy yn y CDLI presennol a gofynnodd a fyddai hyn yn cael ei gynyddu fel rhan o'r adolygiad. Dywedodd y Rheolwr Grŵp Datblygu fod hyn eto yn seiliedig ar dystiolaeth a bod yn rhaid i'r CDLI fod yn realistig. Dywedodd fod adeiladwyr tai masnachol yn cael cyfrannu at yr Astudiaeth Argaeledd Tir Tai ar y Cyd a bod gan y Fwrdeistref Sirol ofyniad tai o 4 blynedd yn y CDLI presennol, sydd wedi gostwng islaw 5 mlynedd yn ddiweddar. Ymgynghorir â'r adeiladwyr tai hefyd fel rhan o adolygiad y CDLI. Dywedodd hefyd y gallai'r gofyniad tai fforddiadwy effeithio ar ba mor realistig mae rhai safleoedd. Bydd unrhyw CDLI newydd yn amodol ar archwiliad allanol a gynhelir gan Arolygydd Cynllunio annibynnol a byddai angen i'r cynllun brofi ei fod yn realistig cyn cael ei gymeradwyo gan Lywodraeth Cymru. Mynegodd Aelodau bryder am y diffyg eiddo 1 ystafell wely yn y Fwrdeistref Sirol.

Soniodd Aelod o'r Cyngor am yr angen i ymgysylltu â darparwyr Gofal Iechyd Sylfaenol er mwyn gwella cyfleusterau iechyd cymunedol fel rhan o'r thema o gynnydd cymdeithasol sy'n cydnabod anghenion pawb. Cadarnhaodd y Rheolwr Grŵp Datblygu yr ymgynghorir â darparwyr Gofal Iechyd Sylfaenol a fydd yn elfen allweddol o ran cynllunio'r cynllun newydd.

Dywedodd yr Aelod Cabinet Addysg ac Adfywio y byddai hefyd angen i leoedd ysgol gael eu hadolygu fel rhan o'r broses. Cadarnhaodd y Rheolwr Grŵp Datblygu y byddai'n rhaid adolygu'r cyflenwad o leoedd ysgol yn ogystal â datblygiadau tai. Tynnodd sylw at bwysigrwydd darparu'r seilwaith cywir er mwyn cefnogi datblygiadau tai newydd.

Soniodd Aelod o'r Cyngor am bwysigrwydd cael canol trefi bywiog ac amrywiol ac ymddengys fod Pencoed wedi'i cholli o'r broses adolygu. Dywedodd y Rheolwr Grŵp Datblygu wrth y Cyngor nad yw Pencoed wedi'i cholli o'r broses a'i bod wedi'i chynnwys yn y CDLI fel Canolfan Dosbarth ynghyd ag ardaloedd eraill gan gynnwys Mynyddcynffig, Abercynffig a'r Pîl. Dywedodd wrth y Cyngor hefyd y bydd pob rhan o'r Cyngor yn rhan o'r broses adolygu CDLI.

**PENDERFYNWYD:**

Y byddai'r Cyngor yn:

(1) Nodi cynnwys yr AMR;

(2) Cytuno y byddai'r Pwyllgor Rheoli Datblygu yn cymryd rôl y Grŵp Llywio CDLI i helpu i gynhyrchu a disodli Cynllun Datblygu Lleol Pen-y-bont ar Ogwr.

**95. SYMUD I FFWRDD O'R CYNLLUN DATBLYGU – CAIS CYNLLUNIO P/17/585/FUL**

Nododd y Rheolwr Grŵp Datblygu fod y pwyllgor Rheoli Datblygu, yn ei gyfarfod ar 9 Tachwedd 2017, wedi ystyried cais cynllunio P/17/585/FUL yn lle'r Cynllun Datblygu Lleol. Dywedodd fod y Pwyllgor wedi penderfynu peidio â gwrthod caniatâd cynllunio a chyfeiriodd at y cais i'r Cyngor yn gofyn iddo gymeradwyo'r cais yn amodol ar amodau.

Adroddodd y Rheolwr Grŵp Datblygu fod y cais yn ceisio ôl-ganiatâd am glinig a stiwdio ffisiotherapi o fewn uned ddiwydiannol bresennol. Mae safle'r cais yn Ystâd Ddiwydiannol Pen-y-bont ar Ogwr sydd wedi'i ddyrannu a'i ddiogelu ar gyfer cyflogaeth defnydd B1, B2 a B8 gan bolisiâu REG1(2) a REG2 o Gynllun Datblygu Lleol (CDLI) mabwysiedig Pen-y-bont ar Ogwr. Dywedodd wrth y Cyngor fod y safle wedi'i adael yn ddiweddar gan Heddlu De Cymru a ddefnyddiodd yr ardal fel gofod swyddfa B1. Roedd y safle bellach yn cael ei ddefnyddio gan yr ymgeisydd fel stiwdio a chlinig ffisiotherapi heb ganiatâd cynllunio.

Dywedodd wrth y Cyngor fod y cais yn ailgyflwyniad o gais blaenorol ar gyfer "newid defnydd o swyddfa ategol i Ddosbarth D1 (clinig ffisiotherapi)" dan gyfeirnod cynllunio P/17/44/FUL a'i fod wedi'i wrthod ar 24 Ebrill 2017.

**PENDERFYNWYD:** Bod y Cyngor yn dueddol o beidio ag eisïau gwrthod y datblygiad a bod y Cyfarwyddwr Corfforaethol Cymunedau yn cael pwerau llawn i gyhoeddi hysbysiad penderfynu mewn perthynas â'r cynnig yn amodol ar yr amodau yn adroddiad y Cyfarwyddwr Corfforaethol Cymunedau.

**96. STRATEGAETH DYSGU A DATBLYGU AELOD ETHOLEDIG**

Ceisiodd y Cyfarwyddwr Corfforaethol Gwasanaethau Gweithredol a Phartneriaethau gymeradwyaeth yr Aelod Etholedig Strategaeth Dysgu a Datblygu.

Dywedodd fod adolygiad bwrdd gwaith o'r Strategaeth wedi'i gynnal i sicrhau ei bod yn addas at y diben ac wedi'i diweddarau i adlewyrchu nifer o ffactorau sydd wedi newid ers cymeradwyo'r Strategaeth wreiddiol. Dywedodd wrth y Cyngor fod Aelodau Etholedig newydd wedi dynodi bod angen newidiadau i'r gwaith o ddarparu Gweithgareddau Datblygu Aelodau a chynigiwyd rhannu'r Strategaeth yn 5 cam: Gweinyddu; yr Hanfodion; Swyddogaethau Craidd; Nodi anghenion y Cynghorwyr unigol a Datblygiad Parhaus.

Adroddodd ar gynnig fod y Pwyllgor Gwasanaethau Democrataidd yn categoreiddio pynciau datblygiad aelodau fel a ganlyn: Hanfodol; Argymhellir ac Opsiynol. Dywedodd hefyd wrth y Cyngor am gynnig i wneud defnydd gwell o gyfleusterau e-ddysgu yn y rhaglen datblygu aelodau.

**PENDERFYNWYD:** Bod y Cyngor yn cymeradwyo'r Strategaeth Dysgu a Datblygu Aelodau Etholedig.

**97. ADRODDIADAU GWYBODAETH I'W NODI**

Cyflwynodd y Cyfarwyddwr Corfforaethol Gwasanaethau Gweithredol a Phartneriaethau adroddiad gyda'r nod o lywio Adroddiadau Gwybodaeth y Cabinet a gyhoeddwyd ers y cyfarfod diwethaf.

**PENDERFYNWYD:** Y byddai'r Cyngor yn cydnabod cyhoeddi'r dogfennau a restrir yn yr adroddiad:-

<u>Teitl</u>	<u>Dyddiad Cyhoeddi</u>
Penderfyniad Dirprwyedig Brys	23 Tachwedd 2017
Ymateb i Adroddiad Drafft Panel Cydnabyddiaeth Annibynnol Cymru	23 Tachwedd 2017

98. DERBYN Y CWESTIYNAU CANLYNOL I'R CABINET

**Cwestiwn gan y Cynghorydd A Hussain i'r Aelod Cabinet Lles a Chenedlaethau'r Dyfodol**

*“Nododd data Cymdeithas Rheoli Plâu Prydain (BPCA), yn 2015-16, fod Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr wedi delio â mwy o broblemau llygod y pen nag unrhyw awdurdod arall ym Mhrydain. Y llynedd bu gostyngiad o 4% ym Mhen-y-bont yn y galwadau plâu o gymharu ag Awdurdodau eraill ledled y DU, sy'n ymddangos fel cam yn y cyfeiriad cywir. Fodd bynnag, dros yr wythnosau diwethaf mae nifer y llygod mawr ar draws y Fwrdeistref Sirol i'w weld yn cynyddu, gan gynnwys yn fy ward i, Pen-y-fai. Er bod llawer o'r llygod mawr sy'n cael eu gweld yn rhai marw, a all yr Aelod Cabinet esbonio beth sy'n cael ei wneud i leihau'r boblogaeth llygod mawr ar draws y Fwrdeistref Sirol a pha gamau sy'n cael eu cymryd i sicrhau bod iechyd a lles y preswylwyr ddim yn cael ei effeithio gan y llygod mawr hyn?”*

**Ymateb gan yr Aelod Cabinet Lles a Chenedlaethau'r Dyfodol**

Mae'r cyfle i ddarparu rhagor o wybodaeth am safbwynt Cymdeithas Rheoli Plâu Prydain fod Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr wedi delio â mwy o broblemau llygod mawr y pen nag unrhyw awdurdod arall ym Mhrydain yn 2015-2016 yn rhywbeth rwy'n siŵr y bydd aelodau am ei weld.

Dylid nodi fod arolwg BPCA yn cydnabod cyfyngiadau o ran cymharu gweithgarwch Rheoli Plâu awdurdodau lleol gwahanol. Yn wahanol i 92% o awdurdodau yn y DU, mae Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr yn darparu gwasanaeth am ddim ar gyfer plâu o bwys iechyd y cyhoedd, gan gynnwys llygod mawr. Mae'n wybodaeth gyffredin fod taliadau rheoli plâu mewn awdurdod lleol yn lleihau nifer y triniaethau mae'r Cyngor yn eu cynnal. Mae ffigurau BPCA felly yn debygol o fod yn adlewyrchiad o'r polisi prisio mae Cyngor Pen-y-bont ar Ogwr yn ei weithredu yn hytrach na chymhariaeth go iawn o faint y problemau llygod mawr yn Awdurdodau Lleol y DU.

Dylid nodi hefyd nad yw nifer fawr o Awdurdodau Lleol y DU yn darparu Gwasanaethau Rheoli Plâu mwyach ac felly nid yw arolwg BPCA yn cynnwys unrhyw wybodaeth o'r ardaloedd hynny na chan gwmnïau Rheoli Plâu preifat.

O ystyried hyn, a'r ffaith fod BPCA wedi nodi nad oedd eu ffigurau'n gyflawn, mae'n annheg dweud bod gan Ben-y-bont broblem benodol. Mae barn Cymdeithas Rheoli Plâu Prydain yn tynnu sylw at waith da Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr yn delio gyda phlâu yn ogystal â'r ffaith, yn wahanol i'r rhan fwyaf o awdurdodau lleol eraill, fod Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr yn cynnig gwasanaeth am ddim o hyd y mae preswylwyr yn ei ddefnyddio. Mae cadw'r gwasanaeth am ddim hwn, yn wyneb cefndir o doriadau ariannol, yn gam cadarnhaol sy'n diogelu iechyd a lles preswylwyr yr effeithir arnynt yn negyddol gan y boblogaeth llygod mawr.

Cyfeirir yr holl alwadau sy'n ymwneud â phlâu mewn aneddiadau preswyl at Mitie Pest Control, sef darparwr gwasanaeth dan gontract y Cyngor. Yn ystod cyfnodau cymharol dros y 4 blynedd ddiwethaf, mae nifer y galwadau sy'n ymwneud â phlâu wedi aros ar lefel gyson, felly ni allaf ddweud beth mae awdurdodau lleol eraill wedi'i wneud i

gynyddu eu cyfraddau galw, ond mae ein ffigurau'n dangos bod preswylwyr yn ymgysylltu â'n gwasanaeth ar yr un gyfradd ag yn 2015-16.

Mewn perthynas â'r gwasanaeth Rheoli Plâu, mae'r contractwr yn cysylltu â swyddogion yn y Gwasanaeth Rheoliadol a Rennir i dynnu sylw at feysydd o bryder. Bydd swyddogion wedyn yn ymchwilio i broblemau gydag eiddo mewn cyflwr gwael, sy'n rhoi mynediad i lygod mawr, neu hefyd gasgliadau o sbwriel sy'n cynnig ffynhonnell fwyd. Mae gan swyddogion y pwerau i gyflwyno hysbysiadau ac erlyn am ddiffyg cydymffurfiaeth neu gyflawni gwaith lle bydd y gost yn cael ei godi ar y person a dderbyniodd yr hysbysiad; naill ai perchennog neu feddiannwr yr eiddo.

Mewn perthynas â galwadau, mae pob pryder a chwyn yn cael eu logio'n uniongyrchol gan ein canolfan alwadau, sydd wedi arwain at swyddogion yn cymryd camau anffurfiol a ffurfiol yn gofyn i bobl drefnu i gael gwared ar sbwriel yn briodol sy'n dileu ffynonellau bwyd i lygod mawr gan helpu i reoli'r boblogaeth.

Mae Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr hefyd yn rheoli'r Contract Abwyd Carthffosydd ar ran Dŵr Cymru, a gall swyddogion y Gwasanaethau Rheoliadol a Rennir ofyn i hyn gael ei gyflawni mewn ardaloedd penodol lle mae adroddiadau neu alwadau wedi'u derbyn mewn perthynas â gweithgarwch llygod mawr. Mae hyn eto yn tynnu sylw at y camau cadarnhaol y mae Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr wedi bod yn eu cymryd a barn uchel sefydliadau eraill ar y Gwasanaeth Rheoli Plâu.

Rydym yn falch o fod yn un o'r cynghorau prin sydd o hyd yn darparu'r gwasanaeth hwn am ddim, a byddwn yn parhau i ymateb yn brydlon i bob galwad sy'n ymwneud â rheoli plâu.

Cwestiynodd y Cynghorydd Hussain, drwy gwestiwn ategol, a oes cynlluniau i wella ansawdd bagiau er mwyn atal plâu rhag torri i mewn iddynt a ph'un a fyddai'r gwasanaeth rheoli plâu yn parhau i gael ei ddarparu am ddim. Dywedodd y Dirprwy Arweinydd nad oedd cynlluniau i newid y bagiau ac na fyddai plâu yn cael eu denu at fagio pe bai trigolion yn eu rhoi mewn bagiau bwyd yn y cadis bwyd. Cadarnhaodd y Swyddog Monitro fod y gwasanaeth rheoli plâu yn cael ei ddarparu am ddim ac nad oedd cynlluniau yn y broses gyllidebol i newid hynny.

**Cwestiwn gan y Cynghorydd J Radcliffe i'r Aelod Cabinet Gwasanaethau Cymdeithasol a Chymorth Cynnar**

*"Pa asesiad y mae'r awdurdod – naill ai'n annibynnol neu fel rhan o gydweithredu rhanbarthol – wedi'i gynnal (neu'n bwriadu ei gynnal) o oblygiadau ymchwil diweddar y British Medical Journal (<http://bmjopen.bmj.com/content/7/11/e017722>) ar y cysylltiad rhwng toriadau gofal cymdeithasol a chyfraddau marwolaeth mewn cartrefi gofal yn Lloegr, a sut bydd yr awdurdod yn defnyddio'r ymchwil hwn i gynllunio cyllideb a dylunio gwasanaeth?"*

**Ymateb gan yr Aelod Cabinet Gwasanaethau Cymdeithasol a Chymorth Cynnar, J Radcliffe**

Dylid nodi bod yr ymchwil hwn yn ymwneud â chartrefi gofal yn Lloegr, yn hytrach na Chymru, a bod yr erthygl ei hun yn cyfeirio at gyfyngiadau a bod angen ymdrin â'r mater yn ofalus ar lefel boblogaeth is. Felly:

- Gallai fod amrywiadau ar lefel leol na nodwyd gan yr astudiaeth (h.y. nid yw'n anochel bod y patrwm hwn yn cael ei ailadrodd mewn unrhyw ALI neu yn wir yng Nghymru o gymharu â Lloegr)
- Gallai fod ffactorau eraill y tu hwnt i'r rhai a ystyrir yn y dadansoddiad hwn (h.y. gallai llawer o ffactorau yn ogystal ag amodau macro-economaidd gael dylanwad, gan gynnwys, nodweddion go iawn y boblogaeth gan gynnwys yr

oedran mae pobl yn dechrau defnyddio cartrefi gofal a chartrefi nyrsio, y gymysgedd gwryw/benyw, Anabledd Dysgu ac ati).

Mae yna esboniad symlach i'r canfyddiad a nodwyd gan y Cynghorydd Radcliffe: mae pobl hŷn yn mynd i ofal preswyl yn hwyrach yn eu bywydau ac maent yn aros yna am gyfnod byrrach.

Mae pwysau o ganlyniad i ofal cymdeithasol yn parhau i fod yn risg i gynaliadwyedd ariannol y Cyngor yn y tymor canolig i'r hirdymor. Mae'r heriau ehangach sy'n wynebu'r maes gofal cymdeithasol yn hysbys; o ganlyniad i newidiadau demograffig mae gwasanaethau sylfaenol a chymunedol yn wynebu galwadau cynyddol a mwy cymhleth. Mae mwy o bobl yn cael eu diagnosio ag un neu fwy o gyflyrau iechyd y gellir eu hatal ac mae pobl hŷn fregus yn dioddef o fwy o anghenion cymhleth. Gellir dadlau bod yr heriau sylweddol hyn y mae gofal cymdeithasol yn eu hwynebu yn golygu bod angen meddwl o'r newydd am gyllid a modelau gwasanaeth newydd.

Mae Strategaeth Gomisiynu'r Bae Gorllewinol (a ddatblygwyd gyda'r Awdurdod Lleol rhanbarthol a phartneriaid iechyd ochr yn ochr â'r ymgynghoriaeth iechyd a gofal cymdeithasol annibynnol, y Sefydliad Gofal Cyhoeddus) yn canolbwyntio ar newid mewn gofal o wasanaethau preswyl i gynnydd mewn gwasanaethau yn y gymuned gyda chyflwyno Gofal Canolraddol ac ati.

Mae hyn yn unol â deddfwriaeth yng Nghymru, Deddf Gwasanaethau Cymdeithasol a Llesiant (Cymru) 2014, a ddaeth i rym yn Ebrill 2016. Mae'r Ddeddf yn darparu fframwaith cyfreithiol ar gyfer gwella lles pobl y mae angen gofal a chymorth arnynt a thrawsnewid gwasanaethau cymdeithasol yng Nghymru; mae Atal ac Ymyrraeth Gynnar yn egwyddor allweddol o hyn – gan gynyddu gwasanaethau ataliol yn y gymuned i leihau anghenion critigol.

Felly, mae mwy o bobl yn mynd i ofal preswyl/gofal nyrsio yn hytrach am gyfnodau byrrach gydag anghenion mwy cymhleth. Ffocws y newid yw canlyniadau gwell i bobl hŷn a'u galluogi i fod yn fwy annibynnol yn hirach, ond yn y mwyafrif helaeth o achosion mae gofal a chymorth gartref hefyd yn rhatach na gofal preswyl. Ni allwn barhau â'r 'hen fodelau' oherwydd nid ydynt yn gynaliadwy yn ariannol, felly erbyn hyn mae mwy o wasanaethau ar gael i'r gymuned. Mae hyn yn well i unigolion hefyd yn gyffredinol. Fodd bynnag, os asesir bod angen lleoliad cartref gofal ar unigolyn, bydd yr ALL neu'r BI yn trefnu'r lleoliad angenrheidiol ac yn talu amdano.

Gofynnodd y Cynghorydd Radcliffe, o ystyried yr ansicrwydd i'r Cyngor o ran cydweithredu â'r maes iechyd, a oedd trafodaethau wedi'u cynnal gyda Bwrdd Iechyd Cwm Taf ar gyllidebau wedi'u cronni ar gyfer nyrsys cymdeithasol cofrestredig. Dywedodd yr Aelod Cabinet Gwasanaethau Cymdeithasol a Chymorth Cynnar y bydd y pwysau'n parhau i gael ei roi ar Lywodraeth Cymru, sydd wedi rhoi gofal cymdeithasol, iechyd ac addysg yn uchel ar ei agenda am fwy o gyllid. Dywedodd y Cyfarwyddwr Corfforaethol Gwasanaethau Cymdeithasol a Lles wrth y Cyngor fod gan y Cyngor Reolwyr Integredig sy'n gweithio gyda nyrsys; fodd bynnag, mae diffyg nyrsys cofrestredig yn gweithio mewn cartrefi cofrestredig. Cadarnhaodd fod gwaith yn mynd rhagddo i alinio cyllidebau y mae angen iddynt fod yn eu lle erbyn Ebrill 2018.

99. HYSBYSIAD O GYNNIG A GYNIGIR GAN Y CYNGHORYDD A WILLIAMS

Cynigiodd y Cynghorydd A Williams yr Hysbysiad o Gynnig canlynol.

“Bod Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr:

Yn cydnabod pryder cyhoeddus ynghylch baw cŵn yn y Fwrdeistref Sirol.

Yn nodi y gall baw cŵn gael goblygiadau iechyd difrifol, gan gynnwys tocsocariasis a all achosi heintiau sy'n arwain at fadredd a thrychiadau.

Yn cymeradwyo ymdrechion Cyngor Bwrdeistref Sirol Rhondda Cynon Taf i weithredu rheolau baw ci llymach drwy'r ymgyrch 'Ewch â'ch C\*CHU 'da chi!'.

Yn galw ar Gyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr i gyflwyno cynllun tebyg sy'n cyflwyno Gorchymyn Diogelu Mannau Cyhoeddus a fyddai yn:

- Gwahardd cerdded cŵn mewn ysgolion, ardaloedd chwarae plant a chaeau chwarae sydd wedi'u marcio a gynhelir gan y Cyngor.
- Annog perchnogion cŵn i gadw ci ar dennyn bob amser mewn mynwentydd a gynhelir gan y Cyngor.
- Annog perchnogion cŵn i lanhau baw eu cŵn ar unwaith a'i waredu'n briodol.
- Annog perchnogion cŵn i gario bagiau ar gyfer codi baw ci bob amser.
- Annog perchnogion cŵn i ddilyn cyfarwyddyd swyddogion awdurdodedig i roi ci ar dennyn.
- Grymuso swyddogion awdurdodedig i godi cosb gynyddol ar berchnogion cŵn anghyfrifol sy'n dorri'r rheolau".

Eiliwyd yr Hysbysiad o Gynnig gan y Cyngorydd KJ Watts.

Mynegodd yr Aelod Cabinet Cymunedau gydymdeimlad â bwriad yr Hysbysiad o Gynnig, gan fod gweithredu yn erbyn baw cŵn yn un o addewidion allweddol y maniffesto. Dywedodd, er mwyn gweithredu Gorchymyn Diogelu Mannau Cyhoeddus fel y cynigir yn yr Hysbysiad o Gynnig, y bydd angen cynnal ymgynghoriad cyhoeddus sylweddol yn gyntaf. Dywedodd hefyd, gan fod y mater yn swyddogaeth i'r Cyngor, y byddai angen archwilio pob llwybr sydd ar gael i'r Cyngor i gyflwyno mesurau cadarn er mwyn mynd i'r afael ag ysbryd yr Hysbysiad o Gynnig gwreiddiol a byddai angen cyflwyno adroddiad mewn cyfarfod Cabinet yn y dyfodol. Dywedodd wrth y Cyngor hefyd y byddai angen ymgysylltu â phartneriaid allweddol ac y byddai angen i'r adran Graffu ystyried y cynigion hefyd.

Wrth eilio'r cynnig a wnaed gan yr Aelod Cabinet Cymunedau, dywedodd y Cyngorydd JP Blundell y byddai angen ariannu gweithrediad Gorchymyn Diogelu Mannau Cyhoeddus. Bydd hefyd angen ymgysylltu â phartneriaid allweddol er mwyn gorfodi Gorchymyn o'r fath a byddai angen edrych ar brofiadau awdurdodau lleol eraill sydd wedi gweithredu Gorchymynion.

Ar ôl cael sicrwydd gan yr Aelod Cabinet Cymunedau, tynnodd y Cyngorydd A Williams yr Hysbysiad o Gynnig yn ôl, a eiliwyd gan y Cyngorydd KJ Watts.

**PENDERFYNWYD:**

Y byddai'r Hysbysiad o Gynnig gwreiddiol yn cael ei dynnu'n ôl a bod diwygiad yn cael ei wneud y cynhelir ymgynghoriad i archwilio pob llwybr sydd ar agor i'r Cyngor i gyflwyno mesurau cadarn er mwyn mynd i'r afael ag ysbryd yr Hysbysiad o Gynnig gwreiddiol a bod adroddiad yn cael ei gyflwyno i'r Cabinet gan fod hyn yn swyddogaeth i'r Cabinet. Byddai angen ymgysylltu â phartneriaid allweddol a chyflwyno adroddiad ar y cynigion ar y Blaen-Raglen Waith Craffu.

100. **HYSBYSIAD O GYNNIG A GYNIGIR GAN Y CYNGHORYDD DG HOWELLS**

Tynnwyd yr eitem hon yn ôl.

101. EITEMAU BRYD

Nid oedd dim materion bryd.

Daeth y cyfarfod i ben am 5.38 pm

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## BRIDGEND COUNTY BOROUGH COUNCIL

### JOINT REPORT OF THE S151 OFFICER AND THE CORPORATE DIRECTOR - COMMUNITIES

#### REPORT TO COUNCIL

20 DECEMBER 2017

#### PORHCRAWL REGENERATION SCHEME

##### 1. Purpose of Report

The purpose of this report is to:

- a. To obtain approval from Council for a revised capital programme for 2017-18 to 2026-2027
- b. Advise Members that a report was submitted to Cabinet on 19<sup>th</sup> December 2017 which:
  - (i) updated Cabinet on the Porthcawl Regeneration Scheme;
  - (ii) advised that a proposal has been received from the Evans' families, to sell to the Council their leasehold interest in Phase 1 – land at Salt Lake Car Park;
  - (iii) presented the terms of this proposal, and set out the consequential impact on the remainder of the Porthcawl Regeneration Scheme;
  - (iv) advised members of the 'due diligence' that has been undertaken to date, and the further measures which will be put in place to protect the public interest; recommended that the offer be accepted.

At its meeting on 19<sup>th</sup> December 2017, Cabinet authorized the Corporate Director - Communities, in consultation with the S151 Officer and the Monitoring Officer to:

(a) Acquire the Evans' families head lease and sub lease interests in Salt Lake Car Park Porthcawl, at the price of £3,330,000 and terms set out in **Appendix 1** of this report;

(b) Vary the existing Owners Agreement dated 11<sup>th</sup> March 2011 between the Council and the Evans families, on the terms outlined in paragraph 4.11 of the report.

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

- 2.1 This project directly meets the Council's Corporate Priorities "Smarter Use of Resources" and "Supporting a Successful Economy".

##### 3. Background

- 3.1 In 2006 the owners of development land in Porthcawl agreed to work jointly, by bringing together the freehold and leasehold interests which overlay substantial land holdings within the town. The aim was to bring forward the land for sale, providing the owners with sale receipts to be split on a pre-agreed basis subject to minimum prices being achieved; and to deliver a clear planning context for disposal of sites for third party development.

- 3.2 In November 2007, the Porthcawl Regeneration Supplementary Planning Guidance (SPG) was adopted by the Council. This provided for new homes within the overall area plus major retail and leisure developments, community provision, new road systems, land set aside for health provision, and other areas of public amenity, including new sea defences along Eastern Promenade and the Sandy Bay frontage.
- 3.3 The overall development area was divided into two phases of which:
- Phase One included Hillsborough car park, The Green and Salt Lake car park
  - Phase Two comprised the Coney Beach Amusement Park and the former Sandy Bay caravan park.
- 3.4 The Owners Agreement (OA) was signed in early 2011. This was a 20 year Agreement between Bridgend County Borough Council (Public Sector Owner) and the Evans Families (Private Sector Owners). The underlying principle of this was to dispose of land and that all net proceeds would be split in a 60:40 proportion in the Council's favour (subject to minimum prices being obtained). The owners are mutually obliged to promote and bring forward development land for sale within the 20 year period.
- 3.5 The Phase One site disposal, as contained within the owners' agreement, was subject to a total minimum price being achieved of £12.5 million. This figure was considered achievable at the time, due to the aggressive expansion strategies of the major supermarket chains, requiring a high land take to accommodate 'superstores', and the accompanying parking requirement. It was agreed that Phase One, incorporating retail, community, leisure and housing uses would be the earlier phase for disposal. The Phase Two site (which is predominantly residential) would follow on at a later date.
- 3.6 Members should note that before development could take place in Phase 1, major infrastructure works would be required, and this remains the case. The works involve roads being upgraded/reconstructed, closed or reconfigured together with new drainage systems and utility systems, along with flood defence works.

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

##### **Disposal History**

- 4.1 Although the alignment of ownerships and delivery of a strong planning framework have been very positive aspects of this scheme, the developer demand has proved more difficult. This is primarily because of the very volatile and still changing market conditions over the last nine years, during which time both the retail and housing markets have undergone significant changes. Sales of sites for large scale food stores had for a long period of time been the main stimulus to kick start many successful regeneration schemes. The fundamental shift which has taken place within the food sales sector means that demand of this nature, at the scale previously seen, has all but disappeared. The consequence is that the development of the site as envisaged in the SPG is unlikely to attract developer interest, and the minimum price as set out in the OA, is currently unlikely to be achieved.

- 4.2 In 2014, following the failure of the sale of the site to Morrisons (and bids for sale of the site in 2010 to Tesco / Chelverton), various offers were made to acquire the Council's interest. These were turned down as there was no market exposure (in terms of securing best consideration) and the nature of the offer did not meet either the minimum price requirement or the regeneration objectives of the Council.
- 4.3 In 2015 the parties then agreed to review the development proposals in light of the large scale food retailers retreat from the market. A new Master Plan was commissioned to support the existing Supplementary Planning Guidance. However, the owners could not agree the final makeup of the overall development proposals.
- 4.4 In summer 2016 discussions on the Master Plan foundered and the Evans' subsequently proposed that the Council consider purchasing their leasehold interest within phase 1.

### **Necessary Expenditure**

- 4.5 Within the terms of the OA the Council agreed to fund "necessary expenditure" such as planning costs, in order to enable the development scheme to proceed. This was on the basis that it would be reimbursed from the capital receipts generated from land sales. No receipts have yet been generated. Within the terms of the Owners Agreement the Evans' are required to reimburse the Council on the 5<sup>th</sup> anniversary of the expenditure, commencing on the date of the Owners Agreement. No payment has yet been received as this and related commercial matters have yet to be agreed.

### **Acquisition of the Evans' Interest:**

- 4.6 The Council owns the freehold interest in 17.16 acres within the phase 1 area of the Harbourside Regeneration, which includes Hillsborough Place Car Park, The Green and Salt Lake Car Park. The Evans' own the long leasehold interest in Salt Lake Car Park which has an area of 9.5 acres and expires in 2033.
- 4.7 Over the summer of 2017, the pros and cons of acquiring the Evans' leasehold interest has been considered. It was concluded that provided that this could be done on terms favourable to the Council, there was merit in this option as it would enable regeneration of the site to proceed. The alternative of not proceeding was also an option. However, under the current arrangement, it was considered that in all likelihood it would take a number of years for anything to happen on the Phase 1 site with the consequential impact on the Council's ambition to develop Porthcawl as a premier tourism destination and also a failure to deliver a significant amount of allocated housing approved in the LDP.
- 4.8 A preliminary valuation was undertaken by independent property agents Alder King, to establish the price range within which the authority could consider acquisition.
- 4.9 A provisional offer was made by the Council in Sept 2017 based on this, with a short expiry date, and terms have now been provisionally agreed to acquire the Evans' interest on heads of terms attached at **Appendix 1**.

## **Proposed Variations to the Owners Agreement**

4.10 As part of the terms for the purchase of the Evans' interest, it will be necessary to amend the Owners Agreement. This is a complex document which took a significant period of time to produce, agree and complete. Neither party can unilaterally terminate the agreement. If the authority wishes to purchase the land then it needs to take a pragmatic view on the Owners Agreement and minimize the variations. It is prudent to ensure that any variations to the Owners Agreement are carried out simultaneously to the purchase and that they follow the current terms and structure.

4.11 However, some changes are necessary. The key changes are as follows:

- All references to Phase 1 land removed.
- The Evans' have the right to request the grant of leases for up to 5 kiosks along Eastern Promenade and the proposed Sandy Bay Promenade. It is proposed that none are permitted on Eastern Promenade and up to 5 kiosks are permitted along the proposed Sandy Bay Promenade. This will be subject to planning consent and the kiosks not adversely impacting on the phase 2 development. The quality and use will be controlled by the lease (on the basis of the draft terms included within the existing OA).
- Under the current OA the Evans' have the right to be granted a temporary car park in the Phase 2 Area, once Phase 1 land is to be developed, to enable them to continue the running of their funfair business until it is closed down by the phase 2 scheme. It is proposed that the terms of the lease are varied as follows:
  - The Evans' will be responsible for securing planning consent and undertaking any necessary works. They will be permitted to remove the pay and display machines from Salt Lake car park.
  - The area of the land has been confirmed and will enable a temporary campervan site to continue to operate on a reduced area.
  - A lease will be granted over Salt Lake car park for the period 1<sup>st</sup> February 2018 – 30<sup>th</sup> November 2018 at the current rental, to enable the Evans' to set up the new temporary car park on Sandy Bay.

### **4.12 Due Diligence**

The Council has consulted with the Wales Audit Office in relation to the steps it should undertake to ensure that it has followed due process and safeguards the public interest.

Two independent valuers have been appointed to consider and provide their advice on the market value of the land. They have based their advice on the following information:

- The current planning position - the SPG, the LDP, the current planning consent and S106 planning agreement (which is no longer deliverable as it assumes large scale food retail), and the draft Master Plan
- The Jubbs Infrastructure report of 2016 which reviewed all reports, technical information and tendered works costs, to provide advice on the most effective and commercial scheme, along with estimated costings. (The Council hold detailed technical site information, which has contributed to being able to provide accurate development costs.)

Alder King has a wealth of knowledge of this project and provided valuation advice on this scheme in the past. They have advised on:

- Market valuation of the phase 1 land;
- Apportionment due to the Evans' in relation to their leasehold interest;
- Proposal to vary the Owners Agreement and impact on the value of the Council's interest (including the appropriateness of the 60:40 split for phase 2)

Alder King has considered the entirety of the proposal:

- a. The market value of phase 1
- b. The receipt to be paid to the Evans'
- c. The nature of the variations to the Owners Agreement
- d. The impact on the phase 2 land

They are of the opinion that this transaction represents value for money for the Council.

Jones Lang LaSalle has been asked to provide a second, independent valuation of the market value of phase 1. They have valued the whole of the phase 1 site marginally above Alder King, therefore providing additional assurance to the Council.

#### 4.13 Risks / Issues

The following provides a summary of the key risks and issues which the Council has considered, along with any mitigation measures, prior to entering into this agreement.

1. What are the benefits of the Council purchasing the land versus continuing with the current Owners Agreement?
  - Currently there is an impasse between the landowners and no clear way forward. The parties could defer proceeding any further until circumstances change e.g. uplift in property market and achievement of the "minimum price"
  - The disadvantage of deferring is that this prime site may not be brought forward for regeneration for the foreseeable future. It currently is an unattractive site which detracts from the tourism offer of Porthcawl, and opportunities to attract beneficial investment are being missed.
  - Acquisition of the site will enable the Council to have full control in setting its objectives, delivering regeneration of this site and meeting housing targets. However, it will, nonetheless need to deliver a commercially viable scheme which will provide a positive financial return on the acquisition and development costs.
2. What if land values fall in future?
  - Economic prospects for the UK as a whole are uncertain, and national growth projections were revised downwards in the Chancellor's autumn budget statement. Cabinet should be mindful of the risk that land values could decline in future;
3. Could the Council terminate or renegotiate the OA?
  - The OA cannot be terminated unless both parties are willing.
4. What is the value of the land and how much should the Council pay the Evans'?

- The site has been valued by Alder King and by JLL. Both independent valuations are marginally above the value of the proposed transaction.
  - Under the terms of the OA the sale receipts (value of the land) are split 60:40 in favour of the Council. The valuation basis for the apportionments has been certified in a number of valuations dating back to 2006 and commissioned from King Sturge, Alder King and Hewdon Consulting Ltd. The 60:40 split relates to both the entire scheme and Phase 1 in isolation. Alder King have reviewed the 60:40 split and confirmed that it continues to represent the appropriate valuation of the parties' interests.
  - Alder King have certified that in their opinion if Phase 1 is removed from the OA, the respective value of the Council and Evans' interests remains at 60:40 (in favour of the Council) for phase 2.
5. Will the Council recoup all of the Necessary Expenditure owed under the OA?
- Yes - the purchase price is paid to the Evans' and simultaneously the Necessary Expenditure owed is paid back to the Council
  - Over the next 5 years the Council is entitled to a further amount, so is benefitting from early receipt of this sum in full.
6. Will the Council have full control of Phase 1 land?
- Yes - members should be aware however that the Evans' will be permitted to use Salt Lake car park for the summer of 2018, whilst they set up a temporary car park on Sandy Bay, to ensure the continued operation of the funfair until the phase 2 development commences.
7. What does the amendment to the OA mean for Phase 2?
- In relation to Phase 2 the terms of the OA remain intact. The parties will be obliged to progress disposal if the minimum price is achievable and will need to agree the basis on which this will proceed.
  - The Evans' require some assurance that the Council will progress with Phase 2 and a programme will need to be agreed between the parties as a side letter, but will not form part of the OA.
8. What are the next steps once the site is purchased?
- The expectation is that the development of the Phase 1 site will be progressed as expediently as possible;
  - The Council will need to consider internal capacity and resourcing. This no longer exists within the Council's staffing resources. For example, the Communities Directorate does not have the capacity currently to take forward the work on this development, and market conditions are making it very difficult to recruit staff with the appropriate skills and experience on current pay scales. Development work on the scheme will therefore, in all likelihood have to be outsourced, and the costs of this met from future receipts. This is likely to include project management, engineering, property, legal and planning. The repayment of the necessary expenditure of £330,000 will be treated as an earmarked reserve to fund these costs.

- Other factors to consider include the need for funding for infrastructure costs; review of the draft Master Plan; local dialogue / consultation; and production of marketing strategy and plan.

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

None

## **6. Equality Impact Assessment**

There are no equalities issues arising from this report

## **7. Financial Implications**

7.1 The current capital programme, approved by Council on 4<sup>th</sup> October 2017, includes a scheme entitled 'Porthcawl Infrastructure' with a budget of £5.507 million. This scheme was approved in September 2012 to fund the infrastructure works outlined above, the cost of which would be met initially from prudential borrowing until the Council secured the capital receipt arising from the sale of the land. As such, this scheme is not cash-backed and cannot be used for another scheme without the guarantee of a resultant capital receipt to repay any borrowing.

7.2 Given that a decision is still needed on the future use of the land, it is recommended that this scheme be removed from the capital programme and replaced at a future date with a revised proposal and associated costs and funding.

7.3 It is proposed that the repayment of the necessary expenditure of £330,000 will be treated as an earmark reserve to fund the future resourcing costs required to bring the site forward for disposal.

7.4 The cost of the transaction to the Council is £3,330,000 plus VAT (recoverable) of £666,000 and Stamp Duty Land Tax of £178,800, which totals £4,174,800.

## **8. Recommendation**

8.1 Council is recommended to approve the revised Capital Programme as set out in Appendix 2 of this report.

**Randal Hemingway**  
**S151 Officer**

**Mark Shephard**  
**Corporate Director - Communities**

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**Background documents:**  
None

## **APPENDIX 1**

### **HEADS OF TERM**

**PURCHASER:** Bridgend County Borough Council, Civic Offices, Angel St, Bridgend, CF31 4WB

**VENDOR:** Williams and Brooke Ltd and Trustees and/or Partners of Coney Leisure Beach as lessees / sub lessees of land within Phase 1; together with the consent of the parties to the Owners Agreement including Barclays Bank and any other mortgagees.

**PROPERTY:** Leasehold land held under title no. WA172960 held by Williams and Brooke Ltd and under lease dated 22 August 1996 between Williams and Brooke Ltd and Charles Patrick Evans.

**PRICE:** £3.33 million (Three million and three hundred and thirty thousand pounds) plus VAT if applicable and Stamp Duty Land Tax.

**CONDITIONS:** Overage - none will be payable

**Necessary Expenditure** - The vendors are to pay the monies owed for Necessary Expenditure (plus interest), invoiced and outstanding under the Owners Agreement, in the sum of £330,000 (Three hundred and thirty thousand pounds) simultaneous with this sale, together with VAT (as applicable). (This has been rounded down from £332,135.32).

**Variation of the existing Owners Agreement:**

- the current Owners Agreement will be varied on completion of this sale, to reflect the sale and the parties intention to work jointly on phase 2 only. All current references to phase 1 will be removed.
- The impact of this is that there will be no retained land nor reference to restrictive covenants in relation to phase 1. (The mechanism for this will be set out within the sale contract.) For clarity, any compensation claims relating to the retained land will be considered as null and void.
- Kiosks : the Evans' will be entitled to up to 5 kiosks on the proposed Sandy Bay Promenade (subject to planning and no adverse impact on the phase 2 development), as opposed to 5 kiosks on Sandy Bay and Eastern Promenade.
- Delivery of Phase 2 - The parties will agree a programme which does not negatively impact on Phase 1. However the OA will not be varied and the current relevant clauses will remain in force, in terms of determining how land is brought forward for disposal.

**INFRASTRUCTURE WORKS** - BCBC to be granted the right to enter the vendors adjoining or neighbouring land to undertake any infrastructure works required to benefit the property acquired.

**COSTS:** each party to be responsible for their own costs in relation to the transaction and any costs associated with variation of the Owners Agreement

**TIMESCALES:** Legal completion to take place no later than 30th December 2017.

**APPROVALS:** The Council will need to obtain the following before completing the sale



- formal approval to the heads of terms provisionally agreed to be sought from Cabinet and Council.
- Two independent valuations certifying the market value of the land

TEMPORARY PARKING:

- the Council will make available an area of land at Sandy Bay car park as temporary car parking for the benefit of the continued operation of the funfair, for a period of 10 years or until the phase 2 development proceeds (whichever is the sooner) and on similar terms as contained within the Owners Agreement. However, the Evans' will be responsible for securing planning consent and undertaking any necessary works.
- As an interim measure and to ensure the continued operation of the funfair whilst Sandy Bay car park is facilitated, the Evans' will be granted a lease to occupy Salt Lake car park from 1<sup>st</sup> February 2018 - 30<sup>th</sup> November 2018 and on the basis of the existing rental.

OVERAGE: no future overage will be paid by the Council, which would often be the case in this type of transaction, when a vendor tries to safeguard any potential uplift in value once the development takes place.

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	Corporate Priority	2017-2018																CUMULATIVE Total 2017 - 2027 £'000
		Total Costs to 31-3-17 £'000	Oct 2017 £'000	New Approvals £'000	Vire £'000	Slippage £'000	Revised 2017-18 £'000	2018-2019 £'000	2019-2020 £'000	2020-2021 £'000	2021-2022 £'000	2022-2023 £'000	2023-2024 £'000	2024-2025 £'000	2025-2026 £'000	2026-2027 £'000		
<b>Education &amp; Family Support</b>																		
Pen Y Fai Primary School	Smarter Use of Resources	6,847	392	-	-	-	392	-	-	-	-	-	-	-	-	-	392	
Y Dderwen Comprehensive School	Smarter Use of Resources	39,333	155	-	-	-	155	-	-	-	-	-	-	-	-	-	155	
Coety/Parc Derwen Primary School	Smarter Use of Resources	8,483	77	-	-	-	77	-	-	-	-	-	-	-	-	-	77	
Additional Learning Needs	Smarter Use of Resources	4,060	59	-	-	-	59	-	-	-	-	-	-	-	-	-	59	
Garw Valley South Primary Provision	Smarter Use of Resources	1,641	8,327	-	-	-	8,327	841	-	-	-	-	-	-	-	-	9,168	
Garw Valley Primary Highways Works	Smarter Use of Resources	42	358	-	-	-	358	-	-	-	-	-	-	-	-	-	358	
Pencoed Primary School	Smarter Use of Resources	967	9,650	-	-	-	9,650	216	-	-	-	-	-	-	-	-	9,866	
Pencoed School Highways Works	Smarter Use of Resources	38	332	-	-	-	332	-	-	-	-	-	-	-	-	-	332	
Brymenyn Primary School	Smarter Use of Resources	1,323	7,010	-	-	-	7,010	166	-	-	-	-	-	-	-	-	7,176	
Brymenyn Primary Highways Works	Smarter Use of Resources	-	807	-	-	-	807	-	-	-	-	-	-	-	-	-	807	
Flying Start Provision	Smarter Use of Resources	952	14	-	-	-	14	-	-	-	-	-	-	-	-	-	14	
Heronbridge Special School	Smarter Use of Resources	20	280	-	-	-	280	-	-	-	-	-	-	-	-	-	280	
Ysgol Bryn Castell Special School	Smarter Use of Resources	-	-	96	-	-	96	-	-	-	-	-	-	-	-	-	96	
Schools Modernisation Retentions	Smarter Use of Resources	-	505	-	-	-	505	-	-	-	-	-	-	-	-	-	505	
Maesteg Comprehensive School Highways Improvements	Smarter Use of Resources	412	88	-	-	-	88	-	-	-	-	-	-	-	-	-	88	
Schools Traffic Safety	Smarter Use of Resources	181	319	-	-	-	319	-	-	-	-	-	-	-	-	-	319	
Complex and Medical Needs Works in Schools	Smarter Use of Resources	-	270	-	-	-	270	270	60	-	-	-	-	-	-	-	600	
<b>Built Environment</b>																		
Solar Panels	Smarter Use of Resources	28	12	-	-	-	12	-	-	-	-	-	-	-	-	-	12	
<b>Total Education and Family Support</b>		<b>64,327</b>	<b>28,655</b>	<b>96</b>	<b>-</b>	<b>-</b>	<b>28,751</b>	<b>1,493</b>	<b>60</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,304</b>	
<b>Social Services and Well-being</b>																		
<b>Adult Social Care</b>																		
Extra Care Facilities	Helping People to be more Self Reliant	3	2,997	-	-	-	1,497	1,500	-	-	-	-	-	-	-	-	-	2,997
Refurbishment Works for 52 Week Residential Provision at Heronbridge School	Smarter Use of Resources	31	255	-	-	-	255	-	-	-	-	-	-	-	-	-	255	
Modernisation and Mobilisation of the Homecare Workforce	Helping People to be more Self Reliant	9	63	-	-	-	63	-	-	-	-	-	-	-	-	-	63	
Bridgelink	Helping People to be more Self Reliant	132	30	-	-	-	30	30	30	30	30	30	30	30	30	30	300	
Adult Social Care Minor works	Core Services & Statutory Functions	78	43	-	-	-	43	-	-	-	-	-	-	-	-	-	43	
Social Services Care Act	Core Services & Statutory Functions	31	122	-	-	-	122	-	-	-	-	-	-	-	-	-	122	
Multi Agency Safeguarding Hub (MASH)	Helping People to be more Self Reliant	-	205	-	-	-	205	-	-	-	-	-	-	-	-	-	205	
<b>Total Social Services and Well-being</b>		<b>284</b>	<b>3,715</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,497</b>	<b>2,218</b>	<b>1,527</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>3,985</b>	
<b>Communities</b>																		
<b>Street Scene</b>																		
Town Beach Revetment Sea Defence, Porthcawl	Supporting a Successful Economy	109	3,363	-	-	-	1,269	2,094	1,022	-	-	-	-	-	-	-	-	3,116
Highways Structures	Smarter Use of Resources	199	200	-	-	-	200	200	200	200	200	200	200	200	200	200	2,000	
Highways Maintenance	Smarter Use of Resources	500	250	-	-	-	250	250	250	250	250	250	250	250	250	250	2,500	
Replacement of Street Lighting Columns/ River Bridge Protection Measures	Smarter Use of Resources	97	703	-	-	-	703	400	400	400	400	400	400	400	400	400	4,303	
Road Safety	Supporting a Successful Economy	232	115	-	-	-	115	-	-	-	-	-	-	-	-	-	115	
Fleet Vehicles	Smarter Use of Resources	374	500	-	-	-	500	-	-	-	-	-	-	-	-	-	500	
Re-locate Household Waste Recycling Centre - West Parks Pavilions	Smarter Use of Resources	6	1,322	-	-	-	1,320	2	1,320	-	-	-	-	-	-	-	1,322	
Aberfelds Playing Fields	Smarter Use of Resources	331	1,000	-	-	-	900	100	900	-	-	-	-	-	-	-	1,000	
Playground at Ffordd yr Eglwys	Core Services & Statutory Functions	-	11	-	-	-	11	-	-	-	-	-	-	-	-	-	11	
Bridge Strengthening - A4061 Ogmore Valley	Supporting a Successful Economy	50	25	-	-	-	25	-	-	-	-	-	-	-	-	-	25	
Communities Minor Works	Supporting a Successful Economy	-	340	-	-	-	340	50	2,000	-	-	-	-	-	-	-	2,390	
Residents Parking Bridgend Town Centre	Smarter Use of Resources	6	200	-	-	-	200	-	-	-	-	-	-	-	-	-	200	
Heol Simonstone/Coychurch Rd	Supporting a Successful Economy	24	128	-	-	-	128	-	-	-	-	-	-	-	-	-	128	
ST06 Highways Small Schemes	Supporting a Successful Economy	264	33	-	-	-	33	-	-	-	-	-	-	-	-	-	33	
Remedial Measures - Car Parks	Smarter Use of Resources	44	46	31	-	-	77	-	-	-	-	-	-	-	-	-	77	
Prow Capital Improvement Programme	Supporting a Successful Economy	-	115	-	-	-	115	-	-	-	-	-	-	-	-	-	115	
Transport Grant Scheme - Safe Routes to School	Smarter Use of Resources	97	40	-	-	-	40	-	-	-	-	-	-	-	-	-	40	
METRO National Cycle Network	Smarter Use of Resources	528	711	-	-	-	711	-	-	-	-	-	-	-	-	-	711	
Coychurch Crematorium Works	Supporting a Successful Economy	302	421	-	-	-	421	-	-	-	-	-	-	-	-	-	421	
Retaining Wall Replacement, Bettws	Core Services & Statutory Functions	-	280	-	-	-	280	-	-	-	-	-	-	-	-	-	280	
Civil Parking Enforcement Vehicle	Smarter Use of Resources	-	175	-	-	-	175	-	-	-	-	-	-	-	-	-	175	
City Deal	Supporting a Successful Economy	-	68	-	-	-	68	-	-	-	-	-	-	-	-	-	68	
<b>Regeneration &amp; Development</b>																		
Porthcawl Resort Investment Focus	Supporting a Successful Economy	-	-	-	-	-	-	1,888	2,360	2,832	2,832	4,248	4,248	7,079	7,079	7,079	39,645	
Special Regeneration Funding	Supporting a Successful Economy	-	168	-	-	-	168	-	-	-	-	-	-	-	-	-	168	
Bridgend Townscape Heritage Initiative	Supporting a Successful Economy	67	90	-	-	-	90	1,285	540	540	-	-	-	-	-	-	2,455	
Porthcawl Townscape Heritage Initiative	Supporting a Successful Economy	2,276	415	-	-	-	415	-	-	-	-	-	-	-	-	-	415	
Business Support Framework	Supporting a Successful Economy	438	225	-	-	-	225	35	-	-	-	-	-	-	-	-	260	
Llynfi Valley Development Programme	Supporting a Successful Economy	2,200	120	-	-	-	120	-	-	-	-	-	-	-	-	-	120	
Purchase of Land at Salt Lake Car Park, Porthcawl	Supporting a Successful Economy	-	-	-	-	-	-	2,400	-	-	-	-	-	-	-	-	2,400	
Maesteg Town Hall Cultural Hub	Supporting a Successful Economy	-	1,084	3,509	-	-	3,509	-	-	-	-	-	-	-	-	-	3,509	
		-	-	-	-	-	-	281	803	2,416	345	-	-	-	-	-	3,845	

	Corporate Priority	2017-2018															CUMULATIVE Total 2017 - 2027 £'000
		Total Costs to 31-3-17 £'000	Oct 2017 £'000	New Approvals £'000	Vire £'000	Slippage £'000	Revised 2017-18 £'000	2018-2019 £'000	2019-2020 £'000	2020-2021 £'000	2021-2022 £'000	2022-2023 £'000	2023-2024 £'000	2024-2025 £'000	2025-2026 £'000	2026-2027 £'000	
Smart System and Heat Programme	Supporting a Successful Economy	-	-	-	-	-	-	100	100	50	-	-	-	-	-	250	
Nantymoel Community Facilities (former Berwyn Centre)	Core Services & Statutory Functions	-	200	-	-	-	200	-	-	-	-	-	-	-	-	200	
<b>Property</b>																	
Drainage, Science Park	Smarter Use of Resources	-	200	-	-	-	200	-	-	-	-	-	-	-	-	200	
Minor Works	Smarter Use of Resources	77	1,182	-	-	-	1,182	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	11,082	
Upgrading Industrial Estates	Core Services & Statutory Functions	23	17	-	-	-	17	-	-	-	-	-	-	-	-	17	
DDA Works at Civic Offices	Smarter Use of Resources	-	120	-	-	-	120	-	-	-	-	-	-	-	-	120	
Civic Offices External Envelope	Smarter Use of Resources	1,538	1,012	-	-	-	1,012	-	-	-	-	-	-	-	-	1,012	
Agile Working (Rationalisation of Admin. Estate)	Smarter Use of Resources	16	621	-	-	621	-	621	-	-	580	-	-	-	-	1,201	
Relocation of Depot Facilities	Smarter Use of Resources	60	4,316	-	-	4,216	100	4,216	-	-	-	-	-	-	-	4,316	
Bridgend Market	Core Services & Statutory Functions	1	19	-	-	-	19	-	-	-	-	-	-	-	-	19	
Non-Operational Assets	Smarter Use of Resources	520	480	-	-	480	-	480	-	-	-	-	-	-	-	480	
Community Projects	Smarter Use of Resources	444	214	-	-	-	214	100	50	50	50	50	50	50	50	714	
<b>Total Communities</b>		<b>10,823</b>	<b>20,529</b>	<b>3,540</b>	<b>-</b>	<b>9,890</b>	<b>14,179</b>	<b>16,648</b>	<b>7,803</b>	<b>7,838</b>	<b>5,177</b>	<b>6,828</b>	<b>6,248</b>	<b>9,079</b>	<b>9,079</b>	<b>9,079</b>	<b>91,958</b>
<b>Operational &amp; Partnership Services</b>																	
<b>ICT</b>																	
Investment in ICT	Smarter Use of Resources	-	-	-	-	-	-	300	-	-	-	-	-	-	-	300	
Digital Transformation	Smarter Use of Resources	410	-	-	-	70	70	520	-	-	-	-	-	-	-	590	
ICT Laptop Replacement (Life Expired)	Smarter Use of Resources	-	250	-	-	-	250	300	-	-	-	-	-	-	-	550	
ICT Infrastructure - Data Storage	Smarter Use of Resources	-	400	-	-	-	400	-	-	-	-	-	-	-	-	400	
Civic Desktop PC's	Smarter Use of Resources	-	120	-	-	-	120	-	-	-	-	-	-	-	-	120	
Digital Meeting Spaces	Smarter Use of Resources	-	150	-	-	-	150	-	-	-	-	-	-	-	-	150	
Desktop Computer / Monitor Replacement	Smarter Use of Resources	-	240	-	-	-	240	-	-	-	-	-	-	-	-	240	
<b>Housing / Homelessness</b>																	
Housing Renewal Schemes	Supporting a Successful Economy	377	100	-	-	-	100	100	100	100	100	100	100	100	100	1,000	
Housing Renewal/Disabled Facilities Grants	Helping People to be more Self Reliant	4,677	3,272	-	-	-	3,272	2,350	2,350	2,350	2,350	2,350	2,350	2,350	2,350	24,422	
Brynmenyn Homelessness Unit	Helping People to be more Self Reliant	-	120	-	-	-	120	-	-	-	-	-	-	-	-	120	
<b>Legal &amp; Democratic Services</b>																	
Mayor's Car	Core Services & Statutory Functions	-	23	-	-	-	23	-	-	-	-	-	-	-	-	23	
<b>Total Operational &amp; Partnership Services</b>		<b>5,464</b>	<b>4,675</b>	<b>-</b>	<b>-</b>	<b>70</b>	<b>4,745</b>	<b>3,570</b>	<b>2,450</b>	<b>2,450</b>	<b>2,450</b>	<b>2,450</b>	<b>2,450</b>	<b>2,450</b>	<b>2,450</b>	<b>2,450</b>	<b>27,915</b>
Unallocated		-	-	-	-	-	-	-	-	1,073	1,814	1,268	1,848	1,848	1,848	11,547	
<b>Total Expenditure</b>		<b>80,898</b>	<b>57,574</b>	<b>3,636</b>	<b>-</b>	<b>11,317</b>	<b>49,893</b>	<b>23,238</b>	<b>10,343</b>	<b>11,391</b>	<b>9,471</b>	<b>10,576</b>	<b>10,576</b>	<b>13,407</b>	<b>13,407</b>	<b>165,709</b>	
<b>Expected Capital Resources</b>																	
<b>General Capital Funding</b>																	
General Capital Funding - General Capital Grant		-	2,379	-	-	-	2,379	2,394	2,394	2,394	2,394	2,394	2,394	2,394	2,394	23,925	
General Capital Funding - Supported Borrowing		-	3,909	-	-	-	3,909	3,934	3,934	3,934	3,934	3,934	3,934	3,934	3,934	39,315	
Capital Receipts - Schools		-	10,516	-	80	-	10,436	-	-	-	-	-	-	-	-	10,436	
Capital Receipts - General		-	9,055	-	-	4,660	4,395	5,202	770	-	-	-	-	-	-	10,367	
Earmarked Reserves		-	9,427	3,509	80	4,853	8,163	5,868	160	50	-	-	-	-	-	14,241	
Revenue Contribution		-	1,882	96	-	-	1,978	458	572	686	686	1,030	1,030	1,716	1,716	11,588	
Prudential Borrowing (unsupported)		-	1,500	-	-	-	1,500	-	-	-	-	-	-	-	-	1,500	
Local Govt Borrowing Initiative (21st Century Schools)		-	5,657	-	750	-	4,907	-	-	-	-	-	-	-	-	4,907	
Loan - WG		-	-	-	-	-	-	2,400	-	-	-	-	-	-	-	2,400	
<b>Sub-Total General Capital Funding</b>			<b>44,325</b>	<b>3,605</b>	<b>-</b>	<b>750</b>	<b>9,513</b>	<b>20,256</b>	<b>7,830</b>	<b>7,064</b>	<b>7,014</b>	<b>7,358</b>	<b>7,358</b>	<b>8,044</b>	<b>8,044</b>	<b>8,044</b>	<b>118,679</b>
<b>External Funding Approvals</b>																	
WG - 21st Century Schools		-	7,425	-	750	-	8,175	623	-	-	-	-	-	-	-	8,798	
WG - Safe Routes in Communities		-	711	-	-	-	711	-	-	-	-	-	-	-	-	711	
WG - Porthcawl Revetment		-	2,522	-	-	952	1,570	767	-	-	-	-	-	-	-	2,337	
Westminster		-	-	-	-	-	-	1,430	1,788	2,146	2,146	3,218	3,218	5,363	5,363	30,035	
S106		-	842	31	-	-	873	-	-	-	-	-	-	-	-	873	
Transport Grant		-	421	-	-	-	421	-	-	-	-	-	-	-	-	421	
Heritage Lottery Fund (HLF)		-	705	-	-	360	345	35	360	1,084	311	-	-	-	-	2,135	
EU		-	492	-	-	492	-	127	365	1,097	-	-	-	-	-	1,589	
Other		-	131	-	-	-	131	-	-	-	-	-	-	-	-	131	
<b>Sub-Total External Funding Approvals</b>			<b>13,249</b>	<b>31</b>	<b>750</b>	<b>-</b>	<b>1,804</b>	<b>2,982</b>	<b>2,513</b>	<b>4,327</b>	<b>2,457</b>	<b>3,218</b>	<b>3,218</b>	<b>5,363</b>	<b>5,363</b>	<b>5,363</b>	<b>47,030</b>
<b>Total Funding Available</b>			<b>57,574</b>	<b>3,636</b>	<b>-</b>	<b>11,317</b>	<b>49,893</b>	<b>23,238</b>	<b>10,343</b>	<b>11,391</b>	<b>9,471</b>	<b>10,576</b>	<b>10,576</b>	<b>13,407</b>	<b>13,407</b>	<b>13,407</b>	<b>165,709</b>

## Glossary of terms

WG - Welsh Government

EU - European Union

S106 - Section 106 of the Town and Country Planning Act 1990

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO COUNCIL

20 DECEMBER 2017

### REPORT OF THE MONITORING OFFICER

#### AMENDMENT OF THE CONSTITUTION

##### 1. Purpose of Report

- 1.1 The purpose of this report is seek approval for the amendment of the Constitution to enable the Authority to meet its requirements in respect of the provision of agenda and minutes in accordance with the Welsh Language Standards.

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

- 2.1 The amendment of the Constitution will enable the Authority to support its commitment to the Welsh language and to achieving the following Corporate Priorities.

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

##### 3. Background

- 3.1 The Welsh Language (Wales) Measure 2011 replaced the Welsh Language Scheme and as a result the Welsh Language Commissioner has determined the appropriate Welsh Language Standards required by this Authority to provide Welsh speakers improved, enforceable rights in relation to the Welsh language.
- 3.2 Standard 41 requires this authority to produce the following documents in Welsh
- (a) agendas, minutes and other papers that are available to the public, which relate to management board or cabinet meetings;
  - (b) agendas, minutes and other papers for meetings, conferences or seminars that are open to the public.
- 3.3 The Authority must comply with Standard 41(a) in every circumstance, except: other

papers that are available to the public, which relate to management board or cabinet meetings and must comply with Standard 41(b) in every circumstance, except other papers for meetings that are open to the public. .

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

4.1 The Local Government Act 1972 requires that all agendas are published at least 3 working days before a meeting, (not including the day of the send out nor the day of the meeting). To achieve this requirement and to meet the intention of the Welsh Language Standards, all information included on the agenda must be translated into welsh and published at the same time as the English version of the agenda. It was identified that the existing provision in the Constitution relating to: Questions by the public; Questions by Members and Motions on Notice could not meet the necessary timelines to produce the welsh version of the agenda.

4.2 Paragraph 10 of Part 4 of the Bridgend County Borough Council Constitution relates to Questions by the public:

##### *10.1 General*

*Members of the public may ask questions of members of the executive at ordinary meetings of the Council other than the first ordinary meeting following the annual meeting in a year of ordinary elections of councillors to the Council in pursuance of paragraph 2.2(6).*

##### *10.2 Order of questions*

*Questions will be asked in the order notice of them was received, except that the Mayor may group together similar questions.*

##### *10.3 Notice of questions*

*A question may only be asked if notice has been given by delivering it in writing or by electronic mail to the proper officer no later than midday **five clear working days before the day** of the meeting. Each question must give the name and address of the questioner and must name the member of the executive to whom it is to be put.*

4.2.1 Paragraph 11.5 of Part 4 of the Bridgend County Borough Council Constitution relates to Questions by Members:

##### *11.5 Notice of questions*

*A member may only ask a question under Rule 11.2 or 11.3 if either:*

*(a) they have given at least **five clear working days notice** in writing of the question to the proper officer or*

*(b) in the opinion of the Mayor or the person presiding the question relates to urgent matters, they have the consent of the person to whom the question is to be put and the content of the question is given to the proper officer by 10.00 a.m. on the day of the meeting in the case of an afternoon meeting or by 1.00 p.m. on the working day*

*preceding the day of the meeting in the case of a morning meeting. In the event of an urgent question being asked the requirements of paragraph 11.6 in respect of written answers need not apply.*

4.2.2 Paragraph 12 of Part 4 of the Bridgend County Borough Council Constitution relates to Motions on Notice:

#### *12.1 Notice*

*Except for motions which can be moved without notice under Rule 13, written notice of every motion, signed by the member giving notice, must be delivered to the proper officer **not later than five clear working days before the date of the meeting**. These will be entered in a register open to public inspection.*

4.3 The 5 clear working days enables the motion or question to be placed on the agenda in English but does not provide sufficient time to arrange Welsh translation for the inclusion of the motion or question before the agenda has to be published as the Authority does not have an internal translation service.

4.4 It is proposed that this timescale be extended from five working days to **ten working days** before the date of the meeting for motions and questions as identified in paragraph 4.2 – 4.2.2. This will allow sufficient time to arrange the translation of the motion or question prior to publication of the English and Welsh agenda and enable the Authority to meet the requirements of its Welsh Language Standards and the Local Government Act 1972.

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

5.1 The Constitution governs the operation of the Authority and thereby has an effect upon the operation of the Policy Framework.

## **6. Equality Impact Assessment**

6.1 There are no equality implications in respect of this report.

## **7. Financial Implications**

7.1 The cost of translation of the specific parts of the Constitution, and the cost of translating agendas and minutes will be met from the existing corporate budget set aside to meet the costs of certain Welsh Language Standards, which includes standard 41.

## **8. Recommendation**

8.1 It is recommended that Council approves the amendment of paragraphs 10, 11 and 12 of Part 4 of the Constitution as outlined in paragraph 4 of the report to extend the timescales from 5 to 10 working days.

**PA Jolley**  
**Corporate Director Operational and Partnerships Services and Monitoring Officer**  
**05 Dec 2017**

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**Background documents** – None



## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO COUNCIL

20 DECEMBER 2017

#### REPORT OF THE MONITORING OFFICER

#### REVIEW OF ELECTED MEMBER ROLE DESCRIPTIONS

##### 1. Purpose of Report

- 1.1 The purpose of this report is to present the Elected Member Role Descriptions for approval.

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

- 2.1 Elected Member Role Descriptions will enable Elected Members to better understand their roles and support them in achieving the following Corporate Priorities:

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

##### 3. Background

- 3.1 Elected Members have a wide range of roles and responsibilities which they are expected to undertake. Elected Member Role Descriptions provide a framework which describes the purpose, activities and responsibilities regarding a variety of the key roles which they undertake.
- 3.2 In 2010, the Authority adopted the generic roles descriptions which had been produced by the Welsh Local Government Association (WLGA). Following the introduction of the Local Government (Wales) Measure 2011 the WLGA developed the generic role descriptions which were then adapted to reflect the local practices and procedures in Bridgend. These role descriptions were approved by Council on 01 May 2013.
- 3.3 Following the Local Government elections in May 2017 it is considered appropriate to undertake a review of Member Role Descriptions to ensure that the role descriptions:

- effectively cover the diversity of roles undertaken by councillors;
- meet the requirements of Elected Members and the WLGA Charter for Member Development and Support.

#### 4. Current situation / proposal

4.1 The following Member Role Descriptions have been developed from the model role descriptions produced by the WLGA and tailored to the requirements of the roles undertaken by councillors within Bridgend County Borough Council. Additional role descriptions were developed by the Officers in Bridgend for the Member Mentor and the LA School Governor.

• Elected Ward Member	Appendix 1
• Leader	Appendix 2
• Deputy Leader	Appendix 3
• Cabinet Member	Appendix 4
• Overview and Scrutiny Chairperson	Appendix 5
• Overview and Scrutiny Member	Appendix 6
• Regulatory Committee Chairperson*	Appendix 7
• Regulatory Committee Member*	Appendix 8
• Audit Committee Chairperson	Appendix 9
• Audit Committee Member	Appendix 10
• Democratic Services Committee Chairperson	Appendix 11
• Democratic Services Committee Member	Appendix 12
• Standards Committee Chairperson	Appendix 13
• Standards Committee Member	Appendix 14
• Leader of the Opposition	Appendix 15
• Member Champion	Appendix 16
• Member Mentor	Appendix 17
• Mayor (Deputy Mayor)	Appendix 18
• School Governor	Appendix 19

\* It should be noted that the Member Role Descriptions for Regulatory Committee Member and Chairperson will be used for Appeals Panel, Licensing.

##### 4.1.1 Outside Bodies

4.1.2 Role descriptions for outside bodies are not always available and a generic outside bodies role guidance has been provided at Appendix 20. Elected Members appointed to those outside bodies that do not currently have specific role description will be requested to work with the body to which they are appointed and the Democratic Services Team to provide or develop a relevant role description.

#### 4.2 An Individual Portfolio

4.2.1 It is intended that the primary Member Role Description be that of the Elected Ward Member which identifies those activities that are undertaken by councillors when they are initially elected into office. This document is made up of several

sections which will be personalised to reflect the activities that are undertaken by each Elected Member:

- Accountabilities – this section defines to whom the role is responsible to.
- Role, Purpose and Activities – this section outlines a councillor’s basic roles and activities
- Representing the Authority- this section identifies the committees, outside bodies, champion roles and national or regional organisations to which Elected Members are appointed.
- Member Development – confirms that the Elected Member will adhere to the Code of Conduct and the commitment to undertake member development activities that are identified or provided.
- Values – This section identifies a simple list of values that are necessary to fulfil the role.

4.2.2 Each key role that is undertaken by a councillor will be identified in the personalised Elected Ward Member Role Description. All associated Member Role Descriptions will be stored on the Members area on the Learning and Development website on the intranet.

4.2.3 All Members will be requested to date and sign an electronic copy of their Elected Ward Member Role description which will then be held with the Democratic Services team for reference.

4.2.4 When the appointments or responsibilities of an individual councillor change the Elected Ward Member Role description will be updated accordingly.

#### 4.3 The Charter requirement

4.3.1 The WLGA Charter for Member Support and Development requires that members are supported with role descriptions as follows:

Topic	Standard	Clarification
<p><b>Members are supported with role descriptions.</b></p>	<p>Role descriptions are adopted for the:</p> <ol style="list-style-type: none"> <li>1. Ward Member</li> <li>2. Leader</li> <li>3. Deputy Leader</li> <li>4. Cabinet Member</li> <li>5. Scrutiny Chair</li> <li>6. Scrutiny member/ Scrutiny Co-optees</li> <li>7. Chair of Regulatory Committee</li> <li>8. Member of Regulatory Committee</li> <li>9. Chair of the Audit Committee</li> <li>10. Member of Audit Committee</li> <li>11. Chair of Democratic Services</li> <li>12. Member of Democratic Services</li> <li>13. Chair of Standards committee</li> <li>14. Member of Standards Committee</li> <li>15. Leader of the Opposition</li> <li>16. Member Champion</li> <li>17. Mayor (Deputy)/Chair of Council</li> </ol>	<p><b>What does adopted mean?</b></p> <p>Role descriptions exist and have been formally adopted for all the roles listed.</p> <p>There is no need at this level for members to evidence that they perform the roles outlined in the descriptions but they should understand what their role is and what is expected of them.</p> <p>What can be defined as a role description?</p>

Topic	Standard	Clarification
	<p>Chairs of area committees – Not required by at present</p> <p>Guidance is provided to members on their role on outside bodies.</p>	<p>See:</p> <ul style="list-style-type: none"> <li>▪ the WLGA model role descriptions for Welsh Authorities and</li> <li>▪ the WLGA document <i>The Role of Councillors in Collaboration</i> and</li> </ul> <p><b>Outside Bodies</b></p> <p>Where members are responsible for formally representing the Authority or making decisions that could impact on the Authority or have legal obligations as - for example trustees of an organisation, they should be provided with a role description. In all instances members should be provided with guidance on their role on the outside body. Officers should secure (where available) terms of reference from outside bodies.</p>

4.4 The Charter requires that Member Role Descriptions should not only be approved by Council but are used as part of the Personal Development Review (PDR) process. It is intended that they be used to clarify the roles of individual Elected Members particularly those appointed into Senior Salary posts. Member Role Descriptions will assist councillors to identify any additional knowledge and skills required to undertake the roles to which Elected Members are appointed and to enable them to effectively carry out these additional responsibilities.

#### 4.5 Timescales

4.5.1 It is proposed that the approval and use of the Member Role Descriptions meet the following timescales:

- |                                                    |           |
|----------------------------------------------------|-----------|
| • Agreed by Democratic Services Committee          | 02 Nov 17 |
| • Submitted to the Standards Committee             | 30 Nov 17 |
| • Submitted for approval to Council                | 20 Dec 17 |
| • Issued/amended/updated and signed by councillors | 31 Jan 18 |
| • Used in the completion of the PDR process        | 31 Mar 18 |

4.6 Council is requested to review the revised Member Role Descriptions appended to this report and propose any amendments to ensure that they accurately reflect the roles that councillors carry out.

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

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

## **6. Equality Impact Assessment**

6.1 There are no equalities implications in respect of this report.

## **7. Financial Implications**

7.1 The role descriptions for Elected Member will require translation at an approximate cost of £480. All activities described in this report will be met from existing budget provisions.

## **8. Recommendation**

8.1 It is recommended that Council approve the appended Elected Member Role Descriptions.

**PA Jolley**

**Corporate Director Operational and Partnership Services and Monitoring Officer**  
**05 Dec 2017**

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**Background documents** – None

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**Councillor (Name)**  
**Elected Ward Member - (Ward Name)**

**Role Description**

**1 Accountabilities**

- To Full Council
- To the electorate of their ward

**2 Role Purpose and Activity**

• **Representing and supporting communities**

- To represent ward interests
- To be an advocate for the Council in the ward and communities they serve
- To be a channel of communication to the community on council strategies, policies, services and procedures
- To represent individual constituents and local organisations, undertaking casework on their behalf and serving all fairly and equally
- To liaise with executive members, other council members, council officers and partner organisations to ensure that the needs of the local communities are identified, understood and supported
- To be vigilant and do everything possible to protect adults and children at risk from abuse
- To promote tolerance and cohesion in local communities

• **Making decisions and overseeing council performance**

- To participate in Full Council meetings, reaching and making informed and balanced decisions, and overseeing performance
- To participate in informed and balanced decision making on committees and panels to which they might be appointed
- To adhere to the principles of democracy and collective responsibility in decision making
- To promote and ensure efficiency and effectiveness in the provision of council and other public services
- To act within the budgetary framework of the Council

• **Internal governance, ethical standards and relationships**

- To promote and support good governance of the Council and its affairs
- To provide community leadership and promote active citizenship
- To promote and support open and transparent government
- To support, and adhere to respectful, appropriate and effective relationships with employees of the Council

- To adhere to the Member’s Code of Conduct, the Member/Officer Protocol and the highest standards of behaviour in public office
  
- **Being a Corporate Parent**
  - To have an understanding of the legal responsibilities of elected members under the Children Act 2004 and the Social Services and Wellbeing (Wales) Act 2014 as a corporate parent to the children in the care of Bridgend County Borough Council.
  
  - To ensure that as corporate parents, they you are satisfied that there is a joined up, effective and holistic approach to meeting the needs of looked after children through policy and planning.

### **3 Representing the Authority**

- To represent the Council/Cabinet on the following Committees and be familiar with their terms of reference:
  - 
  - 
  -
  
- To represent the Council/Cabinet on the following outside bodies and partner organisations promoting common interests and co-operation for mutual gain and be familiar with their terms of reference:
  - 
  - 
  - 
  - 
  - 
  -
  
- To represent and be an advocate for the Council on Regional and National Bodies and at associated events (as appointed)
  - 
  - 
  -
  
- To represent the Authority in those roles to which you are formally appointed as a “Champion”
  - 
  - 
  -

### **4 Member Development**

- To comply with the Members Code of conduct and maintain the highest standards of conduct and ethics in the way in which you carry out your duties.
  
- To actively participate in Member Development activities that support your role and in particular those activities identified during the Personal Development Review



(PDR) process thus enabling full and active involvement in all matters within your role and remit.

- To participate in opportunities for learning & development to enhance your understanding of your role when appointed to Committees or outside bodies.
- To actively participate in opportunities for development provided for Members by the Authority.

## **5 Values**

To be committed to the values of the Council and the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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## Leader

### Role Description

#### 1. Accountabilities

- To Full Council
- The Public

#### 2. Role Purpose and Activity

- **Providing political leadership to the Council**
  - To be a political figurehead for the Council; to be the principal political spokesperson for the Council
  - To provide leadership in building a political consensus around council policies
  - To form a vision for the Council and community
  - To provide strong, clear leadership in the co-ordination of policies, strategies and service delivery
- **Appointing the Cabinet**
  - To designate the appropriate portfolios
  - To appoint appropriate elected members to each portfolio
  - To allocate cabinet members to roles with regard to their abilities
  - To designate the Deputy Leader
- **Representing and acting as ambassador for the Authority**
  - To represent the Authority to a high standard. Provide a strong, competent and eloquent figure to represent the Authority both within the County Borough, at external bodies, and to the community as a whole
  - To represent the Authority on the Welsh Local Government Association (WLGA)
  - To provide leadership and support local partnerships and organisations
  - To represent the Authority in regional and national bodies as appropriate
- **Providing leadership within the portfolio**
  - To fulfil the role of a portfolio holder, as appropriate, having regard to the role purpose and activities, and role specification of an executive member
- **Managing and leading the work of the Cabinet and chairing meetings**
  - To ensure the effective running of the Cabinet by managing the forward work programme and ensuring its continuing development
  - To ensure the work of the Cabinet meets national policy objectives to fulfil the policies of the Council
  - To advise and mentor other cabinet members in their work
  - To chair meetings of the Cabinet in compliance with the Constitution

- **Participating in the collective decision making of the Cabinet**
  - To work closely with other cabinet members to ensure the development of effective council policies within the budgetary framework for the Council, and the delivery of high quality services to local people
  - To accept collective responsibility and support decisions made by the Cabinet once they have been made
  
- **Working with officers to lead the organisation**
  - To liaise with the Chief Executive, and other appropriate officers, on a regular basis
  - To work with employees of the Council in relation to the strategic vision and direction of the Council, the management roles of officers and the development of policy issues
  - To ensure that the Authority works towards meeting the budgetary constraints placed upon it.
  
- **Leading partnerships and community leadership**
  - To give leadership to local strategic partnerships and local partners in the pursuit of common aims and priorities
  - To negotiate and broker in cases of differing priorities and disagreement
  - To act as a leader of the local community by showing vision and foresight
  
- **Internal governance, ethical standards and relationships**
  - To promote and support good governance of the Council and its affairs
  - To provide community leadership and promote active citizenship
  - To promote and support open and transparent government
  - To support, and adhere to respectful, appropriate and effective relationships with employees of the Council
  - To appear before scrutiny committees in respect of matters within the portfolio
  - To adhere to the Member's Code of Conduct, Member/Officer Protocol and the highest standards of behaviour in public office

### 3. Values

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability
- Inclusive leadership
- Consensus building

## **Cabinet Member (Deputy Leader/Portfolio)**

### **Role Description**

#### **1. Accountabilities**

- To the Leader
- To the Cabinet (through collective responsibility)
- To Full Council

#### **2. Role Purpose and Activities**

- **Providing portfolio leadership**
  - To give political direction to officers working within the portfolio
  - To gain the respect of officers within the portfolio; provide support to officers in the implementation of portfolio programmes
  - To liaise with the appropriate scrutiny committee
  - To be accountable for choices and performance in the portfolio
  - To have an overview of the performance management, efficiency and effectiveness of the portfolio
  - To make executive decisions within the Portfolio
  - To ensure that the portfolio is delivered within the budgetary constraints of the Authority
- **Contributing to the setting of the strategic agenda and work programme for the portfolio**
  - To work with officers to formulate policy documents both strategic and statutory. Ensure that the political will of the majority is carried to and through the Cabinet.
  - To provide assistance in working up and carrying through a strategic work programme both political and statutory. Carry out consultations with stakeholders as required. Make sure that the portfolio's forward work programme is kept up to date and accurate.
- **Providing representation for the portfolio**
  - To provide a strong, competent and persuasive figure to represent the portfolio.
  - Be a figurehead in meetings with stakeholders
- **Reporting and accounting**
  - To report as appropriate to the Leader, Full Council, Cabinet, regulatory bodies and the media
  - To be the principal political spokesperson for the portfolio
  - To appear before scrutiny committees in respect of matters within the portfolio
- **Taking an active part in cabinet meetings and decision making**
  - To show an interest in and support for the portfolios of others

- To recognise and contribute to issues which cut across portfolios or are issues of collective responsibility
- **Leading partnerships and community leadership**
  - To give leadership to local strategic partnerships and local partners in the pursuit of common aims and priorities
  - To negotiate and broker in cases of differing priorities and disagreement
  - To act as a leader of the local community by showing vision and foresight
- **Internal governance, ethical standards and relationships**
  - To promote and support good governance of the Council and its affairs
  - To provide community leadership and promote active citizenship
  - To promote and support open and transparent government
  - To support, and adhere to respectful, appropriate and effective relationships with employees of the Council
  - To adhere to the Members' Code of Conduct, Member/Officer Protocol and the highest standards of behaviour in public office.
- **To undertake the role of Deputy Leader**
  - To fulfil the duties of the Leader in his or her absence
  - To assist the Leader in specific duties as required

### 3. **Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability
- Inclusive leadership
- Consensus building

## **Cabinet Member (Portfolio)**

### **Role Description**

#### **1. Accountabilities**

- To the Leader
- To the Cabinet (through collective responsibility)
- To Full Council

#### **2. Role Purpose and Activities**

- **Providing portfolio leadership**
  - To give political direction to officers working within the portfolio
  - To gain the respect of officers within the portfolio; provide support to officers in the implementation of portfolio programmes
  - To provide leadership to the portfolio
  - To liaise with the appropriate scrutiny chairperson and committee as required
  - To be accountable for choices and performance in the portfolio
  - To have an overview of the performance management, efficiency and effectiveness of the portfolio
  - To make executive decisions within the Portfolio
  - To ensure that the portfolio is delivered within the budgetary constraints of the Authority
- **Contributing to the setting of the strategic agenda and work programme for the portfolio**
  - To work with officers to formulate policy documents both strategic and statutory. Ensure that the political will of the majority is carried to and through the Cabinet.
  - To provide assistance in working up and carrying through a strategic work Programme both political and statutory. Carry out consultations with stakeholders as required. Make sure that the portfolio's forward work programme is kept up to date and accurate.
- **Providing representation for the portfolio**
  - To provide a strong, competent and persuasive figure to represent the portfolio. Be a figurehead in meetings with stakeholders
- **Reporting and accounting**
  - To report as appropriate to the Leader, Full Council, Cabinet, regulatory bodies and the media
  - To be the principal political spokesperson for the portfolio
  - To appear before scrutiny committees in respect of matters within the portfolio
- **Taking an active part in cabinet meetings and decision making**

- To show an interest in and support for the portfolios of others
- To recognise and contribute to issues which cut across portfolios or are issues of collective responsibility

- **Leading partnerships and community leadership**

- To give leadership to local strategic partnerships and local partners in the pursuit of common aims and priorities
- To negotiate and broker in cases of differing priorities and disagreement
- To act as a leader of the local community by showing vision and foresight

- **Internal governance, ethical standards and relationships**

- To promote and support good governance of the Council and its affairs
- To provide community leadership and promote active citizenship
- To promote and support open and transparent government
- To support, and adhere to respectful, appropriate and effective relationships with employees of the Council
- To adhere to the Members' Code of Conduct, Member/Officer Protocol and the highest standards of behaviour in public office

### **3. Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability
- Inclusive leadership
- Consensus building



## Overview and Scrutiny Chairperson

### Role Description

#### 1. Accountabilities

- Full Council
- The Public
- The Committee

#### 2. Role purpose & activity

- **Providing leadership and direction**
  - To provide confident and effective management of the committee
  - To promote the role of overview and scrutiny within the council, liaising effectively with officers, executive members and colleague chairs
  - To promote the integral role and contribution of scrutiny within the authority's wider improvement planning and reporting arrangements
  - To lead joint scrutiny activities with other authorities or organisations when required
  - To champion and promote the role of Overview and Scrutiny to the public, helping the public better understand and, crucially, contribute to and engage with the scrutiny process.
  - To promote the role of Overview and Scrutiny to partner bodies, helping them to understand and engage with the Scrutiny function.
  - To demonstrate an objective and evidence based approach to overview and scrutiny ensuring that scrutiny inquiries are methodologically sound and incorporate a wide range of evidence and perspectives
  - To follow-up scrutiny recommendations, evaluate the impact and added value of overview and scrutiny activity and identify areas for improvement
  - Work closely with scrutiny support staff to drive continual improvements in scrutiny
  - Assist in publicising the work of the scrutiny committee
- **Managing the work programme**
  - To develop a balanced work programme for the committee which includes pre decision scrutiny, policy development and review, investigative scrutiny, holding the executive to account, and performance monitoring
  - To ensure the programme takes account of relevant factors such as: the work programmes of the executive and other committees, strategic priorities and risks, audit and regulatory reports and recommendations, single-integrated plan and partners strategic priorities and relevant community issues

- To ensure that the public are engaged in scrutiny activities by informing them about the work programme and encouraging participation
  - To ensure that the work programme is delivered
  - To report on progress against the work programme to Council, and others as appropriate
  - To ensure that the work programme is manageable and the workload delegated and prioritised to focus on the areas of most benefit or greatest risk to the organisation.
  - To ensure that task and finish/working/sub groups have clear terms of reference and deliver the required outcomes.
- **Leading Joint Scrutiny**
    - To apply the appropriate tests and criteria when deciding whether or not to undertake joint scrutiny
    - To ensure that regional bodies and partnerships are held to account and that their plans are subject to scrutiny
    - To develop protocols and terms of reference for joint working
    - To ensure public engagement in joint scrutiny activities
    - To enable the pooling of scrutiny resources for effective working and outcomes
    - To ensure the equal participation and contribution from all partners as appropriate
- **Effective meeting management**
    - To plan and set agendas containing clear objectives and outcomes for the meeting
    - To ensure that necessary preparation is done beforehand, if necessary, through pre-meetings, including agreeing appropriate lines of questioning
    - To ensure that the approach to overview and scrutiny is impartial and that the committee meeting is conducted without political whipping (as per the Local Government (Wales) Measure 2011)
    - To manage the progress of business at meetings, ensuring that meeting objectives are met, and the code of conduct, standing orders and other constitutional requirements are adhered to
    - To ensure that all participants have an opportunity to make an appropriate contribution
    - To ensure that members of the public are able to contribute to meetings and understand the protocols for public speaking.
- **Involvement and development of committee members**
    - To encourage effective contributions from all committee members in both committee and Research & Evaluation Panels (REPs)
    - To assess individual and collective performance within the committee and facilitate appropriate development
    - To champion the importance of learning and development

□ **Involvement and development of committee members**

- To encourage effective contributions from all committee members in both committee and Research & Evaluation Panels (REPs)
- To assess individual and collective performance within the committee and work to improve scrutiny outcomes
- To ensure that committee members have the appropriate knowledge and skills to undertake their roles and work with lead members and officers to secure appropriate development.

**3, Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability
- Inclusive leadership
- Consensus building

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**Overview and Scrutiny Member**  
**(Including Co-optees and Registered Representatives)**

**Role Description**

**1. Accountabilities**

- Chair of the appropriate scrutiny committee
- Full Council
- The public

**2. Role purpose & activity**

- To participate fully in the activities of the Overview and Scrutiny Committee, the development and delivery of its work programme and any associated Research and Evaluation Panels (REPs)
- **Scrutinising and developing policy**
  - To assist in the development of council policy through scrutinising of draft policies, and improvement and refinement of existing policy
  - To challenge policies on a sound basis of evidence for example against legislation or local political priority
  - To assess the impact of existing policy and identify areas for improvement
  - To identify where new policies might be required to address forthcoming legislation
- **Holding the Executive to Account, Monitoring performance and service delivery**
  - To monitor the performance of internal and external providers against standards and targets including questioning of executive and senior officers on the delivery of targets
  - To contribute to the identification and mitigation of risk
  - To investigate and make recommendations to address the causes of under performance or poor performance
  - To monitor action plans or recommendations following external audit, inspection or regulatory reports
  - To evaluate the validity of executive decisions and challenge decisions through call in where appropriate
  - To build trust with the executive so that appropriate matters could be sent to scrutiny for a pre-decision review prior to the executive taking a final decision
- **Promoting the work of Overview and Scrutiny**

- To promote the role of overview and scrutiny within and outside the council, developing effective internal and external relationships
- To demonstrate an objective non political and evidence based approach to overview and scrutiny, by utilising a wide range of research in any work undertaken including sources of information outside the Council
- To add value to the decision making and service provision of the authority through effective scrutiny
- To be able to demonstrate where scrutiny is making a difference by its involvement
- **Community engagement**
  - To use scrutiny as a means to address community issues and engage the public in forward work programmes
  - To encourage stakeholders to participate in the work of the authority
  - To assist in developing locally viable and acceptable policy solutions
  - To build a dialogue around priorities, objectives and performance, among communities and stakeholders
  - To take a county wide perspective in dealing with issues
- **Participating in joint scrutiny**
  - To work within the appropriate terms of reference and protocols governing joint working in scrutiny
  - To apply the appropriate tests and criteria when deciding whether or not to undertake joint scrutiny
  - To contribute to the scrutiny of regional bodies and partnerships
  - To encourage public engagement in joint scrutiny
  - To work effectively with partner scrutineers from other authorities and organisations.
- **Meeting participation**
  - To make adequate and appropriate preparation for meetings through research and briefings and planning meeting strategies
  - To participate in a proactive objective, informed and effective manner taking account of the Code of Conduct, Standing Orders and other constitutional requirements
  - To demonstrate effective scrutiny inquiry skills in questioning, listening and information handling
  - To be non-political
  - To focus on outcomes / making a difference by participation

### 3. Values

To be committed to the values of the Council and the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
  - Appreciation of cultural difference
  - Sustainability

- 
- **Community leadership**
  - To use scrutiny as a means to address community issues and engage the public
  - To encourage stakeholders to participate in the work of the authority
  - To develop locally viable and acceptable policy solutions
  - To build a dialogue around priorities, objectives and performance, among communities and stakeholders
- **Meeting participation**
  - To make adequate and appropriate preparation for meetings through research and briefings
  - To participate in a proactive, informed and effective manner taking account of the Code of Conduct, Standing Orders and other constitutional requirements

### **3 Values**

To be committed to the values of the Council and the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability

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## **Regulatory Committee Chairperson**

### **Role Description**

#### **1 Accountabilities**

- To Full Council
- To the members of the regulatory committee

#### **2 Role Purpose and Activity**

- **Providing leadership and direction**
  - To provide confident and effective management of meetings to facilitate inclusivity, participation and clear decision making
  - To ensure that applicants and other interested parties are satisfied as to the transparency of the regulatory process
  - To demonstrate integrity and impartiality in decision making which accord with legal, constitutional and policy requirements
  - To delegate actions to sub committees as appropriate
- **Promoting the role of the regulatory committee and quasi-judicial decision making**
  - To act as an ambassador for the regulatory committee, facilitating understanding of the role
  - To act within technical, legal and procedural requirements to oversee the functions of the committee fairly and correctly
  - To ensure thoroughness and objectivity in the committee, receiving and responding to professional advice in the conduct of meetings and in individual cases/applications before formal committee meetings
- **Internal governance, ethical standards and relationships**
  - To develop the standing and integrity of the committee and its decision making
  - To understand the respective roles of members, officers and external parties operating within the regulatory committee's area of responsibility
  - To promote and support good governance by the Council.

#### **3 Values**

To be committed to the values of the Council and the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness

- Appreciation of cultural difference
- Sustainability
- Inclusive leadership
- Consensus building

## **Regulatory Committee Member**

### **Role Description**

#### **1. Accountabilities**

- To Full Council
- To the Chairperson of the committee

#### **2. Role purpose and activity**

- **Understanding the nature of the regulatory committee and quasi-judicial decision making**
  - To be aware of the quasi-judicial nature of regulatory committee decision making
  - To have sufficient technical, legal and procedural knowledge to contribute fairly and correctly to the function of the committee
  - To be thorough and objective in receiving and responding to professional advice in the conduct of meetings and individual cases/applications before the committee
- **Participating in meetings and making decisions**
  - To participate effectively in meetings of the regulatory committee
  - To make informed and balanced decisions, within the terms of reference of the committee, which accord with legal, constitutional and policy requirements
- **Internal governance, ethical standards and relationships**
  - To ensure the integrity of the committee's decision making and of his/her own role by adhering to the Code of Conduct(s) and other constitutional and legal requirements
  - To promote and support good governance by the Council
  - To understand the respective roles of members, officers and external parties operating within the regulatory committee's area of responsibility

#### **3. Values**

To be committed to the values of the Council and the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability

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## **Chair of Audit Committee**

### **Role Description**

#### **1 Accountabilities**

- To Full Council

#### **2 Role Purpose and Activity**

- **Providing leadership and direction**
  - To demonstrate independence, integrity and impartiality in decision making which accord with legal, constitutional and policy requirements
  - To provide confident and effective management of meetings to facilitate inclusivity, participation and clear decision making
  - To agree the agendas for Audit Committee meetings
  - To lead the committee in its role in:
    - reviewing and scrutinising the Authority's financial affairs
    - Making reports and recommendations in relation to the Authority's financial affairs
    - Reviewing and assessing the risk management, internal control and corporate governance arrangements of the Authority
    - Making reports and recommendations to the Authority on the adequacy and effectiveness of those arrangements
    - Overseeing the Authority's internal and external audit arrangements
    - Reviewing the financial statements prepared by the Authority and approving them when powers are delegated.
    - Developing relationships with internal and external auditors and the Authority's Monitoring Officer
    - Developing a forward work programme designed to deliver the audit committees functions
    - Reviewing and self-assessing the performance of the Committee and its members
- **Promoting the role of the audit committee**
  - To act as an ambassador for the audit committee, facilitating understanding of the role
  - To act within technical, legal and procedural requirements to oversee the functions of the committee fairly and correctly

- To ensure thoroughness and objectivity in the committee, receiving and responding to professional advice in the conduct of meetings and in the audit process
- **Internal governance, ethical standards and relationships**
  - Understanding the financial risks associated with corporate governance; being satisfied that the Authorities assurance statements including the annual governance statement reflects the risk environment and any activities required to improve it
  - To develop the standing and integrity of the committee and its decision making
  - To understand the respective roles of members, officers and external parties operating within the audit committee's area of responsibility
  - To promote and support good governance by the Council.

### 3. Values

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability
- Consensus Building
- Inclusive Leadership

**Audit Committee Member  
(including Lay-Member)  
Role Description**

**1 Accountabilities**

- To Full Council
- To the Chair of the Audit Committee

**2 Role purpose and activity**

- **Understanding the role of the Audit Committee and undertaking its functions:**
  - Reviewing and scrutinising the Authority's financial affairs
  - Making reports and recommendations in relation to the Authority's financial affairs
  - Reviewing and assessing the risk management, internal control and corporate governance arrangements of the Authority,
  - Making reports and recommendations to the Authority on the adequacy and effectiveness of those arrangements,
  - Overseeing the Authority's internal and external audit arrangements
  - Reviewing the financial statements prepared by the Authority.
  - To have sufficient technical, legal and procedural knowledge to contribute fairly and correctly to the function of the committee.
  - To be thorough and objective in receiving and responding to professional advice in the conduct of meetings and issues before the committee
- **Participating in meetings and making decisions**
  - To participate effectively in meetings of the audit committee; questioning and seeking clarification on matters falling within the committee's remit
  - To make informed and balanced decisions, within the terms of reference of the committee, which accord with legal, constitutional and policy requirements
- **Internal governance, ethical standards and relationships**
  - Understanding the financial risks associated with corporate governance; being satisfied that the Authority's assurance statements including the annual governance statement reflects the risk environment and any activities required to improve it
  - To ensure the integrity of the committee's decision making and of his/ her own role by adhering to the Code of Conduct(s) and other constitutional and legal requirements
  - To promote and support good governance by the Council

- To understand the respective roles of members, officers and external parties operating within the audit committee's area of responsibility

### **3. Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability



## **Democratic Services Committee Chairperson**

### **Role Description**

#### **1 Accountabilities**

- To Full Council

#### **2 Role Purpose and Activity**

- **Providing leadership and direction**

- To provide confident and effective management of meetings to facilitate inclusivity, participation and clear decision making
- To lead the committee in its role in:

- Designating the Head of Democratic Services
- Keeping under review the provision of staff, accommodation and other resources made available to the Head of Democratic Services, ensuring that these are adequate
- Make annual reports to the full council in relation to the above
- Appointing sub committees and chairs of subcommittees to undertake functions delegated by the committee
- Considering reports prepared by the Head of Democratic Services
- Developing the Authority's member support and development strategy
- Ensuring that members have access to a reasonable level of training and development as described in the Authority's member development strategy and the Wales Charter for Member Support and Development
- Ensuring that the budget for member development is sufficient
- Ensuring that members have access to personal development planning and annual personal development reviews

- To demonstrate integrity and impartiality in decision making which accord with legal, constitutional and policy requirements

- **Promoting the role of the Democratic Services Committee**

- To act as an ambassador for the Democratic Services committee, facilitating understanding of the role
- To act within technical, legal and procedural requirements to oversee the functions of the committee fairly and correctly
- To ensure thoroughness and objectivity in the committee, receiving and responding to professional advice in the conduct of meetings.

- **Internal governance, ethical standards and relationships**

- To develop the standing and integrity of the committee and its decision making
- To understand the respective roles of members, officers and external parties operating within the Democratic services committee's area of responsibility
- To promote and support good governance by the Council.
- Support the WLGA Member Support networks as necessary

**3. Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability
- Inclusive leadership
- Consensus building

## **Democratic Services Committee Member**

### **Role Description**

#### **1 Accountabilities**

- To Full Council
- To the Chair of the Democratic Services committee

#### **2 Role purpose and activity**

- **Understanding the nature of the audit committee:**
  - To be aware of and effectively undertake the role of the committee in:
    - Designating the Head of Democratic Services
    - Keeping under review the provision of staff, accommodation and other resources made available to the Head of Democratic services, ensuring that these are adequate
    - Make annual reports to the full council in relation to the above
    - Appointing sub committees and chairs of subcommittees to undertake functions delegated by the committee
    - Considering reports prepared by the Head of Democratic Services
    - Developing the Authority's member support and development strategy
    - Ensuring that members have access to a reasonable level of training and development as described in the member development strategy and the Wales Charter for Member Support and Development
    - Ensuring that the budget for member development is sufficient
    - Ensuring that members have access to personal development planning and annual personal development reviews
  - To have sufficient technical, legal and procedural knowledge to contribute fairly and correctly to the function of the committee.
  - To be thorough and objective in receiving and responding to professional advice in the conduct of meetings and issues before the committee

- **Participating in meetings and making decisions**
  - To participate effectively in meetings of the Democratic services committee,
  - To make informed and balanced decisions, within the terms of reference of the committee, which accord with legal, constitutional and policy requirements
- **Internal governance, ethical standards and relationships**
  - To ensure the integrity of the committee's decision making and of his/ her own role by adhering to the Code of Conduct(s) and other constitutional and legal requirements
  - To promote and support good governance by the Council
  - To understand the respective roles of members, officers and external parties operating within the Democratic Services Committee's area of responsibility

### 3. **Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability

## **Standards Committee Chairperson**

### **Role Description**

#### **1 Accountabilities**

- To Full Council

#### **2 Role Purpose and Activity**

- **Providing leadership and direction**

- To act within technical, legal and procedural requirements to oversee the functions of the committee fairly and correctly
- To ensure thoroughness and objectivity in the committee, receiving and responding to professional advice on the Code of Conduct
- To demonstrate independence, integrity and impartiality in decision making which accord with legal, constitutional and policy requirements
- To provide confident and effective management of meetings to facilitate inclusivity, participation and clear decision making
- To lead the committee in its role in:
  - promoting and maintaining high standards of conduct by Councillors and co-opted members
  - assisting the Councillors and co-opted members to observe the Members' Code of Conduct;
  - advising the Council on the adoption or revision of the Members' Code of Conduct;
  - monitoring the operation of the Members' Code of Conduct;
  - advising, training or arranging to train Councillors, co-opted members on matters relating to the Members' Code of Conduct;
  - granting dispensations to Councillors and co-opted members
  - dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter referred to that officer by the Public Services Ombudsman for Wales.
  - the exercise of these functions in relation to community councils and the members of those community councils.

#### **3. Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity

- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability
- Inclusive leadership
- Consensus building

## **Standards Committee Member**

### **Role Description**

#### **1 Accountabilities**

- To Full Council
- To the Chair of the Standards Committee

#### **2 Role purpose and activity**

- **Understanding the nature of the Standards committee and effectively fulfilling its functions by:**
  - promoting and maintaining high standards of conduct by Councillors and co-opted members
  - assisting the Councillors and co-opted members to observe the Members' Code of Conduct;
  - advising the Council on the adoption or revision of the Members' Code of Conduct;
  - monitoring the operation of the Members' Code of Conduct;
  - advising, training or arranging to train Councillors, co-opted members on matters relating to the Members' Code of Conduct;
  - granting dispensations to Councillors and co-opted members
  - dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter referred to that officer by the Public Services Ombudsman for Wales.
- To have sufficient technical, legal and procedural knowledge to contribute fairly and correctly to the function of the committee.
- To be thorough and objective in receiving and responding to professional advice in the conduct of meetings and issues before the committee
- **Participating in meetings and making decisions**
  - To participate effectively in meetings of the Standards committee,
  - To make informed and balanced decisions, within the terms of reference of the committee, which accord with legal, constitutional and policy requirements
- **Internal governance, ethical standards and relationships**
  - To ensure the integrity of the committee's decision making and of his/ her own role by adhering to the Code of Conduct(s) and other constitutional and legal requirements

- To promote and support good governance by the Council
- To understand the respective roles of members, officers and external parties operating within the Standards committee's area of responsibility

**3. Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability



## **Leader of the Opposition**

### **Role Description**

#### **1. Accountabilities**

- To the nominating group

#### **2. Role Purpose and Activity**

- **Providing political leadership for an opposition group**
  - To be a political figurehead for an opposition group;
  - to be a political spokesperson for the Council's opposition.
  - To provide leadership in the constructive challenge of the Council's policies
  - To constructively challenge the vision for the Council and community where appropriate
  - To provide strong, clear leadership in the co-ordination of alternative policies, strategies and service delivery
- **Representing the Authority's opposition**
  - To represent the Opposition Group to a high standard; providing a strong, competent and eloquent figure to represent the opposition within the Authority.
  - To represent the Council on external bodies
- **Internal governance, ethical standards and relationships**
  - To promote and support good governance of the Council and its affairs
  - To provide community leadership and promote active citizenship
  - To promote and support open and transparent government
  - To promote, support, and adhere to respectful, appropriate and effective relationships with employees of the Council
  - To promote, support and adhere to the Member's Code of Conduct, Member/Officer Protocol and the highest standards of behaviour in public office

#### **3. Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability
- Inclusive leadership
- Consensus building

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## **(Champion Title(s)) Member Champion**

### **Role Description**

#### **1. Accountabilities**

- To Full Council/Cabinet

#### **2. Role Purpose and Activities**

- **Within the Council**

- To promote the interest being championed within the Council's corporate and service priorities
- To promote the needs of the client group represented in the interest to the decision makers within the council
- To work with the decision makers in the Council to establish strategies/policies/work plans connected with the interest
- To maintain an awareness of all matters connected with the interest
- To contribute to good practice and the continuous improvement of services and functions related to the interest
- To engage with members in matters related to the interest such as attending Overview and Scrutiny/Cabinet /Full Council meetings etc.
- Raising awareness of and taking a lead role in the development of all members and officers in relation to the interest

- **In the Community**

- To raise the profile of the interest in the community
- To engage with citizens and community groups in matters related to the interest
- To lead and support local initiatives related to the interest

#### **3. Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability
- Inclusive leadership
- Consensus building

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## **Mayor (Deputy Mayor)**

### **Role Description**

#### **1. Accountabilities**

- To Full Council
- The citizens of Bridgend County Borough

#### **2. Role Purpose and Activity**

- **Acting as a symbol of the Council's democratic authority**
  - As the ceremonial head of the Council, to be non-political and uphold the democratic values of the Council
  - To represent the Council at civic and ceremonial functions
- **Chairing Council meetings**
  - To preside over meetings of the Council, so that its business can be carried out efficiently
  - To ensure the Council conducts its meetings in line with the Council's Constitution.
- **Upholding and promoting the Council's Constitution**
  - To ensure the Constitution is adhered to and, if necessary, to rule on the interpretation of the Constitution
- **Internal governance, ethical standards and relationships**
  - To promote and support good governance of the Council and its affairs
  - To provide community leadership and promote active citizenship
  - To promote and support open and transparent government
  - To support, and adhere to respectful, appropriate and effective relationships with employees of the Council
  - To adhere to the Members' Code of Conduct, Member/Officer Protocol and the highest standards of behaviour in public office
- **Community Engagement**
  - To promote public involvement in the business of the Council
  - To promote the Council in all sections of the community
  - To encourage joint working between all sectors of the community to the betterment of the community as a whole.

#### **3. Values:**

- Openness and transparency
- Honesty and integrity
- Tolerance and respect

- Equality and fairness
- Appreciation of cultural difference
- Sustainability

### **Deputy Mayor**

- To fulfil the duties of the Mayor in his or her absence
- To assist the Mayor in specific duties as required

## **Member Mentor**

### **Role Description**

#### **1 Accountabilities**

- Before undertaking work with a mentee the mentor will agree to act within the 'Code of Practice for Member Mentors' contained within the WLGA's Guidance for Member Mentors.

#### **2 Role Purpose and Activity**

- **Offering support**
  - To develop an active partnership with the mentee
  - To be an advocate for the Council in developing a reciprocal learning process with the mentee, sharing resources and experience for mutual benefit
  - To promote and facilitate networking
  - To be responsive to the developing needs of the mentee
  - To provide information and guide the mentee in identifying learning needs and developing a learning plan
  - To act as a guide and coach on current practice and protocol
  - To ensure regular contact and feedback is given to the mentee to support development
- **Creating challenge**
  - To participate in reflective activities with the mentee to share experience, understanding, and to facilitate the evaluation of learning
- **Facilitating vision and identity with the mentee undertaking a new role**
  - To promote governance, ethical standards and relationships in the Council's affairs
  - To provide community leadership and promote active citizenship
  - To promote and support open and transparent government
  - To support, and adhere to respectful, appropriate and effective relationships with employees of the Council
  - To adhere to the Member's Code of Conduct, the Member/Officer Protocol and the highest standards of behaviour in public office
- **Personal and role development of the mentee**
  - To actively seek opportunities which support the personal and role development of the mentee

### **3 Likely qualities of a good Member Mentor**

- Demonstrates commitment to the values of the Council and the following values in public office:
  - Openness and transparency
  - Honesty and integrity
  - Tolerance and respect
  - Equality and fairness
  - Appreciation of cultural difference
  - Sustainability
  
- Is trained in the role of mentor and able to:
  - Give effective feedback
  - Develop rapport
  - Communicate well
  - Show an interest in developing others
  - Share their own experiences
  - Facilitate without instructing or steering
  - Create a supportive but challenging environment in developing others
  - Demonstrate enthusiasm and commitment to the role

### **4. Values**

To be committed to and demonstrate the following values in public office:

- Openness and transparency
- Honesty and integrity
- Tolerance and respect
- Equality and fairness
- Appreciation of cultural difference
- Sustainability



## LA Governor

### Role Description

#### 1 Accountabilities

- Governing Body

#### 2 Role Purpose and Activity

- To work in partnership with the headteacher, senior leadership team and other governors to raise standards and improve outcomes for all children. This may include:
  - Agreeing and supporting the aims and values of the school
  - Determining the policies and priorities of the school
  - Considering and approving the School Development or School Improvement Plan
  - Determining and monitoring the school's budget
  - Ensuring that all learners have access to a broad and balanced curriculum
  - Ensuring individual pupils needs are met, including any additional needs that they may have.
  - Staffing – e.g. staff appointments, performance management
  - Producing an action plan and monitoring progress following an inspection by Estyn
  - Supporting the day-to-day operational decisions taken by the head teacher
  - Help to produce an 'Annual report to Parents'
  - Promoting the effectiveness of the governing body
  - Working with the Central South Consortium (CSC)<sup>1</sup> to improve school performance
- Setting targets for pupil achievement
- Monitoring and reviewing the performance and progress of the school
- Promoting the interests of the school in the wider community
- Having regard to the broader responsibilities as a governor of a public institution

#### Participating in meetings and making decisions

- Attend and actively participate in meetings of the full Governing Body, committees and panels to which you are appointed
- Undertake suitable preparation prior to meetings to enable you to make informed and balanced decisions
- Being aware of the latest initiatives and developments in education
- Adhere to the principles of collective responsibility in decision making

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<sup>1</sup> CSC includes the Joint Education Service (JES) and where appropriate its trading arm "Links"  
Role Description: LA Governor

- Be respectful of the confidentiality of governing body affairs

### **Internal governance, ethical standards and relationships**

- As an appointed representative of the Local Authority, you cannot be mandated to take any particular course of action, vote in a specific way or to represent any one political view.
- Behave in an appropriate manner and not in any way that might bring the reputation of the Council into disrepute.
- Promote and support open and transparent governance of the governing body and its affairs
- Create and maintain respectful, appropriate and effective relationships with the other members of the school governing body
- To comply with the Governors Code of Conduct and maintain the highest standards of conduct and ethics in the way in which you carry out your duties
- Promote accountability for the actions and performance of the governing body

### **3 Member Development**

- To attend mandatory “induction” and “understanding data” training (effective from September 2013)
- To actively participate in learning and development activities that support your role and which will enable an active involvement in all matters within your role and remit
- Familiarising yourself with Local Authority policies relating to schools and education to inform the debate and priorities at school level
- Read briefings and newsletters for governors

## Members' Toolkit

### Appointments to Outside Bodies: The Councillors' Roles - General Guidance & Potential Pitfalls and Conflicts



#### 1. Introduction

Alongside their involvement in the council itself, it is possible for members to be involved in a wide range of outside bodies, including community organisations, sports and recreation clubs, housing associations and companies.

Sometimes members will be appointed to sit on these organisations by the council itself, for example to discharge council duties through formal partnerships, or as formal appointments to national or regional 'representative' roles such as on the Welsh Joint Education Committee (WJEC) or one of the National Parks Authorities in Wales. In other cases, the member may be appointed independently of any council involvement. This guidance deals only with those instances in which the councillor has been nominated or appointed onto the outside body by the Council.

Councils can gain a number of benefits from their members being involved in outside bodies:

- To provide knowledge, skills and expertise which may not otherwise be available
- To provide local accountability or democratic legitimacy through the appointment of an elected representative
- To ensure that good relationships can be maintained with the body
- To deliver a partnership project that requires the input of other organisations or community groups
- To protect the Council's investment or assets, ie, if the council has provided grant funding or provides funding for service delivery
- To lever in external funding which would be not be available to the Council on its own

There are a number of types of outside bodies in which members may become involved as a representative appointed by the council. Some common examples are:

- National or regional body
- Charitable Trust
- Company limited by shares
- Company limited by guarantee
- Unincorporated association
- Industrial and provident society (mainly housing associations)

The structure of each type of organisation, the management, and the rules which govern the organisation, vary. The following table shows how each type is set up and managed:

<b>Legal Status of the organisation</b>	<b>Governing Document</b>	<b>Management</b>	<b>Possible member involvement</b>	<b>Common types of organisation</b>
A public authority	Constitution usually based on legislation	Authority	Member	National Parks Authority  Fire & Rescue Authority
Charitable Trust	Trust Deed	Trustee meetings	Trustee	Playing field trusts
Company limited by guarantee	Memorandum and Articles	a) Board of Directors b) Meetings of members	Director	Charitable organisations, stock transfer housing companies, community associations
Company limited by shares	Memorandum and Articles	a) Board of Directors b) Meetings of shareholders	Director	Commercial organisations (e.g. joint ventures or companies providing contractual services)
Unincorporated association	Constitution	Management Committee Members meeting	Management Committee member	Community associations

*Adapted from: 'Guidance regarding serving on outside bodies', Winchester City Council*

Regardless of how the appointment is made, the law lays down many requirements with which members must comply. These may include duties to the council, as well as duties to the outside body and its members.

An appointment to an outside body does not, therefore, necessarily mean that you will be representing the Council's interests on that outside body. Indeed there are a number of cases, for example if you are a trustee or a company director, where you must always act in the interests of the outside body and not in the Council's interests.

This can lead to conflicts of interests between your role as a Councillor and your representative role on the outside body.

You will only be considered a representative of your Council on an outside body if you have been formally appointed or nominated by the Council to this role. You should not purport to act as Council representative on an outside body unless a formal appointment has been made.

Set out below are a number of matters that you should take into account if you act on one or more outside body.

## **2. Appointment and reporting back**

Your appointment should be within any policy your Council has adopted for involvement in partnerships and outside bodies. This policy may explain some of the reasons why the Council may wish to appoint a representative e.g. in order to provide skills or democratic legitimacy, or to protect the Council's assets, or for other reasons.

You must ensure that your appointment has been made in accordance with the Council's Constitution. This can be done either by resolution of the Board/Cabinet or another committee or by a member or officer exercising delegated powers.

It is important that anyone who is appointed to an outside body provides information and reports periodically to the Council on what the organisation is doing. Your Council may have adopted a policy on how and when such reports are to be presented. You should ensure that the outside body provides you with sufficient information to enable you to make this report back. BUT - you are not required to disclose anything which is commercially confidential as this may be in breach of:

- the Members' Code of Conduct;
- your duties of confidentiality to the outside body (whether as director, trustee or more generally); or
- may be a breach of confidence in the general sense.

## **3. General Advice and Guidance to Members Appointed to Outside Bodies**

- Ensure that you know the legal status of the organisation – refer to the table above and read the governing document to understand your responsibilities;
- Ensure that if you are appointed a director of a Company the relevant form (form 288) is filed at Companies' House upon your appointment and resignation;
- Make any general declarations of interest at the first meeting (see section 7 below);
- Ask if there is any personal liability insurance or indemnity in place – sometimes referred to as directors' liability insurance (see section 8 below);
- Clarify whether the organisation will pay allowances or expenses(see section 8 below);
- Ensure the board or management committee has regular financial and other reports which detail the current financial situation of the organisation and any liabilities - take an interest in the business plan;

- Discuss with relevant officers any new activities that the outside body undertakes (you may need to provide them with copy papers) and ensure that risks are properly identified in reports (consistent with local authority decision making - ensure that all relevant information is presented);
- Observe duties of confidentiality (in both directions) (see section 7 below);
- Carefully consider any conflicts of interest, declare interests, and if appropriate, leave the room for consideration of the business (see section 6 below);
- Take advice from the Monitoring Officer, the Finance Department and your lead officer contact as appropriate - not just when the organisation is likely to become insolvent, but generally. Occasionally, that advice may be to seek external advice on your position, especially if there is a conflict between the organisation and the Council;
- Manage conflict - usually issues can be balanced, but ensure that when in meetings of the body you act in the body's best interests which may not necessarily be those of the Council - if all else fails, resign. Do not just remain a director and fail to attend meetings or you may find that you are in breach of your duty to act in the best interests of that organisation (see section 6 below).
- Finally, question the need for future Council involvement! Has the organisation come of age, or has it changed direction from when the Council first became involved - what useful purpose would ongoing representation serve?

#### **4. Particular Duties and Responsibilities of Directors and Trustees**

If you are appointed a director of a company then you must act in the best interests of the company. The main duties of a director are:

- to act honestly and in good faith and in the best interests of the company as a whole;
- a duty not to make a personal profit and to take proper care of the company's assets;
- to attend board meetings and follow the rules on the declaration of interests;
- to exercise reasonable skill and care (this is a subjective test based upon the individual's own knowledge and experience and involves due diligence in the performance of his/her duties as a director); and
- to comply with statutory obligations imposed by the Companies Acts, other legislation and any procedural rules set out in the governing document.

If you are appointed as a trustee of a charity then the duties of trustees are generally the same as for a director but in addition you must make sure the trust acts in accordance with the aims and objectives of the trust and you should make sure that you have a clear understanding of what these are (there is normally a trust deed which sets these out).

#### **5. General Duties of a Representative on an Outside Body**

In carrying out your duties as a Trustee or Director of an outside body you must take decisions without being influenced by the fact that you are a councillor. Your primary duty in acting as a representative making management decisions for the outside body is to make these decisions in the interests of the organisation. Members should always ensure that their fellow directors/trustees are aware of the fact that they are councillors.

In these cases, you must act in the interests of that body and exercise independent judgement in making decisions, in accordance with your duty of care to the body. You are not there just to vote in accordance with the Council's wishes. You may have regard to the interests of the Council, but this should not be the overriding consideration. In some cases voting in the Council's interests could be a breach of a director's duty to a company.

In other cases the Council may have expressed a view or formulated a policy and would expect you to convey that view or policy to the outside body. It is acceptable for you to do this as your Council's representative provided that it does not conflict with your particular duties as director or trustee or where it is clearly not contrary to the interests of the organisation.

The overriding responsibility is to seek to avoid a situation where duty and interest conflict and therefore if you are unsure about declaring an interest, it would be wise to declare and leave the meeting during consideration of the business.

## **6. Managing Conflicts of Interest**

In general terms the purposes of the outside body and what it wants to do often coincide with your Council's interest and so conflicts may be rare. However, there may be difficulty in some circumstances, for example if the body is not complying with the terms and conditions of a funding agreement between the Council and the body; or the organisation wishes to appeal against a planning decision made by the Council; or where the organisation has wider objects than the reason behind the Council's appointment and wishes to pursue activities which would conflict with Council policy.

You will need to manage the conflicts that will arise appropriately and in certain circumstances may feel that your only option is to resign from the company or body. Similarly, if the Council does not feel that a representative on an outside body is properly fulfilling their role and responsibilities, e.g. the person is not attending meetings or is voting in ways which may be inappropriate, then the Council could choose to change its representation on the outside body. Clearly there is a greater scope for conflicts to arise where you hold an office in the outside body, e.g. Chair, Vice-Chair, Secretary or Treasurer, than if you are a general member.

## **7. Declarations of Interest and Duties of Confidentiality - the Members' Code of Conduct**

When outside bodies consider issues related to your Council or where you may have a personal interest in relation to the body's activities, these need to be declared in line with the rules of the outside body and the Members Code of Conduct. The specific rules adopted by each body will vary and therefore you should ask for advice and guidance from the secretary of the organisation and/or the Monitoring Officer, as appropriate.

When the Council considers issues relating to or affecting the outside body to which you have been appointed as Council representative you must declare your personal interest in the matter in accordance with the Members' Code of Conduct. If this is your only interest then it will not be considered a prejudicial interest unless the matter relates to an approval, consent, licence, permission or registration. You will also need to ensure details of your appointment are included on the Register of interests kept by the Monitoring Officer.

Confidential information must be treated with care and if you have any doubt over the status of any information then you should keep that confidential and check with the relevant officer, whether or not it is something which is already in the public domain or which may be disclosed.

The legal position is that someone who has received information in confidence is not allowed to take improper advantage of it. Deliberate leaking of confidential information will also be a breach of the Members Code of Conduct.

Where you act as a representative of the Council on an outside body, you must comply with the Code of Conduct of that body, if it has one. If it does not, you must comply with the Members' Code of Conduct unless observance of the Code would conflict with any other obligations (i.e. the duty to act in the best interests of the outside body).

Under the Code you must not:

- disclose information given to you in confidence by anyone, or information acquired which you believe is of a confidential nature, without the consent of a person authorised to give it, or unless you are required by law to do so;
- prevent another person from gaining access to information to which that person is entitled by law.

Disclosing confidential information may also contravene other parts of the Code e.g. it may be regarded as bringing the office of Councillor or the Council into disrepute; may compromise the impartiality of people who work for the Council; may improperly confer or secure an advantage or disadvantage for you or any other person.

## **8. Allowances, insurances and indemnities**

Your Council may have authorised attendance at meetings of outside bodies as an approved duty for Members, allowing travelling and/or subsistence allowances in connection with meetings of the body. Alternatively, any expenses may be defrayed by the body itself, in accordance with its own rules. If the body does pay expenses, you may not claim from the Council. For further information on allowances contact the relevant officer in the Council

In some instances members who represent the Council on outside bodies may carry personal liability for decisions they make and actions which they take in their representative capacity. This is most likely to arise if you have been appointed as director of a company, or a trustee of a charity or onto the management board of an organisation. The outside body may have



insurance to cover your liability in these cases and you should check with the organisation. Alternatively, your Council may have agreed to provide an indemnity to cover any liabilities incurred by members acting in a representative capacity. The Monitoring Officer will be able to provide further information on this.

**This document is based on the document *Members' Toolkit Appointments to Outside Bodies: The Councillors' Roles – General Guidance and Potential Pitfalls and Conflicts* produced by Nottinghamshire County Council and published by ACSeS and *Members on Outside Bodies Briefing* WLGA**

**We are indebted to Dilys Phillips of Gwynedd Council for amendments and additions to reflect the requirements of members in Wales**

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO COUNCIL

20 DECEMBER 2017

#### REPORT OF THE MONITORING OFFICER

##### INFORMATION REPORTS FOR NOTING

**1. Purpose of Report.**

- 1.1 The purpose of this report is to inform Council of any information reports for noting since its last ordinary meeting.

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

- 2.1 The report relates to the Corporate Plan through improving the way we communicate and engage with citizens.

**3. Background.**

- 3.1 Council has previously agreed to receive a report of this content.

**4. Current situation / proposal.**

4.1 Information Reports

The information reports below have been published since the last ordinary meeting of Council:-

<u>Title</u>	<u>Officer</u>	<u>Date published</u>
The Corporate Template	Monitoring Officer	14 December 2017
Urgent Delegated Decision	Monitoring Officer	14 December 2017

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

- 5.1 This report accords with the relevant Procedure Rules.

**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 this report.

**8. Recommendation.**

- 8.1 Council is recommended to note the content of this report.

**P A Jolley**  
**Corporate Director Operational and Partnership Services & Monitoring Officer**  
**December 2017**

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CF31 4WB

**Background documents:**  
None were used in the production of this report

**BRIDGEND COUNTY BOROUGH COUNCIL**

**INFORMATION REPORT TO COUNCIL**

**29 NOVEMBER 2017**

**REPORT OF THE MONITORING OFFICER**

**THE CORPORATE REPORT TEMPLATE**

**1. Purpose of Report .**

1.1 The purpose of this report is to inform Council of the revised Corporate Template to be used for reports that are presented to Council, Cabinet and their committees.

**2. Connection to Corporate Improvement Objectives/Other Corporate Priorities**

2.1 This report assists in the achievement of the following Corporate Priority:-

1. **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 Corporate Template is designed to contain the key elements that will aid decision makers in assessing the available information and to make informed decisions.

3.2 The template has a common series of headings in a logical sequence that allows the reader to progress through any report and expect where key information should be found within it.

**4. Current situation / proposal.**

4.1 It is proposed that the report template be updated to reflect the implementation of the Well-Being Of Future Generations (Wales) Act 2015 and to include a standardisation of the Corporate Priorities.

4.2 The proposed template updates:

4.2.1 Section 2 to reflect the latest Corporate Priorities:

2.1 This report assists in the achievement of the following corporate priorities:-

1. **\*Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.

2. **\*Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
3. **\*Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council’s priorities.

\* Delete as appropriate

- 4.2.2 Section 7 is proposed to become the “**Well-being of Future Generations (Wales) Act 2015 Implications**” which has been added into the template to reflect the requirement to consider the implications of this legislation when making decisions.
- 4.2.3 The sections for **Financial Implications** and **Recommendations** have been renumbered accordingly.
- 4.3 The report author is still required to use the Equalities Impact Assessment (EIA) toolkit to determine whether mitigating actions need to be taken or a Full Equality Impact Assessment should be carried out. The report should include a summary of the mitigating actions of the EIA and the full EIA should be attached as an appendix to the report when required.
- 4.4 In addition to the EIA, the author will then need to consider the completion of the Well-being of Future Generations (Wales) Act (WFGA) 2015 assessment. The WFGA Assessment template is attached at **Appendix 1** and will be made available on the intranet for report authors to access. An example of a completed assessment has been included at **Appendix 2** to show the level of detail that may be required.
  - 4.4.1 It is proposed that when a WFGA assessment is undertaken, Section 7 of the report will include a summary of the assessment and if necessary the completed assessment will be included as an appendix to the main report.
  - 4.4.2 There may also be occasions where the assessment has been undertaken with no significant implications and therefore the assessment could be listed as a background document rather than appended to the actual report. Not all decisions will require an assessment to be completed e.g information reports.
  - 4.4.3 The report approvers will consider the content of the assessment before providing approval of the report.
- 4.5 It is proposed that report authors undertake training in respect of the Wellbeing of Future Generations (Wales) Act and the use of the the template before the revised template is used. It is further proposed that the new template is used from 1<sup>st</sup> April 2018
- 4.6 A blank version of the revised Corporate Report Template is attached at **Appendix 3** for information.

4.7 The relevant documents including the templates, WFGA Assessment samples and other related documents will be updated on the intranet. Bridgenders emails will be used to advertise the change of report template and introduction of the WFGA assessments.

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

5.1 There will be no direct effect on the Policy Framework & Procedure Rules but the revised report template will provide a sound basis for decision making, improve communication and Corporate working within the Authority and provide greater accessibility and understanding the residents of the County Borough.

## **6. Equalities Impact Assessments.**

6.1 This report has no EIA implications. The existing requirements for the Equalities Impact Assessment have not changed and should be included in this section.

## **7. Financial Implications.**

7.1 There are no financial implications regarding this report.

## **8. Recommendation.**

8.1 That Council notes the use of the revised Corporate Report Template for all reports being presented to Committees from 1<sup>st</sup> April 2018, following the completion of appropriate training for report authors and awareness sessions for Elected Members.

**P A Jolley**

**Corporate Director Operational and Partnership Services and Monitoring Officer**  
**05 December 2017**

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**Background documents:** None

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## WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015 ASSESSMENT

<b>Project Description (key aims):</b>	
<b>Section 1</b>	<b>Complete the table below to assess how well you have applied the 5 ways of working.</b>
<b>Long-term</b> (The importance of balancing short term needs with the need to safeguard the ability to also meet long term needs)	<b>1. How does your project / activity balance short-term need with the long-term and planning for the future?</b>
<b>Prevention</b> (How acting to prevent problems occurring or getting worse may help public bodies meet their objectives)	<b>2. How does your project / activity put resources into preventing problems occurring or getting worse?</b>
<b>Integration</b> (Considering how the public body's well-being objectives may impact upon each of the wellbeing goals, on their objectives, or on the objectives of other public bodies)	<b>3. How does your project / activity deliver economic, social, environmental &amp; cultural outcomes together?</b>

<p><b>Collaboration</b></p> <p>(Acting in collaboration with any other person (or different parts of the body itself) that could help the body meet its well-being objectives)</p>	<p><b>4. How does your project / activity involve working together with partners (internal and external) to deliver well-being objectives?</b></p>
<p><b>Involvement</b></p> <p>(The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves)</p>	<p><b>5. How does your project / activity involve stakeholders with an interest in achieving the well-being goals? How do those stakeholders reflect the diversity of the area?</b></p>

Section 2 Assess how well your project / activity will result in multiple benefits for our communities and contribute to the national well-being goals (use Appendix 1 to help you).		
Description of the Well-being goals	How will your project / activity deliver benefits to our communities under the national well-being goals?	Is there any way to maximise the benefits or minimise any negative impacts to our communities (and the contribution to the national well-being goals)?
<p><b>A prosperous Wales</b> An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>		
<p><b>A resilient Wales</b> A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>		
<p><b>A healthier Wales</b> A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>		
<p><b>A more equal Wales</b></p>		

<p>A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).</p>		
<p><b>A Wales of cohesive communities</b> Attractive, viable, safe and well-connected communities.</p>		
<p><b>A Wales of vibrant culture and thriving Welsh language</b> A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.</p>		
<p><b>A globally responsible Wales</b> A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.</p>		

<b>Section 3 Will your project / activity affect people or groups of people with protected characteristics? Explain what will be done to maximise any positive impacts or minimise any negative impacts</b>			
Protected characteristics	Will your project / activity have any positive impacts on those with a protected characteristic?	Will your project / activity have any negative impacts on those with a protected characteristic?	Is there any way to maximise any positive impacts or minimise any negative impacts?
Age:			
Disability			
Gender reassignment:			
Marriage or civil partnership:			
Pregnancy or maternity:			
Race:			
Religion or Belief:			
Sex (Gender):			
Sexual orientation			
Welsh Language:			

<b>Section 4 Identify decision meeting for Project/activity e.g. Cabinet, Council or delegated decision taken by Executive Members and/or Chief Officers</b>	
<b>Compiling Officers Name:</b>	
<b>Compiling Officers Job Title:</b>	
<b>Date completed:</b>	

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**WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015 ASSESSMENT**

<b>Project Description (key aims):</b>	
<b>Older Persons' Housing Related Floating Support service</b>	
<b>Section 1 Complete the table below to assess how well you have applied the 5 ways of working.</b>	
<b>Long-term</b>	<p><b>1. How does your project / activity balance short-term need with the long-term and planning for the future?</b></p> <p><i>The service will provide a responsive, preventative and person centred support service however, it is recognised that Housing related support services are no alternative to or substitute for good quality health and/or social care that people may need to address long standing issues and underlying problems. As such we will ensure that services work in collaboration to ensure that information and signposting is available to the most appropriate source of support. The service will be monitored to identify trends and emerging needs to ensure that it remains fit for purpose and to support the authority in future planning.</i></p>
<b>Prevention</b>	<p><b>2. How does your project / activity put resources into preventing problems occurring or getting worse?</b></p> <p><i>Supporting People services are preventative in their very nature and have been proven to reduce the burden on other more costly statutory services. Early intervention is at their core and can ensure that in many cases situations do not escalate and individuals are able to maintain their independence for much longer with much less involvement from the authority.</i></p>
<b>Integration</b>	<p><b>3. How does your project / activity deliver economic, social, environmental &amp; cultural outcomes together?</b></p> <p><i>The contract for this service has been competitively tendered. Two organisations were shortlisted to the final stage. Both organisation's submitted tenders with costs below the maximum annual contract value specified in the invitation to tender. The overall costs are significantly lower than the current annual cost of delivering Older Persons floating support services which is £653,066.11. Awarding the contract to Company 1 would achieve significant savings in year 1 of the contract with further savings in years 2 and 3, demonstrating that the Council has achieved value for money through this tender process. The service will provide Housing Related support to older people aged 50 plus, to maintain independence and lead lives fulfilled and active lives within their local communities. Special emphasise has been placed on the need for the provider to ensure that people are supported to participate in community activities that can reduce isolation and loneliness and increase paying special attention to the cultural needs and preferences of the individual as well as the community.</i></p>

<b>Collaboration</b>	<p><b>4. How does your project / activity involve working together with partners (internal and external) to deliver well-being objectives?</b></p>
	<p><i>The service will provide a responsive, preventative and person centred housing related support service to people aged 50 plus enabling them to maintain their independence. This will be achieved through effective partnership working, communication and collaboration where necessary and appropriate with housing, health, social care and through developing links with existing multi agency hubs and other services both locally, regionally and nationally.</i></p>
<b>Involvement</b>	<p><b>5. How does your project / activity involve stakeholders with an interest in achieving the well-being goals? How do those stakeholders reflect the diversity of the area?</b></p>
	<p><i>The service will provide a responsive, preventative and person centred housing related support service to people aged 50 plus enabling them to maintain their independence. This will be achieved through effective partnership working, communication and collaboration where necessary and appropriate with housing, health, social care and through developing links with existing multi agency hubs and other services both locally, regionally and nationally.</i></p>

<b>Section 2 Assess how well your project / activity will result in multiple benefits for our communities and contribute to the national well-being goals</b>		
<b>Description of the Well-being goals</b>	<b>How will your project / activity deliver benefits to our communities under the national well-being goals?</b>	<b>Is there any way to maximise the benefits or minimise any negative impacts to our communities (and the contribution to the national well-being goals)?</b>
<p><b>A prosperous Wales</b> An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing</p>	<p><i>The provider will be a locally based organisation, providing employment to local people. The preventative nature of the service will help to alleviate the demand on more costly statutory services.</i></p>	<p><i>Supporting People will closely review and monitor the way the contract is delivered to ensure that it remains fit for purpose, of a high quality and value for money.</i></p>



people to take advantage of the wealth generated through securing decent work.		
<p><b>A resilient Wales</b> A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>	<p><i>By supporting older people to remain within their own homes and communities for longer the service will be supporting and encouraging a more diverse society.</i></p>	<p><i>The impact of the service on local communities will be monitored.</i></p>
<p><b>A healthier Wales</b> A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>	<p><i>The service will promote a 'supporting to' not 'doing for' ethos. The service will have the flexibility to increase and decrease the nature and level of support based on individual needs and circumstances. Where people do consistently require more support then the service is commissioned to provide then alternative interventions may need to be considered.</i></p>	<p><i>Support will be available for a maximum period of twelve months to ensure individuals do not become dependent on it. Where support has ended and new or additional needs are identified the service user may re-enter the service.</i></p>
<p><b>A more equal Wales</b> A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).</p>	<p><i>This service is free of charge and based on need. This service is specifically designed to enable older people in Bridgend to live fulfilled lives with the same opportunities and quality of life as other</i></p>	<p><i>The reach of the service will be monitored and the effectiveness of meeting peoples goals will be measured through the Welsh Government Outcomes Framework.</i></p>
<p><b>A Wales of cohesive communities</b> Attractive, viable, safe and well-connected communities.</p>	<p><i>The service will actively encourage its users to engage with the activities that take place within their community and support contact with friends and family. Through greater engagement individuals should be able to contribute to their communities for longer.</i></p>	<p><i>The level and type of support offered will be reviewed periodically. The correct type of support should positively impact on the communities of the people supported.</i></p>

<p><b>A Wales of vibrant culture and thriving Welsh language</b> A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.</p>	<p><i>During both stage 1 and 2 of the tender process, special emphasis was placed on the bidding providers would comply with the Welsh Language Measure (2011).</i></p>	<p><i>Compliance with the Welsh Language act will be monitored as part of service review.</i></p>
<p><b>A globally responsible Wales</b> A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.</p>	<p><i>Services that encourage older people to play active roles within their communities and maintain their independence for longer will help to improve wellbeing and contribute positively to society as a whole.</i></p>	<p><i>The outcomes of support and the wellbeing of service users will be monitored as part of service review. High levels of positive outcomes should positively impact on the community as a whole.</i></p>

<b>Section 3 Will your project / activity affect people or groups of people with protected characteristics? Explain what will be done to maximise any positive impacts or minimise any negative impacts</b>			
Protected characteristics	Will your project / activity have any positive impacts on those with a protected characteristic?	Will your project / activity have any negative impacts on those with a protected characteristic?	Is there any way to maximise any positive impacts or minimise any negative impacts?
Age:	Yes	No	<i>Service Delivery will be closely monitored</i>
Disability:	Yes	No	<i>Service Delivery will be closely monitored</i>
Gender reassignment:	<i>Only if they meet the age eligibility criteria for the service</i>	No	<i>Service Delivery will be closely monitored</i>
Marriage or civil partnership:	Yes	No	<i>Service Delivery will be closely monitored</i>
Pregnancy or maternity:	Yes	No	No
Race:	Yes	No	<i>Service Delivery will be closely monitored</i>

Religion or Belief:	<i>Yes – individuals will be supported in line with their beliefs</i>	<i>No</i>	<i>Service Delivery will be closely monitored</i>
Sex: (Gender)	<i>Yes</i>	<i>No</i>	<i>Service Delivery will be closely monitored</i>
Sexual orientation	<i>Yes</i>	<i>No</i>	<i>Service Delivery will be closely monitored</i>
Welsh Language:	<i>Yes – provision will be made to ensure that peoples preferences are respected and catered for</i>	<i>No</i>	<i>Service Delivery will be closely monitored</i>

<b>Section 4 Identify decision meeting for Project/activity e.g. Cabinet, Council or delegated decision taken by Executive members and/or Chief Officers</b>	
Cabinet	
<b>Compiling Officers Name:</b>	GP Jones
<b>Compiling Officers Job Title:</b>	Head of Democratic Services
<b>Date Completed:</b>	** October 2017

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This part of the report to be completed during the approval process but deleted prior to printing or publication on the web

Report Approval	Name	Date
Chief Officer		
Cabinet Member (Cabinet reports only)		
Chairperson (Urgent only)		

	Name	Date
Legal		
Finance		
Sent to Cabinet Committee		

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO <COMMITTEE NAME>

<COMMITTEE DATE (DD MMM YYYY)>

### REPORT OF THE CORPORATE DIRECTOR <INSERT TITLE>

<REPORT TITLE>

#### 1. Purpose of Report .

1.1 The purpose of this report is to

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

2.1 This report assists in the achievement of the following corporate priority/priorities:-

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

\* Delete as appropriate

#### 3. Background.

3.1

#### 4. Current situation / proposal.

4.1

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

5.1

**6. Equalities Impact Assessment**

6.1

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

7.1

**8. Financial Implications.**

8.1

**9. Recommendation.**

9.1

<Corporate Director Name>

**<CORPORATE DIRECTOR TITLE>**

<Date>

**Contact Officer:** <Name>  
<Job Title/Appointment>

**Telephone:** (01656) <telephone number>

**Email:** <email address>

**Postal address:** <Full Postal Address>

**Background documents:** <List All relevant documents>

**BRIDGEND COUNTY BOROUGH COUNCIL**

**INFORMATION REPORT TO COUNCIL**

**20 DECEMBER 2017**

**REPORT OF THE MONITORING OFFICER**

**URGENT DELEGATED DECISION**

**1. Purpose of Report.**

1.1 To report to Council delegated decision taken as a matter of urgency under the Scheme of Delegation of Functions.

**2. Connection to Corporate Improvement Objectives / Other Corporate Priorities.**

2.1 The ability of Members and Officers to make decisions directly impacts upon the Authority's ability to implement the Corporate Improvement Objectives and Other Corporate Priorities.

**3. Background.**

3.1 The decision is required to be reported to Council under Paragraph 18 of the Overview & Scrutiny Procedure Rules which are to be found at Part 4 of the Constitution.

**4. Current situation / proposal.**

4.1 The decision taken under Scheme A paragraph 1.1 by-passes the call-in procedure (as set out in paragraph 19 of Part 4 Rules of Procedure within the Constitution), is summarised as follows:-

4.2 WEL-ASC-17-088 – Award of contract to purchase 3 mini buses.

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

5.1 This report has no effect on the Council's Policy Framework and Procedure Rules.

**6. Equality Impact Assessment**

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

**7. Financial Implications.**

7.1 There are no financial implications relating to the report.

**8. Recommendation.**

8.1 It is recommended that Council notes the report.

**P A Jolley**  
**Corporate Director Operational and Partnership Services & Monitoring Officer**  
**13 December 2017**

**Contact Officer:** **Andrew Rees**  
Senior Democratic Services Officer – Committees

**Telephone:** (01656) 643147

**E-mail:** [Andrew.rees@bridgend.gov.uk](mailto:Andrew.rees@bridgend.gov.uk)

**Postal Address** Democratic Services, Civic Offices, Angel Street, Bridgend, CF31  
4WB

### **Background documents**

Delegated Decision referred to in Paragraph 4.2 of the report.