

# Public Document Pack

## 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,

### **PWYLLGOR CRAFFU TESTUN 3**

Cynhelir Cyfarfod Pwyllgor Craffu Testun 3 yn Siambr y Cyngor - Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont ar Ogwr CF31 4WB ar **Dydd Mercher, 17 Ionawr 2018 am 9.30 am.**

### **AGENDA**

1. Ymddiheuriadau am absenoldeb  
Derbyn ymddiheuriadau am absenoldeb gan Aelodau.
2. Datganiadau o fuddiant  
Derbyn datganiadau o ddiddordeb personol a rhagfarnol (os o gwbl) gan Aelodau / Swyddogion yn unol â darpariaethau'r Cod Ymddygiad Aelodau a fabwysiadwyd gan y Cyngor o 1 Medi 2008.
3. Cymeradwyaeth Cofnodion 3 - 14  
I dderbyn am gymeradwyaeth y Cofnodion cyfarfod y 22/11/2017.
4. Diweddariad ar Raglen Waith 15 - 26
5. Trosglwyddo Asedau Cymunedol 27 - 50  
Gwahoddedigion:

Mark Shephard, Cyfarwyddwr Corfforaethol - Cymunedau  
Cyng Richard Young, Aelod Cabinet - Cymunedau  
Fiona Blick, Rheolwr Grŵp y Gwasanaethau Eiddo  
Guy Smith, Swyddog Trosglwyddo Asedau Cymunedol  
Philip Jones, Clwb Rygbi Bryncethin  
John Davies, Clwb Rygbi Bryncethin  
Geraint Thomas, Clerc Cyngor Tref Pencoed

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

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

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6. Materion Brys

I ystyried unrhyw eitemau o fusnes y, oherwydd amgylchiadau arbennig y cadeirydd o'r farn y dylid eu hystyried yn y cyfarfod fel mater o frys yn unol â Rhan 4 (pharagraff 4) o'r Rheolau Trefn y Cyngor yn y Cyfansoddiad.

Yn ddiffuant

**P A Jolley**

Cyfarwyddwr Gwasanaethau Gweithredol a Phartneriaethol

**Dosbarthiad:**

Cynghowrwy

SE Baldwin

TH Beedle

N Clarke

P Davies

RM Granville

DG Howells

Cynghorwyr

A Hussain

DRW Lewis

DG Owen

RMI Shaw

JC Spanswick

RME Stirman

Cynghorwyr

G Thomas

E Venables

MC Voisey

JE Williams

## PWYLLGOR CRAFFU TESTUN 3 - DYDD MERCHER, 22 TACHWEDD 2017

COFNODION CYFARFOD Y PWYLLGOR CRAFFU TESTUN 3 A GYNHALIWIYD YN SIAMBR Y CYNGOR - SWYDDFEYDD DINESIG, STRYD YR ANGEL, PEN-Y-BONT AR OGWR CF31 4WB DYDD MERCHER, 22 TACHWEDD 2017, AM 9.30 AM

### Presennol

#### Y Cynghorydd JC Spanswick – Cadeirydd

SE Baldwin  
DG Howells  
RME Stirman  
JE Williams

TH Beedle  
A Hussain  
G Thomas

N Clarke  
DRW Lewis  
E Venables

P Davies  
RMI Shaw  
MC Voisey

### Ymddiheuriadau am Absenoldeb

#### Swyddogion:

Sarah Daniel	Swyddog Gwasanaethau Democrataidd - Craffu
Joanne Norman	Rheolwr Cyllid
Andrew Rees	Uwch Swyddog Gwasanaethau Democrataidd - Pwyllgorau
Zak Shell	Pennaeth Gwasanaethau Cymdogaeth
Mark Shephard	Cyfarwyddwr Corfforaethol - Cymunedau
Kelly Watson	Rheolwr Grŵp Gwasanaethau Cyfreithiol a Democrataidd

#### Gwahoddedigion:

Joanne Norman	Rheolwr Cyllid
Zak Shell	Pennaeth Gwasanaethau Cymdogaeth
Mark Shephard	Cyfarwyddwr Corfforaethol – Cymunedau
Cyng H Williams	Dirprwy Arweinydd
Cyng R Young	Aelod o'r Cabinet - Cymunedau

#### 11. DATGANIADAU BUDDIANNAU

Dim.

#### 12. CYMERADWYO'R COFNODION

##### PENDERFYNWYD:

Bod cofnodion cyfarfod y Pwyllgor Trosolwg Pwnc a Chraffu 3 ar 13 Medi 2017 i'w cymeradwyo fel cofnod gwir a chywir.

#### 13. DIWEDDARIAD BLAENRAGLEN WAITH

Adroddodd y Swyddog Craffu ar eitemau a oedd wedi'u blaenoriaethu gan y Pwyllgor Craffu a Throsolwg Corfforaethol a oedd yn cynnwys yr eitem nesaf a ddirprwywyd i'r Pwyllgor hwn i'w ystyried. Cyflwynodd restr hefyd o eitemau eraill posibl i nodi sylwadau arnynt a'u blaenoriaethu, a gofynnodd i'r Pwyllgor nodi unrhyw eitemau eraill i'w hystyried gan ddefnyddio'r ffurflen meini prawf gosodedig.

##### **Casgliadau**

1. Bod y Pwyllgor yn cymeradwyo'r adborth o gyfarfod blaenorol y Pwyllgor hwn, a'i fod wedi nodi'r rhestr o ymatebion gan gynnwys unrhyw rai a oedd yn dal heb eu cyflwyno; ac yn derbyn yr adborth gan Swyddogion ar eu hargymhellion ar gyfer

datblygu Pen-y-bont ar Ogwr fel tref i weithio a byw ynddi, ac i ymweld â hi. Gofynnodd yr Aelodau am fwy o eglurhad i'r pwyntiau canlynol:

- Y cynnig gan y Cabinet i gaffael cwmni allanol i ymgymryd â'r swyddogaeth o erlyn troseddwr sy'n gollwng ac yn tipio sbwriel yn anghyfreithlon.
  - Gofynnodd yr Aelodau am eglurhad ynghylch pryd fyddai hyn yn digwydd ac am ragor o wybodaeth, a gofynnwyd a fyddai'n ariannol hyfyw i gadw'r gwasanaeth yn fewnol;
  - Gofynnodd yr Aelodau am adborth ar yr adolygiad ysgafn o'r Cynllun Rheoli Cyrchfan;
2. Bod y Pwyllgor wedi nodi gwybodaeth ychwanegol yr oedd yn dymuno ei dderbyn ar yr eitem nesaf a ddirprwywyd i'r Aelodau yn y Flaenraglen Waith. Penderfynodd hefyd ei fod yn dymuno gwahodd cynrychiolwyr o BAVO a Chyngor Tref Pencoed i ddod i gynorthwyo yn yr ymchwiliad i Drosoglwyddo Asedau Cymunedol, a gwahodd cynrychiolwyr o Gyngor Tref Pencoed i ddod i gynorthwyo yn yr ymchwiliad i Adfywio Canol y Dref;
  3. Ystyriodd y pwyllgor y ffurflen meini prawf, wedi'i llenwi, a phenderfynodd yr hoffai ychwanegu at y Flaenraglen Waith effaith gyllidebol Carchar y Parc ar y Cyngor;
  4. Y gofynnir i'r Pwyllgor Craffu a Throsolwg Corfforaethol flaenoriaethu eitemau ar Ofal Dementia; Moderneiddio Ysgolion Band B; Tai Brys ac Atal, Llesiant a Chydgysylltu Cymunedau Lleol, o'r Flaenraglen Waith;

Bod yr eitem ar Ofal Dementia yn cael ei chyflwyno fel eitem addas ar gyfer gweddarlledu o'r Flaenraglen Waith gyffredinol.

#### 14. CYTUNDEB GWASTRAFF NEWYDD Y CYNGOR

Cyflwynodd y Swyddog Craffu adroddiad a oedd yn crynhoi'r sefyllfa bresennol o ran y Contract Gwastraff newydd. Gofynnodd i'r Pwyllgor ystyried gofyn cwestiynau i'r gwahoddedigion yn seiliedig ar y themâu yn yr adroddiad.

Dywedodd y Cyfarwyddwr Corfforaethol dros Gymunedau wrth y Pwyllgor fod yr adroddiad yn ceisio ateb cwestiynau'r Aelodau ynghylch y Contract Gwastraff, a oedd wedi bod trwy raglen newid sylweddol. Am gyfnod byr ym mis Mehefin 2017, yn ôl y Cyfarwyddwr, ar ôl gweithredu'r contract newydd, roedd y cleient (y Cyngor) a'r contractwr, Kier, wedi wynebu problemau perfformiad wrth gyflawni gwasanaethau. Ers hynny bu gwelliant yn narpariaeth y gwasanaeth a byddai angen parhau â'r gwelliant hwn yn y dyfodol.

Cafodd y Pwyllgor gyflwyniad gan Zak Shell, Pennaeth y Gwasanaethau Cymdogaeth a Maz Akhtar, Rheolwr Rhanbarthol Kier ar y gwasanaeth casglu gwastraff.

Dywedodd Pennaeth y Gwasanaethau Cymdogaeth wrth y Pwyllgor fod y contract gwastraff ar ei drydedd ffurf erbyn hyn, a'r hyn a oedd yn sbarduno'r newid oedd targedau ailgylchu Llywodraeth Cymru sy'n cynyddu drwy'r amser. Mae gwaith wedi'i wneud gyda WRAP Cymru (Rhaglen Weithredu ar Wastraff ac Adnoddau) i gyfyngu ar y gwastraff gweddilliol gan aelwydydd a'i gwneud yn ofynnol i ddidoli eitemau y gellid eu hailgylchu mewn Canolfannau Ailgylchu

Gwastraff y Cartref (atal dadleoli), a sicrhau cymaint â phosibl o ailgylchu gan fusnesau masnachol. Dywedodd wrth y Pwyllgor fod awdurdodau lleol eraill yng Nghymru yn cymryd camau i gyfyngu ar wastraff gweddilliol. Amlinellodd y camau allweddol a gymerwyd a arweiniodd at ddechrau'r contract newydd ar 1 Ebrill 2017, a gweithredwyd y contract yn llawn ar 5 Mehefin 2017.

Amlygodd yr heriau ers gweithredu'r contract a arweiniodd at gynnydd yn nifer y ceisiadau am gadi bwyd. Ni ragwelwyd hyn ac roedd wedi achosi baich ychwanegol i Kier. Cafwyd problemau dro ar ôl tro yn y Felin Wylt a oedd yn benodol i'r lleoliad hwnnw. Tynnodd sylw hefyd at y llwyddiannau, sef cydymffurfio â'r rheol 2 fag, diwygio'r casgliadau gwastraff gardd, derbyn y newid i Ganolfannau Ailgylchu Cymunedol, a chyfradd o 0.2% yn y casgliadau a fethwyd ar hyn o bryd. Roedd y perfformiad ailgylchu yng Nghwarter 1 a 2 yn 2017 yn 63.81% a 73.45%. Nododd mai'r heriau nesaf oedd parhau i wella lefelau gwasanaeth; casgliadau'r Nadolig / y Flwyddyn Newydd; cerbydau newydd ac addasu rowndiau, rheol gadarn 2 fag, gan osod sticer a'i adael a darparu sachau a bagiau bio ar sail dreigl.

Dywedodd Rheolwr Rhanbarthol Kier wrth y Pwyllgor am y cynlluniau o ran gwella staff sef bod Claire Pring ar hyn o bryd yn Rheolwr Busnes Dros Dro penodedig. Nododd fod y gwaith o recriwtio Rheolwr Busnes wedi dod i ben ac apwyntiad wedi'i wneud. Roedd y gwaith o recriwtio Goruchwyliwr wedi dod i ben a'r gwaith o recriwtio staff rheng flaen yn parhau. Roedd staff yn cael eu hyfforddi ar y defnydd o gynorthwywyr digidol personol a lleoli cynwysyddion ailgylchu, ac ym mis Ionawr cynhelir hyfforddiant sefydlu llawn ar gyfer yr holl staff ailgylchu. Amlinellodd gynlluniau eraill i wella gwasanaethau a byddai cerbydau ailgylchu capasiti uchel newydd yn cyrraedd o fis Tachwedd ymlaen. Roedd hyn wedi golygu buddsoddiad o £2 miliwn gan Kier ar gyfer Pen-y-bont ar Ogwr yn unig. Bydd y cerbydau newydd yn cynnwys teledu cylch cyfyng er mwyn gallu monitro'r gwasanaeth o bell. Darparwyd dyfeisiau cynorthwywyr digidol personol yn y cab ar gyfer pob gwasanaeth drwy fuddsoddiad o £105,000 gan Kier.

Dywedodd wrth y Pwyllgor hefyd am y cynnig i gynyddu gwastraff gardd o 4 diwrnod, fel y mae ar hyn o bryd, i 5 diwrnod yr wythnos a gwneud y casgliadau hyn ar yr un diwrnodau ag y cesglir y gwastraff gweddilliol. Nodwyd bod hyn yn digwydd oherwydd bod y defnydd o'r gwasanaeth gwastraff gardd yn uwch na'r disgwyl.

Dywedodd bod Kier yn gweithio ar ateb i gasglu gwastraff cymunedol yn y Felin Wylt ar yr un diwrnodau ag y cesglir gwastraff nad yw'n gymunedol er mwyn datrys y broblem o golli casgliadau. Roedd capasiti ailgylchu ychwanegol yn cael ei ystyried.

Dywedodd wrth y Pwyllgor hefyd am gynlluniau gwella i wasanaethau eraill a fyddai'n mynd i'r afael â chasgliadau cynhyrchion hylendid amsugol. Byddai staff penodedig ar gyfer hyn, a byddai'r dewis terfynol o gerbyd yn cael ei wneud pan fyddai'r sylfaen cwsmeriaid yn sefydledig a byddai sachau ychwanegol ar gael. Dywedodd wrth y Pwyllgor hefyd am newidiadau sydd i'w gwneud wrth ddarparu sachau o fis Ionawr 2018 ymlaen er mwyn lleihau nifer y cwynion ac achosion pan na chawsant eu darparu. Dywedodd y byddai dyfeisiau

cynorthwywyr digidol personol yn cael eu defnyddio i gadarnhau pan fo strydoedd wedi eu cwblhau. Rhoddodd wybod i'r Pwyllgor hefyd am gynlluniau i wella gwasanaethau mewn safleoedd ailgylchu cymunedol, a hynny yn sgil y problemau ciwio, a bod gwe-gamera wedi ei ddefnyddio i helpu trigolion i benderfynu ar yr amser gorau i ymweld â'r Ganolfan Ailgylchu Gymunedol. Dywedodd bod peiriant bwndelu polystyren wedi ei gyflwyno er mwyn tynnu polystyren o'r gwastraff gweddilliol a'i werthu. Dywedodd wrth y Pwyllgor fod y mesurau hyn wedi eu gweithredu yn ychwanegol at y tendr. Dywedodd mai'r her sy'n wynebu Kier yw'r gwaith o aildrefnu rowndiau a weithredir ym mis Chwefror 2018.

Dywedodd wrth y Pwyllgor hefyd fod Kier wedi sefydliadu dolenni ar wefan y Cyngor lle mae modd trefnu i gasglu gwastraff swmpus a gwneud taliadau ar-lein. Dywedodd fod Kier wedi buddsoddi yn y Ganolfan yn Nhondu drwy ddatblygu gweithdy newydd ac roedd cynlluniau ar waith i osod peiriant bwndelu newydd.

Diolchodd Julian Tranter, Rheolwr Gyfarwyddwr Kier, i'r Pwyllgor am y gwahoddiad i gymryd rhan yn y cyfarfod. Dywedodd fod ei gwmni'n falch iawn bod y contract gwastraff wedi'i ddyfarnu iddo a bod y dull y dewisodd yr awdurdod yn arweiniol yn y diwydiant. Dywedodd wrth y Pwyllgor y bu heriau i weithrediad cyntaf y contract, ond roedd wedi bod mewn trafodaeth barhaus gyda'r Prif Weithredwr a'r Cyfarwyddwr Corfforaethol dros Gymunedau yn ystod y cyfnod hwn. Dywedodd y byddai Kier yn adolygu'r gwersi i'w dysgu o weithredu'r contract ac fe wnaeth longyfarch yr awdurdod ar ei fentergarwch a'i berfformiad.

Mynegodd y Pwyllgor bryder am ansawdd y sachau ar gyfer cynhyrchion hylendid amsugol gan fod angen i'r gwasanaeth fod yn ofalus nad yw'r sachau'n dryloyw. Mynegwyd pryder hefyd y gallai rhai trigolion gael anhawster wrth wahaniaethu rhwng y sachau ar gyfer casgliadau cynhyrchion hylendid amsugol sy'n lliw porffor a'r sachau ar gyfer gwastraff gweddilliol sy'n las. Dywedodd y Dirprwy Arweinydd fod y Cyngor wedi achub ar y cyfle i gyflwyno casgliadau cynhyrchion hylendid amsugol yn rhan o'r contract newydd. Dywedodd fod y Cyngor yn ystyried materion sy'n ymwneud ag urddas yn bwysig iawn a byddai'n gweithio gyda thrigolion i wella'r gwasanaeth. Soniodd y Cyfarwyddwr Corfforaethol dros Gymunedau am heriau cyflwyno gwasanaeth newydd, sef bod nifer y ceisiadau am wasanaeth wedi cynyddu a'r rowndiau'n newid yn gyson. Dywedodd mai ychydig iawn o broblemau a gafwyd gan drigolion â phlant ifanc a oedd yn defnyddio'r gwasanaeth cynhyrchion hylendid amsugol. Roedd trigolion hŷn a oedd yn profi anawsterau â chasgliadau cynhyrchion hylendid personol yn cael eu hasesu er mwyn gallu cael casgliadau â chymorth o'r tu mewn i ffiniau eu heiddo, a hynny er mwyn parchu eu hurddas. Nid oedd y Rheolwr Rhanbarthol yn gallu rhoi manylion nifer yr aelwydydd a oedd yn cael casgliadau cynhyrchion hylendid personol, ond yr amser ymateb ar gyfer derbyn y gwasanaeth oedd pythefnos. Dywedodd fod nifer y trigolion sy'n aros am asesiad yn isel. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth wrth y Pwyllgor fod 11 o asesiadau, ar ddydd Llun yr wythnos hon, yn aros i gael eu gwneud ar gyfer casgliadau â chymorth. Nid oedd unrhyw drigolion yn aros am asesiadau ar gyfer casgliadau cynhyrchion hylendid amsugol.

Mynegodd y Pwyllgor bryder nad oedd Kier yn ymwybodol o nifer y trigolion a oedd yn aros i gael eu hasesu. Roedd yr Aelodau hefyd yn ymwybodol o'r ffaith fod trigolion yn gorfod gwneud cais i gael bagiau cynhyrchion hylendid amsugol dro ar ôl tro, a hynny ar ôl mwy na 10 diwrnod. Mynegodd yr Aelodau bryder hefyd am lefelau perfformiad Kier gan ddweud y dylent fod wedi bod yn barod i weithredu'r contract pan ddyfarnwyd y contract. Dywedodd y Rheolwr Rhanbarthol wrth y Pwyllgor eu bod wedi cael anhawster o ran darparu'r bagiau cynhyrchion hylendid amsugol; roedd aelwydydd wedi cael cyflenwad blwyddyn o fagiau, ond roedd yn ymwybodol bod rhai cwsmeriaid newydd wedi gorfod aros am y bagiau. Dywedodd mai'r amserlen ar gyfer darparu'r bagiau cynhyrchion hylendid amsugol yw 10 diwrnod. Bydd y criw casglu yn dosbarthu'r bagiau ac yna bydd y gwasanaeth yn dechrau.

Mynegodd y Pwyllgor bryder am y diffyg cydgysylltu rhwng dosbarthu'r bagiau cynhyrchion hylendid amsugol a'u casglu wedi hynny ac roeddent yn cwestiynu sut y cysylltir â'r gweithredwyr i'w casglu. Dywedodd y Rheolwr Rhanbarthol y byddai'r ganolfan gyswllt yn derbyn galwad, a fyddai'n creu tocyn a fyddai'n cael ei drosglwyddo i ddyfais cynorthwywyr digidol personol y criw. Dywedodd Aelod o'r Pwyllgor fod y gwasanaeth casglu bagiau cynhyrchion hylendid amsugol wedi gwella ers ei weithredu, ond roedd yn dal yn broblem fod aelwydydd yn gorfod aros mwy na 10 diwrnod i gael y bagiau. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth wrth y Pwyllgor fod 351 o geisiadau wedi bod am sachau, ac roedd 100 o'r ceisiadau hynny y tu allan i'r targed o 10 diwrnod. Dywedodd fod y deunydd yn cael ei ailgylchu a'i droi'n gynnyrch ffibr. Dywedodd y Rheolwr Rhanbarthol wrth y Pwyllgor y cafwyd problem â'r bagiau cynhyrchion hylendid amsugol ym mis Mehefin / Gorffennaf ond bod perfformiad wedi gwella ers mis Medi. Dywedodd ei fod yn ymwybodol o'r problemau gyda dosbarthu'r bagiau ar gyfer gwastraff gweddilliol a'i fod wedi mynd y tu hwnt i'r targed o 10 diwrnod.

Mynegodd y Pwyllgor bryder fod fan paneli yn cael ei defnyddio i gasglu'r bagiau cynhyrchion hylendid amsugol gan nad oedd yn caniatáu i'r cynhyrchion gael eu cywasgu, a holwyd a fyddai Kier yn ystyried defnyddio gwahanol fath o gerbyd. Dywedodd y Rheolwr Rhanbarthol wrth y Pwyllgor fod Kier yn ystyried defnyddio dull newydd ond bod y fan paneli bresennol yn effeithiol gan fod yn rhaid gwneud trip o 80 milltir a 3 awr o hyd i waredu'r bagiau. Byddai Kier yn asesu'r math o gerbyd i'w ddefnyddio ar ôl edrych ar faint o dunelli a gasglwyd. Dywedodd aelod o'r Pwyllgor fod defnyddio fan paneli yn llai amlwg ac y byddai'n fwy addas ar gyfer gwneud y rowndiau dosbarthu. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth nad yw'r math o gerbyd a ddefnyddir yn bwysig cyhyd â'i fod yn ddibynadwy ac yn cydymffurfio o ran diogelwch.

Mynegodd y Pwyllgor bryder ynghylch ansawdd y bagiau a ddefnyddir. Mae modd i anifeiliaid gwyllt eu rhwygo, a gofynnwyd a oedd cynlluniau i wella eu hansawdd. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth y gallai trigolion roi dau fag o amgylch y gwastraff ar gyfer y casgliad cynhyrchion hylendid amsugol. Dywedodd hefyd nad oedd unrhyw gynlluniau i newid y math o fag a ddefnyddir ac mai'r unig broblem a gafwyd oedd trigolion yn rhoi gwastraff bwyd mewn bagiau gwastraff gweddilliol yn hytrach na'r cynwysyddion bwyd, ac y byddai hynny'n denu sylw anifeiliaid gwyllt.

Dywedodd y Pwyllgor ei bod yn bwysig canolbwyntio ar berfformiad yn y dyfodol. Ond roedd yn rhaid cydnabod problemau'r casgliadau a fethwyd yn y Felin Wylt pan oedd rhai ardaloedd yn rhan o drefniadau casglu cymunedol a oedd wedi golygu nad oedd digon o le i'r holl wastraff yn y biniau. Byddai newid i'r diwrnodau casglu wedi arwain at lai o ailgylchu. Gofynnodd y Pwyllgor pa gamau y gellid eu cymryd i wella capasiti a lleihau gwastraff gweddilliol ganfod gan y Fwrdeistref Sirol y nifer uchaf o gasgliadau a fethwyd. Dywedodd Rheolwr Gyfarwyddwr Kier y byddai angen adolygu casgliadau mewn ardaloedd cymunedol.

Dywedodd aelod o'r Pwyllgor bod aelodau o Ward y Felin Wylt yn gweithio gyda Kier ar atebion a fyddai'n gwella casgliadau mewn ardaloedd cymunedol y gellid eu cyflwyno ar draws y Fwrdeistref Sirol. Cadarnhaodd Pennaeth y Gwasanaethau Cymdogaeth fod capasiti'r biniau cymunedol yn cael ei ystyried ac y gallai'r trefniadau hynny gael eu gweithredu ar draws y Fwrdeistref Sirol. Nododd y Pwyllgor fod angen i'r broses rheoli datblygiadau ystyried gwastraff gweddilliol ac ailgylchu mewn ardaloedd cymunedol a bod angen addysgu'r cyhoedd ynghylch pwysigrwydd ailgylchu. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth bod swyddogion yn ymgysylltu â'r cyhoedd ynghylch pwysigrwydd ailgylchu ac roedd hynny wedi arwain at ganlyniadau cadarnhaol. Anogodd yr Aelod Cabinet dros Gymunedau yr Aelodau sydd ag etholwyr sy'n cael problemau â cholli casgliadau i ddilyn y gweithdrefnau cywir er mwyn osgoi anfon cwynion i wahanol gyfrifon e-bost, a dywedodd y byddai'r broses adrodd am gwynion yn cael ei symleiddio maes o law.

Mynegodd y Pwyllgor bryder nad oedd Kier wedi ymateb i gwynion ac ymholiadau gan etholwyr, yn fwyaf nodedig y cyfnod o 10 diwrnod gwaith ar gyfer ymateb i broblemau/cwynion a'u datrys. Mynegodd y Pwyllgor bryder hefyd ynghylch yr effaith yr oedd y nifer sylweddol o gwynion wedi ei chael ar amser swyddogion, a hynny'n amharu ar waith arall, ynghyd â'r gost ar adeg pan fo adnoddau yn lleihau. Nododd y Pwyllgor yr hoffai weld proses lle byddai atgyfeiriadau yn cael eu hanfon yn uniongyrchol at Kier. Nododd Pennaeth y Gwasanaethau Cymdogaeth fod angen adennill ffydd y cyhoedd yn y gwasanaeth gwastraff ac y byddai gweithdrefn newydd ar gyfer adrodd am gwynion yn cael ei chyflwyno. Dywedodd wrth y Pwyllgor fod nifer y galwadau a dderbyniwyd yn gyson â nifer arferol y galwadau i'r ganolfan gyswllt. Dywedodd y Cyfarwyddwr Corfforaethol dros Gymunedau fod y Cyngor wedi ymdrin â chwynion dros y ffôn yn y gorffennol ond Kier fyddai'n ymdrin â nhw dan y contract newydd. Dywedodd nad oedd y Cyngor wedi defnyddio adnoddau ychwanegol, ond bod hyn wedi rhoi pwysau ar yr adnoddau presennol. Dywedodd hefyd fod perfformiad y ganolfan alwadau yn unol â disgwyliadau'r contract. Mynegodd y Pwyllgor bryder nad oedd canolfan alwadau Kier yn ymdrin â'r galwadau ac yn eu hateb, er bod arwyddion o welliant, ond nid i'r safonau disgwyliedig. Gofynnodd y Rheolwr Rhanbarthol am restr o'r cwynion a'r problemau o ran perfformiad er mwyn i Kier allu ymateb iddynt. Nododd y Cyfarwyddwr Corfforaethol dros Gymunedau fod angen darparu manylion penodol y cwynion ynghylch casgliadau a fethwyd er mwyn gallu datrys y problemau hynny.

Nododd y Pwyllgor y byddai angen i ganolfan alwadau Kier yn Torbay ymdrin â'r cwynion ac roeddent yn cwestiynu a fyddai modd i'r ganolfan yn Nhondu ateb



galwadau gan fod y ganolfan honno eisoes yn ateb galwadau gan siaradwyr Cymraeg.

Diolchodd y Pwyllgor i'r cyhoedd am yr ymdrechion i sicrhau gwelliant yn y targedau ailgylchu. Diolchodd y Cyfarwyddwr Corfforaethol dros Gymunedau hefyd i'r cyhoedd a'r Aelodau am eu rhan wrth wneud gwelliannau i ailgylchu, a oedd yn cymharu'n ffafriol â gweddill Cymru. Dywedodd fod meysydd yr oedd angen eu gwella ac y byddai Kier yn datblygu cynllun gweithredu. Mynegodd y Pwyllgor bryder fod problemau perfformiad Kier yn adlewyrchu'n wael ar y Cyngor, nid ar Kier.

Cyfeiriodd y Pwyllgor at nifer y casgliadau a fethwyd, gan holi sut yr oedd y perfformiad hwn yn cymharu â'r contract blaenorol ac yn cymharu ag awdurdodau lleol eraill. Dywedodd y Cyfarwyddwr Corfforaethol dros Gymunedau wrth y Pwyllgor fod y perfformiad presennol yn debyg i'r perfformiad a gafwyd dan y contract blaenorol a'i fod yn cymharu'n ffafriol â pherfformiad awdurdodau lleol eraill. Fodd bynnag, nid oedd perfformiad Kier ym mis Mehefin yn cymharu'n ffafriol â pherfformiad dan y contract blaenorol.

Roedd y Pwyllgor o'r farn y dylai Kier ystyried y cyfle i adleoli'r ganolfan alwadau neu gyfeirio galwadau gan drigolion i'r ganolfan yn Nhondu er mwyn sicrhau cyfathrebu gwell. Gofynnodd y Pwyllgor beth fyddai'n digwydd pan fyddai'r weithdrefn 2 fag a sticer yn cael ei chyflwyno. Dywedodd y Cyfarwyddwr Corfforaethol dros Gymunedau wrth y Pwyllgor y byddai'n ddefnyddiol yn ddelfrydol i fod â chanolfan gyswllt leol a fyddai'n meddu ar wybodaeth leol ac a fyddai'n gallu helpu trigolion yn well wrth ddatrys cwynion ac ymholiadau. Dywedodd fod gorfod glynu at y protocol 2 fag a sticer wedi ei ohirio er mwyn rhoi amser i'r contract newydd sefydlu ei hun. Fodd bynnag, byddai'n cael ei orfodi ar ôl y Nadolig a byddai sticer yn cael ei roi ar fagiau os nad oedd aelwydydd wedi glynu at y rheol 2 fag. Yna, byddai'n ddyletswydd ar yr aelwydydd hynny i waredu'r bagiau hynny. Dywedodd y gallai trigolion wynebu camau gorfodi pe byddent yn fwriadol yn gwrthod glynu at y rheol 2 fag. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth wrth y Pwyllgor fod lefel dda o gydymffurfio wedi bod ers cyflwyno'r rheol 2 fag, ac roedd y canlyniadau ailgylchu yn dda. Gofynnodd y Pwyllgor beth fyddai'n digwydd i'r casgliadau ar ôl y Nadolig. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth y gellir ailgylchu caniau a photeli; byddai gwastraff bwyd yn mynd i'r cad i bwyd; a gallai trigolion fynd â phapur lapio i'r Canolfannau Ailgylchu Cymunedol i'w gwaredu. Dywedodd hefyd y byddai sticer yn cael ei osod ar fagiau gwastraff gweddilliol yn achos unrhyw ddiffyg cydymffurfio. Byddai swyddog addysg yn ymweld â'r aelwydydd hynny.

Dywedodd y Pwyllgor mai'r gwasanaeth gwastraff yw'r un mwyaf amlwg o wasanaethau'r Cyngor ac mai'r aelwydydd ddylai benderfynu faint o fagiau gweddilliol i'w defnyddio o'r nifer a neilltuwyd iddynt. Gofynnodd y Pwyllgor hefyd a fyddai criwiau yn ymwybodol o aelwydydd nad ydynt yn gosod bagiau allan i'w casglu. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth fod y Cyngor eisiau cynnal y targedau ailgylchu ac oni bai am y rheol 2 fag byddai hynny'n gwneud gorfodi yn anodd. Dywedodd fod y rheol 2 fag yn gweithio'n dda i'r rhan fwyaf o aelwydydd. Dywedodd y Rheolwr Busnes Dros Dro wrth y Pwyllgor fod gan y criwiau ddyfeisiau yn y cab i adrodd am problemau diffyg

cydymffurfio ar Gynorthwyr Digidol Personol. Dywedodd fod y criwiau wedi dod i drefn yn dda a bod cefnogaeth i'r criwiau hefyd ar lawr gwlad.

Gofynnodd y Pwyllgor beth fyddai'n digwydd i fagiau â sticer arnynt pan fyddai bagiau o sawl aelwyd wedi eu pentyrru y tu allan i un cartref, a phwy fyddai'n gyfrifol am eu gwaredu. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth fod angen fframwaith er mwyn i'r contractau weithio ac y byddai'n anodd gorfodi pan fo bagiau o sawl aelwyd wedi eu gosod y tu allan i un cartref. Byddai angen gwneud penderfyniad ar sail yr achos penodol hwnnw pan fyddai hynny'n digwydd.

Gofynnodd y Pwyllgor pa hyfforddiant oedd gan y gweithredwyr gan nad yw rhai o'r blychau yn cael eu gwagio yn llawn yn aml a bod blychau yn cael eu taflu i erddi ac nad ydynt yn cael eu pentyrru yn gywir ar ôl eu gwagio. Mynegodd y Pwyllgor bryder nad yw'r criwiau yn codi unrhyw ollyngiadau. Dywedodd y Rheolwr Busnes Dros Dro wrth y Pwyllgor fod y criwiau'n cael eu hyfforddi a'u bod hefyd yn monitro i sicrhau cydymffurfiaeth a gwelliant mewn perfformiad. Dywedodd hefyd fod gan Kier systemau ar waith pan nad yw criwiau'n cyrraedd y safonau perfformiad gofynnol. Dywedodd y Rheolwr Busnes Dros Dro y byddai angen iddi ymchwilio i broblemau gollyngiadau penodol a blychau heb eu pentyrru yn gywir ar ôl eu gwagio. Dywedodd y Rheolwr Rhanbarthol y byddai unrhyw ollyngiadau a achoswyd gan y criwiau yn cael eu codi. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth nad cyfrifoldeb Kier oedd clirio sbwriel a adawyd ar strydoedd, ac y cafwyd cynnydd sydyn yn nifer y cwynion am berfformiad y criwiau i ddechrau ond bod y rhain wedi gostwng yn sylweddol erbyn hyn.

Gofynnodd y Pwyllgor a fyddai modd i'r criwiau osgoi casglu ar strydoedd lle ceir ysgolion pan fyddant yn agor yn y bore er mwyn osgoi tagfeydd traffig. Dywedodd y Rheolwr Rhanbarthol wrth y Pwyllgor y dylai'r holl griwiau fod yn ymwybodol o'r angen i osgoi casglu ar strydoedd lle ceir ysgolion yn ystod amser eu hagog yn y bore.

Gofynnodd y Pwyllgor hefyd beth oedd wedi digwydd i'r gweithredwyr blaenorol. Dywedodd y Rheolwr Busnes Dros Dro wrth y Pwyllgor fod y gweithredwyr presennol yn dal i gael eu cyflogi gan Kier, ond gan fod newidiadau yn cael eu cyflwyno i wasanaethau roedd rhai criwiau wedi eu hailbennu.

Gofynnodd y Pwyllgor a fyddai modd i'r gwasanaeth gwastraff gardd gael ei ymestyn i fod yn wasanaeth trwy gydol y flwyddyn. Byddai hynny'n helpu i gynyddu'r cyfraddau ailgylchu a lleihau draeniau rhag cael eu blocio gan ddail. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth wrth y Pwyllgor fod ymestyn y gwasanaeth gwastraff gardd yn cael ei ystyried. Dywedodd y Rheolwr Rhanbarthol wrth y Pwyllgor y byddai Kier yn ystyried adolygu'r gwasanaeth gwastraff gardd drwy roi cymhelliant i bobl wneud hynny.

Gofynnodd y Pwyllgor i Kier ystyried adolygu'r llwybrau presennol wrth i'r cerbydau newydd gael eu cyflwyno er mwyn osgoi achosion o fethu casgliadau. Dywedodd y Rheolwr Rhanbarthol wrth y Pwyllgor y byddai'r llwybrau presennol yn cael eu hadolygu ac y byddai newidiadau'n cael eu gwneud i'r llwybrau ym mis Chwefror a fyddai'n cael eu gweithredu bob yn dipyn. Byddai llythyron yn

cael eu hanfon at bob aelwyd i roi gwybod iddynt am y newidiadau bythefnos cyn eu gweithredu. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth y byddai gan y cerbydau newydd fwy o gapasiti. Byddai'r Cabinet yn cael gwybod am y newidiadau i'r llwybrau hefyd.

Gofynnodd y Pwyllgor am fanylion nifer o eiddo lle'r oedd cyfyngiadau ar y mynediad atynt ac y byddai angen defnyddio cerbyd arbenigol. Gofynnodd y Pwyllgor hefyd pwy fyddai'n gwneud penderfyniad ynghylch rhoi cyfarwyddyd i'r aelwydydd hynny osod eu gwastraff mewn un man. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth fod cerbyd penodol ar gael i'w ddefnyddio mewn mannau cul. Dywedodd y byddai'r penderfyniad ynghylch gofyn i aelwydydd adael eu gwastraff mewn un man yn un a fyddai'n cael ei wneud ar y cyd a byddai'n digwydd fesul achos. Cadarnhaodd fod mannau yn y Fwrdeistref lle ceir heriau i gyrraedd rhai cartrefi. Roedd aelod o'r Pwyllgor yn ymwybodol bod y Cyngor wedi cytuno gyda thrigolion y gallai bagiau gael eu gosod mewn un man i'w casglu pan fo cyfyngiadau ar fynediad. Ond gan fod hyn yn cael ei adolygu erbyn hyn, sut fyddai'n effeithio ar drigolion gan fod llawer ohonynt yn oedrannus. Dywedodd Pennaeth y Gwasanaethau Cymdogaeth y byddai'n ystyried casgliadau o gartrefi lle ceir cyfyngiadau ar fynediad. Dywedodd y Rheolwr Rhanbarthol fod angen dod i gytundeb am gasgliadau o fannau lle ceir cyfyngiadau ar fynediad gan nad yw'n ddiogel ar hyn o bryd i weithredwyr a cherbydau.

Diolchodd y Pwyllgor i'r gwahoddedigion am eu cyfraniadau.

Gofynnodd y Pwyllgor am gael gweld copi heb ei adolygu o'r contract gwastraff i alluogi'r Pwyllgor i graffu yn effeithiol ar berfformiad y contract ac i sicrhau bod Kier yn cyflawni telerau'r contract. Dywedodd y Swyddog Cyfreithiol wrth y Pwyllgor nad oedd yn arferol rhyddhau dogfennau contract. Dywedodd, pe cyflwynid cais, y byddai angen ei adolygu ar y cyd â'r Cyfarwyddwr Corfforaethol dros Gymunedau a Kier gan fod problemau cyfrinachedd masnachol, nad oedd modd eu datgelu.

Daeth y Pwyllgor i'r casgliadau canlynol:

Roedd yr Aelodau yn parhau i bryderu bod y contract Gwasanaethau Gwastraff wedi bodoli ers 5 mis bellach ond er eu bod yn derbyn bod y gwasanaethau wedi gwella ers dechrau'r contract, nid oeddent wedi cyrraedd y lefel dderbyniol ar gyfer trigolion y Fwrdeistref. Dywedodd yr Aelodau fod trigolion yn parhau i gysylltu â nhw i ddweud nad oeddent wedi derbyn deunyddiau ailgylchu ac i ddweud bod casgliadau'n cael eu methu dro ar ôl tro, er bod y ffigyrau yn dangos yn wahanol.

Roedd yr Aelodau yn parhau i bryderu nad oedd y cyfathrebu gan Kier wedi gwella a bod yn rhaid i drigolion ffonio sawl gwaith i ddatrys cwyn/ymholiad.

#### **Gwybodaeth ychwanegol y gofynnwyd amdani**

- Faint o aelwydydd oedd yn dal i aros am fagiau cynhyrchion hylendid amsugol a pha mor hir yr oeddent wedi bod yn aros. Nid oedd yr Aelodau'n hyderus eu bod yn eu derbyn o fewn y 10 diwrnod gofynnol, a'u bod yn gorfod ffonio sawl gwaith i ofyn amdanynt.
- Sut bydd y casgliadau yn gweithio yn y dyfodol pan gaiff y loriau newydd eu cyflwyno?

- Gofynnodd y Pwyllgor am gael gweld copi heb ei adolygu o'r contract Gwasanaethau Gwastraff rhwng Kier a Chyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr er mwyn iddynt graffu'n effeithiol wrth fwrw ymlaen a sicrhau bod Kier yn cyflawni'r cytundeb fel y'i nodir yn y contract.
- Gofynnodd yr Aelodau sut y byddai cyflwyno cerbydau newydd yn effeithio ar niferoedd y staff. A fyddai nifer y staff yr oedd Kier yn eu cyflogi yn lleihau o ganlyniad i hynny?
- Gofynnodd yr Aelodau, pan fo cartrefi ac ystadau tai newydd yn cael eu hadeiladu, sut y caiff Kier wybod am hyn a sut yr addesir y llwybrau. Mae llawer o drigolion sy'n symud i mewn i gartrefi newydd yn gorfod aros am fisoedd cyn cael eu deunyddiau ailgylchu ac nid oedd casgliadau yn eu strydoedd.

### **Argymhellion**

- Argymhellodd yr Aelodau y dylai Kier fod yn gyfrifol am y camgymeriadau ar ddechrau'r contract a chyflwyno ymddiheuriad i drigolion Bwrdeistref Sirol Pen-y-bont ar Ogwr am y tarfu a achoswyd.
- Argymhellodd yr Aelodau y dylid cynnal adolygiad llawn o'r gwasanaeth casglu cynhyrchion hylendid amsugol er mwyn ystyried ffordd symlach i aelodau'r cyhoedd wneud cais am y gwasanaeth, gofyn am fagiau, adrodd am broblem/casgliadau a fethwyd, a'u bod yn cael gwybod y diweddaraf ynghylch sut a phryd y bydd hyn yn cael ei ddatrys.
- Argymhellodd yr Aelodau y dylid cynnal adolygiad ar wahân o ganolfan gwasanaethau cwsmeriaid Kier a'r modd y maent yn ymateb i ymholiadau gan Aelodau ac etholwyr, yn bennaf y 10 diwrnod gwaith ar gyfer ymateb i broblemau/cwynion a'u datrys. Nid yw'r Aelodau o'r farn ei bod yn dderbyniol i drigolion aros cylch casglu cyfan cyn datrys y broblem. Argymhellodd yr Aelodau y dylid cyflwyno gweithdrefn newydd fel bod modd cysylltu â Kier yn uniongyrchol i nodi problem, ac yna ei gopïo i'w atgyfeirio ar yr Aelodau, neu swyddog priodol arall o Gyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr i'w fonitro a gwneud gwaith dilynol os nad oes ymateb o fewn yr amserlen y cytunir arni.
- Argymhellodd yr Aelodau fod Kier yn ystyried ail-leoli'r ganolfan alwadau neu ddargyfeirio galwadau gan drigolion Pen-y-bont ar Ogwr i'r ganolfan yn Nhondu er mwyn sicrhau cyfathrebu gwell.
- Argymhellodd yr Aelodau y dylai Kier gyfathrebu'n well gyda thrigolion ynghylch ymholiadau/ cwynion sy'n cael eu cofnodi, dosbarthu deunyddiau ailgylchu, newidiadau i ddyddiau/mannau casglu ar gyfer ardaloedd cymunedol ac asesiadau ar gyfer casgliadau â chymorth. Dywedodd yr Aelodau pe byddai Kier yn ymateb i'r cysylltiad cyntaf ac yn rhoi'r wybodaeth ddiweddaraf am sut a phryd y bydd y problemau'n cael eu datrys, yna byddai hyn yn golygu na fyddai angen i'r trigolion ddefnyddio sawl dull o gyfathrebu a byddai'n sicrhau perchnogaeth o'r gŵyn.
- Argymhellodd yr Aelodau y dylid cynnal adolygiad llawn o'r casgliadau mewn ardaloedd cymunedol gan nad oeddent yn addas at ei diben. Nid oedd digon o finiau ailgylchu a gwastraff gweddilliol ar gael ar gyfer nifer y trigolion sy'n eu defnyddio. Felly, roedd yn rhaid i drigolion orfod defnyddio biniau ailgylchu fel biniau ar gyfer y deunydd dros ben gan olygu nad oeddent yn cael eu casglu gan eu bod wedi halogi'r deunydd ailgylchu a gwaethygu'r broblem.
- Argymhellodd yr Aelodau y dylai Kier gynnal ymarferion tebyg i'r cwsmer cudd er mwyn sicrhau bod gwastraff ac ailgylchu yn cael ei gasglu a deunyddiau yn cael eu dychwelyd yn ddigonol. Byddai hyn yn helpu i nodi a fyddai angen rhagor o hyfforddiant neu a oes angen gweithredu unrhyw welliannau i'r gwasanaeth er mwyn sicrhau casgliadau mwy effeithlon.
- Argymhellodd yr Aelodau y dylid ystyried y cyfleoedd i ymestyn y gwasanaeth casglu gwastraff gardd i'r flwyddyn gyfan gan fod y trigolion yn parhau i

gynhyrchu gwastraff gardd trwy fisoedd y gaeaf a byddai hynny yn cyfrannu at gynnydd ychwanegol yn y cyfraddau ailgylchu ym mhob rhan o'r Fwrdeistref.

- Argymhellodd yr Aelodau y dylid cynnal adolygiad o'r llwybrau presennol, yn enwedig o amgylch ysgolion a sicrhau bod unrhyw newidiadau arfaethedig i'r llwybr ym mis Chwefror yn cael eu cynllunio a'u hystyried yn ofalus i leihau unrhyw darfu ar drigolion cymaint â phosibl, a bod yr Aelodau a'r trigolion yn cael gwybod am y newidiadau cyn iddynt gael eu gweithredu.
- Argymhellodd Aelodau'r Pwyllgor y dylai'r eitem hon aros ar y Flaenraglen Waith a'u bod yn ailedrych ar hyn ymhen 6 mis. Dylai Bwrdeistref Sirol Cyngor Pen-y-bont ar Ogwr a Kier fod mewn sefyllfa i roi'r wybodaeth ddiweddaraf i'r Aelodau ar y canlynol yn yr adroddiad:
  - Effaith yr uwch-reolwyr a'r staff rheng flaen a benodwyd yn ddiweddar
  - Yr wybodaeth ddiweddaraf i'r canolfannau ailgylchu cymunedol gan gynnwys gosod peiriant bwndelu polystyren a gwe-gamera fel y gall y trigolion fonitro llif y traffig i'r safle.
  - Newid dyddiau'r casgliadau cymunedol
  - Effaith y cerbydau casglu newydd
  - Adolygiad o weithgarwch gorfodi mewnol gwasanaethau stryd Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr – bydd ateb ar waith ym mis Ebrill 2018
  - Tueddiad hirdymor tipio'n anghyfreithlon

Rhoi hyfforddiant sefydlu llawn i staff ailgylchu – disgwylir i hyn ddigwydd ym mis Ionawr 2018

15. **EITEMAU BRYD**

Nid oedd unrhyw eitemau brys.

Daeth y cyfarfod i ben am 1.31 pm

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3

17 JANUARY 2018

### REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

#### FORWARD WORK PROGRAMME UPDATE

#### 1. Purpose of the Report

- a) To present the items prioritised by the Corporate Overview and Scrutiny Committee including the next item delegated to this Subject Overview and Scrutiny Committee;
- b) To present the Committee with a list of further potential items for comment and prioritisation;
- c) To ask the Committee to identify any further items for consideration using the pre-determined criteria form.

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

- 2.1 The key improvement objectives identified in the Corporate Plan 2016–2020 have been embodied in the Overview & Scrutiny Forward Work Programmes. The Corporate Improvement Objectives were adopted by Council on 1 March 2017 and formally set out the improvement objectives that the Council will seek to implement between 2016 and 2020. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

#### 3. Background

- 3.1 Under the terms of Bridgend County Borough Council's Constitution, each Overview and Scrutiny Committee must publish a Forward Work Programme (FWP) as far as it is known.
- 3.2 An effective FWP will identify the issues that the Committee wishes to focus on during the year and provide a clear rationale as to why particular issues have been selected, as well as the approach that will be adopted; i.e. will the Committee be undertaking a policy review/ development role ("Overview") or performance management approach ("Scrutiny").

Feedback

- 3.3 All conclusions made at Subject Overview and Scrutiny Committee (SOSC) meetings, as well as recommendations and requests for information should be responded to by Officers, to ensure that there are clear outcomes from each topic investigated.

- 3.4 These will then be presented to the relevant Scrutiny Committee at their next meeting to ensure that they have had a response.
- 3.5 When each topic has been considered and the Committee is satisfied with the outcome, the SOSC will then present their findings to the Corporate Overview and Scrutiny Committee (COSC) who will determine whether to remove the item from the FWP or to re-add for further prioritisation at a future date.
- 3.6 The FWPs will remain flexible and will be revisited at each COSC meeting with input from each SOSC and any information gathered from FWP meetings with Corporate Directors and Cabinet.

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

- 4.1 Attached at **Appendix A** is the overall FWP for the Subject Overview and Scrutiny Committees which includes the topics prioritised by the COSC for the next set of SOSCs in Table A, as well as a list of topics that were deemed important for future prioritisation at Table B. This list has been compiled from suggested items from each of the SOSCs at previous meetings as well as the Corporate Overview and Scrutiny Committee. It also includes information proposed from Corporate Directors, detail from research undertaken by Scrutiny Officers and information from FWP Development meetings between the Scrutiny Chairs and Cabinet.
- 4.2 The Committee is asked to first consider the next topic they have been allocated by the COSC in Table A and determine what further detail they would like the report to contain, what questions they wish Officers to address and if there are any further invitees they wish to attend for this meeting to assist Members in their investigation.
- 4.3 The Committee is also asked to then prioritise up to six items from the list in Table B to present to the Corporate Overview and Scrutiny Committee for formal prioritisation and designation to each Subject Overview and Scrutiny Committee for the next set of meetings.

#### Corporate Parenting

- 4.4 Corporate Parenting is the term used to describe the responsibility of a local authority towards looked after children and young people. This is a legal responsibility given to local authorities by the Children Act 1989 and the Children Act 2004. The role of the Corporate Parent is to seek for children in public care the outcomes every good parent would want for their own children. The Council as a whole is the 'corporate parent', therefore all Members have a level of responsibility for the children and young people looked after by Bridgend. <sup>1</sup>
- 4.5 In this role, it is suggested that Members consider how each item they consider affects children in care and care leavers, and in what way can the Committee assist in these areas.



- 4.6 Scrutiny Champions can greatly support the Committee in this by advising them of the ongoing work of the Cabinet-Committee and particularly any decisions or changes which they should be aware of as Corporate Parents.

#### Identification of Further Items

- 4.7 The Committee are reminded of the Criteria form which Members can use to propose further items for the FWP which the Committee can then consider for prioritisation at a future meeting. The Criteria Form emphasises the need to consider issues such as impact, risk, performance, budget and community perception when identifying topics for investigation and to ensure a strategic responsibility for Scrutiny and that its work benefits the organisation.

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

- 5.1 The work of the Overview & Scrutiny Committees relates to the review and development of plans, policy or strategy that form part of the Council's Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental wellbeing in the County Borough of Bridgend. Any changes to the structure of the Scrutiny Committees and the procedures relating to them would require the Bridgend County Borough Council constitution to be updated.

### **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 attached to this report.

### **8. Recommendations**

- 8.1 The Committee is recommended to:
- (i) Identify any additional information the Committee wish to receive on their next item delegated to them in the FWP including invitees;
  - (ii) Identify any further detail required for other items in the overall FWP at Table B of Appendix A;
  - (iii) Prioritise up to six items from Appendix A to put forward to the Corporate Overview and Scrutiny Committee for allocation to the Subject OVS Committees;
  - (iv) Identify suitable items for Webcasting from the overall Forward Work Programme.

**PA Jolley**  
**Corporate Director - Operational and Partnership Services**

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**Background documents**

None.

## Scrutiny Forward Work Programme

Table A

The following items were previously prioritised by the Subject OVS Committees and considered by Corporate at its last meeting where the top three items were scheduled in for the next round of meetings:

Date	Subject Committee	Item	Specific Information to request	Rationale for prioritisation	Proposed date	Suggested Invitees	Prioritised by Committees	Invite Sent	Webcast
17-Jan-18	SOSC 3	Community Asset Transfer	<p>How many CAT's have been completed.            How many are in process and at what stages.            What finance is remaining from the initial £1 million capital allocated several years ago to help improve community buildings and sports pavilions.            What has been spent to date and on what.            What support is available for businesses looking to undertake a CAT            What has been the main reason for CAT's not being progressed beyond initial stages            Is there appetite for the CAT process amongst the local communities. Is the process fair if one community has an active local group to progress a CAT, yet another community many not have an active group and hence lose out through no fault of their own.            Need to have comparison data from other authorities along with examples of what has worked and not worked.            Case study of some CAT's in BCBC Data required on condition of all BCBC sports pavilions and community buildings to have an understanding of the scale of the problem.            Exploration of the introduction of definitive timeslines as to when the Council will no longer be able to support the assests            Allotments - what the situation is with transferring leases of allotments?            Awen - related information to understand how Awen are working in taking over some assets under their remit in the county Borough</p>		<p>Prioritised by SOSC 3            13 September 2017</p>	<p>Mark Shephard, Corporate Director Communities            Cabinet Member Education and Regeneration, Cllr Charles Smith            Cabinet Member Communities, Cllr Richard Young            Fiona Blick            Community Groups            Guy Smith, Community Asset Transfer officer            Sports club reps who may be in need of improved buildings / facilities but do not have the capacity to consider entering into a CAT agreement            Pencoed Town Council - Clerk - as they have completed successful CATs</p>			
18-Jan-18	SOSC 1	Residential Remodelling - Children's	<p>Following its meeting on 6 November 2017, the Committee requested that the item be re-considered at a future Special meeting to receive more detailed information. The Committee overall felt they needed a greater understanding of the current situation in order for them to be confident in making informed comments and recommendations to Cabinet on the proposed model going forward.</p> <p>The Committee therefore requested that this report include the following information:</p> <ul style="list-style-type: none"> <li>• Occupancy levels for residential homes and over past 12 months.</li> <li>• Numbers and types of in house and OOC foster placements for last 1-2 years.</li> <li>• Detail on the approximate length of placements in Sunnybank? If extending the age that young people can be there, is this extending the length of time they are there and if so where would any other young people go who need the same support – ie. is 1 home/ 4 beds enough? How many (if applicable) with similar needs are being sent OOC?</li> <li>• How many OOC placements are likely to remain due to being best placed and likewise how many are we likely to be able to bring back in house? Is it only future potential OOC that are being looked at for in house placements rather than placing them OOC following remodelling?</li> <li>• Upfront costs for staffing and training relies on OOC being reduced but how will this be achieved without the services and changes first in place?</li> <li>• What evidence is there that young people will be eligible for supported people grant funding and if not, would they still be able to be supported through supported lodgings? What are the associated savings for supported lodgings in comparison to residential home placements?</li> <li>• Whilst supported lodgings may suit some young people 16-18, what about those who it would not be suitable for?</li> <li>• Members requested more information on the Business case behind the remodelling – ie. it was reported that this is part of a bigger picture but what is the bigger picture? What evidence is there that there are prospects for income generation – how would this be possible if all our</li> </ul>	Pre decision Scrutiny item - second meeting - further report		<p>Susan Cooper, Corporate Director, Social Services and Wellbeing;            Cllr Phil White, Cabinet Member – Social Services and Early Help;            Laura Kinsey, Head of Children's Social Care;            Pete Tyson, Group Manager – Commissioning;            Lauren North, Commissioning and Contract Management Officer;            Natalie Silcox, Group Manager Childrens Regulated Services.</p>			

residential places are full anyway? How are business efficiencies going to be improved? What does success look like? What targets are there and expected outcomes for the remodelling project?

- Information on care leaver destinations – where are they 2 years after leaving care for example? (if we have this information).
- How is the issue of compatibility addressed in placements – given the rising numbers and pressure for placements, what assurances are there to ensure compatibility and that young people are not being placed in even more vulnerable situations? One example is that the homes have previously been reported as not in suitable locations being in areas at risk of CSE, criminal damage, threats to kill and child abuse.
- If all foster placements are full, how will 3 be freed up to undertake up-skilling to become transitional carers?
- Do all Foster Carers need specialist training or should this only be targeted to a small number? – If we cannot sign them in with a contract the Authority could be paying out for a lot of training which may then benefit IFA should foster carers transfer over.
- Examples of LAC feedback to consultation and engagement – what are their responses to the proposed model?
- Evidence of workforce planning – what do we have and what do we need?
- What evidence is there that the Authority has looked at best practice elsewhere?
- Could the Committee be provided with the most recent Rota Visiting report to get an idea of the types of issues/comments being raised by Members in the recent past.

07-Feb-18	SOSC 2	The Economic Prosperity of Bridgend County Borough	<p>To include areas such as Economic Development, Worklessness Programmes, EU Funding for Skills.</p> <ul style="list-style-type: none"> <li>- Impact of BREXIT on EU Funding;</li> <li>- Impact of BREXIT on current Worklessness Programmes;</li> <li>- Statistics in relation to the Worklessness Programmes.</li> </ul>		<p>SOSC 3 - prioritised for next set of meetings 17/07/2017 13/09/2017 SOSC 1 - proposed waiting until the detail of the Revenue Support Grant are known before this item is considered. SOSC 2 - 18/09/2017</p>	<p>Mark Shepherd, Corporate Director Communities; Cllr Richard Young, Cabinet Member – Communities; Satwant Pryce, Head of Regeneration, Development and Property Services; Representative tbc from Bridgend College; Representative tbc from Bridgend Business Forum.</p>			<p>SOSC 2 highlighted this item as suitable for webcasting.</p>
08-Feb-18	SOSC 1	School Standards Report 17-18	<p>Annual school performance report from CSC</p>	<p>Annual school performance results form the basis of monitoring of schools which is a primary responsibility of Scrutiny.</p>	<p>Proposed to receive late January/early February once the school results have been formally published.</p>	<p>Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; Mandy Paish, CSC Senior Challenge Advisor; Mike Glavin, Managing Director CSC</p>			<p>SOSC 2 highlighted this item as suitable for webcasting.</p>

12-Feb-18	SOSC 3	Town Centre Regeneration	<p>To provide members with information on the following responsibilities of the Council and how these are managed and can be developed with reduced resources</p> <ul style="list-style-type: none"> <li>• Car parking review – When is the car parking review going to be undertaken? Charges for staff car parking at all sites - has this been reviewed? If this was taken forward what income would this generate?</li> <li>• Residents Parking - when residents permit parking going to be rolled out?</li> <li>• Inconsiderate parking in the Borough - where are the problem areas? What are we doing to tackle these issues? Are we prosecuting?</li> <li>• Parking outside schools - How are we tackling bad parking at schools? Update on the introduction of the mobile camera van that was purchased to tackle such issues. What areas has this van been at. How many fines have been issued to date?</li> <li>• Pedestrianisation - particularly in Bridgend Town Centre. Outcomes of the consultation to allow traffic into the town</li> <li>• Business Rates</li> <li>• Strategic Building Investment</li> <li>• Disabled facilities</li> </ul>		<p>Prioritised by SOSC 3 17 July 2017 13 September 2017</p> <p>Prioritised by SOSC 2 18 September 2017</p>	<p>Mark Shephard, Corporate Director Communities Zak Shell, Head of Streetscene Satwant Pryce, Head of Regeneration</p>			<p>SOSC 2 highlighted this item as suitable for webcasting.</p>
07-Mar-2018	SOSC 2	Dementia Care	<ul style="list-style-type: none"> <li>• Include accurate and up to date figures on the people diagnosed with dementia in Bridgend County Borough for comparison with the number of people predicted to be living with dementia;</li> <li>• Provide Members with the information which can be found on the Local GP Dementia Register which highlights prevalence of dementia by area throughout the borough and type of dementia. The Panel recommend that these statistics are presented on a map diagram for ease of reference. If possible, Members wish that this data be elaborated upon to include age, and whether the numbers show if diagnosis was received prior to moving into the borough;</li> <li>• Provide an update on the review of joint intentions with health and the third sector and include information regarding the production of a dementia strategy and delivery plan - stating milestones, target dates and responsible officers.</li> <li>• Provide an update on existing discussions with nursing care providers in relation to the development of nursing residential care places for people with dementia;</li> </ul> <p>Include facts and figures on people with dementia living in Cardiff as well as Neath Port Talbot and Swansea for comparison to Bridgend.</p> <p>Comparisons with other LAs such as Maesteg and the Vale on dementia awareness training to consider how successful the Authority has been in making Bridgend Dementia friendly.</p>		<p>Members proposed that this be considered after Members have received Dementia Care Training in September/October</p>	<p>Susan Cooper Corporate Director Social Services and Wellbeing; Cllr Phil White, Cabinet Member – Social Services and Early Help; Jacqueline Davies, Head of Adult Social Care; Representative from Age Concern Wales; Representative from ABMU; Representative from Bavo.</p>			<p>Corporate highlighted this item as suitable for webcasting.</p>
12-Mar-2018	SOSC 1	School Modernisation Band B	<p>To advise committee on the development of the strategic outline plan for band b of the 21<sup>st</sup> century schools modernisation programme</p>	<p>Scrutiny to inform the plans and refine the rationale for the development of the schools estate</p>	<p>Proposed by Officers - March 2018</p>	<p>Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; Gaynor Thomas, Schools Programme Manager</p>			
21-Mar-2018	SOSC 3	Empty Housing	<p>How effective has this council been on bringing back into use empty properties over the last five years? Does this council have the appropriate policies and process in place to fully utilise the powers that we already have to tackle empty homes? What are the levels of empty homes across Bridgend? What is the potential loss of council tax receipts due to empty homes? Data on levels of empty properties and homes and how long they have been empty for Examples of case studies from Bridgend CBC Good practice from across wales Welsh Government policy. In relation to empty properties - could a breakdown of service provision be provided? To include contracts that we sub let out.</p>			<p>Andrew Jolley, Corporate Director Operational and Partnership Services Mark Shepherd, Corporate Director Communities Satwant Pryce, Head of Regeneration, Development &amp; Property Martin Morgans, Head of Performance and Partnership Services Cllr Dhanisha Patel Welsh Government contacts? Helen Picton, SRS (VOG) Jennifer Ellis (RCT)</p>	<p>SOSC 3 and SOSC 1 reprioritised this in Dec 2017 after it was rescheduled to accommodate other report</p>		

16-Apr-2018	SOSC 1	Early Help and Social Care	<p>The process into how the following information will be presented will be confirmed following meetings with both Directorates Corporate Directors.</p> <ul style="list-style-type: none"> <li>• Up to date figures presenting the numbers of Looked After Children by Local Authority;</li> <li>• A breakdown of referral figures, to include statistics from local pre-school nurseries;</li> <li>• Outcome from the review undertaken by Institute of Public Care;</li> <li>• What services are being provided post 16, given that research indicates shows that children who have been looked after, have the increased probability that their children will also end up in the care system;</li> <li>• Outcomes from the following Residential Remodelling project work streams: <ul style="list-style-type: none"> <li>- For moving out-of-country residential placements to in-county</li> <li>- Upskilling of three internal foster carers to provide intensive, therapeutic step down placements.</li> <li>- Review of the foster carer marketing and recruitment strategy at a draft/early stage to allow members input into the process</li> </ul> </li> </ul> <p>To evidence how the two services are working together and the impact on the LAC population.</p>			<p>Susan Cooper Corporate Director Social Services and Wellbeing; Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Cllr Phil White, Cabinet Member – Social Services and Early Help; Nicola Echanis, Head of Education and Early Help. Laura Kinsey, Head of Children’s Social Care; Mark Lewis, Elizabeth Walton James, Group Manager Safeguarding and Quality Assurance</p>	SOSC 1		
17-Apr-2018	SOSC 2	Prevention and Wellbeing and Local Community Coordination	<p>To include information about the number of different initiatives that are available within the community as an alternative to statutory services.</p> <p>LCC projects to be referenced under a heading for each area – Ogmore, Llynfi and Garw Valleys – to ensure ease of reference to what projects are being carried out where.</p> <p>To include information on the work being undertaken with the 3rd Sector.</p> <p>What initiatives are available within the community?</p> <p>What input is provided by AMBU and what is provided by Bridgend Council?</p>		Proposed date March/April 2018	<p>Susan Cooper Corporate Director Social Services and Wellbeing; Cllr Phil White, Cabinet Member - Social Services and Early Help Cllr Dhanisha Patel, Cabinet Member - Wellbeing and Future Generations; Jacqueline Davies, Head of Adult Social Care; Andrew Thomas, Group Manager – Prevention and Wellbeing.</p>			

Table B

The following items were deemed important for future prioritisation:

Item	Specific Information to request	Rationale for prioritisation	Proposed date	Suggested Invitees			Webcast
<b>Safeguarding</b>	<p>To include Safeguarding activity in both Children and Adult Services. To also cover:</p> <ul style="list-style-type: none"> <li>Regional Safeguarding Boards</li> <li>Bridgend Corporate Safeguarding Policy</li> <li>CSE</li> <li>DOLS</li> </ul> <p>Report to provide statistical data in relation to service demands and evidence how quickly and effectively the services are acting to those needs.</p> <p>To evidence how the two services are working together and the impact on the LAC population.</p> <p>To receive the outcome of the in depth analysis which was currently being undertaken within the Council.</p> <p>To include information on Advocacy for Children and Adults:</p> <ul style="list-style-type: none"> <li>The outcome from the Advocacy Pilot Scheme</li> <li>The current system</li> <li>Social Services &amp; Wellbeing Act</li> <li>Regional Children Services advocacy</li> <li>Adult Services – Golden Thread Project</li> </ul>	Members stressed that this subject must be considered by Scrutiny on their FWP as is a huge responsibility of the Authority and Scrutiny must ensure the work being undertaken to protect some of the most vulnerable people is effective and achieving outcomes.	Pilot for Advocacy ends April. Therefore proposed date May/June 2018.	Susan Cooper Corporate Director Social Services and Wellbeing; Cllr Phil White, Cabinet Member – Social Services and Early Help; Jacqueline Davies, Head of Adult Social Care; Laura Kinsey, Head of Children’s Social Care; Elizabeth Walton James, Group Manager Safeguarding and Quality Assurance Richard Thomas, Strategic Planning and Commissioning Officer			
<b>ALN Reform</b>	<p>When the Bill has been further progressed, report to include consideration of the following points:</p> <ol style="list-style-type: none"> <li>How the Authority and Schools are engaging with parents over the changes to the Bill?</li> <li>What the finalised process is for assessments and who is responsible for leading with them?</li> <li>What involvement/responsibilities do Educational Psychologists have under the Bill?</li> <li>Has the Bill led to an increase in tribunals and what impact has this had? This is set against the context of the recent announcement by the Lifelong Learning Minister that instead of saving £4.8m over four years the Bill could potentially cost £8.2m due to an expected increase in the number of cases of dispute resolution.</li> <li>Given that the Bill focuses on the involvement of young people and their parents, what support is available for those involved in court disputes?</li> <li>Outcomes from the Supported Internship programme.</li> <li>Support for those with ALN into employment.</li> <li>Staffing - Protection and support for staff, ALNCO support, workloads and capacity.</li> <li>Pupil-teacher ratios and class sizes and impact of Bill on capacity of teachers to support pupils with ALN</li> <li>How is the implementation of the Bill being monitored; what quality assurance frameworks are there and what accountability for local authorities, consortiums and schools?</li> </ol>	Needs revisiting to monitor implementation of the Bill and if needs are being met as well as impact on future budgets	Proposed by SOSC 1 to be revisited in next years FWP	Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help. Michelle Hatcher, Group Manager Inclusion and School Improvement Third Sector Representatives			SOSC 2 highlighted this item as suitable for webcasting.
<b>Annual Recommendations/feedback Update to each SOSC</b>	Update on all feedback that required follow up and recommendations - Cabinet and Officer ones		Proposed for March 2018 to inform next years FWP planning	None			

<b>Care and Social Services Inspectorate Wales (CSSIW) Inspection of Children's Services.</b>	The Committee requested that they receive an <b>information report</b> detailing the progress of the plan and update Members whether or not the actions have addressed the issues raised by the Inspectorate.					
<b>Emergency Housing</b>	Is the current emergency housing provided by BCBC meeting the needs of the service users? Is the current provision a good use of public resources? Should an alternative provision be made to ensure families, in particular children, achieve their potential. Service user numbers Service user demographic –ages, disabilities, gender Outcomes Challenges faced daily by families using provision –health, dentist, mental health, schools <i>*Members have requested a possible site visit</i>	members asked for this item to be prioritised by the Corporate Committee to address the homelessness across the county which has increased and can be seen by the increased number of people sleeping in tents.		Andrew Jolley, Corporate Director – Operational and Partnership Services; Martin Morgans, Head of Performance and Partnership Services Cllr Dhanisha Patel, Cabinet Member - Wellbeing and Future Generations;	SOSC3 SOSC 1	
<b>Budgetary Impacts of Parc Prison</b>	How much core funding does BCBC receive to deal with the impact of a prison being located within its boundary? What is the true cost of servicing this need? Is there a different impact due to Parc Prison being privately run as opposed to being run by the Prison Service?			Susan Cooper, Corporate Director Social Services and Wellbeing Jacqueline Davies, Head of Adult Social Care Cllr P White, Cabinet Member Services and Early Help		
<b>Waste Services Contract</b>	Members would like the report to include an update on the following: The impact of the recently recruited senior managers associated with the Bridgend contract and front line operative staff. Was recruitment successful? Have all Members now been given full inductions and training Information on the updates to the CRC centre including the instalment of the polystyrene baler and webcam so residents are able to monitor the traffic flow at the site. Change of days for the communal collections - Has this happened? Has the service shown improvements since the change? Impact of the new collection vehicles. Have they made collection rounds more efficient? Outcome of the review of BCBC in house Street Scene enforcement activity Longer term trend of flytipping. What are the figures of flytipping in the Borough? Have they improved? Domestic or business?	Members requested that this item is prioritised by the Corporate Committee for June 2018 so they can monitor the contract and ensure that improvements to the delivery of the service are made. Members requested that this item remain until significant improvements are made and the service is at a satisfactory level for residents.	SOSC 3 proposed revisit item in June 2018	Mark Shepherd, Corporate Director Communities; Cllr Hywel Williams, Deputy Leader; Cllr Richard Young, Cabinet Member – Communities; Zak Shell, Head of Streetscene; Maz Akhtar, Regional Manager Kier Julian Tranter, Managing Director Kier Claire Pring, Kier		

**Remodelling Fostering Project** Mentioned by Pete Tyson as likely to come to Scrutiny possibly June (ish) - need further info at next Officer meeting as to purpose of scrutiny receiving it etc and confirm date

The Committee recommend that Scrutiny consider a future item on what other Local Authorities are doing to respond to the gap in provision in Community Services.

The Committee requested that a review of the AHP bags be considered when Scrutiny revisit the subject of 'Waste' in approximately 12 months time to include the monetary against environmental impact.

Briefing for SOSC 1 on Child Practice Reviews



## The following items for briefing sessions or pre-Council briefing

Item	Specific Information to request
Overview of Direct Payment Scheme	<p>To update Members on the Direct Payments Process.</p> <p>How outcomes for individuals are being identified and monitored.</p> <p>What activities are being requested by individuals to enable them to achieve their personal outcomes.</p> <p>How the Direct Payments system is being monitored.</p> <p>To include clarification and further details on the exact costs of commissioning the IPC.</p>
Social Services Commissioning Strategy	<p>To include information on what work has taken place following the Social Services and Wellbeing Act population assessment.</p> <p>To also cover the following:</p> <ul style="list-style-type: none"> <li>• Regional Annual Plan</li> <li>• Bridgend Social Services Commissioning Strategy</li> </ul>
Western Bay Regional Report	Update on situation and way forward with WB and Regional Working?
Residential Remodelling - Extra Care Housing	Site visit to current Extra Care Housing and then to new site once work has begun
Children's Social Services	Briefing for SOSC 1 on Child Practice Reviews - details of latest CPRs over last 12-18 months - what recommendations have come out of them, how have they been responded to, how have they helped inform future work to help safeguard children.

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO OVERVIEW AND SCRUTINY COMMITTEE 3

17 JANUARY 2018

#### REPORT OF THE CORPORATE DIRECTOR - COMMUNITIES

#### COMMUNITY ASSET TRANSFER

##### 1. Purpose of Report

1.1 The purpose of this report is to inform the Committee of:

- Bridgend County Borough Council's (BCBC's) community asset transfer policy;
- The financial incentives and other support currently available to town and community councils, community groups and sports clubs under the community asset transfer programme;
- The level of community asset transfer activity and progress to date; and
- Possible future developments.

##### 2. Connection to Corporate Improvement Plan and other Corporate Priority

To reflect the commitments in the Council's current Corporate Plan:

###### **Priority Two - Helping people to be more self-reliant:**

- Enable community groups and the third sector to have more voice and control over community assets;
- Support the third sector, town and community councils and community groups to meet local needs.

###### **Priority Three - Smarter Use of Resources:**

- To make the most of our physical assets, including school buildings;
- Review assets and services and enable the successful transfer of those most suitable to community groups and organisations.

##### 3. Background

3.1 Community asset transfer has traditionally been undertaken in line with the Council's Asset Management Plan 2021 : Community Asset Transfer Guidance Document first published in 2010 and updated in 2015. There have historically been a number of successful community asset transfers, including the transfer of Carnegie House (the former Bridgend Library) to Bridgend Town Council that was subject to full-scale refurbishment in 2013 which is often used as an exemplar by Welsh Government. Brief case studies of previous and current community asset transfer has been included at **Appendix A** for illustrative purposes.

3.2 Ongoing policies of fiscal austerity means that Wales is facing a continued, unprecedented and difficult financial climate for our public services with the Welsh Budget for 2019-20 being 11 per cent lower than it was in 2010-11. The Welsh Government announced the Final Local Government Settlement in December, which showed an overall increase of 0.2% across Wales, and an increase for Bridgend of 0.1%, which falls significantly below current inflation rates. The projection for 2019-20 is reduced funding of -1.0%. It is imperative therefore that the public sector continues to work in collaboration to safeguard the services of value to communities,

helping to build a prosperous Wales for current and future generations. The transfer of an asset to a town / community council, sports club or a community group offers an opportunity to maintain and preserve valuable community services which may otherwise be under threat; or alternatively improve the provision that is already available.

- 3.3 Recognising that Councils across Wales are proactively considering community asset transfers the Welsh Government issued an updated “Best Practice Guide – Community Asset Transfer in Wales” (March 2016) that is designed to help manage the process, minimise risk, ensure that proposals accord with the Council’s strategy and that community groups are fully aware of the liabilities and responsibilities they will face. The updated Guide fully aligns with the “Wellbeing of Future Generations (Wales) Act 2015”, which came into force in April 2016 and aims to improve the social, economic, environmental and cultural well-being of Wales and making public bodies think more about the long term, working better with people and communities and by taking a holistic approach to solving problems and avoiding future ones.
- 3.4 Community Asset Transfers are being progressed by a number of local authorities across Wales and policy, level of activity, key facts and lessons learnt that have been shared are included at **Appendix B** to facilitate comparison with BCBC.
- 3.5 The ‘Refurbishment and Management of Sports Pavilions’ Report was approved by Cabinet on 4 February 2014. At that time the total legacy of repair for sports pavilions was estimated to be £3.85 million, and Cabinet agreed that a sum of £1 million approved by Council in February 2013 for capital funding should be used to improve the condition of self-managed sports pavilions in partnership with users. The users under the terms of the lease would be responsible for the maintenance and repair of buildings and the payment of all service related charges. It was anticipated that users as a general rule would be better placed to develop and maintain the pavilions to a standard consistent with their needs and expectations.
- 3.6 The Authority currently has 45 sites with playing fields of which 40 have traditional pavilions the majority of which are in a poor state of repair. A list of pavilions and playing fields showing the sports played and value of repairs based upon condition surveys undertaken in 2008 and 2016 for internal management purposes (which excludes VAT, preliminaries and professional fees) has been included at **Appendix C**.
- 3.7 There are 20 community centres across Bridgend County Borough Council which have varying management and lease arrangements in place or presently subject to re-negotiation with community organisations that use them. A list of community centres showing estimated repair costs arising from the latest condition surveys undertaken which were prepared for internal management purposes has been included at **Appendix D**.
- 3.8 The Awen Cultural Trust works with the Council to support the voluntary management committees of 4 community centres (Awel-Y-Mor OAP Centre, The Bettws Life Centre, Blaengarw Working Men’s Hall, and Coity High Community Centre) and continue to be responsible for the day to day management with partnership agreements outlining the respective responsibilities of each party including the respective obligations for repair and maintenance having been established.
- 3.9 In March 2015 the Council’s Strong Communities Connecting Services (SCCS) Board, chaired by the Corporate Director Resources and includes representation from Council Directorates and other organisations located in the County Borough, established a Task and Finish Group to review its approach to community asset

transfer with the aim of increasing the pace and the number of asset transferred. The recommendations of the Task and Finish Group were approved by Cabinet on 14 July 2015 and have been summarised in the table below together with a brief outline of the actions taken:

	Recommendation	Action Taken / Progress								
a)	The Council should draw up a list of assets which it is prepared to transfer to the community taking account of our emerging corporate priorities and Medium Term Financial Strategy (MTFS) budget reduction requirements and giving an indicative timetable;	<p>The Council determined asset groups and specific assets considered appropriate for community asset transfer:</p> <table border="1" data-bbox="842 488 1385 846"> <tr> <td data-bbox="842 488 997 633">Priority 1</td> <td data-bbox="997 488 1385 633"> <ul style="list-style-type: none"> <li>• Public Toilets</li> <li>• Parks Pavilions</li> <li>• Bus Shelters</li> <li>• Community Centres</li> </ul> </td> </tr> <tr> <td data-bbox="842 633 997 808">Priority 2</td> <td data-bbox="997 633 1385 808"> <ul style="list-style-type: none"> <li>• Playgrounds</li> <li>• Playing fields (excluding school playing fields) and bowling greens</li> </ul> </td> </tr> <tr> <td data-bbox="842 808 997 846">Priority 3</td> <td data-bbox="997 808 1385 846">Miscellaneous assets</td> </tr> </table> <p>The Corporate Director (Communities) wrote to Clerks of Town and Community Councils and relevant Community Groups and Sports Clubs on 16 October 2015 to invite expressions of interest in transferring Council assets under CAT Priority 1. A list of assets grouped by Town and Community Council area has been included at <b>Appendix E</b>.</p>	Priority 1	<ul style="list-style-type: none"> <li>• Public Toilets</li> <li>• Parks Pavilions</li> <li>• Bus Shelters</li> <li>• Community Centres</li> </ul>	Priority 2	<ul style="list-style-type: none"> <li>• Playgrounds</li> <li>• Playing fields (excluding school playing fields) and bowling greens</li> </ul>	Priority 3	Miscellaneous assets		
Priority 1	<ul style="list-style-type: none"> <li>• Public Toilets</li> <li>• Parks Pavilions</li> <li>• Bus Shelters</li> <li>• Community Centres</li> </ul>									
Priority 2	<ul style="list-style-type: none"> <li>• Playgrounds</li> <li>• Playing fields (excluding school playing fields) and bowling greens</li> </ul>									
Priority 3	Miscellaneous assets									
b)	A fixed term dedicated CAT Officer post should be created to work with community groups/organisations to progress CAT applications, providing a single point of contact within the Council;	The Council appointed a full-time CAT Officer on a 3-year fixed-term contact funded from the Change Management Fund in November 2015 to deal with enquiries, provide advice and guidance, oversee due diligence and liaise with internal and external stakeholders.								
c)	The current CAT guidance should be amended in line with the new Welsh Government Best Practice Guide and best practice examples in other authorities, establishing clear roles and responsibilities including and setting out a framework for considering requests for CAT including a 4 stage process made up of, expression of Interest, development of a business plan, formal assessment of the business plan and completion of the transaction;	<p>The Council issued updated guidance on Community Asset Transfer in October 2015 to reflect best practice and consultation with relevant bodies which incorporated the revisions to systems and processes and the establishment of clear roles and responsibilities for a four stage process:</p> <table border="1" data-bbox="842 1787 1385 2033"> <tr> <td data-bbox="842 1787 986 1825">Stage 1</td> <td data-bbox="986 1787 1385 1825">Expression of Interest</td> </tr> <tr> <td data-bbox="842 1825 986 1892">Stage 2</td> <td data-bbox="986 1825 1385 1892">Development of a Business Plan</td> </tr> <tr> <td data-bbox="842 1892 986 1960">Stage 3</td> <td data-bbox="986 1892 1385 1960">Formal assessment of Business Plan</td> </tr> <tr> <td data-bbox="842 1960 986 2033">Stage 4</td> <td data-bbox="986 1960 1385 2033">Completion of the transaction</td> </tr> </table>	Stage 1	Expression of Interest	Stage 2	Development of a Business Plan	Stage 3	Formal assessment of Business Plan	Stage 4	Completion of the transaction
Stage 1	Expression of Interest									
Stage 2	Development of a Business Plan									
Stage 3	Formal assessment of Business Plan									
Stage 4	Completion of the transaction									

		The Stages of the CAT process have been expanded upon further at <b>Appendix F</b> .
d)	To facilitate CAT, a limited capital funding pot should be created to enable assets to be transferred in a reasonable state of repair and transition revenue funding should be considered, on a case by case basis, subject to a satisfactory business case being made.	In addition to the £1M secured from capital funding to support organisations wishing to take over Sports Pavilions the Council has: <ul style="list-style-type: none"> <li>• Set aside £200K from the Change Management Earmarked Reserve to fund a dedicated CAT Officer, for a 3 year period, along with specific legal and property support to enable the programme to move forward;</li> <li>• Approved an additional £50K capital funding per annum from 2016/17 to 2018/19 to support Town and Community Councils to undertake capital projects. This is in addition to re-focusing the £50K already in the Capital Programme in each of these years for community purposes to support community asset transfer;</li> <li>• Made £176.5K available from Core and SRF funds until March 2019 for the Community Asset Transfer Business Support Contact to provide community groups with business planning and specialist advice. Funding is proposed to be reduced by £40K to £136.5K as part of the MTFS proposal against CAT in 18/19.</li> </ul>

3.10 A Community Asset Transfer Steering Group was originally established primarily to oversee the transfer of Priority 1 assets and has responsibility for:

- Identifying CAT priorities and manage enquiries, to deliver against the MTFS priorities;
- Identifying and allocate CAT resources;
- Monitoring CAT progress and review whether projects are on track;
- Dealing with generic issues and risks associated with the delivery of the CAT programme; and
- Removing any barriers to effective joint working identified by the CAT Officer.

3.11 The Steering Group meets on a monthly basis and is represented by officers from Regeneration, Neighbourhood Services, Property Services, Finance, and Legal Services. Cabinet resolved in July 2017 that this forum was best placed to assess all community asset transfers expressions of interests, business cases, support and funding by ensuring that any proposed community asset transfer meets the Council's strategic priorities, operational requirements and future direction of travel. Such responsibilities had previously been delegated to the Corporate Property Group or the SCCS Board depending upon the complexity of the project under consideration.

3.12 A framework for the formation of a Community Asset Advisory Panel to provide ad hoc specialist advice and guidance in respect of projects considered by the Community Asset Transfer Steering Group to be of a complex nature has also been established. Representatives from the Welsh Rugby Union, the Coalfields

Regeneration Trust, and Wales Co-operative Centre have all agreed to sit on the Panel when required.

- 3.13 Approval for a community asset transfer and associated funding is made by the Corporate Director (Communities) in conjunction with the Section 151 Officer.

#### 4. Current Situation / Proposal

##### Level of Activity

- 4.1 Since the appointment of a Community Asset Transfer Officer in November 2015 the following progress has been made in relation to asset transfers:

- 83 community organisations have contacted BCBC in respect of 72 different assets. The majority of enquiries to date have been received from sports clubs and associations in relation to self-management of pavilions and playing fields;
- 5 town and community councils (Bridgend, Cornelly, Llangynwyd Lower, Pencoed, and Porthcawl) are currently progressing applications including public toilets, a community centre, playing fields, playgrounds and bus shelters;
- 1 transfer has been completed and 34 applications are currently “live” and subject to informal discussions, the development of formal expression of interest, business case or seeking final approval (see Table at **Appendix G**) which can be summarised as follows:

Progress Reached	No.
Completed Transfers	1
Transfer Approved with Lease being Finalised	6
Expression of Interest Approved with Business Case being Developed	10
Informal Expression of Interest Received with Discussions Ongoing	15
Engagement on Hold at Request of Group	3
<b>Total</b>	<b>35</b>

- 4.2 A children’s playground at Pandy Crescent, Pyle has been transferred to Pyle Community Council to enable refurbishment and improvements to be undertaken.

- 4.3 Three assets are being transferred to Pencoed Town Council on a 35 year lease to enable them to be improved for children and young people with leases due to be finalised shortly:

Asset	Improvement / Development
Pencoed Recreation Ground – Tennis Court	Multi-use games area (MUGA)
Pencoed Recreation Ground – Tennis Court	Skateboard Park*
Former Coed Bach Playground	Reinstatement of playground*

\* Development subject to planning approval

- 4.4 Licences are in the process of being issued to Bridgend Town Council to enable them to manage 9 bus shelters within the Bridgend area.

- 4.5 The freehold transfer of Griffin Park toilets to Porthcawl Town Council has been agreed in principle and refurbishment works under licence are due to commence during 2018, with the Town Council having appointed a project manager to oversee the improvements.

- 4.6 The only business case approved for the transfer of a pavilion and playing fields is in respect of Bryncethin RFC who are in the process of agreeing a 35 year lease with the Authority.

- 4.7 A business case for the transfer of the Hermon Road / Metcalf Street Playing Fields has been prepared by Careau AFC (with assistance under the CAT Business Support contract) and reviewed by the Finance Department with responses to the queries raised due to be submitted by the Club.
- 4.8 Business cases are being developed / finalised with assistance under the CAT Business Support contract for the transfer of a further 6 assets: Heol-Y-Cyw Playing Fields; Llangeinor Playing Fields; Llangynwyd Playing Fields; North Cornelly Community Centre; Wildmill Community Centre; and North Cornelly Green / Playground.
- 4.9 It is the Authority's policy that only current users of assets are usually able to progress a community asset transfer. All existing users of facilities such as sports pavilion and playing fields are encouraged to work together under a joint management agreement, and groups that do not wish to participate in a community asset transfer are assigned protection under any lease as regards continued use should a transfer to another user be completed. The CAT Officer with assistance from an independent chairperson is presently working on joint applications with the following groups:

Asset	Community Groups
Croft Goch Playing Fields	Kenfig Hill RFC & Kenfig Hill AFC
Llangeinor Playing Fields	Llangeinor AFC, Llangeinor Rangers, & Richard Price Centre
Rest Bay Playing Fields	FC Porthcawl & Porthcawl United
Waunbont Bowls	Pontycymmer Bowls Club & Garw Valley Tennis Club

#### Financial Incentives & Other Support

- 4.10 Bryncethin RFC has been awarded £110K (subject to full project funding being secured) to assist with the upgrading of the pavilion to develop a community hub estimated to cost £395K with the Club having had to submit an acceptable business plan which demonstrates sustainability. The Club are in the process of securing funding under the Rural Communities Development Fund, Communities Facilities Fund and Welsh Church Act.
- 4.11 The £110K assigned to Bryncethin RFC to support the transfer was based upon 40% of the estimated building repair cost of £275,000 included in the 'Refurbishment and Management of Sports Pavilions' Report dated 4 February 2014 and Cabinet resolved in July 2017 that Bryncethin Pavilion and Playing Field should be the only community asset transfer project to be allocated funding based upon the original 40% of the estimated cost of refurbishment formula as it did not reflect the changing needs of the Authority.
- 4.12 Cabinet has also agreed that an equitable basis for allocating funding from the remaining £890K needs be determined and approved as and when further information regarding the future of the stock of the Council's pavilions has been considered, and option appraisals to inform the development of a comprehensive sports pavilion and playing fields strategy is determined. In the meantime it was agreed that a maximum contribution of up to £50K towards repairs or refurbishment works per community asset transfer is set to enable individual CAT projects to be progressed, subject to business case approval, while a formal funding mechanism is established. However, where the argument for increased levels of funding is clearly presented in a strong business case then amounts in excess of £50K may also be considered.
- 4.13 Funding under the Town and Community Council (T&CC) grant for 2017-18 and 2018-19 prioritise community asset transfer projects. Cabinet approved on 31



October 2017 match funding for 2 community asset transfer related projects: £50K for Cornelly Community Centre Roof (Cornelly Community Council) and £35K for Griffin Park Public Toilets (Porthcawl Town Council). The CAT Officer has offered to assist town and community councils develop funding proposals under the 2018-19 grant.

- 4.14 The Rural Community Asset Transfer Toolkit has been developed under the Authority's Rural Development Programme, REACH, to complement the Council's Community Asset Transfer Guidance document and assist community groups progress a transfer and manage assets.
- 4.15 The Council entered into a joint contract with the Wales Co-operative Centre, Bridgend Association of Voluntary Organisations (BAVO), and the Coalfields Regeneration Trust following a full tendering exercise in December 2016 to provide business planning and specialist advice to community groups to facilitate the community asset transfer process. A total of 9 community organisations have been referred under the contract to provide guidance in respect of business planning, legal structures, accounting for VAT, and building surveys (see Summary of Work undertaken in the Table at **Appendix H**).

#### CAT Related Expenditure

- 4.16 Capital and revenue expenditure arising in respect of the community asset transfer programme between 1 November 2015 to 31 December 2017 has been summarised in the Table at **Appendix I**.
- 4.17 The amount of capital expenditure has been outlined at paragraphs 4.10 to 4.13 above. The CAT Officer post has been funded for a period of 3 years with the costs to the end of December 2017 totalling £89.6K from the approved Change Management Fund budget of £135K. Other community asset transfer expenditure under the remainder of the Change Management Fund budget of £65K allocated to fund legal and property costs remains unspent. A total spend of £34.1K has also been incurred in respect of the CAT Business Support contract revised budget of £136.5K which has previously been outlined at paragraph 4.15 and the Table at Appendix H.

#### Initiatives Likely to Impact on Future Policy and Activity Levels

- 4.18 The Council has commissioned consultants, Peopletoo, to undertake a Review of the Parks and Playing Field Service to determine options to reduce the current spend of circa £1.4 million through measures ranging from efficiencies, income generation and alternative delivery arrangements. The draft report is subject to internal discussion and will be presented to and discussed with Cabinet by the Corporate Director Communities early in the new year to agree a clear way forward for the service when finalised. The Council's Community Asset Transfer policy and associated systems and processes will need to be subject to further review and alignment to reflect any strategic changes arising from the Peopletoo review and the role community asset transfer may play in the future. Specifically, if the current trajectory of financial savings in the Communities Directorate is maintained it may be necessary to set out clear future deadlines after which service provision would no longer be supported by the Council in the same way, or would need to be nearer to cost neutral [by increasing charges], in order to stimulate future transfers of assets and allow sufficient time for community asset transfers that have not happened thus far, in order to protect service provision in local communities.
- 4.19 BCBC under its Rural Development Programme has also appointed consultants to undertake a feasibility study to identify the potential for establishing sports based community hub or hubs in the Garw Valley. The consultants and the Steering Group have engaged with sports clubs and other stakeholders in the area and the final

report is scheduled to be discussed at a public meeting to be held on 25 January 2018. It is intended that any model(s) developed could also be used in other areas of the county borough.

- 4.20 The Group Manager (Sports & Physical Activity) and the CAT Officer met with the joint committee of the Welsh Rugby Union, the Football Association of Wales and Cricket Wales on 27 October 2017 to discuss the community asset transfer of sports pavilions and playing fields, sports strategy and the support that could be provided by the Council and sports governing bodies. The meeting was positive and further discussions are planned to be held in January 2018 when it is intended to provide feedback arising from the Peopletoo review.

Obstacles to Community Asset Transfer

- 4.21 There are a number of factors that impede the ability of a community group to complete an asset transfer and the main factors both internally (those where BCBC has an element of control – full or part) or externally (those outside the direct control of BCBC) are summarised below:

INTERNAL	EXTERNAL
<ul style="list-style-type: none"> <li>• Capacity of service providers – limited staff resources;</li> <li>• Conflicting policies, e.g. 70% subsidy on sports related hire charges;</li> <li>• Asset condition;</li> <li>• Delays in progressing transfers including back tracking;</li> <li>• Engagement issues;</li> <li>• Risk appetite;</li> <li>• Financial support available.</li> </ul>	<ul style="list-style-type: none"> <li>• Capacity of the group – limited resources, overreliance on key individuals;</li> <li>• Securing external grant funding;</li> <li>• Asset Management – operations</li> <li>• Affordability of asset;</li> <li>• Engagement issues;</li> <li>• Legal and health and safety implications;</li> <li>• Unrealistic project development plans, e.g. 3G and 4G pitches;</li> <li>• Poor financial performance (current or past);</li> <li>• Demonstrating sustainability.</li> </ul>

- 4.22 The CAT Business Support contract has been specifically designed to assist community groups meet some of the challenges posed under external factors.

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

- 5.1 There are no effects on the Policy Framework and Procedure Rules.

**6. Equality Impact Assessment**

- 6.1 There is no impact on specific equality groups as a consequence of this report.

**7. Financial Implications**

- 7.1 The financial implications of community asset transfer are reflected in the report.

**8. Recommendation**

- 8.1 Overview and Scrutiny Committee is invited to:

note the content of this report in relation to community asset transfer; and to consider and agree any recommendations the committee may wish to make consistent with its challenge and support role in light of this report.

**Mark Shephard**  
**CORPORATE DIRECTOR - COMMUNITIES**  
**January 2018**

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### **Background documents**

AMP 2021: Community Asset Transfer Guidance Document

Cabinet Report 4 February 2014 - The Refurbishment and Management of Sports Pavilions

Cabinet Report 14 July 2015 – Community Asset Transfer

Cabinet Report 25 July 2017 – Community Asset Transfer

## **Bridgend County Borough Council Community Asset Transfer Case Studies**

### **Example of a Completed Transfer**

#### **CARNEGIE HOUSE**



A Cabinet decision to move Bridgend Library into Bridgend Recreation Centre meant that there was an historic, high profile building in Bridgend Town Centre that required a new, sustainable use. The Town Council were approached by BCBC because at that time they were also looking to re locate into the Town Centre and had an interest in establishing an arts and cultural venue in the town. The fundamental decision was therefore based on increasing library footfall, reducing library costs and ensuring ongoing beneficial use of an iconic town centre building.

During 2013, Bridgend Town Council began planning to relocate its Council Chamber to the former library building founded by Andrew Carnegie in the town centre. Alongside this, the local arts organisation Bridgend Arts Ltd. had identified that the town centre lacked an arts venue and could not offer space for local artists to meet and present their work. Through collaboration and following detailed discussions with BCBC, the Town Council relocated to the former public library building in Wyndham Street in January 2014 and renamed the property to Carnegie House / Ty Carnegie to pay tribute to the past.

The first floor of the building accommodates the Town Council Chamber, Board Room and staff office; whilst the ground floor and small gallery on the first floor are designated for the Arts.

The Town Council has used its funds to undertake refurbishment of the building which has included: replacing the heating system, renovating and redecorating the ground and first floor rooms (in Edwardian colours), replacing the flooring in the entrance hall, stairs and throughout the first floor and main hall.

The Town Council has been awarded a grant from the Arts Council of Wales to develop a programme of events at the venue.

## Example of a Transfer being Finalised



### **BRYNCETHIN PLAYING FIELD & PAVILION**

Bryncethin RFC aims to transform the dilapidated pavilion into a community hub. The work will include an extension, an additional second storey and car park. The building element of the project is estimated to cost £395K (including VAT and contingency of £30K) which is intended to be undertaken using a combination of contractors and in-house labour.

The project designed by the Vice-Chair, Mr. Phil Jones, a retired chartered surveyor has received planning permission and BCBC Built Environment has sense checked the project and associated costings, and they have concluded that the project is viable. In addition to £110K provided in principle by BCBC the Club are in the process of finalising funding under the Rural Communities Development Fund, Communities Facilities Fund and Welsh Church Act.



The lease is in the process of being finalised by Property and Legal services with the Club intending to commence work in May 2018.

## Example of a Transfer at Inception Stage

### **LLANGEINOR PLAYING FIELDS**

Hwb Llangeinor Hub chaired by Cllr. Rod Shaw has been formed from an amalgamation of three separate organisations - Llangeinor AFC, Llangeinor Rangers and the Richard Price Centre to develop a community hub and 2 x 4G pitches at Llangeinor playing fields.



The project has a total estimated cost of £2.2M and the group is presently being supported under the CAT Business Support contract by Business Advisor, Shannon Robinson from the Coalfields Regeneration Trust to develop a business plan and funding strategy. A public meeting is planned to be held to promote the project on Sunday, 21 January 2018.

The CAT Steering Group approved the expression of interest for the project on 17 August 2017 and the group have been invited to develop a business case.

Comparison Data from Other Local Authorities

Local Authority	Policy	Level of Activity	Financial Incentives	Key Facts	Lessons Learnt / Challenges
<p><b>Blaen Gwent</b></p>	<p>An interim approach was adopted in July 2017 in relation to the transfer of sports grounds and clubs subject to a pending a review of the overall CAT process and policy later in the year as part of the Environment, Regeneration &amp; Economic Development Scrutiny Committee forward work programme.</p>	<p>The Council has 20 sites and 48 sports facilities.</p>	<p>The Council has made available limited funding to allow works to be undertaken to facilitate any CAT Transfer. These would be the minimum necessary to enable the transfer to take place.</p>	<ul style="list-style-type: none"> <li>• Meetings with individual sports groups to discuss potential increases in costs for use of facilities and to explore whether clubs would care to consider the CAT of their facilities held towards the end of 2015;</li> <li>• Meetings also took place with the governing sporting bodies and umbrella organisations to ensure they were aware of the Council's approach;</li> <li>• Many of the facilities have limitation to the potential fundraising, letting and income which could be derived with little flexibility in use or space for alternative uses and income generation;</li> <li>• Many of the Council's sports grounds and moreover buildings have issues with backlog maintenance and would benefit from improvements;</li> <li>• The Council has increased sports ground fees in both 2016/17(rate of inflation) and 2017/18 (10% increase) in the light of budget cuts;</li> <li>• The ongoing review would allow the Council to engage with clubs over the next few months, and present an opportunity for those interested in moving towards a CAT to do this based on a more simplified approach.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Limited staff resources</b> to progress transfers;</li> <li>• <b>Legal issues</b> - preparation and completion of legal documents to affect the transfer are time consuming;</li> <li>• <b>Specific land issues</b> - related to the individual site, ground or asset. Examples include advertisement under S123 Local Government Act 1972, Charities Act 2011, Fields in Trust.</li> </ul>

Local Authority	Policy	Level of Activity	Financial Incentives	Key Facts	Lessons Learnt / Challenges
<p>Cardiff Council</p>	<p>'Step up' initiative has been launched to encourage more volunteers to take over the management of services and assets in their own communities.</p>	<p>Not known</p>	<p>Not known</p>	<ul style="list-style-type: none"> <li>Buildings available for transfer / sale are periodically advertised on website.</li> <li>Preferred to redevelop existing sites where facilities presently provided could be incorporated into any new build at the cost of potential developers.</li> </ul>	<p>Not Known.</p>
<p>Carmarthenshire County Council (CCC)</p>	<p>Whole scale transfers or potential closure of parks and playgrounds (including pavilions and playing fields) announced in 2013/14 with deadlines set for:</p> <ul style="list-style-type: none"> <li>Expression of Interest: 01/04/16;</li> <li>Completion of Transfers: 31/03/18.</li> </ul>	<ul style="list-style-type: none"> <li>150+ assets available for transfer;</li> <li>82% of assets had or were in the process of being transferred;</li> <li>Closure of remaining assets were presently subject to public consultation (deadline 21/03/18).</li> </ul>	<ul style="list-style-type: none"> <li>Twice the site operating costs in 2013;</li> <li>Additional grant up to £10K;</li> <li>Health and safety issues corrected pre-transfer.</li> </ul>	<ul style="list-style-type: none"> <li>The project was being managed by the Parks Manager supported by 3 staff (1 x Property Services, and 2 x Legal Services);</li> <li>CCC had 100% coverage by town and community councils with 72 being in existence;</li> <li>The majority of transfers were being progressed by town and community councils with the remainder being undertaken by sports clubs / associations;</li> <li>Some town and community councils were sub-letting facilities to sports clubs;</li> <li>The majority of leases were of 99 years in duration;</li> <li>Only standard leases were issued which were considered to be exemplar by external bodies and none had been disputed and subject to change;</li> <li>Transfers were subject to s.123 (disposal of land by principal councils) and did not require open access space restrictions;</li> <li>The majority of town and community councils required service level agreements with CCC for the maintenance of playgrounds.</li> </ul>	<ul style="list-style-type: none"> <li><b>Legal aspects</b> caused the greatest delay and most uncertainty – Report and Title (trust, land and registration) required at earliest opportunity;</li> <li><b>Accuracy of expenditure data</b> – ability for accounting to cost centre level.</li> <li><b>Safety certificates</b> either obtaining copies or re-testing;</li> <li><b>Increased in workload</b> – need for dedicated team;</li> <li><b>No specific support network</b> provided to assist town / community councils and sports clubs with organisations. Carmarthenshire Association of Voluntary Services were being heavily relied upon.</li> </ul>

Local Authority	Policy	Level of Activity	Financial Incentives	Key Facts	Lessons Learnt / Challenges																				
				<ul style="list-style-type: none"> <li>• CCC had agreed to fund annual inspections;</li> <li>• Business cases were only required for sports clubs no requirement for town and community councils;</li> <li>• No TUPE issues have arisen from transfers to date with staff numbers being reduced by more than 50% based upon voluntary redundancy, retirement and ill health;</li> <li>• Other assets groups likely to be subject to community asset transfer in the future, and these may include: lakes and fisheries, open spaces, public conveniences, community education establishments.</li> </ul>																					
<p><b>Rhondda Cynon Taf</b></p>	<p>“RCT Together” launched in March 2015 whereby individual assets / services are targeted by the Council and advertised – “30 Day Window of Opportunity” - inviting community groups to provide innovative and creative solutions to address community need.</p> <p>Priority given to proposals that will support sustainability.</p>	<table border="1" data-bbox="555 798 927 1209"> <tr><td>Transfers Completed</td><td>18</td></tr> <tr><td>Informal Enquiries</td><td>139</td></tr> <tr><td>Expressions of Interest Submitted</td><td>278</td></tr> <tr><td>Expressions of Interest Withdrawn</td><td>144</td></tr> <tr><td>Expressions of Interest Declined</td><td>31</td></tr> <tr><td>Business plans Received</td><td>40</td></tr> <tr><td>Active Cases (% reliant on outcome of funding applications)</td><td>74</td></tr> </table> <p>Assets subject to transfer can be summarised as follows:</p> <table border="1" data-bbox="555 1394 927 1490"> <thead> <tr> <th>Asset Group</th> <th>No.</th> </tr> </thead> <tbody> <tr> <td>Museum</td> <td>1</td> </tr> <tr> <td>Art Centre</td> <td>1</td> </tr> </tbody> </table>	Transfers Completed	18	Informal Enquiries	139	Expressions of Interest Submitted	278	Expressions of Interest Withdrawn	144	Expressions of Interest Declined	31	Business plans Received	40	Active Cases (% reliant on outcome of funding applications)	74	Asset Group	No.	Museum	1	Art Centre	1	<ul style="list-style-type: none"> <li>• £100K Community Enabling Fund made available to support delivery of community facilities;</li> <li>• Additional Community Action Fund (£50 to £500) set-up for volunteers and community members in RCT to undertake small scale actions;</li> <li>• 2-3 year rent free period.</li> </ul>	<ul style="list-style-type: none"> <li>• Long-term lease is RCTs default position;</li> <li>• Breakout clauses may be negotiated to allow community organisations flexibility but this may impact upon external funding;</li> <li>• Surplus buildings are identified by the Asset Management Group;</li> <li>• Speculative expressions of interest can also be submitted by community / voluntary organisations;</li> <li>• Business plans demonstrating sustainability are approved by the Community and Service Transfer Panel (made up of case specific officers from Estates, Regeneration, Finance, Leisure, Planning, Legal, etc.);</li> <li>• Transfers are approved under delegated powers or referred to</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Time constraints</b> – Aligning large scale match funding packages – lead in time can be anything from 18-24 months for larger capital development grants and the Council is reluctant to “hang on” to a vacant building as they continue to deteriorate;</li> <li>• <b>Reactive vs Proactive Approach</b> – Sensitivity around discussing key buildings prior to any formal declaration the building is surplus. Earlier discussions required to support active transfers of buildings;</li> <li>• <b>Capacity of independent support agencies</b> – groups require a lot of “hand holding”;</li> <li>• <b>Specific challenges of Groups</b> – including:</li> </ul>
Transfers Completed	18																								
Informal Enquiries	139																								
Expressions of Interest Submitted	278																								
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Expressions of Interest Declined	31																								
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Active Cases (% reliant on outcome of funding applications)	74																								
Asset Group	No.																								
Museum	1																								
Art Centre	1																								



Libraries	3
School	2
Day / Community Centre	2
Courthouse	1
Paddling Pools	5
Tennis Courts	1
Land	1
Dog Kennelling	1

- Cabinet;
- Work collaboratively with voluntary sector partners to provide a range of support and advice on business planning, governance, legal structures, funding, etc.;
  - Average duration of leases were 25 years but determined largely by needs of funders;
  - Market value rent charged which was subject to negotiation;
  - Community groups involved in transfers have to date levered in a total of £3.7M.

- governance arrangements, capacity, skills gaps, safeguarding concerns, viability and sustainability, impact of transfer, competition for funding;
- **Building Condition** – surplus buildings often come with a raft of capital development costs to make them “fit for purpose” and “energy efficient”;
  - **Strategic Steer** – require a more informed strategic lead from Welsh Government.

<b>Swansea Council</b>	Elected to sell surplus assets rather than undertake community asset transfers.	n/a	n/a	n/a	n/a
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## BRIDGEND COUNTY BOROUGH COUNCIL - PAVILIONS &amp; PLAYING FIELDS SUMMARY

UPRN	Pavillions	Active Sports Clubs	Sports Facilities					Condition Survey*	
			Football Pitch	Rugby Pitch	Cricket Square	Bowling Green	Tennis Courts	2008	2016
30025	Aberfields (Planka) Playing Fields	4	2	1				66,050	9,500
20018	Bettws Playing Fields	3	2					161,600	n/k
20019	Blaengarw Cricket	2			1			13,850	40,500
20020	Blandy Park Playing Fields	2	1					26,200	212,500
50001	Brackla Playing Fields	5	1	1				n/a	n/a
40026	Bryncethin Rugby	3		1				99,300	95,000
60060	Bryntirion Playing Fields	3	2	1				n/a	n/a
70022	Cae Gof Playing Fields	6	2	2		1		42,220	212,000
30066	Caedu / Ogmores Park	2				1	2	5,850	15,500
10040	Caerau A.F.C.	2	1					34,250	133,500
10041	Caerau Welfare Park	3	1			1		8,300	96,500
50020	Coychurch Playing Fields	6	1					19,050	200,500
40027	Coytrahen Playing Fields	0	1					10,400	n/a
70023	Croft Goch Playing Fields	4	1	1				45,250	104,000
20021	Cwm Garw Playing Fields	1		1				1,350	42,750
30026	Evanstown Welfare Park	2		1		1	2	18,100	25,000
10042	Garth Park Playing Fields	7		1	1	1		700	142,000
50021	Great Western Avenue Playing Field	4	1		1			26,000	37,000
80028	Griffin Park	6				6	2	48,850	124,000
90012	Heol-Y-Cyw Playing Fields	4		2			2	84,100	211,000
10043	Hermon Road/Metcalf Street Playing Field	1	1					17,250	71,500
20022	Lawrence Park Playing Fields	3	1	1			3	57,650	n/k
30027	Lewistown Playing Fields	1	2					23,800	78,375
50025	Litchard Cross Playing Fields	3	2					n/a	n/a
20023	Llangeinor Playing Fields	3	1					121,050	187,000
60061	Llangewydd Road Playing Fields	2	1	1				n/k	n/k
10045	Llangynwyd Playing Fields	7	1					7,300	172,000
80030	Lock Lane Playing Fields	7	4		1			285,300	1,800
10047	Maesteg Welfare Park	9	1	2		2	5	12,480	161,250
30028	Nantymoel R.F.C.	3		1				4,900	126,250
60022	Newbridge Fields ( North)	5		1		2		63,450	n/k
60064	Newbridge Fields (South)	9	3	4				123,988	13,800
60023	Newbridge Fields South Cricket Pavilion	5			4			16,850	23,500
60063	Newbridge Fields extension								
70025	North Cornelly Playing Fields	3	2	1				45,250	n/k
30029	Ogmores Vale R.F.C.	2		1				8,900	96,250
40028	Pandy Park Playing Fields	6	2	2				229,100	-
90013	Pencoed Recreation Ground	9	1	1	1	1	1	96,900	199,500
20024	Pwl-Y-Garn Playing Fields	1	1					11,550	56,000
80033	Rest Bay Playing Fields	7	2	1				11,750	114,000
10050	South Parade Playing Fields	6	1	1				3,310	79,000
10051	Tudor Park Playing Fields	1	1					n/a	n/a
20064	Waunbont Bowls	1				1		41,100	n/k
30030	Waunlwyd Playing Fields / Bowling Green	1				1		n/k	n/k
90014	Woodlands Park Playing Fields	7	2	2				88,400	73,500
	<b>Total</b>	<b>171</b>	<b>45</b>	<b>31</b>	<b>9</b>	<b>18</b>	<b>17</b>	<b>1,981,698</b>	<b>3,154,975</b>

Key:

\* Condition Survey data is for internal use only and excludes VAT, preliminaries and professional fees

## BRIDGEND COUNTY BOROUGH COUNCIL - COMMUNITY CENTRES



	UPRN	Asset	Condition Survey*	
			Date	£
1	20011	Bettws Life Centre	Sep-2015	210,700
2	20012	Blaengarw Working Mens Hall	Oct-2015	43,900
3	50012	Coity Higher Community Centre	Nov-2015	81,500
4	80012	Awel-y-Mor Senior Citizens Centre	Dec-2015	229,200
5	40113	Sarn Life Long Learning Centre	Aug-2016	16,000
6	10029	Caerau Community Centre	May-2016	22,900
7	10033	Noddfa Chapel	May-2016	220,950
8	20013	Richard Price Centre	Aug-2016	312,000
9	20066	William Trigg Centre	Jul-2016	70,000
10	30102	Bryant OAP Centre	Jun-2010	21,350
11	40018	Ynysawdre Community Centre	n/k	49,350
12	50013	Pendre Pavilion Litchard	Oct-2010	60,100
13	70017	Cefn Cribbwr Community Centre	Jun-2016	64,300
14	70018	North Cornelly Community Centre	Jun-2016	153,300
15	80075	Griffin Park Community Centre	Jul-2016	102,550
16	30098	Evanstown Community Centre	Jun-2016	163,500
17	40017	Coytrahen Community Centre	Jul-2016	63,000
18	50011	Brackla Community Centre	Jun-2016	68,500
19	60042	Wildmill Community Centre	Jan-2007	27,350
20	60161	Bryntirion & LLaleston Community Centre	Jun-2016	121,500

KEY:

\* Condition Survey data is for internal management use only and excludes preliminaries, VAT and professional fees

## CAT PRIORITY 1 ASSETS LOCATED IN TOWN & COMMUNITY COUNCIL AREAS

Town / Community Council	Borough Ward	CAT Priority 1 Assets
<b>Maesteg</b>	Caerau	<ul style="list-style-type: none"> <li>• Caerau Noddfa Community Centre,</li> <li>• Caerau Welfare Park</li> <li>• Caerau Athletic Club</li> <li>• Caerau Community Centre</li> <li>• Hermon Road/Metcalf Street Playing Field &amp; Pavilion</li> </ul>
	Maesteg West	<ul style="list-style-type: none"> <li>• Maesteg Welfare Park</li> </ul>
	Maesteg East	<ul style="list-style-type: none"> <li>• South Parade Pavillion &amp; Playing Fields</li> <li>• Garth Park Pavilion &amp; Playing Fields</li> </ul>
<b>Llangynwyd Middle</b>	Llangynwyd	<ul style="list-style-type: none"> <li>• Llangynwyd Pavillion &amp; Playing Fields</li> </ul>
<b>Garw Valley</b>	Blaengarw	<ul style="list-style-type: none"> <li>• Pwll y Gwn Pavillion &amp; Playing Fields</li> <li>• Cwm Garwn Pavillion &amp; Playing Fields</li> <li>• Blaengarw Cricket Pavillion</li> </ul>
	Pontycymmer	<ul style="list-style-type: none"> <li>• Lawrence Park Pavillion &amp; Playing Fields</li> <li>• Waunbart Bowls Pavillion</li> <li>• Blandy Park Pavillion &amp; Playing Fields</li> </ul>
	Llangeinor	Llangeinor Pavillion & Playing Fields
	Bettws	Bettws Playing Fields
<b>Ogmore Valley</b>	Nantymoel	<ul style="list-style-type: none"> <li>• Waun Llwyd Bowls Pavillion</li> <li>• Old Park, Nantymoel RFC</li> </ul>
	Ogmore Vale	<ul style="list-style-type: none"> <li>• Caedu Park</li> <li>• Ogmore Vale RFC</li> <li>• Aber Playing Fields</li> </ul>
	Blackmill	<ul style="list-style-type: none"> <li>• Evanstown Community Centre</li> <li>• Lewistown Pavillion</li> <li>• Evanstown Welfare Park</li> </ul>
<b>Coychurch Higher</b>	Penprysg	Heol-y-Cyw Pavillion & Playing Fields
<b>St Bridges's Minor</b>	Bryncethin	Bryncethin Pavilion & Playing Fields
	Bryncoch	Sarn and Bryncethin Community Centre
	Sarn	N/A
<b>Ynysawdre</b>	Ynysawdre	<ul style="list-style-type: none"> <li>• Ynysawdre Community Centre</li> <li>• Pandy Park Pavillion</li> </ul>
<b>Llangynwyd Lower</b>	Aberkenfig	<ul style="list-style-type: none"> <li>• Coytrahen Community Centre</li> <li>• Coytrahen Playing Fields</li> </ul>
<b>Newcastle Higher</b>	Aberkenfig	N/A
	Pen-y-Fai	N/A
<b>Cefn Cribbwr</b>	Cefn Cribbwr	<ul style="list-style-type: none"> <li>• Cefn Cribbwr Community Centre</li> <li>• Cae Gof Pavillion &amp; Playing Fields</li> </ul>
<b>Pyle</b>	Pyle	<ul style="list-style-type: none"> <li>• Croft Goch Pavillion &amp; Playing Fields</li> </ul>
<b>Cornelly</b>	Cornelly	<ul style="list-style-type: none"> <li>• North Cornelly Pavillion &amp; Playing Fields</li> <li>• North Cornelly Community Centre</li> </ul>

KEY:  Subject to long-term lease  
 Community Asset Transfer or other development presently under discussion

## CAT PRIORITY 1 ASSETS LOCATED IN TOWN & COMMUNITY COUNCIL AREAS

Town / Community Council	Borough Ward	CAT Priority 1 Assets
<b>Porthcawl</b>	Nottage	N/A
	Rest Bay	<ul style="list-style-type: none"> <li>Rest Bay Pavillon &amp; Playing Fields</li> <li>Locks Lane Pavillon</li> <li>Rest Bay Public Toilets</li> </ul>
	Porthcawl Central East	<ul style="list-style-type: none"> <li>Giffin Park Community Centre</li> <li>Giffin Park Pavillon</li> <li>Griffin Park Public Toilets</li> </ul>
	Porthcawl West Central	John Street Public Toilets
	Newton	N/A
<b>Merthyr Mawr</b>	Bryntirion, Laleston and Methyr Mawr	N/A
<b>Laleston</b>	Bryntirion, Laleston and Methyr Mawr	<ul style="list-style-type: none"> <li>Bryntirion and Laleston Community Centre</li> <li>Llangewydd Road Playing Fields</li> </ul>
	Cefn Glas	N/A
	Llangewydd and Brynhyfryd	N/A
<b>Bridgend</b>	Newcastle	<ul style="list-style-type: none"> <li>Newbridge Fields (North)</li> <li>Newbridge Fields (South)</li> </ul>
	Morfa	N/A
	Oldcastle	<ul style="list-style-type: none"> <li>Newbridge Fields Cricket Pavilion</li> <li>Rhiw public Toilets</li> <li>Bridgend Bus Station Public Toilets</li> <li>Cheapside, Bridgend Public Toilets</li> </ul>
<b>Coity Higher</b>	Litchard	N/A
	Pendre	Great Western Avenue Pavilion
	Coity	N/A
<b>Brackla</b>	Brackla	Brackla Playing Fields
<b>Coychuch Lower</b>	Coychurch Lower	Coychurch Playing Fields & Pavilion
<b>Pencoed</b>	Penprysg	N/A
	Felindre	Pencoed Recreational Grounds Pavillon
	Hendre	Woodlands Park Pavillon

KEY:  Subject to long-term lease  
 Community Asset Transfer or other development presently under discussion

## STAGES OF CAT PROCESS

The CAT process has been designed to test an organisation's capacity and the robustness of its business and financial case.

- A. **Stage 1** of the process is the submission of an Expression of Interest which gives the CAT officer the opportunity to meet with the group face to face to discuss their proposals. At this stage checks are undertaken on the building and the group are given all relevant data for the asset. This will normally inform their decision to progress with CAT. Decisions are traditionally formed dependant of the condition and affordability of the asset.
- B. **Stage 2** of the process is where due diligence of the group and its business case commences where the CAT officer will work with the group and assess the following issues:
- a) **Capacity of the organisation** – will review their governance, legal structure, powers within their Council as an organisation identifying if the proposed works are in line with the directors responsibility and capability. The group will also be asked to provide key policies and procedures such as Equality policy, Safeguarding policy, Environmental policy, financial management procedures, insurance etc. Where areas for development are identified groups will be signposted to organisations such as Wales Coop, Coalfields Regeneration Trust and BAVO for additional support and training, which can include support with Business plans, funding, and governance. A level of common sense and relativity is being adopted when appraising applications to ensure that the process does not become a barrier or restriction to enable groups to progress forward and support will be provided where possible.
  - b) **Skills and capacity of the group** – groups will be asked for pen profiles of its directors and a brief outline of what skills and experience they will bring to the organisation. Groups will be encouraged to develop role descriptions and a structure to understand how the facility will be managed, procedures surrounding this and outline how conflict will be managed. Additionally some groups (especially where there is 1 leader or an ageing committee) will be asked to develop a succession plan. Clubs will be asked to undertake a skills audit of its committee and implement training or mentoring in areas where there are skills deficits/gaps.
  - c) **Business and financial case** – At Stage 2 the group is expected to submit a 5 year business and financial plan for review. This will identify how viable the scheme is and gives the case officer the opportunity to challenge and question some of the assumptions made to inform cash flow projections. The CAT officer will present the case to SCCS board, and will complete an application assessment matrix which scores on organisation on the following criteria:
    - i. Applicant organisations capacity – skills of committee, how it's governed and what processes and procedures are in place to ensure good practice is adopted
    - ii. The business case and proposal for the asset
    - iii. Community and partnership impact – looking at needs analysis
    - iv. Suitability of the asset
    - v. Financial case and assumptions
    - vi. Capacity to manage the asset (operational)

Bridgend County Borough Council - Community Asset Transfer Progress

Sports Pavilions & Playing Fields

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
30025	Aberfields (Planka) Playing Fields	Nantymoel RFC	21/03/2017			Initial discussions / Awaiting Dates for meeting.
20020	Blandy Park Playing Fields	Garw AFC	28/07/2017			Initial discussions / Awaiting Dates for meeting.
40026	Bryncethin Rugby	Bryncethin RFC		Fields	26/05/2017	Funding up to £110K approved subject to total funding of £395K being secured. Lease to be finalised.
70022	Cae Gof Playing Fields	Cefn Cribwr Athletic Club/RFC		07/10/2016		No engagement from Club.
50020	Coychurch Playing Fields	Brackla Juniors	19/03/2017			Initial discussions / Awaiting Dates for meeting.
40027	Coytrahen Playing Fields	Llangynwyd Lower Community Council	29/03/2017			CAT Officer has provided asset data and attended a meeting of the Community Council to answer questions.
70023	Croft Goch Playing Fields	Kenfig Hill RFC & Kenfig Hill AFC	24/04/2017	20/12/2017		Joint management group to be established to progress transfer and Business Advisor to be assigned.
20021	Cwm Garw Playing Fields	Carn Rovers	26/10/2017	20/12/2017		Business plan to be developed with assistance under the CAT Business Support contract.
30026	Evanstown Welfare Park	Giffach Goch RFC	22/09/2017			Draft EOI has been prepared by Club and issues regarding trust land and previous funding being investigated.
10042	Garth Park Playing Fields	Maeteg Celtic RFC	24/02/2017			Club waiting for change to BCBC policy before CAT will be progressed.
50021	Great Western Avenue Playing Field	Coity Higher Community Council	18/10/2017			CAT Officer has provided asset data and attended a meeting of the Community Council to answer questions.
90012	Heol-Y-Cyw Playing Fields	Heol-Y-Cyw RFC		05/10/2016		Business plan being developed with assistance under the CAT Business Support contract.
10043	Hermon Road/Metcalf Street Playing Field	Caerau FC		28/09/2016		Business plan has been prepared and reviewed by the Finance Department. Waiting for Club to respond to queries.
20023	Llangeinor Playing Fields	Llangeinor AFC, Llangeinor Rangers, Richard Price Centre	23/11/2017	18/08/2017		Business plan being developed with assistance under the CAT Business Support contract.
10045	Llangynwyd Playing Fields	Llangynwyd Rangers		24/03/2016		Business plan being developed with assistance under the CAT Business Support contract.
10047	Maesteg Welfare Park	Nantffyllon RFC		16/05/2016		No engagement from Club.
30028	Nantymoel R.F.C.	Nantymoel RFC	18/03/2016			No engagement from Club.
40028	Pandy Park Playing Fields	Tondu RFC	04/04/2017			Club waiting for change to BCBC policy before CAT discussions to commence.
90013	Pencoed Recreation Ground	Pencoed AFC	09/11/2017			Informal EOI raised at CAT Steering Group and options available to Club to be explored (including Woodlands Park).
80033	Rest Bay Playing Fields	FC Porthcawl & Porthcawl Utd.	10/02/2017			EOI rejected by BCBC due to potential future development of site. Other alternatives presently being discussed.
10050	South Parade Playing Fields	Maesteg Harlequins	27/11/2017			Options available to the Club have been outlined and feedback from members is awaited.
10051	Tudor Park Playing Fields	Maesteg Park AFC	22/06/2017			Initial discussions / Awaiting Dates for meeting.
20064	Waunbont Bowls	Pontycymmer Bowls Club & Garw Valley Tennis Club	14/07/2017	28/11/2017		A Business Advisor to be assigned under CAT Business Support contract to assist clubs develop a business plan.
90014	Woodlands Park Playing Fields	Pencoed B&GC	03/07/2017			CAT Officer has provided asset data and attended a meeting of the Club to answer questions.

Community Centres

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
10029	Caerau Community Centre	Caerau Development Trust	16/10/2016			The Centre have prepared an EOI but have not been advanced to application stage.
70018	North Cornelly Community Centre	Cornelly Community Council		21/01/2016		Match funding for refurbishment of roof under T&CC grant approved and Business Advisor assigned to assist with business case.
60042	Wildmill Community Centre	Wildmill Community Life Centre Ltd		21/01/2016		25 year lease secured on 04/07/06 with development of a business case for freehold transfer being progressed.

Public Toilets

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
80008	Griffin Park Public Toilets, Porthcawl	Porthcawl Town Council	07/02/2017	27/02/2017	18/08/2017	Match funding for refurbishment of the toilets under T&CC grant approved and freehold transfer to be finalised.

Playgrounds / Green Spaces

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
-	Bridgend Area	Bridgend Town Council	16/08/17			Feasibility of transferring 15 playgrounds in Bridgend area are being assessed internally.
90017	Coed Bach Playground	Pencoed Town Council		06/06/2017	28/11/2017	Lease to be finalised by Property and Legal Services.
70018	North Cornelly Green / Playground	Cornelly Community Council		26/09/2017		Plans and business case to be developed.
-	Pandy Crescent, Pyle	Pyle Community Council		27/02/2017	24/04/2017	Match funding for park improvements under T&CC grant approved and leasehold transfer finalised.
90013	Pencoed Recreation Ground – Tennis Court	Pencoed Town Council		27/02/2017	30/10/2017	Change of use to MUGA - lease being finalised.
90013	Pencoed Recreation Ground – Tennis Court	Pencoed Town Council	31/01/2017	27/02/2017	30/10/2017	Change of use to Skateboard Park - lease being finalised.

Bus Shelters

UPRN	Assets	CAT Lead Club	Process Stage			Commentary
			Informal Discussions / EOI	EOI Approved	Business Case Approved	
-	Bridgend Area	Bridgend Town Council	02/12/2015	16/02/2017	n/a	Leases on 9 bus shelters requested by Town Council are being finalised by Property and Legal services.

Key:

- Transfer completed
- Transfer approved Lease being finalised
- Expression of Interest Approved & Business Case being Developed
- Informal Expression of Interest
- No engagement

**OAT Business Support Contract – Summary of Activity**  
**(01 December 2016 to 31 December 2017)**

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Referral	Organisation Name	Type of Work	Consultant	Cost
001	Bryncethin RFC	Business Planning & Legal Entity	Wales Co-operative Centre	4,830.00
002	Cornelly Community Association	Business Diagnostic	Wales Co-operative Centre	386.40
003	Llangynwyd Rangers BGCW FC	Business & Financial Planning	Coalfields Regeneration Trust	1,545.60
003A	Llangynwyd Rangers BGCW FC	Business Diagnostic	Coalfields Regeneration Trust	386.40
004	Heol-Y-Cyw RFC	Structural Engineering Survey	Vale Consultancy	432.00
004A	Heol-Y-Cyw RFC	Condition Survey	Hurley & Davies	1,573.80
004B	Heol-Y-Cyw RFC	Business Planning	Coalfields Regeneration Trust	6,585.60
005	Porthcawl TC (Griffin Park Toilets)	Refurbishment Design & Costing	Hurley & Davies	882.60
005A	Porthcawl TC (Griffin Park Toilets)	Business Planning & Option Appraisal	TBC	TBC
005B	Porthcawl TC (Griffin Park Toilets)	Revised Design & Costings	TBC	987.50
006	Rest Bay Sports	Visioning, Initial Plan and Site Visit	Wales Co-operative Centre	993.60
007	Cornelly Community Association	Charity Registration, Visioning, Business Plan & P&P	Wales Co-operative Centre	3,211.20
008	Llangeinor Hub	Visioning and Site Planning	Coalfields Regeneration Trust	6,000.00
009	Llangynwyd Rangers BGCW FC	Condition Survey	Hurley & Davies	1,581.00
010	Caerau FC	Business Planning & Funding	Wales Co-operative Centre	1,839.60
010A	Caerau FC	Business Planning Additional Work	Wales Co-operative Centre	966.00
011	BCBC Regeneration School	Training & Networking for Community Groups	Coalfields Regeneration Trust	7,200.00
012	All	Generic Policies & Procedures	BAVO	TBC
013	Caerau FC	Condition Survey	Hurley & Davies	1,170.00
014	Wildmill Community Centre	Business Plan	Wales Co-operative Centre	TBC



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**Community Asset Transfer Funding & Expenditure - 1 November 2015 to 31 December 2017**

<b>Capital Spending</b>							
Type	Source	Total Approved Funding	Capital Allocations				Balance Available
			Total	2015-16	2016-17	2017-18	
		£	£	£	£	£	£
Pavilion Improvements	Capital Receipts	1,000,000	<b>110,000</b>	-	-	110,000	890,000
Town & Community Council Grant*		100,000	<b>85,000</b>	n/a	n/a	85,000	15,000
<b>Revenue Spending</b>							
Type	Source	Total Approved Funding	Revenue Expenditure				Balance Available
			Total	2015-16	2016-17	2017-18	
		£	£	£	£	£	£
CAT Officer Post & Related Expenditure	Change Management Fund	200,000	<b>89,597</b>	11,238	46,744	31,615	110,403
CAT Business Support Contract^	Core and SRF	136,500	<b>34,093</b>		34,093		102,408
<b>Total</b>		<b>336,500</b>	<b>123,690</b>	<b>11,238</b>	<b>80,837</b>	<b>31,615</b>	<b>212,811</b>

## Notes:

\* T&CC Grant prioritised CAT Transfers in 2017-18 and will do the same in 2018-19 with funding of up to £135K available [£100K+unspent balance 2017/18 £15K + unspent balance 2016/17 £20K]

^ Funding of £176.5K originally allocated reduced by £40K as part of 18/19 MTFS

