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Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

Bridgend County Borough Council



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

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dewis iaith.*

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Annwyl Cyngorydd,

FFORWM CYNGOR TREF A CHYMUNED

Cynhelir Cyfarfod Fforwm Cyngor Tref a Chymuned yn Siambr y Cyngor - Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont ar Ogwr CF31 4WB ar **Dydd Llun, 19 Mawrth 2018 am 16:00.**

AGENDA

1. Ymddiheuriadau am absenoldeb
Derbyn ymddiheuriadau am absenoldeb gan Aelodau.
2. Datganiadau o fuddiant
Derbyn datganiadau o ddiddordeb personol a rhagfarnol (os o gwbl) gan Aelodau / Swyddogion yn unol â darpariaethau'r Cod Ymddygiad Aelodau a fabwysiadwyd gan y Cyngor o 1 Medi 2008.
3. Cymeradwyaeth Cofnodion 3 - 8
I dderbyn am gymeradwyaeth y Cofnodion cyfarfod y 16/10/17
4. Adolygiad o Ddyfodol y Sector Cyngor Cymuned a Thref yng Nghymru 9 - 16
5. Glanhau a Chynnal a Chadw Canol y Dref 17 - 24
6. Adolygiad i Siarter Cyngorau Tref a Chymuned a fformat cyfarfodydd Fform TCC 25 - 30
7. 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

Ffôn/Tel: 01656 643643

Negeseuon SMS/ SMS Messaging: 07581 157014

Facs/Fax: 01656 668126

Twitter@bridgendCBC

Ebost/Email: talktous@bridgend.gov.uk

Gwefan/Website: www.bridgend.gov.uk

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Dosbarthiad:

Cynghowrwyr

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

Cynghorwyr

RM Granville
B Jones
AA Pucella
KL Rowlands
B Sedgebeer
CE Smith

Cynghorwyr

SG Smith
RME Stirman
R Penhale Thomas
T Thomas
JH Tildesley MBE
M Voisey
A Williams

Gyda Cynrychiolydd o bob
Cyngor Tref a Chymuned

Presennol

Y Cyngorydd HJ David – Cadeirydd

S Aspey P Davies	SE Baldwin R Davies	JPD Blundell S Dendy	MC Clarke L Desmond-Williams
Cllr D Evans D Lake	Cllr P Gwilliam H Morgan	PW Jenkins RL Penhale-Thomas	E Jones AA Pucella
L Richards T Thomas P Warren	B Sedgebeer JH Tildesley MBE W Willis	C Smith H Townsend	R Stirman SR Vidal

Ymddiheuriadau am Absenoldeb

Cllr D John, KL Rowlands, SG Smith, A Williams, M Voisey, A Owen, B Jones

Swyddogion:

Mark Galvin Uwch Swyddog Gwasanaethau Democraidd - Pwyllgorau
Gary Jones Pennaeth Gwasanaethau Democraidd

149. DATGAN BUDDIANNAU

Dywedodd y Cyngorydd HM Morgan fod ganddo fuddiant personol yn eitem 4 gan ei fod yn aelod o Gymdeithas Preswylwyr Oedrannus Ynysawdre.

150. CYMERADWYO'R COFNODION

PENDERFYNWYD: Bod Cofnodion cyfarfod y Fforwm Cyngorau Tref a Chymuned a gynhaliwyd ar 10 Gorffennaf 2017 yn gywir.

151. CYLLIDEB 2018-19

Cyflwynodd y Pennaeth Cyllid / Swyddog Adran 151 adroddiad yn rhoi'r wybodaeth ddiweddaraf am hynt Cyllideb y Cyngor (hy y Strategaeth Ariannol Tymor Canolig (MTFS)).

Wrth roi'r cefndir, dywedodd fod gan y Cyngor MTFS pedair blynedd sy'n cynnwys cyllideb blwyddyn. Roedd hon yn cael ei diweddarau bob blwyddyn drwy gyfrwng y broses Graffu a phroses y Cabinet cyn i'r Cyngor ei chymeradwyo – ac ar 1 Mawrth 2017 a y digwyddodd hynny ddiwethaf. Yn y Strategaeth, nodir yr adnoddau sydd eu

hangen i roi'r blaenoriaethau gwella ar waith, yn ogystal â'r adnoddau sydd eu hangen i ymgymryd â 'busnes arferol' y Cyngor. Roedd angen i bawb gofio bod yr MTFS yn ymdrin â'r cyfnod rhwng 2018-19 a 2021-22.

Cadarnhaodd y Pennaeth Cyllid / Swyddog Adran 151 fod Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr, fel pob awdurdod arall, wedi wynebu her ariannol fwy difrifol nag erioed o'r blaen dros y pedair blynedd diwethaf. Dros y cyfnod hwn, mae'r Cyngor wedi gorfod sicrhau arbedion o oddeutu £36m mewn cyllidebau cylchol.

O ran y sefyllfa'n fwy diweddar, a'r sefyllfa yn y dyfodol, mae'r Cyngor yn rhagweld diffygion ariannol o oddeutu £35m rhwng 2018-19 a 2021-22.

Ar ben y gostyngiad yn y setliad ariannol roedd y Cyngor yn ei gael gan Lywodraeth Cymru bob blwyddyn, byddai'r Cyngor, meddai'r Pennaeth Cyllid / Swyddog Adran 151, yn wynebu pwysau ariannol cynyddol yn ystod y blynyddoedd nesaf o ganlyniad i:-

- Unrhyw bwysau deddfwriaethol heb eu hariannu yn y dyfodol
- Cynnydd yn y gost o gyflogi staff wrth i'r mesurau i ffrwyno cyflogau gael eu llacio
- Materion yn ymwneud â'r strwythur cyflogau er mwyn cydymffurfio â'r cyflog byw cenedlaethol
- Chwyddiant prisiau sy'n effeithio ar gytundebau cyflenwi allanol

Er i awdurdodau lleol gael eu setliad drafft gan Lywodraeth Cymru yn ddiweddar, cadarnhaodd y Pennaeth Cyllid / Swyddog Adran 151 na fyddai effaith lawn y newidiadau posibl yn dod yn gwbl glir am gryn amser, a nes daw'r wybodaeth am grantiau penodol i'r amlwg.

Yna, byddai'r cynigion ar gyfer yr MTFS yn cael eu cyflwyno a byddai modd llywio a rhannu'r Gyllideb â phwyllgorau Trosolwg a Chraffu'r Cyngor, cyn i'r Pwyllgor Gweithredol (hy y Cabinet) ei chymeradwyo.

Yna, ym mharagraff 4.5 o'r adroddiad nodwyd bod MTFS y Cyngor yn tybio y bydd cynnydd o 4.2% yn y Dreth Gyngor yn 2018-19, a 4.5% bob blwyddyn wedyn. Yn y rhan hon o'r adroddiad hefyd cafwyd manylion amserlen ehangach y gyllideb, a dyddiadau penodol yn ymwneud â'r Dreth Gyngor.

Cadarnhaodd y Pennaeth Cyllid / Swyddog Adran 151 fod yr MTFS yn dyrannu adnoddau i roi Cynllun Corfforaethol yr Awdurdod ar waith. Y Cynllun hwn sy'n llywio gwasanaethau'r Cyngor yn gyffredinol. Bwriedir i gynigion terfynol y Gyllideb ymdrin ag amrywiaeth eang o wasanaethau, ac roedd yn anochel y bydd y gostyngiadau angenrheidiol yn y gyllideb wrth ddatblygu'r cynigion hyn yn effeithio ar y boblogaeth leol mewn gwahanol ffyrdd.

Yn olaf, cyfeiriodd ar oblygiadau ariannol yr adroddiad a oedd yn cadarnhau bod MTFS y Cyngor yn ategu ei flaenoriaethau a'i Gynllun Corfforaethol yn ddigonol. Roedd yr MTFS ar gyfer 2018-2022 yn cael ei datblygu a'r bwriad oedd cynnal cydymgyngoriad cyhoeddus yn ystod mis Hydref - Tachwedd 2017 ynghylch y blaenoriaethau ariannol a'r cynigion a oedd yn dod i'r amlwg o ran yr MTFS.

Rhoddodd y Pennaeth Cyllid / Swyddog Adran 151 gyflwyniad Power Point a oedd yn cyd-fynd â'i adroddiad, yn amlinellu hanes yr MTFS gan ganolbwyntio ar y meysydd a ganlyn:-

1. Gostyngiad yn y cyllid a geir gan Lywodraeth Cymru;
2. Pwysau ar y gyllideb (gan gynnwys diogelu ysgolion);
3. Cyflogau, prisiau a chwyddiant;

4. Trosglwyddo cyfrifoldebau/cyfrifoldebau newydd

Yr her ariannol o ganlyniad i'r uchod.

Cyfeiriodd y Pennaeth Cyllid / Swyddog Adran 151 hefyd at y gostyngiad yn incwm y Dreth Gyngor a'r Gyllideb dros y blynyddoedd diwethaf, a'r modd y gellid lliniaru'r pwysau hyn.

Aeth rhagddo i egluro bod y setliad Llywodraeth Leol ar gyfer 2017-18 wedi gostwng - 0.5% ar gyfartaledd i awdurdodau lleol Cymru (0.6% i Gyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr), er nad oedd manylion y grantiau ar gael eto.

Gan symud ymlaen i 2019 ac wedyn, dywedodd fod y Cyngor yn wynebu setliad dangosol o -1.5% ar gyfer 2019-20, ac y byddai'r risgiau a nodwyd eisoes yn parhau o ran rhoi'r Cyflog Byw Cenedlaethol ar waith.

Dywedodd y Pennaeth Cyllid / Swyddog Adran 151 y byddai'r Cyngor yn parhau i ymgysylltu â'r Cynghorau Tref a Chymuned ynghylch y meysydd hynny lle y gellid cydweithredu a/neu'r meysydd y gallent eu hariannu'u hunain drwy godi'r praesept. Gallai'r rhain, er enghraifft, gynnwys cyfleusterau cyhoeddus, lleihau gwariant ar lanhau strydoedd, trosglwyddo canolfannau cymuned (i gyrff gwirfoddol) a lleihau'r cymhorthdal ar gyfer teithio ar fws etc.

Wrth gloi, cyfeiriodd y Pennaeth Cyllid / Swyddog Adran 151 at rai amserlenni a dyddiadau allweddol o ran Strategaeth y Gyllideb, sef rhoi gwybod i Gynghorau Tref a Chymuned am y sylfaen drethu (diwedd mis Tachwedd); cyflwyno adroddiad i'r Cyngor ar bennu'r sylfaen drethu'n ffurfiol (28 Tachwedd), Cynghorau Tref a Chymuned i bennu'r praesept (dechrau mis Ionawr) a chyflwyno adroddiad i'r Cyngor i gymeradwyo'r Dreth Gyngor a'r praeseptau (2 Chwefror).

Dywedodd y Cadeirydd nad oedd modd sicrhau'r arbedion, sef £49m at ei gilydd, heb leihau'r gweithlu a chrebachu gwasanaethau ymhellach, gan ei bod yn amhosibl parhau i sicrhau arbedion drwy geisio gweithio'n fwy effeithlon yn unig. Byddai'r Cyngor yn parhau â'r gwaith da, meddai, drwy ddefnyddio dulliau mwy arloesol o weithio'n effeithlon a drwy gydweithio â darparwyr eraill i ddarparu gwasanaethau ar y cyd os oedd modd. Byddai'r Cyngor hefyd yn ceisio lleihau costau rheoli a gweinyddu pan fo hynny'n bosibl, ac yn sicrhau arbedion sylweddol drwy wella dulliau o atal ac ymyrryd yn gynnar yn y Gwasanaethau Plant ac Oedolion.

Gofynnodd un Aelod a oedd dyddiadau wedi'u pennu eto ar gyfer ymgynghori ag etholwyr y Cyngor Bwrdeistref - yn y cymunedau lleol a drwy'r cyfryngau cymdeithasol.

Cadarnhaodd y Pennaeth Cyllid / Swyddog Adran 151 fod yr ymgynghoriad ynghylch yr MTFS ar agor ar hyn o bryd, er mai dydd Mercher nesaf y byddai'n cael ei lansio'n ffurfiol. Byddai elfennau gwahanol o'r broses ymgynghori'n agored ac yn dryloyw, a byddai'r Cyngor yn ceisio sylwadau'r cyhoedd ynghylch sut y dylid gwario'r Gyllideb, yn hytrach nag ynghylch y ffyrdd mwyaf ymarferol o arbed arian. Byddai'r ymgynghoriad yn adeiladu ar y gwaith a wnaed yn ystod y blynyddoedd diwethaf. Roedd am dynnu sylw at y ffaith mai Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr oedd yn cael y gyfradd fwyaf o ymatebion o'r holl awdurdodau lleol a oedd yn ymgysylltu ddwy ffordd â'r cyhoedd ynglŷn â'r Gyllideb.

Roedd yr Aelod yn gobeithio y byddai'r system 'Cyfrifo Ar-lein' yn cael ei ddefnyddio eto eleni, gan ei fod yn dangos i'r etholwyr faint roedd y Cyngor yn gorfod ei arbed. Teimlai nad oedd canran uchel ohonynt yn sylweddoli faint o arbedion yr oedd angen eu sicrhau.

Cadarnhaodd y Pennaeth Cyllid / Swyddog Adran 151 y byddai'r system Cyfrifo Ar-lein yn cael ei defnyddio eto fel rhan o'r broses ymgynghori ynghylch y Gyllideb.

Gofynnodd y Cadeirydd a fyddai'n bosibl gwneud mwy i ennyn diddordeb plant a phobl ifanc yn yr ymgynghoriad eleni, gan gynnwys annog aelodau o'r Cyngor leuenctid i gyfrannu, yn ogystal â chysylltu mwy ag ysgolion a'r genhedlaeth iau drwy grwpiau cymunedol lleol. Gofynnodd i'r Aelodau hynny a oedd hefyd yn Llywodraethwyr Ysgolion i gysylltu â'u hysgolion a'u grwpiau cymuned lleol yn y cyswllt hwn er mwyn ehangu'r broses ymgynghori.

Soniodd un Aelod am yr adroddiad a oedd yn cyfeirio at adroddiad a gyflwynwyd i'r Cabinet fis Gorffennaf 2017, a oedd yn tybio y byddai cynnydd o 4.2% yn y Dreth Gyngor yn 2018-19, a 4.5% bob blwyddyn wedyn. Gofynnodd a oedd hyn yn cynnwys praesept y Cyngorau Tref a Chymuned, ac atebodd y Pennaeth Cyllid / Swyddog Adran 151 nad dyna'r achos.

Nododd Aelod arall fod y Gyfarwyddiaeth Cymunedau wedi wynebu toriadau sylweddol ers y dirwasgiad, ac roedd yn holi a fyddai unrhyw fudd cyfuno'r Gyfarwyddiaeth hon ag un arall.

Cadarnhaodd y Pennaeth Cyllid / Swyddog Adran 151 fod y Gyfarwyddiaeth hon yn dal yn cynnwys maes gwasanaeth eang, a oedd yn darparu amrywiaeth eang o wasanaethau i'r cyhoedd yn uniongyrchol. Ychwanegodd fod gan y Cyngor gyllid o £258m o hyd, er y byddai gostyngiad o £6m yn ystod y flwyddyn nesaf. Roedd y Cyngor, fel corff cyhoeddus, yn parhau i ddarparu gwasanaethau, ond roedd y gwasanaethau hyn wedi lleihau'n unol â'r toriadau yn y gyllideb gylchol a oedd yn cael eu gorfodi ar y Cyngor.

Gofynnodd un Aelod faint o incwm fyddai'n cael ei gynhyrchu ar sail cyfradd Dreth Gyngor o 4.2%.

Dywedodd y Pennaeth Cyllid / Swyddog Adran 151 y byddai hyn yn cyfateb i oddeutu £3m.

Dywedodd un Aelod fod y Gyfarwyddiaeth Cymunedau yn parhau i ddarparu amrywiaeth eang o wasanaethau i'r cyhoedd ac roedd yn teimlo y gallai rhai Cyngorau Tref a Chymuned gynorthwyo i ddarparu'r rhain, neu eu darparu eu hunain.

Dywedodd y Cadeirydd fod yn rhaid i'r Cyngor ddarparu llawer o wasanaethau costus ee £40m yn y Gwasanaethau Cymdeithasol. Roedd yn rhaid i'r Cyngor hefyd ddarparu cryn dipyn o adnoddau nad oedd y cyhoedd yn ymwybodol ohonynt, ee cost Plant sy'n Derbyn Gofal a lleoliadau'r Tu Allan i'r Sir. Mae dros 380 o blant sy'n derbyn gofal a dros 750 o deuluoedd y mae'n rhaid i'r Cyngor eu hariannu i raddau er nad ydynt o dan ei ofal yn uniongyrchol. Hefyd, roedd nifer o bobl hyn yn cael gofal mewn Cartref Gofal ac, os nad oedd gan yr unigolion hyn asedau, yna byddai'r Cyngor yn talu'n llawn am y gofal hwnnw, sef £450 yr un yr wythnos. Roedd yr enghreifftiau hyn yn bwysau ariannol a oedd yn codi o'r naill flwyddyn i'r llall.

Teimlai un Aelod y dylid defnyddio proses ymgynghori'r MTFs i godi ymwybyddiaeth y cyhoedd o'r gwasanaethau hanfodol y mae'n rhaid i'r Cyngor eu darparu, fel y gwasanaethau y cyfeirir atynt uchod, a oedd y tu hwnt i reolaeth yr Awdurdod i raddau ac a oedd yn dreth gyson ar ei adnoddau ariannol. Dylai'r cyhoedd hefyd fod yn ymwybodol o'r meysydd hynny y mae'r Cyngor yn bwriadu lleihau gwariant arnynt (yn hytrach na meysydd eraill) a'r rhesymau dros hynny.

Cytunodd y Cadeirydd â hyn, gan ychwanegu y byddai rhannu gwybodaeth fel hyn yn helpu'r etholwyr i ddeall sut y mae'n rhaid i'r Cyngor reoli'i gyllideb yn ystod y cyfnod anodd hwn. Gellid, meddai, gynnwys swm y gyllideb a ddyrennir i bob un o feysydd gwasanaeth y Cyfarwyddiaethau, a chynnwys meysydd lle y bwriedir arbed arian, a'r meysydd hynny y mae angen eu diogelu.

Teimlai un Aelod y dylai holl awdurdodau lleol Cymru ymuno â'i gilydd i lobio Llywodraeth Cymru a Llywodraeth San Steffan os oedd angen, er mwyn sicrhau mwy o arian i ddarparu gwasanaethau digonol i'r cyhoedd neu, pe bai hynny'n methu, a dyna, yn ei dyb ef, oedd yn debygol o ddigwydd, dylid gofyn i Lywodraeth Cymru weithredu fel yr Awdurdod sy'n gyfrifol am ddarparu Gwasanaethau Plant a Gwasanaethau Cymdeithasol. Os nad oedd Cyngorau Tref/Cymuned ar gael i gynorthwyo awdurdodau lleol ar ryw lefel, yna gallai'r sefyllfa fod yn waeth fyth.

Dywedodd y Cadeirydd fod Prif Weinidog Cymru wedi ymweld â'r Cyngor ddydd Gwener diwethaf, a'i fod wedi'i holi ynghylch yr uchod. Roedd y Cyngor hefyd yn Aelod o'r CLILC ac roedd cynrychiolwyr y corff hwn yn cyfarfod yn rheolaidd â'r Ysgrifennydd Cyllid dros Lywodraeth Leol. Un o'r pynciau a drafodwyd yn gyson oedd y toriadau parhaus roedd awdurdodau lleol yn eu hwynebu. Nid oedd y sefyllfa ariannol yn gwella fawr ddim naill ai oherwydd bod grantiau'n gostwng neu oherwydd bod gormod o gyfyngiadau ynghlwm wrthynt.

Tynnwyd sylw'r Fforwm at gynnig a dderbyniwyd gan y Cyngor mewn cyfarfod a gynhaliwyd yn ddiweddar, i lobio Llywodraeth Cymru i ddyrannu rhagor o arian i awdurdodau lleol.

Daeth y Cadeirydd â'r drafodaeth ar yr eitem hon i ben drwy gadarnhau y caiff Gweithdy ei gynnal ar 26 Hydref er mwyn ystyried cynigion y gyllideb arfaethedig, cyn iddynt gael eu datblygu ymhellach.

PENDERFYNWYD: Nodi'r adroddiad.

152. ADOLYGU SIARTER Y CYNGHORAU TREF A CHYMUNED

Cyflwynodd Cyfarwyddwr Corfforaethol y Gwasanaethau Gweithredol a Phartneriaethol adroddiad yn rhoi'r wybodaeth ddiweddaraf am yr adolygiad o Siarter y Cyngorau Tref a Chymuned, a soniodd am y cynlluniau i gwblhau'r adolygiad.

Gofynnodd Pennaeth y Gwasanaethau Democrataidd i'r Aelodau gofio bod y Siarter wedi'i diweddarau mewn cyfarfod blaenorol o'r Fforwm, ac un o'r darpariaethau oedd yr angen i adolygu'r Siarter bob blwyddyn. Hefyd, meddai, yn ei gyfarfod ar 10 Gorffennaf 2017, roedd Fforwm y Cyngorau Tref a Chymuned wedi cymeradwyo'r cynnig i sefydlu gweithgor i ymgymryd â'r dasg hon, ac i gyflwyno adroddiad ac argymhelliad i'r Fforwm. Dechreuodd Gweithgor Siarter y Cyngorau Tref a Chymuned ei adolygiad ar 4 Medi.

Aeth rhagddo i ddweud bod y cyfarfod cyntaf hwn o'r Gweithgor wedi nodi nifer o newidiadau i'r Siarter, ac roedd y rhain i'w gwneud ym mharagraff 4.1 o'r adroddiad. Cytunwyd ymhellach y dylid rhannu'r rhain â'r holl Gynghorau Tref a Chymuned, a rhoi cyfle iddynt roi sylwadau ar y Siarter a gwneud argymhellion eraill o ran sut y gellir ei newid/adolygu. Yna, gellid casglu'r rhain i gyd a'u cyflwyno i Fforwm y Cyngorau Tref a Chymuned, er mwyn i honno benderfynu arnynt yn ei gyfarfod nesaf.

FFORWM CYNGOR TREF A CHYMUNED - DYDD LLUN, 16 HYDREF 2017

Yna, clywodd yr Aelodau nad oedd y Cyngorwyr T Giffard ac A Hussain yn Aelodau o'r Fforwm erbyn hyn ac, felly, ni allent fod yn rhan o'r Gweithgor.

Gan hynny, dywedodd Pennaeth y Gwasanaethau Democrataidd fod angen enwebu dau Aelod arall o'r Fforwm i ymuno â'r Gweithgor.

Ar ôl cael enwebiadau o'r llawr,

PENDERFYNWYD: Enwebu'r Cyngorwyr S Aspey a JP Blundell yn aelodau o Weithgor Siarter y Cyngorau Tref a Chymuned yn lle'r Aelodau a nodwyd uchod.

153. EITEMAU BRYD

Dim.

Daeth y cyfarfod i ben am 17:06

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO THE TOWN & COMMUNITY COUNCIL FORUM

19 MARCH 2018

REPORT OF THE CORPORATE DIRECTOR - OPERATIONAL AND PARTNERSHIP SERVICES

REVIEW OF THE FUTURE OF THE COMMUNITY AND TOWN COUNCIL SECTOR IN WALES

1. Purpose of Report.

- 1.1 The purpose of this report is to inform the Forum of the current Welsh Government consultation regarding the review of the future of the Community and Town Council Sector.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The review may assist in the achievement of all of the following Corporate Priorities:

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

3. Background.

- 3.1 Gwenda Thomas and Rhodri Glyn Thomas were appointed as co-chairs of an Independent Review Panel considering the future of the Community and Town Council Sector in Wales. The review has a broad remit to:
- explore the potential role of local government below principal councils, drawing on best practice.
 - define the most appropriate model(s)/structure(s) to deliver this role.
 - consider how these models and structures should be applied across Wales. This will include consideration of any situations in which they would not be necessary or appropriate.
- 3.2 The review is focusing on what is required to ensure the most local level of government is effective, efficient and delivering benefits to local communities.

4. Current situation / proposal.

- 4.1 Since the start of the Review in July last year, the panel has heard views and gathered evidence from a range of stakeholders including Community and Town Councils themselves, Local Authorities, the Third Sector and key stakeholders including One Voice Wales, the Wales Audit Office, The Local Democracy and Boundary Commission and the Independent Remuneration Panel for Wales.
- 4.2 The Panel is keen to get the Local Authority perspective on what role Community and Town Councils should play, and what needs to be in place for them to be able to play that role. From engagement to date, the relationship between the two tiers of local government is a key consideration.
- 4.3 The Panel would welcome views on what Community and Town Councils should be responsible for, how they should operate, what barriers stand in the way and what opportunities exist for Community and Town Councils. A survey has been prepared to gather views and is available using the following link:
(<http://www.smartsurvey.co.uk/s/DGMA8/>)
- 4.4 Additional information is provided at **Appendix 1** to show the questions included in the survey and an information sheet at **Appendix 2** which has been provided on the the Welsh Government website:
(<http://gov.wales/topics/localgovernment/communitytowncouncils/review-of-community-town-council-sector/?lang=en>).
- 4.5 Claire Germain from the Welsh Government and Laurie Davies the Secretariat to the Panel, will be in attendance at the meeting to share an update on review to date and hear the forums views on the future role of the sector.

5. Effect Upon Policy Framework & Procedure Rules.

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

6. Equality Impact Assessment

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

7. Financial Implications.

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

8. Recommendation.

- 8.1 It is recommended that the Town & Community Council Forum note and consider the information contained within this report.

PA Jolley
Corporate Director Operational and Partnership Services
06 March 2018

Contact Officer: Gary Jones Head of Democratic Services
Telephone: (01656) 643385
E-mail: Gary.Jones@Bridgend.gov.uk

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

Background documents – None

PUBLIC SURVEY FOR THE REVIEW OF COMMUNITY AND TOWN COUNCILS IN WALES

#MyCommunityMyCouncil

As well as hearing from the councils themselves, The Independent Review Panel are keen to hear from members of the communities and towns the councils serve – including the communities and towns who do not have a council.

They want your thoughts on:

1. Where do you live?



2. Are you aware of a Community or Town Council in your area?

- Yes
- No

3. Do you know what your council does?

- Yes
- No

4. What would you like to see your council do?



5. Have you been engaged by your council?

- Yes
- No

6. If not, how would you like to see your council engage with the community?

7. In your opinion, do you think your council is representative of your community?

- Yes
- No

If your answer is no, How do you think they can represent you better?

8. Have you ever considered standing for your council?

- Yes
- No

If your answer is no, Why not?

Please use space below to leave additional comments regarding your views on the Review of Community and Town Councils in Wales:

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Adolygiad o'r Sector Cyngorau Cymuned a Thref yng Nghymru



Llywodraeth Cymru
Welsh Government

Cyngorau Cymuned a Thref



Lefel **llawr gwlad** llywodraeth leol yng Nghymru yw cyngorau cymuned a thref.

Mae dros **735** o Gyngorau Cymuned a Thref yng Nghymru, ond nid oes gan bob cymuned gyngor.



Mae Cyngorau Cymuned a Thref yn **codi arian drwy drethi** (praeseptau) er mwyn cynnal gweithgareddau a gwasanaethau ar gyfer eich cymuned.

Rôl eich cyngor yw cynrychioli **buddiannau'r gymuned gyfan** - a chynrychioli buddiannau gwahanol rannau o'r gymuned yn gyfartal.



Mae cyngorau cymuned a thref yn gallu defnyddio eu **pwerau cyfreithiol** i ddarparu llawer o wasanaethau o ganolfannau cymunedol i fysiau. Maent hefyd yn darparu gwasanaeth **mewn partneriaeth** â chyrrff eraill.

Panel Adolygu Annibynnol

Mae Panel Adolygu Annibynnol wedi ei sefydlu i ystyried rôl Cyngorau Cymuned a Thref yn y dyfodol.

Bydd yr adolygiad:

- yn ymchwilio i rôl bosib llywodraeth leol ar lefel islaw cyngorau Awdurdod Lleol, gan edrych ar arferion da
- yn diffinio'r model(au)/strwythur(au) mwyaf priodol ar gyfer cyflawni'r rôl hon
- yn ystyried sut y dylid rhoi'r modelau a'r strwythurau hyn ar waith ledled Cymru. Bydd hyn yn cynnwys ystyried unrhyw sefyllfaoedd lle na fyddent yn angenrheidiol nac yn briodol.

Disgwylir i'r adolygiad gymryd oddeutu blwyddyn.

Mae'r Panel eisiau clywed gennych...

Mae'r Panel yn awyddus i glywed gan bawb - gan Gyngorau Cymuned a Thref eu hunain, gan eu cymunedau, gan y bobl y maent yn gweithio gyda hwy, gan ardaloedd sydd â chynghorau a chan ardaloedd hebddynt. Maent am gael eich barn ynghylch:



- C)** Am beth y dylai Cyngorau Cymuned a Thref fod yn gyfrifol?
- C)** Sut y dylent weithredu?
- C)** Beth sy'n eu hatal rhag cyflawni dros y gymuned leol?
- C)** Sut y mae cyngorau'n sicrhau eu bod yn cynrychioli'r gymuned leol yn y ffordd orau bosibl?

Rhannwch eich barn â'r Panel*

E-bost: Adolygiad.CTC.Review@gov.wales

 @WG_localgov



* Bydd eich sylwadau'n cael eu cynnwys fel rhan o'r Adolygiad. Fodd bynnag ni fydd unrhyw wybodaeth bersonol yn cael ei storio yn ein system; bydd yn cael ei dileu'n syth.

Review of Community and Town Council Sector in Wales



Llywodraeth Cymru
Welsh Government

About Community and Town Councils



Community and town councils are the **grassroots** level of local governance in Wales.

There are over **735** Community and Town Councils in Wales, but not every community has a council.



Community and Town Councils **raise money through taxation** (precepts) to carry out activities and services for your community.

The job of your council is to represent the **interests of the whole community** – and to represent the interests of different parts of the community equally.



Community and town councils can use their **legal powers** to provide many services from community centres to buses. They also provide services **in partnership** with other bodies.

Independent Review Panel

An Independent Review Panel has been set up to consider the future role of Community and Town Councils.

The review will:

- explore the potential role of local government below Local Authority councils, drawing on best practice
- define the most appropriate model(s)/structure(s) to deliver this role
- consider how these models and structures should be applied across Wales. This will include consideration of any situations in which they would not be necessary or appropriate.

The review is expected to take around a year.

The Panel want to hear your views...

The Panel are keen to hear all views – from Community and Town Councils themselves, from the communities they serve, from the people they work with, from areas that have councils and areas that don't. They want your thoughts on:



- Q)** What should Community and Town Councils be responsible for?
- Q)** How should they operate?
- Q)** What's standing in their way to deliver for the local community?
- Q)** How do councils ensure they best represent their local community?

Share your views with the Panel*

Email: Adolygiad.CTC.Review@gov.wales

 @WG_localgov



* Comments will be included as part of the Review, however all personal information will not be stored on our system and will be deleted with immediate effect.

BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO TOWN & COMMUNITY COUNCIL FORUM

19 MARCH 2018

**REPORT OF THE CORPORATE DIRECTOR – COMMUNITIESTOWN CENTRE
CLEANSING AND MAINTENANCE**

1. Purpose of the Report

- 1.1 The purpose of the report is to provide information in regards to maintenance and cleansing including cleansing programmes and highways surface water drainage for the major towns within the borough.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities

- 2.1 The delivery of Bridgend County Borough Council's (BCBC) maintenance and cleansing functions links to the Priority One Strategy Theme of 'Supporting a Successful Economy' by making the county a good place to do business, for people to live, work, study and visit and Priority Three Strategy Theme of 'Smarter Use of Resources' by ensuring that its resources are used as effectively and efficiently as possible.

3. Background

- 3.1 Since 2010 there has been an ongoing programme of financial savings implemented by the Council to meet reductions in public funding. Amongst these savings have been measures within the Street Cleansing and Highway Services functions that have seen a reduction in staff and service levels to meet savings targets.
- 3.2 Whilst savings and changes to services throughout the county borough have been extensive, the service levels provided to the main town centres has been largely preserved as the importance to the local economy has been recognised.
- 3.3 The following report sets out a summary of most of the services.

4. Current situation / proposal

4.1 Cleaner Streets Team

- 4.2 The street cleansing tables below for Town Centres and surrounding areas is based on a set schedule and rota.
- 4.3 The schedule however, is not set in stone and is often adapted to change the frequency of cleansing and litter picking to ensure that a service is provided in

all areas albeit on a reduced level especially in seasonal cases or where major events are taking place .

- 4.4 Other factors which affect the service schedule are when cleansing and caged vehicles are put out of service coupled with staff shortages through holiday and sickness, which in both cases has a detrimental outcome and therefore cleaning schedules have to be adjusted and frequency reduced.

4.5 Cleaning Schedules

<u>Bridgend</u>	<u>Sweeper</u>	<u>Bins and litter picking</u>
Mon – Friday	06.00 – 09.30	06.00 – 14.00 (09.00-17.00)
Saturday	06.00 - 09.30	06.00 - 10.00
Sunday	06.00 - 09.30	06.00 – 10.00

Bridgend:

- Mon – Fri: 0600 – 0800, caged lorry, team leader and one operative litter pick and empty BCBC bins in town centre and Council car parks. They then remove fly tipping, empty BCBC bins and litter pick surrounding areas as per the schedule until 1400.
- Mon – Fri: 0600- 1400 - Pedestrian Sweeper also sweeps town, once completed reverts to sweeping surrounding area as scheduled.
- Mon – Fri: one operative 0900 – 1700, litter picks and empty BCBC bins.
- Saturday and Sunday: 0600 – 10.00, caged Lorry, team leader and one operative – Pedestrian Sweeper. Town is cleaned and then lorry empties BCBC bins in surrounding areas and picks as required, sweeper reverts to schedule.

<u>Porthcawl</u>	<u>Sweeper</u>	<u>Bins and litter picking</u>
Mon – Friday	06.00 – 09.30	06.00 – 14.00 (09.00-17.00)
Saturday	06.00 - 09.30	06.00 - 11.00
Sunday	06.00 - 09.30	06.00 – 11.00

Porthcawl:

- Mon – Fri: 0600 – 1400, team leader and one operative empty BCBC bins on Promenade, town centre, rest bay and Council car parks plus litter pick.
- Mon, Wed, and Fri: empty BCBC bins and litter pick in surrounding areas.
- Mon – Fri: 0800 – 1600, lorry, team leader and usually one operative empty bin in Porthcawl until 1030 and then litter pick as required by schedule.

- Mon – Fri: 0900 – 1700, one operative litter picks and empties BCBC bins in town centre and surrounding areas.
- Sat to Sun: 0600 – 1100 Lorry, team leader and one operative empty BCBC bins on Promenade, then in to Town to empty BCBC bins and litter pick. Sweeper follows on behind and they brush out as necessary. Sweeper then returns to schedule and lorry empties BCBC bins in surrounding areas.

Pencoed Does not have a schedule like other town centres. 0800 – 16.00 Mon, Wed, Friday, BCBC bins emptied and litter picked. Sweeper visits as required.

Maesteg	Sweeper	Bins and litter picking
Mon – Friday	06.00 – 07.40	08.00 – 16.00 (09.00-17.00)
Saturday	06.00 - 07.40	06.00 - 11.00
Sunday	06.00 - 07.40	06.00 – 11.00

Maesteg:

- Mon – Sunday, 0600 -0740, Town centre with sweeper and a brush man who will also empty BCBC bins. On two weekends in a month it is completed by two men, this normally takes around two hours which is without use of the sweeper.
- Mon – Fri, 0800 – 1600, lorry, team leader and usually one operative empty BCBC bins around Maesteg until 1030 and then litter pick as required by schedule. 0900 – 1700, one operative litter picks and empties BCBC bins in town centre and surrounding areas.

The town centre consists of the main streets, bus station, car parks and surrounding lanes around the main streets.

4.6 Building Relations

- 4.7 The Cleaner streets Team have recognised that in these austere times to be able to maintain a satisfactory service provision, closer working with Town Councils was required. The Cleaner Streets Operations Officer who has been in post now for 10 months has over the past year made himself visible and attended Maesteg, Porthcawl and Pencoed Town Council (TC) meetings and has met with Bridgend TC offering support and ways in which to work together to meet objectives of cleaner towns/streets.
- 4.8 The Council believes that good relations have been forged and in some cases much work has been accomplished with the provision and revamping of litter bins in the Porthcawl area. Porthcawl TC have embraced this working arrangement and provided a budget of £10k to meet their strategy of installing

100 bins with the Cleaner streets Team carrying out all fitting and servicing work to accomplish their target.

4.9 Pencoed TC has recently showed a similar interest and the Council looks forward to working closely with them over the coming year. The Operations Officer will continue his work with Town Councils and aims to attend further meetings in the year ahead.

4.10 Close contacts have also been made with the Garw Valley and Coity Community Councils. Again this will be pursued and developed further over the year ahead.

4.11 Dog Fouling

4.12 Dog fouling has been at the forefront of complaints received coupled with social media comments escalating people's opinions and concerns further, which have increased the demand for more action to be taken: dog foul bins, enforcement, signage etc.

4.13 During the summer period the cleaner streets Team worked with Dogs Trust (GB) and Keep Britain Tidy on a working project in which to assess the scale of dog fouling throughout the country. The Council was one of 6 local authorities who took part in the project and the only Welsh authority to take part in the scheme.

4.14 The aim of the project was to test the effectiveness of dog walking routes, with appropriate bin provision, in reducing instances of dog fouling in public parks and greener spaces.

4.15 From the report evaluation BCBC achieved positive results. The project was conducted at Rest Bay over a 3 month period and showed an overall reduction of 41% in dog fouling.

4.16 There were many useful outcomes from the report and the Cleaner Streets Team will look to use these and adapt these methods to reduce the impact of dog fouling in specific areas over the year ahead.

4.17 TIKSPAC

4.18 Dogs Trust was not the only project that the Council entered into and over a three month period to combat dog fouling further (October to December 2017) the Cleaner streets team trialled two dog fouling posts in the Maesteg and Pencoed area.

4.19 The trial was conducted in partnership with Tikspac, Tikspac is an environmental concept which includes a post station that provides biodegradable dog waste bags for dog walkers, and these stations are placed at selected locations such as footpaths, parks and other public areas and on

routes where there are also litter bins for their collection. Reports from the two areas suggest that these have also reduced the impact of dog fouling and social media such as Facebook have provided positive feedback. Local Councillors have also supported it.

- 4.20 The Cleaner Street's team will now be looking to increase the number of these posts throughout the county borough and are currently identifying key areas for their positioning (at a cost of circa £500 to be found from the street cleansing budget); in addition to the posts the Council will be looking to use elements of the Dog Trust report findings to develop this service provision further.

4.21 3rd Sector working/Volunteering

- 4.22 The Cleaner Street's team are constantly contacted by volunteer groups to carry out the disposal of litter which has been collected by the various voluntary groups in the county borough.
- 4.23 These requests are sporadic and ad hoc, and there appears to be no formal process for these groups when carrying out litter picks within communities.
- 4.24 It is recognised that these volunteer groups can provide a valuable service and assist in cleaning up areas where the Cleaner Street's team would find it difficult to attend regularly.
- 4.25 Recognising that these groups can provide a helpful service the Cleaner Street's team along with Keep Wales Tidy, other Council departments including Property, Coastal Management, Rural Development team and Natural Resources Wales (NRW) are working together to meet up with all interested groups with a view of developing an organised and proactive voluntary service to be run by Keep Wales Tidy.
- 4.26 An initial meeting was held on the 7th March at the Kenfig Nature Reserve, where outline Terms of Reference were set out and a framework provided for voluntary groups so that a coordinated and scheduled approach can be administered and diarised.
- 4.27 The voluntary groups would then need to be registered under the Keep Wales Tidy banner for which they will be provided with the appropriate insurance cover, risk assessments and support.

4.28 Other Street Cleansing Team Activities

Cleaner Street's team also provide the following assistance:-

Support public conveniences – cleaning and opening

Assist Enforcement in removal of fly tipping following investigations

Renewal or installation of bins

Removal of offensive graffiti
Removal of dog fouling
Cleaning agreed bus shelters
Additional services i.e. Elvis weekend, URDD, charity or sporting events.
Emergency response i.e. flooding, culvert inspections.
Assist other service areas in removal of fly tipping and waste i.e. Sandy Bay, Education land
Co-ordinate with Probation Services, with removal and clean-up projects.

4.29 Drainage

- 4.30 Checks to highway gulleys are carried out on an 18 month cycle to visit and clean as required. If blockages are identified further work is tasked, such as jetting or digging out of accumulated debris. In instances where this does not resolve the issue a Highway Drainage Officer will instigate further works such as camera surveys or excavation to determine and rectify faults. Apart from the scheduled inspections the teams are also called to deal with ad hoc gully issues when reported through the customer care system.
- 4.31 During adverse weather conditions the Gully and Jetvac machines attend emergency flooding or drainage issues both inside and outside of normal operational hours. In such circumstances calls would be prioritised in conjunction with the on call highway inspector on a risk based approach, as we have only limited resources of one Gully machine and one Gully / Jetvac machine which require a minimum manning of two trained persons per unit. As such any Councillor or public referrals during such events will be investigated and cleared as soon as priorities permit.
- 4.32 Another resource used to manage highway drainage are JCB excavators and hand Hazarding gangs, who deliver periodic maintenance of surface water open grips, channels and Culverts associated with highway drainage. These are maintained upon specific task orders generated by the area inspector. Additionally in severe weather conditions gangs will patrol and clear culverts as required.

5. Effect upon Policy Framework & Procedure Rules

- 5.1 This report has no effect on Policy Framework and Procedural Rules.

6. Equality Impact Assessment

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

7.1 Financial Implications

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

8. Recommendations

8.1 That the contents of the report are noted.

Mark Shephard
CORPORATE DIRECTOR - COMMUNITIES
March 2018

Contact Officer: ZACHARY SHELL
Head of Neighbourhood Services
Telephone: (01656) 643403
E-mail: Zak.Shell@bridgend.gov.uk

Background Documents:

None

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO THE TOWN & COMMUNITY COUNCIL FORUM

19 MARCH 2018

REPORT OF THE TOWN AND COMMUNITY COUNCIL WORKING GROUP

REVISION TO THE TOWN & COMMUNITY COUNCILS (TCCs) CHARTER AND THE FORMAT OF THE TCC FORUM MEETINGS

1. Purpose of Report.

- 1.1 The purpose of this report is to inform the TCC Forum of the recommendations of the Town and Community Council Charter Working Group regarding the review of the Town and Community Council Charter and to the format of the TCC Forum meetings.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The Charter and the TCC Forum meetings links to the following priorities supported by the Corporate Plan:

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

3. Background.

- 3.1 The Town and Community Councils Charter is designed to build on existing good practice and embrace the shared principles of openness, respect for each other's opinions, honesty and a common priority of putting citizens at the centre. The Charter is based on equality of partnership. It is a set of guiding principles by which Councils will work together without compromising the autonomy of the individual Councils.
- 3.2 The Town and Community Council Charter was previously reviewed in 2016. As part of that process it was agreed that the Charter be reviewed annually to ensure that it remained fit for purpose.
- 3.3 In October 2017 the TCC Forum established a Working Group to undertake a review of the Charter and to identify opportunities to:

- develop capacity within the communities of the County Borough
- minimise the impact of budget reductions to citizens
- extend relationships with Third Sector and other organisations

- 3.4 The Working Group consisted of 6 Elected Members from Bridgend County Borough Council and 6 Elected Member representatives from the Town and Community Councils. In addition there were two invitees representing the Clerks of the Town and Community Council.
- 3.5 Additionally, the Working Group was tasked to consider the format of the meetings of the Town and Community Council Forum to maximise participation and engagement with all Councils of the County Borough.
- 3.6 The Corporate Overview and Scrutiny Committee (COSC) of Bridgend County Borough Council made a recommendation to the TCC Forum for them to consider more regular meetings in order to ensure momentum and consistent monitoring of any future collaborative work. This recommendation was hoped to provide an opportunity to maximise the potential of all Councils to work more effectively together. As this fell within the remit of the Working Group it was considered as part of their deliberations.

4. Current situation / proposal.

- 4.1 The TCC Charter Working Group met on 3 occasions to undertake the review. The existing Charter and covering report as presented to the TCC Forum in October 2017, was circulated to all Town and Community Councils. They were requested to identify any opportunities to improve the Charter and invited to submit proposals to develop the format of TCC Forum meetings.
- 4.2 Fourteen responses were received from the Town and Community Councils with others responding that they would be in a position to provide their response following their council meeting in March. To date seven councils have accepted the revisions to the Charter as identified in the covering report. Many Councils have made comments which need clarification, additional information and further investigation.
- 4.3 Progressing the Charter
- 4.3.1 To progress the development of the Charter, the TCC Working Group recommend that representatives of the Working Group supported by a BCBC officer visit each Town and Community Councils. It is intended that the Working Group representatives meet with the Chairperson and several members of the Town or Community Council including their Clerk to engage with the Council, clarify their responses and develop a comprehensive picture of how the Charter could be improved.
- 4.3.2 Feedback from the Council engagements could be collated by the Working Group and updates provided to the TCC Forum on a regular basis. The collated information would enable an accurate representation of all Council views and enable appropriate improvements to be made to the Charter.
- 4.3.3 It was proposed that the Wellbeing of Future Generations (Wales) Act 2015 with its

seven wellbeing goals and its five ways of working be used to provide the basis of the discussions with the Councils to progress the development of the Charter.

4.3.4 It should be acknowledged that this is an intensive approach and with the current limitation of available resources, it will be difficult to progress this proposal unless the relevant resources are identified and appropriate funding is made available.

4.3.5 Following the determination of any amendments to the Charter, the Charter action plan will be considered at each meeting of the Forum and be used to progress key activities to enhance the effectiveness of the Charter.

4.4 Format of TCC Forum meetings

4.4.1 The Working Group considered the format of the meetings of the TCC Forum and identified a number of recommendations.

4.4.2 The remit of the TCC Forum in the BCBC Constitution is identified as: "To consult with representatives of Town and Community Councils within the County Borough on matters of mutual interest." The Working Group determined that consideration of only one item at each meeting of the Forum would mean that some items of interest may never be able to be considered by the Forum. Without relevant or engaging agenda items being presented for consideration to the Forum was likely to result in lower attendance levels. This would negate any benefits that the Forum was intended to achieve. The Working Group proposed that the forward work programming for the Forum be enhanced and that its meeting considered a wider range of items including current and planned consultations, the sharing of good practice and information, and identifying opportunities for Councils to work together.

4.4.3 The Working Group were advised that not all TCC Clerks were able to attend meetings of the TCC Forum due to their limited working hours and the workloads within their own Councils. However, the TCC Clerks meetings were well attended and proved useful to discuss operational issues with other Clerks, provide each other with support and share good practice across the County Borough. It was proposed that the Clerks meetings should be amalgamated with the TCC Forum meetings to provide a focused approach to collaborative working.

4.4.4 The Working Group recommended that the frequency of TCC Forum meeting be increased to 6 per year with the agenda items being supplemented by those which would be considered at the TCC Clerks meetings.

4.4.4 With the proposed increase in the number of meetings of the Forum it is acknowledged that having a single identified representative from each Town and Community Council is a significant increase in the commitment from an individual Town or Community Councillor. The Working Group proposed that representatives of Town and Community Councils were able to provide a named substitute if they were unable to attend a meeting of the Forum. Appointed Town and Community Councils representatives would be required to provide sufficient notice of any substitution and an email address for the substitute Town or Community Councillor.

4.4.5 The Working Group proposed that a survey of meeting timings be undertaken to

determine the preferred day and time of future meetings of the Forum. This would potentially remove any barriers preventing member's attendance at meetings.

4.4.6 The Working Group also recommended that these proposals be reviewed after 6 months.

4.4.7 Resources to facilitate an increase in the number of public meetings has not been identified. The additional TCC Forum meetings will need to be supported by Democratic Services and each of the Directorates within BCBC who will be required to provide the additional resources to address the extra work, answering queries, drafting and presenting reports generated by the enhance Forward Work Programme of the TCC Forum.

4.5 Other Recommendations

4.5.1 It was proposed by the Working Group that each Town and Community Council be requested to have a standing item on their agenda to:

- consider items for inclusion on the Town and Community Council Forum agenda
- consider feedback from meetings of the Town and Community Council Forum
- Identify proposals for inclusion on the TCC Charter Action Plan which would aid the development of the Charter.

4.6 The recommendations listed above are not all within the remit of the Town and Community Council Forum and therefore a report would have to be presented to Bridgend County Borough County Council or the appropriate Town or Community Council for approval.

5. Effect upon Policy Framework & Procedure Rules.

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

6. Equality Impact Assessment

6.1 There are no equality implications arising from this report.

7. Financial Implications.

7.1 There are no financial implications arising directly from this report. However the cost of redesign and translation of the revised Charter will be met from existing budgets.

8. Recommendations.

8.1 That the TCC Forum note and consider the recommendations of the TCC Charter Working Group as shown in paragraph 4 and outlined as follows:

- (a) that representatives of the Working Group supported by a BCBC officer visit each Town and Community Council to clarify their responses and develop a comprehensive picture of how the Charter could be improved.

- (b) the Wellbeing of Future Generations (Wales) Act 2015 with its seven wellbeing goals and its five ways of working be used to provide the basis of the discussions with the Councils to progress the development of the Charter.
- (c) Feedback from the Council engagements be collated by the Working Group and updates provided to the TCC Forum on a regular basis.
- (d) that the Forward Work programming for the Forum be enhanced and that its meetings consider a wider range of items including current and planned consultations, the sharing of good practice and information, and identifying opportunities for Councils to work together.
- (e) that the Clerks meetings should be amalgamated with the TCC Forum meetings to provide a focused approach to collaborative working.
- (f) the frequency of TCC Forum meeting be increased to 6 per year with the agenda items being supplemented by those which would be considered at the TCC Clerks meetings.
- (g) representatives of Town and Community Councils be able to provide a named substitute if they were unable to attend a meeting of the Forum.
- (h) a survey of meeting timings be undertaken to determine the preferred day and time of future meetings of the Forum to remove any barriers preventing member's attendance at these meetings.
- (i) that these proposals be reviewed after 6 months.
- (j) each Town and Community Council be requested to have a standing item on their agenda to:
 - consider items for inclusion on the Town and Community Council Forum agenda
 - consider feedback from meetings of the Town and Community Council Forum
 - Identify proposals for inclusion on the TCC Charter Action Plan which would aid the development of the Charter.

8.2 That the TCC Forum note that any agreed recommendations not falling within the remit of the Town and Community Council Forum will be reported to Bridgend County Borough County Council or the appropriate Town or Community Council for approval.

PA Jolley
Corporate Director Operational and Partnership Services
8 March 2016

Contact Officer: GP Jones
Head of Democratic Services

Telephone: (01656) 643385

E-mail: Gary.Jones@bridgend.gov.uk

Postal Address Level 2, Civic Offices, Angel Street Bridgend CF31 4WB

Background documents: None