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**Gwasanaeth Democraidd**  
**Democratic Service**  
Swyddfa'r Cyngor  
CAERNARFON  
Gwynedd  
LL55 1SH

Cyfarfod / Meeting

**PWYLLGOR CRAFFU CYMUNEDAU**  
**COMMUNITIES SCRUTINY COMMITTEE**

Dyddiad ac Amser / Date and Time

**10:00am, DYDD MAWRTH, RHAGFYR 2il, 2014**

**10.00am, TUESDAY, 2<sup>nd</sup> of DECEMBER, 2014**

Lleoliad / Location

**SIAMBR HYWEL DDA**  
**SWYDDFEYDD Y CYNGOR / COUNCIL OFFICES**  
**CAERNARFON**  
**LL55 1SH**

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Dosbarthwyd / Distributed 26.11.2014

**Aelodaeth/Membership (18)**

**Plaid Cymru (8)**

Y Cynghorwyr/Councillors

Craig ap Iago	Annwen Hughes	Dilwyn Morgan
Linda Morgan	Tudor Owen	Caerwyn Roberts
Mandy Williams-Davies	Eurig Wyn	

**Annibynnol/Independent (4)**

Y Cynghorwyr / Councillors

Eric M. Jones	Nigel Pickavance	Angela Russell	Mike Stevens
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**Llais Gwynedd (3)**

Y Cynghorwyr/Councillors

Llywarch Bowen Jones	Gruffydd Williams	Robert J. Wright
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**Llafur/Labour (1)**

Y Cynghorydd/Councillor

Gwynfor Edwards

**Democratiaid Rhyddfrydol / Liberal Democrats (1)**

Y Cynghorydd/Councillor

Stephen Churchman

**Aelod Unigol / Individual Member (1)**

Louise Hughes

**Aelodau Ex-officio / Ex-officio Members**

Cadeirydd ac Is-Gadeirydd y Cyngor  
Chairman and Vice-Chairman of the Council

## AGENDA

**1. WELCOME AND APOLOGIES**

To accept any apologies for absence.

**2. DECLARATION OF PERSONAL INTEREST**

To receive any declaration of personal interest.

**3. URGENT ITEMS**

To note any items that are a matter of urgency in the view of the Chairman for consideration.

**4. MINUTES**

The Chairman shall propose that the minutes of the last meeting of this committee, held on 1 October, 2014, be signed as a true record.

(copy herewith – **white** paper)

**5. COASTLINE PROTECTION PLAN (West Wales)  
Cabinet Member – Councillor W Gareth Roberts**

Discussion with Mr Greg Guthrie (Royal Haskoning Company), author of the West Wales Shoreline management Plan.

**6. MONITORING ENFORCEMENT OF CARAVAN PARKS  
Cabinet Member – Councillor John Wyn Williams**

Consider Head of Regulatory Department's report  
(copy herewith – **yellow** paper)

**7. PRIORITISING THE PROVISION OF PUBLIC TRANSPORT  
Cabinet Member – Councillor W Gareth Roberts**

Consider Head of Regulatory Department's report  
(copy herewith – **white** paper)

**8. PONT BRIWET BRIDGE PROJECT DEVELOPMENT  
Cabinet Member – Councillor W Gareth Roberts**

Consider Head of Regulatory Department's report  
(copy herewith – **pink** paper)

**9. POST 16 EDUCATION TRANSPORT SCRUTINY INVESTIGATION PROPOSALS**  
**Cabinet Member – Councillor Gareth Thomas**

Consider the Scrutiny Investigation Group Report  
(copy herewith – **white** paper)

**10. THE COMMITTEE'S FORWARD WORK PROGRAMME (DRAFFT)**

Submit a revised edition of the Committee's Forward Work Programme  
(copy herewith – **green** paper)

**LUNCH**

**2:00pm**

**Y MAES / CASTLE SQUARE SITE VISIT**

Site visit with Colin Jones (Parking and Road Safety Manager) and Dylan Wynn Jones (Traffic Improvement Team Manager and Development Control).

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**COMMUNITIES SCRUTINY COMMITTEE 1.10.14**

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**PRESENT** - Councillor Angela Russell (Chair)  
Councillor Mandy Williams-Davies (Vice-chair).

Councillors:- Stephen Churchman, Annwen Hughes, Eric M. Jones, Llywarch Bowen Jones, Dilwyn Morgan, Linda Morgan, Caerwyn Roberts, Gruffydd Williams, Robert J. Wright and Eurig Wyn.

**OFFICERS:** Arwel Ellis Jones (Senior Manager - Corporate Commissioning Service) and Lowri Haf Evans (Members' Support and Scrutiny Officer).

**ALSO PRESENT:**

- i) In relation to item 5 on the agenda – Mr Ffrancon Williams (Chief Executive, Cartrefi Cymunedol Gwynedd) and Mr Gethin Armstrong (Customer Services Manager CCG), Mr Arwel Owen (Senior Housing Manager, Gwynedd Council) and Mr Gareth Parri (Housing Options Team Leader).
- ii) In relation to item 7 on the agenda – Mrs Kate Thompson (Food Standards Agency), Mr Rob Wilkins (Food Standards Agency), Councillor John Wyn Williams – Cabinet Member for Planning, Mr Aled Davies (Head of Regulatory Department) and Mr John Reynolds (Senior Manager Public Protection Department).
- iii) In relation to item 8 on the agenda – Councillor Gareth Roberts - Cabinet Member for the Environment, Mr Aled Davies (Head of Regulatory Department), Mr Andrew Gregson (Finance and Growth Monitoring Officer – Transportation Service).
- iv) In relation to item 9 on the agenda – Councillor Gareth Roberts – Cabinet Member for the Environment, Mr Gwyn Morris Jones (Head of Highways and Municipal Department) and Mr Aled Davies (Head of Regulatory Department).

**1. WELCOME AND APOLOGIES:**

Everyone was welcomed to the meeting by the Chair, Angela Russell. Apologies were received from Councillors Nigel Pickavance, Gruffydd Williams, Louise Hughes, Mike Stevens and Craig ab Iago

**2. DECLARATION OF PERSONAL INTEREST**

Declarations of personal interest were received from Councillors Angela Russell and Llywarch Bowen Jones regarding item 5 on the agenda.

**3. URGENT ITEMS**

None to note.

**4. MINUTES**

The minutes of the previous meeting of this committee, held on 4 July, 2014, were accepted as a true record of the meeting.

## 5. CARTREFI CYMUNEDOL GWYNEDD

- a) Submitted - the Annual Report of Cartrefi Cymunedol Gwynedd (CCG) 2013-2014. It was noted in the Transfer Agreement 'Your Home, Your Choice' that it was a requirement for CCG to note how it was delivering the pledges made to tenants in the Offer Document and how it was implementing the obligations under the Transfer Agreement.
- b) In the discussion, the following that were issues raised by members were considered:
- i. It was noted that the Elected Members' Protocol ensured a one directional flow of information with every enquiry and response appropriately recorded. It was stated that establishing one contact point provided a professional approach to the procedure and there was no intention of changing the procedure. It was reported that last year over 300 complaints had been received by Councillors, but as the improvement works were nearing completion it appeared that the number of complaints were reducing. In terms of sharing information regarding completed work, it was agreed that it was possible to improve and to fully close the enquiry cycle.
  - ii. Details were provided of the work that had been completed and it was accepted that the number of housing stock that complied with the Welsh Housing Quality Standard according to element on 31.3.14 was very commendable.
  - iii. In response to the positive effort made to recruit locally, concern was expressed regarding the Lovell company's sub-contracting arrangements. It was noted that one of the main objectives of CCG was to recruit locally and they scrutinised the statistics on a monthly basis.
  - iv. It was explained that CCG had no plans to upgrade and install electricity in the tenants' sheds as the plans of the kitchens were standard for the Welsh Housing Quality Standard.
  - v. When determining the rent levels, CCG noted that they followed Welsh Government guidelines. The rent policy had been adapted in April 2014 with an expectation that everyone complied by March 2015. A matrix would be drawn up for every housing association, along with consideration given to elements such as wages and local house prices. CCG determined in the rent policy that the same rent would be charged for the same type of house whether it was rural or urban.
  - vi. In response to 'the local demand', it was explained in detail that this was achieved by collaboration with the Council's Strategic Housing Unit, the Planning Service and the Research Unit.  
In response to the proposal of holding discussions and further collaboration with Town and Community Councils, it was noted that CCG's plans on development were very recent and therefore this element had not been considered. Gwynedd Council's Senior Housing Manager noted that it would be possible for Town and Community Councils to contact the Rural Housing Facilitator and it would be possible for him to facilitate this and prepare information for the next preparatory meeting.
  - vii) A request was made for CCG to respond to the opinion that they were slow in disposing of vacant houses which over time were creating an impact on neighbouring houses and the community. It was accepted that the procedure was slow and it was explained that the processes for tenants had improved. In a situation when there was a vacant house that was not intended to be rented but sold on the open market, it was explained that the process was slow because of the agreements and decisions that needed to be implemented prior to disposing of the house.  
It was agreed that CCG, along with other Housing Associations, would consider advertising the property locally within the consideration period.

- viii) In response to a question regarding whether playing fields should be provided as an integral part of a housing development, rather than via a grant application, it was noted that playing fields with slides and swings for example, were not CCG's responsibility because of obvious wider implications. CCG could facilitate playing fields such as football fields as there were less wide implications but they did not promote this. Consideration was not given to playing fields under the housing budget but it could be part of the Community Fund.
- ix) Mr Arwel Owen and Mr Gareth Parri from the Council's Housing Service were welcomed to respond to the options procedure and the housing points system.

The Housing Allocation Policy gave priority to five conditions with emphasis placed on the need for a house rather than a house in the local area. In the context of 'houses in the local area', it was explained that Gwynedd Council had received counsel's opinion and now the 'local' element had been maximised as far as possible in Gwynedd. It was stated that the Localism Act had strength in England but not in Wales. In terms of prioritisation given to the 'language' element, it was noted that a request had been made via the Language Committee to investigate this.

- x) Of the individuals that had been homed, 98% had a local connection with Gwynedd and 74% had a connection with the community (ward) where they were receiving a property with an additional 12% having a connection with an adjacent community/ward.

It was accepted that there was a lack of appropriate stock for tenants but it was confirmed that every possible option was shared with the tenant and an effort made to respond to every situation openly and realistically.

In response to the House Swap scheme, it was reported that a tenant had a legal right to do this and that CCG as a Housing Association promoted the scheme in the context of welfare reform.

- c) The work of engaging with tenants was praised and it was suggested that CCG's Mobile Surgery should include discussions with members of Community and Town Councils, Local Members, the Police and neighbours so that there was an opportunity by working together to respond and resolve local issues. The observation was noted.
- ch) Members were encouraged to convey any complaints that were a cause of concern for them to the quarterly meetings. Councillor Annwen Hughes was nominated as a substitute for Councillor Stephen Churchman if he could not attend on behalf of the Committee.

Everyone was thanked for their contribution to the debate and representatives of Cartrefi Cymunedol Gwynedd were thanked for attending the meeting. The report was accepted.

**RESOLVED to accept the report emphasising the following matters:**

- a) the importance of gathering information about local need that will then lead to housing development plans to address the need (it was agreed to request information about this for the next preparatory meeting).**
- b) the arrangements of all housing associations should be improved to advertise empty properties locally.**
- c) to request comparative information from other counties on the number of allocations to local people in order to allay or confirm the concerns of members regarding the number of people from outside areas receiving properties under the points system.**

**6. HOMELESSNESS SCRUTINY INVESTIGATION BRIEF**

- a) Submitted – the homelessness scrutiny investigation brief and the background of the proposal to undertake a scrutiny investigation into the matter was elaborated upon.
- b) It was explained that the investigation would start in December 2014 with a report submitted from scrutiny to the Executive in July 2015.

**RESOLVED to elect the following members to be members of the lead group for the scrutiny investigation: Councillors: Stephen Churchman, Caerwyn Roberts, Angela Russell, Eric Jones and Eurig Wyn.**

**7. FOOD STANDARDS AGENCY FOCUSED AUDIT OF GWYNEDD COUNCIL'S ARRANGEMENTS FOR ENFORCEMENT OF THE FOOD SAFETY ACT 1990: 6<sup>TH</sup> AND 7<sup>TH</sup> MARCH 2014**

- a) Submitted – the report of the Head of Regulatory Department, providing an update on the progress made by the Public Protection Service in dealing with the findings of the Food Standards Agency's Focused Audit.
- b) The Cabinet Member stated that an Action Plan had been prepared to address the failures and he outlined the planned improvements to address the deficiencies. A Task and Finish Group had been established and had been given tasks to address within a very tight schedule. A positive response had been received from members of the Task Group and they were congratulated for completing the work given to them.
- c) In response to an enquiry regarding whether Gwynedd Council had responded sufficiently to the deficiencies, Kate Thompson from the Food Standards Agency noted the background and context of the Pennington Report (March 2009), by explaining that the main focus of the audit was to evidence whether the recommendations of the Pennington Report had been implemented. There was evidence that four of the 12 recommendations had been fully implemented; three had been implemented with a few exceptions and no evidence of any action taken for five of the recommendations. It was acknowledged that the Service's response to the deficiencies had been prompt and this was welcomed.

It was stated that there had been effective collaboration with the Food Standards Agency since the Task Group had been established and there was a willingness for this to continue. The Food Standards Agency was thanked for its support with a very positive solution.

- ch) It was decided to send a message to thank the staff for responding to the deficiencies and confirmation for the public that there were no further deficiencies in the service. The status quo had been restored and there was a need for this to continue and everyone needed to be clear of what was expected.

**RESOLVED: to receive a further progress report in six months' time (to be submitted to the preparatory meeting of the Communities Scrutiny Committee) to check whether the action has brought the service back to where it should be.**

**8. THE PARKING SYSTEM IN GWYNEDD**

- a) Submitted – the report by the Head of Regulatory Department, inviting observations by the Committee on the proposed options and to make proposals along with suggestions for alternative plans for parking management in Gwynedd. It was highlighted that Gwynedd Council's parking systems and policies had not changed since 2007. It was further noted

that they needed to be reviewed by assessing whether the current management arrangements met the needs of the Council and the Communities. For information also, the comparative costs of neighbouring authorities (2014) were shared.

- b) The proposal that Community and Town Councils or local businesses could manage some car parks was welcomed, however it was emphasised that before agreeing to this there was a need to look carefully at ownership of the land and other aspects. The observation was accepted and it was stated that it would be possible to collaborate with communities to discuss contributions and consider charging higher fees in some areas in agreement with Community and Town Councils and any additional income derived would be given to the local community.
- c) In response to an enquiry regarding the number of free car parks, it was agreed that there was a need to scrutinise the list of their location in more detail. In certain circumstances there was no justification for not charging a fee, whilst in other car parks the cost of installing a machine would be greater than the income that could be raised. It was accepted that it would be possible for Community and Town Councils or local businesses to manage some of these car parks with an emphasis on holding local discussions to ensure that the community was ready to take the responsibility.
- ch) In response to the option for Blue Badge holders, the idea was supported of adopting a system of payment for annual permits with any revenue generated used for improving access facilities in general on streets and within car parks.
- d) Additional options were suggested, such as parking permits for local residents of the area, adopting a procedure for Council staff to pay for parking spaces, looking at the possibility of making improvements and charging a fee for parking on the side of the road in Abersoch and how to go about 24 hour enforcement. A request was made also for the Cabinet to consider comparing the parking fees of nearby areas before coming to a decision on the appropriate fee structure for Gwynedd.
- dd) The Cabinet Member stated that he welcomed that the Scrutiny Committee was satisfied with the principles and the recommendations submitted in the paper and he was happy that this was a basis to move forward to submit the matter to the Cabinet. Members were thanked for their input.

**RESOLVED: to express satisfaction with the proposals of the review conditional on the following:**

- i) **There is a need to encourage active collaboration with local communities on the management of car parks.**
- ii) **The number of free car parks to be scrutinised locally after discussing the matter with local members.**
- iii) **Although welcoming the idea of charging for parking in 'blue badge spaces', there is a need to ensure that any income derived is used to improve the facilities for users.**
- iv) **The Cabinet should, when considering the proposals formally, receive comparative information especially from neighbouring councils.**

## **9. BANGOR PRIDE SCRUTINY INVESTIGATION REPORT**

- a) Submitted - the progress report on the recommendations of the Scrutiny Investigation which was accepted. It was acknowledged that six months was not a sufficient period for demonstrating progress from the perspective of some recommendations and it was

agreed that there was a need to hold further discussions with Bangor City Council to establish what their intention was with Bangor Pride.

- b) It was reported that exciting work by the Students Union had been a much anticipated development in terms of prioritising the work of Bangor Pride and operating under the Love Bangor campaign.
- c) The Chair of the Scrutiny Investigation noted that there was a need to ensure that the basic wishes of any community was crucial to any action.
- ch) Whilst acknowledging that houses in multiple occupation was an issue that needed continued monitoring in Bangor, the Committee expressed its satisfaction that considerable effort had been made by Council services to collaborate with local members and representatives from the community to promote understanding and raise awareness of the Council's powers in terms of control of such housing.

**RESOLVED: to request a progress report and to allow time to hold discussions with the community and provide an opportunity for the situation to mature.**

#### **10. SCRUTINY FORWARD WORK PROGRAMME 2014 - 2015**

- a) Submitted - an amended forward work programme and members were reminded that a preparatory meeting would be held on 6 November.

**Everyone was thanked for their contribution.**

The meeting commenced at 10.00am and concluded at 1.10pm

<b>NAME OF SCRUTINY COMMITTEE</b>	<b>COMMUNITIES</b>
<b>DATE OF MEETING</b>	<b>2 December 2014</b>
<b>TITLE</b>	<b>Monitoring and Enforcement of Caravan Sites</b>
<b>AUTHOR</b>	<b>Aled Davies, Head of Regulatory Department</b>
<b>CABINET MEMBER</b>	<b>Cllr John Wyn Williams</b>
<b>PURPOSE</b>	<b>To provide the context for monitoring work and enforcement of caravan sites.</b>

## **1. BACKGROUND**

- 1.1 The preparatory meeting of the Communities Scrutiny Committee was held on 6 November 2014. Background information was submitted to members at the meeting on the work of monitoring caravan sites, mainly from the Planning and Environment Service's perspective.
- 1.2 The question of how the Planning Service monitors caravan sites has been brought to light over the past two years, mainly due to planning applications for extending the holiday season on static caravan sites from 10 and a half months to 12 months. It must be emphasised that these applications for extending the holiday season were solely for holiday use, which were in essence applications for an additional 6 weeks a year for holiday use. Any planning permission for these applications included planning conditions that restricted the use of the caravans to holiday use only, and the need for the operator / owner of the site to keep a register of the caravan users.
- 1.3 Despite the above, the concern by Members was that approving these applications would lead to people permanently living in caravans that would as a result have a negative effect on communities. Although planning control conditions the use of the caravans, there was concern regarding how the Service would monitor and ensure that the planning conditions were being enforced when it was necessary to do so.
- 1.4 In light of the preparatory meeting for this Committee it seems that the key matters raised by Members confirm the concerns that have already been mentioned. These include concerns involving how the Service would ensure that sites comply with the planning permission and relevant conditions despite the lack of resources in terms of staff. As well as this, enquiries have been made about how the Service will enforce in relevant cases, and questions were raised about the monitoring work on caravan sites that is being undertaken by the Planning and Environment Service.

## **2. MONITORING AND ENFORCEMENT OF CARAVAN SITES**

- 2.1 With around 400 caravan sites in Gwynedd including the area of the Park, which has over 14 thousand static caravans (around 11 thousand in the Gwynedd planning authority area) and over 5 thousand touring caravans, it must be acknowledged that monitoring and enforcement on caravan sites is a huge task.
- 2.2 The Members are quite right to raise concerns about the lack of staff resources within the Planning Service to monitor every caravan site in the Gwynedd planning authority area. The reality is that there have never been sufficient resources in place to complete this task, remembering also that enforcement matters associated with caravan sites are only one element of the Enforcement Unit's work.
- 2.3 Considering the above, it is necessary to acknowledge that there are two sorts of enforcement work which includes reactive enforcement work and proactive enforcement work.
- 2.4 The Service has a duty to investigate complaints received that allege that there is a case of breaching planning regulations. Therefore, in cases involving caravan sites, the Service will investigate complaints in accordance with the standard arrangements and requirements of the Council's Planning Enforcement Policy. If Members or the public have concerns about a specific site, they should contact the Planning Service.
- 2.5 In terms of proactive planning enforcement work, the Service is under no obligation to undertake this type of work. Even so, it is considered that this type of work is good practice and therefore as a Service, over the years we have been undertaking proactive monitoring work. There are advantages with proactive work in comparison with reactive work, as it contributes to realising the Council's priorities and facilitates working arrangements in general. In terms of caravan sites, proactive monitoring can establish a positive working relationship with site owners/operators, who will be aware that monitoring happens regularly and would therefore understand the need to comply with planning rules.
- 2.6 Since the beginning of 2014, the Council has approved an Enforcement Strategy which has established a framework for the proactive and reactive work of the Service's Enforcement Unit. As a result of this, we now have a formal framework for implementing the proactive work, with one of the identified tasks including undertaking annual monitoring work on 20 caravan sites.
- 2.7 In light of the original concerns by Members that were confirmed in the preparatory meeting of this Committee, the monitoring work on caravan sites this year has mostly focused on monitoring caravan sites that have had planning permission to implement a holiday season of 12 months.
- 2.8 It must be emphasised that the objective of the monitoring work is to monitor compliance with the planning permission as well as all the relevant planning conditions. Therefore, this work is not restricted solely to monitoring compliance with the condition that restricts the use of the caravans to holiday use and the need to keep a register.

- 2.9 It must be emphasised that the Council's planning enforcement powers are powers to be used with discretion. Initially, before considering any sort of formal enforcement steps, there must be robust evidence that the breaching of planning control has occurred. There is a legal definition of what a caravan is, and there are also rights to use land as a caravan site, or to site a caravan, without having to submit an application for planning permission. At times, rights such as these along with the fact that we are dealing with the use of land, can make it difficult to obtain robust evidence to prove whether regulations have been breached or not. In such cases this could mean the need to re-visit sites and the use of formal notices in order to collect evidence.
- 2.10 If there is evidence of breach of planning controls, the decision of whether to undertake enforcement steps or not is made in the context of the requirements of the Gwynedd Unitary Development Plan, the Gwynedd Planning Enforcement Policy and national Planning Policies and Guidelines, to consider whether enforcement steps would be in the public interest.
- 2.11 Historically it must be noted that enforcement cases involving someone living in a caravan, have been in relation to individual caravans being located on land, rather than living in a caravan within a caravan site.

### **3. THE PROACTIVE MONITORING WORK 2014/15**

- 3.1 Up to 1 October 2014, 13 sites have received planning permission for 12 months' holiday use. Four of these sites are located within the Arfon area, and the remaining sites are located within the Dwyfor area. Most of the sites have received planning permission for 12 months' holiday use within the last two years. Although 13 sites have received planning permission for 12 months' use, only five sites have implemented the permission as of yet.
- 3.2 The reasons given by operators of some of the sites for not implementing the 12 months use include:-
- *That most of the sites need to close for a period over the Winter to enable them to undertake maintenance work;*
  - *That the owners of the large caravan sites did not intend to implement the planning permission at this time, but that the option exists for them to do so in the future if they so wish..*
- 3.3 In terms of the sites that have already implemented the 12 months permission, it is believed that acceptable evidence exists on the whole to show that they comply with the requirements of the planning conditions. It is intended to revisit these sites during January / February 2015, during the 6 week period in which they would have been closed prior to receiving the permission for a 12 month season.
- 3.4 Subject to the availability of appropriate staff resources, the aim is to continue to prioritise these sites during the coming years due to the broader advantages of this proactive work. It must be emphasised that continuing the proactive monitoring work for the future is completely dependent on sufficient staff resources.

#### **4. ESTABLISHING A BASELINE**

- 4.1 The Planning and Environment Service has been closely collaborating with the Council's Public Protection Service and discussions have also been held with the Snowdonia National Park's Planning Officers. The discussions have mostly been on the work of establishing a baseline for identifying the current planning and licensing situation on Gwynedd's caravan sites.
- 4.2 The planning duties for Gwynedd Council are of course shared, with the National Park having planning duties in the Park's area. In terms of licensing duties the Public Protection Service has responsibility for all of Gwynedd.
- 4.2 It is believed that any work of establishing a baseline needs to be practical and fit for the purpose, given the lack of staff resources that we have for undertaking this work. Taking that into consideration, the aim is that the Planning and Environment Service will complete 'desktop' work to collate all the information regarding caravan sites in the Gwynedd planning authority area, to facilitate the process of responding to enforcement complaints and proactive monitoring work. Following recent discussions, the Park are already undertaking similar ongoing work on the sites in the Park. This will therefore be the baseline not only for planning but also for licensing, as it will facilitate the process of checking licences against the relevant planning permission. In the long run, it is considered that establishing the baseline will positively contribute towards planning and prioritising the proactive monitoring work for the future. For the Gwynedd planning authority area, it is intended to complete this work in terms of planning within 18 months, depending on staff resources.

#### **5. FURTHER WORK**

- 5.1 An intention of the Planning and Environment Service, as well as the Public Protection Service, is to establish more formal arrangements for dealing with matters involving caravan sites, and collaborate when it is appropriate to do so.
- 5.2 Further to this, the Planning and Environment Service has been in discussions with the Council's Finance Department, in terms of information about caravans that are taxed as permanent living accommodation. The aim of the Service will be to examine this information over the next months to see if there are any cases of breaching planning control. It is necessary to remember that there are cases where there is permission for a manager / warden to live in a caravan on-site, as well as cases where there is a certificate of lawful use for residential use. Therefore, the fact that a caravan is taxed for residential use does not necessarily mean that there is a case of breaching planning regulations.

#### **6. CONCLUSIONS**

- 6.1 With the reactive enforcement work, the proactive monitoring work that includes monitoring sites with 12 month holiday seasons, the work of establishing a baseline and the further work, it is believed that this is appropriate and proportionate to what is necessary for the work in this specific field. The cuts that are on the horizon must also be kept in mind, and therefore there is a possibility that it may not be possible to undertake the proactive monitoring work for the future.

<b>NAME OF SCRUTINY COMMITTEE</b>	<b>COMMUNITIES</b>
<b>DATE OF MEETING</b>	<b>2 December, 2014</b>
<b>TITLE</b>	<b>The Future of Public Transport in Gwynedd</b>
<b>AUTHOR</b>	<b>Aled Davies, Head of Regulatory Department</b>
<b>CABINET MEMBER</b>	<b>Cllr W. Gareth Roberts</b>
<b>PURPOSE</b>	<b>To scrutinise and express an opinion about the possible impact on the residents of Gwynedd of implementing the changes based on the results of the matrix.</b>

#### **BACKGROUND**

1. The Integrated Transport Unit deals with all matters relating to carrying people in Gwynedd, be it Public Transport, Education (Statutory) buses and taxis, Community Transport or Transport for Social Services.
2. The Unit has enabled the rationalisation of arrangements for procuring and packaging tenders to ensure value for money from the services bought. Consequently, the duplication of work within the Council has and is reducing along with the effort that must be invested by different Departments.
3. Over recent years a challenging programme of retendering all Public Transport and Education Transport services has been completed as follows:
  - Meirionnydd – October 2012 - Saving of £186,000 in Public and a saving of £229,000 in Education.
  - Dwyfor - April 2013 – Saving of £48,000 in Public and £361,000 in Education
  - Arfon – January 2014 – An increase of £194,000 in Public and a saving of £306,000 in Education.
4. As a result of the retendering process along with other minor changes, the picture in terms of the available funding and expenditure on transport is as follows:

**Budgets:**

Financial Year	Public Transport	Education Transport	School Taxis	Total
2008-09	£2,202,930	£2,527,640	£1,986,500	£6,717,070
2009-10	£2,271,260	£2,859,700	£2,159,560	£7,290,520
2010-11	£2,137,330	£2,817,610	£1,749,760	£6,704,700
2011-12	£2,165,770	£3,001,000	£1,630,743	£6,797,513
2012-13	£1,896,950	£2,908,660	£1,673,410	£6,479,020
2013-14	£1,945,410	£2,798,950	£1,866,960	£6,611,320
2014-15	£1,921,110	£2,590,240	£1,781,880	£6,293,230

**Expenditure:**

Financial Year	Public Transport	Education Transport	School Taxis	Total
2008-09	£2,358,489	£2,672,707	£1,951,944	£6,983,140
2009-10	£2,168,220	£2,715,485	£1,838,142	£6,721,847
2010-11	£2,119,057	£2,855,373	£1,762,210	£6,736,640
2011-12	£2,061,461	£3,035,708	£1,671,606	£6,768,775
2012-13	£1,642,405	£2,980,059	£1,709,094	£6,331,558
2013-14	£2,059,572	£2,769,058	£1,743,521	£6,572,151
2014-15	£2,475,476	£2,611,214	£1,809,880	£6,896,570

5. It can be seen from the above tables that significant savings have been found, but there has also been a reduction in the available budgets. There are two main reasons for the budget reductions:
  - Money going towards Gwynedd Council savings
  - Cuts in government grants
  
6. Also, during March of this year, a local bus operator, Bws Padarn, had to close for financial reasons. Bws Padarn used to deliver a number of contracts on behalf of the Council in addition to providing commercial services at no cost e.g. Caernarfon to Llanberis and Bangor to Llanberis.
  
7. The additional cost of providing services in light of the Bws Padarn situation is approximately £430,000 a year. Work undertaken by the Department has now enabled the Council to reduce this figure, down to £120,570.

### **The Financial Deficit**

8. The financial deficit in this years transport budget is substantial and it includes:

£224k effect of a reduction in BSSG [Bus Services Support Grant]

£194k increase in costs as a result of re-tendering

£121k increased costs as a result of the Padran Bus Station [includint Education]

(39k – Savings in other various journey)

A deficit total of £500k in the public transport budget. No permanent funding has been allocated to fill this deficit based, however, resources have been allocated to partly bridge the deficit until a decision on the future of transport provision has been taken.

9. It is clear from the tables in section 4 that the deficit in the transportation budgets is higher than this reaching a total of £604k. The reasons for this are that Education Transport has a deficit of £76k and School Taxis has a deficit of £28k.

### **Further Risks**

10. It is likely that there will be an annual reduction in the Government's grant for supporting transport services and in addition to this, it is likely that the payments that bus operators receive for carrying passengers with travel passes will be reduced by the Government. In addition, the subsidy for administrating travel passes is also likely to be reduced.
11. There are risks that other companies will close down their businesses and this could increase the costs of providing services.
12. It is reasonable to expect fuel prices to increase during the coming years, along with salary costs.
13. Unless another financial source becomes available, a combination of the above-mentioned matters could lead to the commercial services that currently run in the County to be no longer viable. It could also result in bus operators ending their agreements with the Council as the subsidy is not adequate enough to sustain the service. We can therefore expect costs to gradually increase over the coming years and funding to maintain services declining.

### **Rationalising Services**

14. Education Transport is statutory transport, and therefore, the Council must provide it.
15. In terms of Public Transport services, these are not statutory; therefore it is the Council's choice whether or not to provide them. With an overspend in the Public Transport budget of approximately £604k per annum an cuts to the value of £50 million to find, the Council has difficult decisions to make.
16. All services provided by the Council must be looked at in making these difficult choices and Transport is not exempt from this process of assessing options.
17. We must therefore look for ways to rationalise public transport services to meet the financial deficit. The transport matrix had already been discussed by the Preparatory and Scrutiny Committee where it was decided that the matrix, with minor adaptations, was the appropriate tool to use to prioritise service provision.

18. The matrix was further discussed with a Working Group of the Council's Cabinet. The Working Group's opinion was that costs per head should not be given the same weight when considering prioritising journeys, and that the focus should be on the services provided and the impact of cutting those services on Gwynedd residents.
19. The Working Group's opinion is that priority should be given to providing public transport where there is need for it (i.e. where no other transport is available) in order to be able to access the following:
  - Public Services Centres
    - Education
    - Health
    - Libraries
  - Employment Centres
  - Social Centres
  - Links to Main Transport Routes
  - Shopping Centres
20. The matrix was redesigned in light of this, and it now focuses on the following elements only:
  - The area receiving service (e.g. town to village etc.)
  - Number of passengers
  - Is there another option? (e.g. Less frequent bus, community transport etc.)
  - Type of service (e.g. journeys to work, evenings, Sundays etc.)
  - Facilities on the route (e.g. Surgery, school etc.)
21. The detail which lies behind the following elements has been included in Appendix 1.
22. The new matrix includes the score details for each of the aspects as enclosed in Appendix 2.
23. Every journey which receives financial support/subsidy from the Council has been assessed and scored in the context of the matrix. As part of this process, detailed attention was given to the impact of deleting routes or reducing the frequency of journeys on the County's communities. This included the impact of individual journeys and the combined impact of changing the journeys in a specific area.

#### **Considering the Results of the Matrix**

24. The results of the matrix are presented based on the current information about every individual route and journey. However, it should be noted that the matrix is a live document and that any new information received will be fed into the matrix and any influence this will have on the results will be addressed.
25. On the other hand, the Transport Unit is aware that the information about some journeys is more robust than about other routes/journeys. This usually involves journeys where circumstances have changed recently e.g. retendering or changing from being a commercial journey/route to a subsidised journey/route. The information about the ones which have been established for, say, over 12 months is more robust than journeys which have changed within the last six months. The Unit is making every effort to fill the few gaps in information which exist and this will be fed into the matrix before a final decision is made.

26. In addition, at the request of the Cabinet, further work is being undertaken to seek the opinion of passengers on journeys which are under threat and to obtain information about why they are using transport services. Similar work was undertaken approximately two years ago and the intention is to support that information based on a sample. Again, the relevant information arising from the work will be used as part of the context for making final decisions on the future of transport services.
27. This report, which sets the context of the results of the matrix, is presented to the Scrutiny Committee for information and to seek opinion regarding the results as a whole. Although the Committee has scrutinised and supported the content and use of the matrix in the past, the Committee is asked to look again at the basic principles and priorities used.
28. More than anything, the Committee is asked to scrutinise and express an opinion about the possible impact on the residents of Gwynedd of implementing the changes based on the results of the matrix.
29. The Committee's opinion will be presented as part of the report to the Council Cabinet to make a final decision.

# Weight Table

1			
Area		Weight	Score
1	Regional centre to regional centre	60%	9.00
2	Regional centre to regional town	55%	8.25
3	Regional centre to village	50%	7.50
4	Regional town to regional town	50%	7.50
5	Regional town to village	45%	6.75
6	Village to village	40%	6.00
1a	Strategic route	10%	1.50
2a	Deprived area	20%	3.00
3a	Tourist route	10%	1.50
			15

3			
Another?		Weight	Score
1	no	100.00%	15.00
2	Daily	50.00%	7.50
3	During the day	40.00%	6.00
4	Twice a day	30.00%	4.50
5	Every 2 hours	20.00%	3.00
6	Hourly	10.00%	1.50
			15

5			
Facilities		Weight	Score
1	Health centre	20.00%	3.00
2	Hospital	30.00%	4.50
3	Leisure centre	5.00%	0.75
4	Primary school	10.00%	1.50
5	Secondary school	10.00%	1.50
6	College	25.00%	3.75
			15

2			
Volume	patronage	Weight	Score
1	More than 40	100.00%	15.00
2	30 to 40	75.00%	11.25
3	20 to 30	55.00%	8.25
4	10 to 20	40.00%	6.00
5	5 to 10	25.00%	3.75
6	2 to 5	15.00%	2.25
7	Less than 2	10.00%	1.50
			15

4			
Type of service		Weight	Score
1	Monday to Friday peak time	30.00%	4.50
2	Monday to Friday non-peak	20.00%	3.00
3	During the day - Saturday	20.00%	3.00
4	Evening service Monday to Saturday	15.00%	2.25
5	Sunday Service	15.00%	2.25
			15

# Sgôr

C1		Arbedion i gyfarch £224k neu £488k**							
0									
Ranking	Rhif Gwasanaeth	Trywydd y gwasanaeth	Cost Blynnyddol	Cwmni	Ardal	Nifer o Deithwyr	Dewis Arall	Math o wasanaeth	Cyfleusterau
1	83S	Caernarfon - Deiniolen (Suliau a Gwyliau Cyhoeddus)	19,000.00	Express Motors	6.75	2.25	1.50	2.25	0.75
2	82	Caernarfon - Bethel (Dydd Llun i Dydd Sadwrn)	15,000.00	Express Motors	6.75	1.50	1.50	6.00	0.75
3	85S	Bangor - Deiniolen - Llanberis (Suliau a Gwyliau Cyhoeddus)	19,000.00	Arriva	9.00	3.75	1.50	2.25	0.00
4	99A	Croesor i Porthmadog (gwasanaeth ar alw - Mawrth a Gwener yn unig)	3,000.00	Cen ap Tomos	6.75	1.50	3.00	3.00	3.00
5	99B	Rhyd i Porthmadog (Gwasanaeth ar alw - Llun a lau yn unig)	300.00	Cen ap Tomos	6.75	1.50	3.00	3.00	3.00
6	2S	Barmouth - Bangor (Suliau a Gwyliau Cyhoeddus)	31,000.00	Express Motors	8.25	3.75	3.00	2.25	0.00
7	1FE	Caernarfon - Rhosgadfan - Fron - Penygroes (Gyda'r nos - 1820, 1840, 2125 a 2150)	29,000.00	Express Motors	6.75	2.25	6.00	2.25	0.00
8	1NE	Caernarfon - Talysarn - Nantlle (Gyda'r nos - 1915, 1945, 2015, 2035, 2215 a 2235)	34,000.00	Express Motors	6.75	2.25	6.00	2.25	0.00
9	3E	Porthmadog - Pwllheli (Siwrneiau Pwllheli: 1745, 1825, 1945, 2040, 2135 a 2220)	39,000.00	Arriva Buses Wales	10.50	3.75	1.50	2.25	0.75
10	92	Clipa Caernarfon (Doc Fictoria / Cae Gwyn) (Dydd Llun i Ddydd Sadwrn)	20,000.00	Express Motors	7.50	1.50	1.50	6.00	3.00
11	14	Clynnog - Trefor - Pencaenewydd - Pwllheli (Dydd Llun i Dydd Gwener)	44,000.00	Berwyn Coaches	6.75	1.50	1.50	4.50	6.00
12	72/72A	Bangor - Felinheli - Bethel (Dydd Llun i Dydd Sadwrn)	59,000.00	Express Motors	7.50	3.75	1.50	6.00	1.50
13	5E	Caernarfon - Bangor (Gyda'r nos - 11 siwrne rhwng 1910 a 2315)	26,000.00	Arriva Buses	9.75	2.25	6.00	2.25	0.00
14	T2E	Garndolbenmaen - Dolgellau (Gyda'r nos - 1815 yn unig)	26,000.00	Express Motors	8.25	2.25	7.50	2.25	0.75
15	12E	Caernarfon - Trefor - Pwllheli (Llun - Sadwrn - siwrneiau rhwng 1800 a 2300) (Dydd Llun i Dydd Sadwrn)	45,000.00	Berwyn Coaches	10.50	2.25	6.00	2.25	0.75
16	1E	Caernarfon - Porthmadog (Gyda'r nos - 1940, 2036 a 2230)	28,000.00	Express Motors	9.00	2.25	7.50	2.25	0.75
17	78	Bangor - Maesgeirchen (Gyda'r nos - 5 siwrne rhwng 1855 a 2315)	9,000.00	Arriva Buses	11.25	2.25	6.00	2.25	0.75
18	67E	Bangor - Tregarth - Bethesda - Gerlan (Gyda'r nos - 2035, 2105, 2200, 2230, 2245 a 2325) (Dydd Llun i Dydd Sadwrn)	36,000.00	Arriva Buses	12.75	3.75	6.00	2.25	0.00
19	3S	Porthmadog - Pwllheli (Suliau a Gwyliau Cyhoeddus)	19,000.00	Arriva Buses Wales	10.50	6.00	6.00	2.25	0.00
20	1NS	Caernarfon - Talysarn - Nantlle (Suliau a Gwyliau Cyhoeddus)	19,000.00	Express Motors	6.75	2.25	15.00	2.25	0.00
21	8ABS	Dinas - Rhydyclafdy - Pwllheli (Dydd Sadwrn yn unig)	7,000.00	Nefyn Coaches	6.75	1.50	15.00	3.00	0.75
22	S97S	Porthmadog - Beddgelert - Pen y Pass (Suliau a Gwyliau Cyhoeddus)	17,000.00	Arriva Buses Wales	8.25	2.25	15.00	2.25	0.75
23	1A	Penygroes - Nasareth - Nebo - Llanllyfni (Dydd Llun i Dydd Sadwrn)	23,000.00	Express Motors	6.00	1.50	15.00	6.00	0.00
24	75	Maesgeirchen - Bangor (Llun i Gwener)	5,000.00	Arriva	11.25	6.00	1.50	4.50	6.00
25	34	Aberllefenni - Machynlleth (Dydd Llun i Dydd Sadwrn)	28,000.00	Lloyds	6.75	2.25	6.00	7.50	6.75
26	69	Bala - Parc - Lon (ar alw - Dydd lau yn unig - dwy siwrne - 1005 a 1220)	1,100.00	Global Taxis	6.75	1.50	15.00	3.00	3.75
27	70	Bala - Lliarddau - Rhyduchaf (Ar Alw - Dydd Llun a Dydd lau yn unig - 3 siwrne 0900, 1235 (Llun yn unig) a 1440)	3,300.00	Global Taxis	6.75	1.50	15.00	3.00	3.75
28	8S / 18S	Nefyn - Tudweiliog / Abersoch - Pwllheli (Suliau a Gwyliau Cyhoeddus)	13,000.00	Nefyn Coaches	9.75	2.25	15.00	2.25	0.75
29	8AB	Dinas - Rhydyclafdy - Pwllheli (Dydd Llun i Dydd Gwener)	65,000.00	Nefyn Coaches	6.75	1.50	15.00	3.00	5.25
30	1BE	Porthmadog - Blaenau Ffestiniog (Gyda'r nos - 8 siwrne rhwng 1735 a 2300)	35,000.00	Express Motors	12.00	2.25	15.00	2.25	0.00
31	12S	Caernarfon - Pwllheli (Suliau a Gwyliau Cyhoeddus)	14,000.00	Berwyn Coaches	10.50	3.75	15.00	2.25	0.75
32	83	Caernarfon - Deiniolen - Dinorwig (Dydd Llun i Dydd Sadwrn)	135,000.00	Express Motors	6.75	3.75	15.00	6.00	0.75
33	78	Bangor - Maesgeirchen (Suliau a Gwyliau Cyhoeddus)	9,000.00	Arriva	11.25	3.75	15.00	2.25	0.75
34	35	Dolgellau - Bl. Ffestiniog (Dwy siwrne dwy-ffordd yn ystod y dydd - 0900, 1000, 12.0 a 1330) (Dydd Llun i Dydd Sadwrn)	31,000.00	Express Motors	13.50	3.90	6.00	6.00	3.75
35	1S	Caernarfon - Bl. Ffestiniog (Suliau a Gwyliau Cyhoeddus)	12,000.00	John's	12.00	3.75	15.00	2.25	0.75
36	85	Bangor - Deiniolen - Llanberis (Llun i Sadwrn)	130,000.00	Express Motors	9.00	6.00	1.50	7.50	10.50
37	30	Tywyn - Minfordd - Dolgellau (Dydd Llun i Dydd Sadwrn)	25,000.00	Lloyds	7.50	3.75	15.00	4.50	3.75
38	S4	Waunfawr - Beddgelert - Pen-y-Pass (Dydd Llun i Dydd Sadwrn)	152,300.00	Express Motors	7.50	3.75	15.00	7.50	1.50
39	29DR	Tywyn - Llanegryn (Ar-alw / ar-gais - ymestyn y gwasanaeth ymlaen i Llanegryn ar gais i'r gyrrwr)	4,000.00	Lloyds	9.00	1.50	15.00	2.25	7.50
40	91	Caernarfon - Dinas Dinlle (Dydd Llun i Dydd Sadwrn)	50,000.00	Express Motors	8.25	2.25	15.00	7.50	2.25
41	43/46/47	Bangor - Llanfairpwll / Llangefni (Dydd Llun i Ddydd Sadwrn)	23,107.92	Eifion's	10.50	3.75	1.50	12.75	8.25
42	67S	Bangor - Tregarth - Bethesda - Gerlan (Suliau a Gwyliau Cyhoeddus)	6,000.00	Arriva	12.75	6.00	15.00	2.25	0.75
43	37	Bl. Ffestiniog local service (Dydd Llun i Dydd Sadwrn)	38,000.00	John's	9.75	2.25	15.00	7.50	3.00
44	29DL	Clipa Tywyn (Dydd Llun i Dydd Sadwrn)	36,000.00	Lloyds	9.00	1.50	15.00	6.00	7.50
45	27	Lithfaen - Llannor - Pwllheli (Dydd Llun i Dydd Sadwrn)	55,000.00	Nefyn Coaches	6.75	3.75	15.00	7.50	6.00
46	28	Tywyn - Dolgellau (Llun i Sad), Machynlleth - Tywyn (Suliau a Gwyliau Cyhoeddus)	48,000.00	Lloyds	10.50	3.75	4.50	8.25	12.75
47	33	Dolgellau - Aberangell (Dydd Llun i Dydd Sadwrn)	55,000.00	Lloyds	6.75	2.25	15.00	7.50	9.75
48	S97	Porthmadog - Beddgelert - Pen y Pass (Dydd Llun i Dydd Sadwrn)	37,000.00	Express Motors	8.25	3.75	15.00	7.50	6.75
49	23	Clipa Pwllheli (Dydd Llun i Dydd Sadwrn)	47,000.00	Berwyn Coaches	10.50	2.25	15.00	7.50	6.75
50	8	Nefyn - Tudweiliog (Dydd Llun i Dydd Sadwrn)	66,000.00	Nefyn Coaches	9.00	3.75	15.00	7.50	8.25
51	17	Aberdaron - Pwllheli (Dydd Llun i Dydd Sadwrn)	84,000.00	Berwyn Coaches	9.75	3.75	15.00	7.50	8.25
52	18	Abersoch - Bwichtocyn - Pwllheli (Dydd Llun i Dydd Sadwrn)	76,000.00	Berwyn Coaches	9.75	3.75	15.00	7.50	8.25
53	88/88S	Llanberis - Llanrug - Caernarfon (Llun i Sadwrn a Suliau a Gwyliau Cyhoeddus)	127,000.00	Express Motors	8.25	6.00	15.00	7.50	8.25
54	S1	Llanberis - Pen y Pass - Llanrwst	82,000.00	GHA Coaches	7.50	11.25	15.00	8.25	3.00
55	6	Bethesda - Mynydd Llandygái - Bangor (Dydd Llun i Dydd Sadwrn)	71,000.00	Arriva	12.75	3.75	15.00	7.50	9.00
55			<b>£ 2,131,107.92</b>						

\*\* Ail asesiad yn dilyn cyfarfod gweithgor y cabinet 07-10-2014

312,300.00	Arbediad 224K
600,300.00	Arbediad 488k
- 35,000.00	Amcan gost addysg ychwanegol contract 14
- 50,000.00	Amcan gost addysg ychwanegol contract 85 (tacsï ysgol a bws coleg)
<b>227,300.00</b>	<b>Arbediad 224K</b>
<b>515,300.00</b>	<b>Arbediad 488k</b>

### Gwasanaethau wedi eu ariannu gan Llywodraeth Cymru

X94 / T3S	Siwrneiau gyda'r nos 19:15 a 21:15 Wrecsam i Bermo a Bermo i Wrecsam 1855 (Llun - Sadwrn) a (Suliau a Gwyliau Cyhoeddus)	GHA	160,000.00	11.25	3.75	6.00	4.50	0.00
T2S1	Aberystwyth - Bangor (Suliau a Gwyliau Cyhoeddus)	Lloyds	15,000.00	12.00	8.25	15.00	2.25	0.50
T2	Aberystwyth - Bangor (Dydd Llun i Dydd Sadwrn)	Lloyds	184,000.00	12.00	8.25	6.00	6.00	6.50
T2	Bangor - Aberystwyth (Dydd Llun i Dydd Sadwrn)	Express Motors	30,000.00	12.00	8.25	6.00	6.00	6.50
T2S	Bangor - Aberystwyth (Suliau a Gwyliau Cyhoeddus)	Express Motors	14,000.00	12.00	11.25	15.00	2.25	0.00

ALLWEDD	
	Gwasanaethau traws-ffin
	Hen contractau Padarn Bus Ltd. - contractau argyfwng
	Arbediad £224k
	Arbediad £488k
Arfon	x27 (49%) = £1,232,407.92
Dwyfor	x16 (29%) = £586,300
Meirionnydd	x12 (22%) = £312,400

# Sgôr

## C1 Arbedion drwy ddileu gyda'r nos a Suliau

Ranking	Rhif Gwasanaeth	Trywydd y gwasanaeth	Cost Blynnyddol	Cwmni	Ardal	Nifer o Deithwyr	Dewis Arall	Math o wasanaeth	Cyfleusterau
1	83S	Caernarfon - Deiniolen (Suliau a Gwyliau Cyhoeddus)	19,000.00	Express Motors	6.75	2.25	1.50	2.25	0.75
2	82	Caernarfon - Bethel (Dydd Llun i Dydd Sadwrn)	15,000.00	Express Motors	6.75	1.50	1.50	6.00	0.75
3	85S	Bangor - Deiniolen - Llanberis (Suliau a Gwyliau Cyhoeddus)	19,000.00	Arriva	9.00	3.75	1.50	2.25	0.00
4	99A	Croesor i Porthmadog (gwasanaeth ar alw - Mawrth a Gwener yn unig)	3,000.00	Cen ap Tomos	6.75	1.50	3.00	3.00	3.00
5	99B	Rhyd i Porthmadog (Gwasanaeth ar alw - Llun a Iau yn unig)	300.00	Cen ap Tomos	6.75	1.50	3.00	3.00	3.00
6	2S	Barmouth - Bangor (Suliau a Gwyliau Cyhoeddus)	31,000.00	Express Motors	8.25	3.75	3.00	2.25	0.00
7	1FE	Caernarfon - Rhosgadfan - Fron - Penygroes (Gyda'r nos - 1820, 1840, 2125 a 2150)	29,000.00	Express Motors	6.75	2.25	6.00	2.25	0.00
8	1NE	Caernarfon - Talsarn - Nantlle (Gyda'r nos - 1915, 1945, 2015, 2035, 2215 a 2235)	34,000.00	Express Motors	6.75	2.25	6.00	2.25	0.00
9	3E	Porthmadog - Pwllheli (Siwrneiau Pwllheli: 1745, 1825, 1945, 2040, 2135 a 2220)	39,000.00	Arriva Buses Wales	10.50	3.75	1.50	2.25	0.75
10	92	Clipa Caernarfon (Doc Fictoria / Cae Gwyn) (Dydd Llun i Ddydd Sadwrn)	20,000.00	Express Motors	7.50	1.50	1.50	6.00	3.00
11	14	Clynnog - Trefor - Pencaenewydd - Pwllheli (Dydd Llun i Dydd Gwener)	44,000.00	Berwyn Coaches	6.75	1.50	1.50	4.50	6.00
12	72/72A	Bangor - Felinheli - Bethel (Dydd Llun i Dydd Sadwrn)	59,000.00	Express Motors	7.50	3.75	1.50	6.00	1.50
13	5E	Caernarfon - Bangor (Gyda'r nos - 11 siwrne rhwng 1910 a 2315)	26,000.00	Arriva Buses	9.75	2.25	6.00	2.25	0.00
14	T2E	Garndolbenmaen - Dolgellau (Gyda'r nos - 1815 yn unig)	26,000.00	Express Motors	8.25	2.25	7.50	2.25	0.75
15	12E	Caernarfon - Trefor - Pwllheli (Llun - Sadwrn - siwrneiau rhwng 1800 a 2300) (Dydd Llun i Dydd Sadwrn)	45,000.00	Berwyn Coaches	10.50	2.25	6.00	2.25	0.75
16	1E	Caernarfon - Porthmadog (Gyda'r nos - 1940, 2036 a 2230)	28,000.00	Express Motors	9.00	2.25	7.50	2.25	0.75
17	78	Bangor - Maesgerchen (Gyda'r nos - 5 siwrne rhwng 1855 a 2315)	9,000.00	Arriva Buses	11.25	2.25	6.00	2.25	0.75
18	67E	Bangor - Tregarth - Bethesda - Gerlan (Gyda'r nos - 2035, 2105, 2200, 2230, 2245 a 2325) (Dydd Llun i Dydd Sadwrn)	36,000.00	Arriva Buses	12.75	3.75	6.00	2.25	0.00
19	3S	Porthmadog - Pwllheli (Suliau a Gwyliau Cyhoeddus)	19,000.00	Arriva Buses Wales	10.50	6.00	6.00	2.25	0.00
20	1NS	Caernarfon - Talsarn - Nantlle (Suliau a Gwyliau Cyhoeddus)	19,000.00	Express Motors	6.75	2.25	15.00	2.25	0.00
21	8ABS	Dinas - Rhydyclafdy - Pwllheli (Dydd Sadwrn yn unig)	7,000.00	Nefyn Coaches	6.75	1.50	15.00	3.00	0.75
22	S97S	Porthmadog - Beddgelert - Pen y Pass (Suliau a Gwyliau Cyhoeddus)	17,000.00	Arriva Buses Wales	8.25	2.25	15.00	2.25	0.75
23	1A	Penygroes - Nasareth - Nebo - Llanllyfni (Dydd Llun i Dydd Sadwrn)	23,000.00	Express Motors	6.00	1.50	15.00	6.00	0.00
24	75	Maesgerchen - Bangor (Llun i Gwener)	5,000.00	Arriva	11.25	6.00	1.50	4.50	6.00
25	34	Aberllefenni - Machynlleth (Dydd Llun i Dydd Sadwrn)	28,000.00	Lloyds	6.75	2.25	6.00	7.50	6.75
26	69	Bala - Parc - Lon (ar alw - Dydd Iau yn unig - dwy siwrne - 1005 a 1220)	1,100.00	Global Taxis	6.75	1.50	15.00	3.00	3.75
27	70	Bala - Lliardau - Rhyduchaf (Ar Alw - Dydd Llun a Dydd Iau yn unig - 3 siwrne 0900, 1235 (Llun yn unig) a 1440)	3,300.00	Global Taxis	6.75	1.50	15.00	3.00	3.75
28	8S / 18S	Nefyn - Tudweiliog / Abersoch - Pwllheli (Suliau a Gwyliau Cyhoeddus)	13,000.00	Nefyn Coaches	9.75	2.25	15.00	2.25	0.75
29	8AB	Dinas - Rhydyclafdy - Pwllheli (Dydd Llun i Dydd Gwener)	65,000.00	Nefyn Coaches	6.75	1.50	15.00	3.00	5.25
30	1BE	Porthmadog - Blaenau Ffestiniog (Gyda'r nos - 8 siwrne rhwng 1735 a 2300)	35,000.00	Express Motors	12.00	2.25	15.00	2.25	0.00
31	12S	Caernarfon - Pwllheli (Suliau a Gwyliau Cyhoeddus)	14,000.00	Berwyn Coaches	10.50	3.75	15.00	2.25	0.75
32	83	Caernarfon - Deiniolen - Dinorwig (Dydd Llun i Dydd Sadwrn)	135,000.00	Express Motors	6.75	3.75	15.00	6.00	0.75
33	78	Bangor - Maesgerchen (Suliau a Gwyliau Cyhoeddus)	9,000.00	Arriva	11.25	3.75	15.00	2.25	0.75
34	35	Dolgellau - Bl. Ffestiniog (Dwy siwrne dwy-ffordd yn ystod y dydd - 0900, 1000, 12:0 a 1330) (Dydd Llun i Dydd Sadwrn)	31,000.00	Express Motors	13.50	3.90	6.00	6.00	3.75
35	1S	Caernarfon - Bl. Ffestiniog (Suliau a Gwyliau Cyhoeddus)	12,000.00	John's	12.00	3.75	15.00	2.25	0.75
36	85	Bangor - Deiniolen - Llanberis (Llun i Sadwrn)	130,000.00	Express Motors	9.00	6.00	1.50	7.50	10.50
37	30	Tywyn - Minfordd - Dolgellau (Dydd Llun i Dydd Sadwrn)	25,000.00	Lloyds	7.50	3.75	15.00	4.50	3.75
38	S4	Waunfawr - Beddgelert - Pen-y-Pass (Dydd Llun i Dydd Sadwrn)	152,300.00	Express Motors	7.50	3.75	15.00	7.50	1.50
39	29DR	Tywyn - Llanegryn (Ar-alw / ar-gais - ymestyn y gwasanaeth ymlaen i Llanegryn ar gais i'r gyrrwr)	4,000.00	Lloyds	9.00	1.50	15.00	2.25	7.50
40	91	Caernarfon - Dinas Dinlle (Dydd Llun i Dydd Sadwrn)	50,000.00	Express Motors	8.25	2.25	15.00	7.50	2.25
41	43/46/47	Bangor - Llanfairpwll / Llangeftni (Dydd Llun i Ddydd Sadwrn)	23,107.92	Eifon's	10.50	3.75	1.50	12.75	8.25
42	67S	Bangor - Tregarth - Bethesda - Gerlan (Suliau a Gwyliau Cyhoeddus)	6,000.00	Arriva	12.75	6.00	15.00	2.25	0.75
43	37	Bl. Ffestiniog local service (Dydd Llun i Dydd Sadwrn)	38,000.00	John's	9.75	2.25	15.00	7.50	3.00
44	29DL	Clipa Tywyn (Dydd Llun i Dydd Sadwrn)	36,000.00	Lloyds	9.00	1.50	15.00	6.00	7.50
45	27	Llithfaen - Llannor - Pwllheli (Dydd Llun i Dydd Sadwrn)	55,000.00	Nefyn Coaches	6.75	3.75	15.00	7.50	6.00
46	28	Tywyn - Dolgellau (Llun i Sad), Machynlleth - Tywyn (Suliau a Gwyliau Cyhoeddus)	48,000.00	Lloyds	10.50	3.75	4.50	8.25	12.75
47	33	Dolgellau - Aberangell (Dydd Llun i Dydd Sadwrn)	55,000.00	Lloyds	6.75	2.25	15.00	7.50	9.75
48	S97	Porthmadog - Beddgelert - Pen y Pass (Dydd Llun i Dydd Sadwrn)	37,000.00	Express Motors	8.25	3.75	15.00	7.50	6.75
49	23	Clipa Pwllheli (Dydd Llun i Dydd Sadwrn)	47,000.00	Berwyn Coaches	10.50	2.25	15.00	7.50	6.75
50	8	Nefyn - Tudweiliog (Dydd Llun i Dydd Sadwrn)	66,000.00	Nefyn Coaches	9.00	3.75	15.00	7.50	8.25
51	17	Aberdaron - Pwllheli (Dydd Llun i Dydd Sadwrn)	84,000.00	Berwyn Coaches	9.75	3.75	15.00	7.50	8.25
52	18	Abersoch - Bwlchtocyn - Pwllheli (Dydd Llun i Dydd Sadwrn)	76,000.00	Berwyn Coaches	9.75	3.75	15.00	7.50	8.25
53	88/88S	Llanberis - Llanrug - Caernarfon (Llun i Sadwrn a Suliau a Gwyliau Cyhoeddus)	127,000.00	Express Motors	8.25	6.00	15.00	7.50	8.25
54	S1	Llanberis - Pen y Pass - Llanrwst	82,000.00	GHA Coaches	7.50	11.25	15.00	8.25	3.00
55	6	Bethesda - Mynydd Llandygai - Bangor (Dydd Llun i Dydd Sadwrn)	71,000.00	Arriva	12.75	3.75	15.00	7.50	9.00
55			<b>£ 2,131,107.92</b>						

\*\* Ail asesiad yn dilyn cyfarfod gweithgôr y cabinet 07-10-2014

305,000.00	Suliau
298,000.00	Gyda'r nos

Gwasanaethau wedi eu ariannu gan Llywodraeth Cymru									
X94 / T3S	Siwrneiau gyda'r nos 19:15 a 21:15 Wrecsam i Bermo a Bermo i Wrecsam 1855 (Llun - Sadwrn) a (Suliau a Gwyliau Cyhoeddus)	GHA	160,000.00	11.25	3.75	6.00	4.50	0.00	
T2S1	Aberystwyth - Bangor (Suliau a Gwyliau Cyhoeddus)	Lloyds	15,000.00	12.00	8.25	15.00	2.25	0.50	
T2	Aberystwyth - Bangor (Dydd Llun i Dydd Sadwrn)	Lloyds	184,000.00	12.00	8.25	6.00	6.00	6.50	
T2	Bangor - Aberystwyth (Dydd Llun i Dydd Sadwrn)	Express Motors	30,000.00	12.00	8.25	6.00	6.00	6.50	
T2S	Bangor - Aberystwyth (Suliau a Gwyliau Cyhoeddus)	Express Motors	14,000.00	12.00	11.25	15.00	2.25	0.00	

ALLWEDD	
Gwasanaethau traws-ffin	
Hen gontractau Padarn Bus Ltd. - contractau argyfwng	
Gwasanaethau ar y Sul	
Gwasanaethau gyda'r nos	
Arfon	x27 (49%) = £1,232,407.92
Dwyfor	x16 (29%) = £586,300
Meirionnydd	x12 (22%) = £312,400

<b>NAME OF SCRUTINY COMMITTEE</b>	<b>COMMUNITIES</b>
<b>DATE OF MEETING</b>	<b>2 December 2014</b>
<b>TITLE</b>	<b>Pont Briwet</b>
<b>AUTHOR</b>	<b>Aled Davies, Head of Regulatory Department</b>
<b>CABINET MEMBER</b>	<b>Cllr W Gareth Roberts</b>
<b>PURPOSE</b>	To provide contextual information and progress and update regarding the Pont Briwet project.

## **1. BACKGROUND**

1.1 Pont Briwet spans the Afon Dwyryd between Penrhyndeudraeth and Llandecwyn in the Meirionnydd area of Gwynedd.

1.2 In transportation terms the 1860's, grade II listed, timber bridge provided an inadequate link for modern transport. The rail crossing which carried the important Cambrian Coast line had a speed limit of 20mph on the bridge and approaches. The one lane toll road had a speed limit of 20mph and was controlled by traffic lights, which caused significant congestion at busy times. The 2 tonne imposed weight limit, as well as the narrow width of the road, restricted the level of road traffic permitted to use the bridge and there was no safe provision for pedestrians or cyclists.

1.3 The problems of the current arrangements and the need to improve matters had been recognised for many years. By 2007 Network Rail had identified that over £5m remedial works were required in the short term with a continuing need for that level of maintenance on a regular basis in the future. Workshops in 2008 culminated in a commitment to replace the bridge and seek out funding. A formal business plan was submitted to WEFO and approved in July 2010. The £20.5m total budget for the project is funded by the European Regional Development Fund, administered by the Welsh Government, as well as TraCC (the Mid Wales Transport Consortium), Network Rail and Gwynedd Council.

1.4 Originally it had been intended that Network Rail would take the lead on this project, however in order to ensure that all the stringent funding criteria could be met, it was decided that Gwynedd Council would take the lead with Network Rail providing a technical, approving role. In order to ensure that no expertise was lost, a close and successful working relationship has been established between Gwynedd Council and Network Rail.

## **2. THE NEW BRIDGE**

- 2.1 Many considerations had to be taken into account in the design of the new bridge, including the restriction of the existing railway line on its location, but in particular the sensitive nature of the surrounding Special Area of Conservation (European Designation) and Site of Special Scientific Interest.
- 2.2 The new bridge will provide a modern, safe and sustainable structure including a railway, a two-lane public highway, a cycle/footpath, an improved railway halt at Llandecwyn as well as improvements to the narrow approach roads.

## **3. PROCUREMENT OF MAIN CONTRACTORS**

- 3.1 The original plan had been to close the road bridge in order to carry out the project but following concerns expressed during the public consultations in 2010, designs were amended to incorporate a temporary road bridge and causeway adjacent to the existing bridge.
- 3.2 The procurement of the main contractors started in January 2012 with the intention they would be appointed by Autumn 2012. However, because Gwynedd Council were unable to take the risk of appointing the main contractors until the planning and land purchase confirmation was received it was not until February 2013 that the appointment of the main contractors could be made.
- 3.3 Five contractors, who all had to have Network Rail's Principal Contractors' Licence, had been invited to tender. Three of those contractors included the temporary road bridge and causeway. Two others, including Hochtief, provided an alternative construction package. This included retaining the old bridge until the new railway bridge was completed and then putting a temporary road deck alongside this. This was considered to be an affordable, acceptable solution which would enable the local communities to continue to cross the river during the project. It should be noted that the bids containing the Bailey Bridge option were some £3m/£7m more expensive than the more innovative bids and were therefore considerably over the allocated budget.
- 3.4 Even with the provision that the road would be kept open as much as possible, it was inevitable and unavoidable that the road bridge would have to be closed at various times during the construction work, and this message was circulated to the general public. However, when the road was closed in order to divert the existing Scottish Power cable from the estuary before the construction work could start, it became clear that some members of the public considered any disruption to the roadbridge was unacceptable.

#### **4. PROBLEMS AFFECTING WORK ON SITE**

- 4.1 The first major problem experienced by the project was in October 2013 when National Grid identified a problem with the adjacent electrical pylon. The road and rail bridge had to be closed for safety reasons. This meant that piling for the new rail bridge was delayed whilst National Grid carried out emergency works on erecting a new pylon. Once again, there were many complaints received from the general public, who were also under the misconception that the damage to the pylon had been caused by the project. This was not the case, as the need to carry out remedial work on the pylon had been known for many years.
- 4.2 In November 2013 it was necessary to close the existing railway line following settlement of the old bridge, due to construction of the new bridge. Replacement buses were provided and, with agreement from Network Rail, Gwynedd Council attempted to keep the road bridge open. By January 2014, deterioration in the surfacing and structure, together with the lack of bridge safety parapets, meant it was no longer safe for vehicles to cross over and the decision had to be made to close the bridge to road vehicles.
- 4.3 With the closure of the road however all traffic was now being diverted onto the alternative A496 route through Maentwrog. Severe weather at the beginning of the year (which delayed progress on the scheme) had also badly damaged other parts of the Cambrian Coast railway and the sea defence walls. As well as the heavy vehicles which habitually used this road, there were now additional lorries travelling to carry out repair works further down the coast. Many concerns were raised by the local county and community councillors about safety on this narrow road and queues building up when lorries were unable to pass each other. Because of the nature of the road, physical solutions were limited. It was suggested by local community councillors that a traffic convoy system be installed along the narrowest 1.4 mile stretch of this road.
- 4.4 However as these traffic management costs were outside the original budget for the scheme, the only way to provide them without incurring additional costs was to look for savings elsewhere. There is no scope to omit aspects of the permanent works which meant the only saving which could be achieved was to take out the temporary road bridge. This meant that safer driving conditions on the A496 could be provided, cost neutral to the overall project budget. At that time the Contractors had also indicated that omitting the temporary road decking would enable the permanent road bridge to be completed in December 2014, earlier than planned. This information was circulated to the general public, and representatives from the Council and the Contractors attended a public meeting in Penrhyndeudraeth in March.
- 4.5 WEFO and Network Rail supported the decision to omit the temporary decking as they considered that the possibility that the roadbridge could be completed earlier would help to minimise the risk of any over-run to the project completion date.

- 4.6 The rail bridge re-opened on 1st of September 2014. Following that, services from the old bridge were scheduled to be transferred to the new rail bridge before the demolition of the old bridge could take place. Until the old bridge is demolished, piling work for the new bridge cannot be started. The demolition work on the old bridge will be completed by 21<sup>st</sup> November.
- 4.7 Whilst discussions with the Statutory Services have been taking place since the beginning of the contract, problems have been encountered with both Welsh Water and BT about the programming of the transfer and the amount of time they are taking. At the beginning of October, the contractors provided an updated programme which showed that the critical date for the demolition of the old bridge had been affected by this work and that it was now envisaged that the road bridge would not be complete until June 2015, four months later than the original contract period of February 2015.

## **5. RISKS**

- 5.1 The work has now been programmed to finish in June 2015. Time has slipped in the programme for some unexpected matters. However the project officers feel strongly that the completion date is achievable. The main risks to not meeting this completion date are to do with severe weather delaying work, unexpected risks from underground works and any other unexpected event which might impact on the site and stop the works from being carried out (e.g. serious accident, National Grid Pylon etc.)
- 5.2 The WEFO funding criteria mean that all funding has to be claimed by the end of June 2015. There is a risk that the project expenditure will not be sufficient to claim all the funding from WEFO (£9.5m) as this funding is paid on a percentage of the project expenditure (48%). At the moment there is no possibility of extending the final claim date. The Project Team are fully aware of this and are doing everything possible to ensure that all WEFO funding is claimed by the end of June 2015.
- 5.3 It is no secret that Hochtief provided a low price for the project. As a result of this, and the events which have delayed the work, the contractors are trying to recoup costs by claiming more money. There are around 40 claims to date with a total of approximately £6m.
- 5.4 The project team had made sure that the contract is such that the majority of the risk has been transferred to the contractor. The site team therefore firmly believe that there is no substantiation to the majority of these claims. Expert legal advice has been commissioned to assess the main claims, and the advice which has been received agrees with the site team, that there is no basis to these claims.
- 5.5 The other aspect to consider is that the amounts which are being put forward by the contractors in connection with these claims are extremely high, and that even if some of the claims are allowed in principle, the sums are not based on actual figures.

## **6. COMMUNICATION**

- 6.1 The information that the completion of the bridge had been delayed until June was circulated to the general public, who were clearly extremely disappointed that the date had been put back. Many opinions have been expressed, including requests for the temporary road decking to be reinstated or a temporary bridge to be provided.
- 6.2 The temporary road decking would have been located on a section of both the rail and road deck, with part of the permanent construction being installed at a later date. When the decision was made to omit this, the contractors changed their design and the programming of the permanent works, which means that it is not now physically practicable to install a temporary deck. The contractors' response to the installation of a temporary bailey bridge at this stage notes amongst other problematic aspects that the period for obtaining the required consents would be extensive, there would be an impact on the completion date of the permanent bridge whilst the necessary temporary works would be carried out, and that it would be an extremely expensive operation which would require significant additional funding.
- 6.3 Comments have also been received about lack of communication from the project team. Since the start of the project two public exhibitions have been held; numerous updates have been circulated to a database of emails as well as press releases to the local media; open evenings have been hosted by the contractors; there is a web page on the council website; a facebook page has been set up which includes comments on progress, photos and a link to a timelapse camera footage; and a Liaison Group has been established with members from the local Gwynedd and Community Councillors.

## **7. ONGOING AUDITING OF PROJECT**

- 7.1 WEFO have very strict criteria in connection with their funding payments, particularly with regards to procurement. The main contractor was invited to tender in accordance with OJEU (Official Journal of the European Union) regulations and a detailed report on the tender process was submitted to WEFO in February 2013 and the following comments was received from them - *Following a review of the submitted documents for the main works contract, it is evident that a competitive tendering exercise has been undertaken. As ever in these matters it is for the Project Sponsors to satisfy themselves that the procurement is compliant with their own Contracting Standing Orders. But as the procurement has been undertaken via an OJEU, I have no particular concerns.*
- 7.2 Applications are made quarterly to draw down the WEFO and Welsh Government funding and verification checks are carried out by WEFO on expenditure defrayment before any funding is transferred.

- 7.3 An annual audit of all expenditure in connection with the project is carried out by the Wales Audit Office in February of each year. They will also carry out the final audit following completion of the project. Detailed background information is provided to them in order to for them to assess the eligibility of all expenditure for the WEFO grant funding. Out of the £13m expenditure to date only some very minor sums amounting to a few hundred pounds have been identified by them as ineligible (and these sums are covered by match-funding from Network Rail).
- 7.4 Detailed information is also being provided to Gwynedd's internal audit team.
- 7.5 Representatives from WEFO, Welsh Government and Network Rail are members of the Project Board, which meets quarterly. All financial and programming issues are discussed in detail with them.
- 7.6 As part of the WEFO funding criteria, independent consultants are carrying out an evaluation of the project. Whilst this will concentrate mostly on the economic benefits from the investment for the new bridge, they will also look at how the project has been carried out and any lessons learnt.

## **8. LESSONS LEARNT**

- 8.1 The project team have already identified that lessons could be learnt about communication with the public during major projects such as Pont Briwet in the future – their expectations, the most effective and efficient forms to communicate with the public and how communication generally can be managed. One suggestion could be that a full/part time Public Liaison role is included in any funding proposals to ensure that this aspect is given sufficient resources.
- 8.2 Future consideration should perhaps be given with regard to tenders for large infrastructure projects in the future. The Pont Briwet tender was let on the basis of a 40% Quality 60% Commercial split. Whilst Hochtief did also score highly on the quality side, it was their price which actually influenced the award of tender. Perhaps more consideration needs to be given to quality matters, although that might mean that budgets would need to be increased if the lowest price was not therefore accepted.
- 8.3 All the statutory processes which had to be undertaken in connection with Pont Briwet took considerably longer than anticipated - planning 14 months, compulsory purchase of the land 18 months - which had a direct impact on other aspects of the project including the procurement of the main contractors. Consideration should be given to building in additional contingency time into all future projects, in order to ensure that any delays which are beyond our control, are not seen by the public as our failure.

# Scrutiny Investigation Report

## Post-16 Further Education Transport

### **Investigation Members**

Councillor Stephen Churchman (Chairman)  
Councillor Caerwyn Roberts  
Councillor Angela Russell  
Councillor Gethin Glyn Williams  
Councillor Gruffydd Williams  
Councillor Eurig Wyn

### **Officers**

Debbie Anne Williams Jones (Lead Officer)  
Ann Roberts (Support Officer)  
Lowri Evans (Member Support and Scrutiny Officer)

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Published: 21 November 2014

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Appendix 3 Map of Travel Time to Secondary Schools

Appendix 4 Analysis of Students on-line Questionnaire

Appendix 5 Analysis of Families on-line Questionnaire

Appendix 6 Assessment of Prioritised Options

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[Gwynedd Council Overview and Scrutiny Pages](#)

## **FOREWORD BY THE CHAIRMAN**

Post-16 transport is a matter that has been raised several times by members of the Council and the Llandrillo Menai Colleges Group. The members raised the matter at the Communities Scrutiny Committee's annual workshop after receiving the comments and concerns of the learners/students and their families. The main concerns were the inconsistency in the cost of post-16 transport, the ability to pay for transport costs, the travelling distances, the inflexibility of the service and the fact that the Welsh Government does not give the same attention to underprivileged people compared with England.

Members of the Communities Scrutiny Committee considered a brief for the research and decided to conduct a scrutiny research on the issues where it could realistically influence. As a result, research was undertaken into how the Authority's Post-16 Education Transport Policy is implemented at grass roots level in secondary schools and further education colleges, and the effect of its implementation on providers of post-16 education, the learners and their families. Interviews were conducted with secondary school heads and colleges, Careers Wales and the staff from the Council's Education Department. In addition, surveys were conducted with students via an online questionnaire and at several face to face events.

During the investigation a number of common threads and shortcomings in the existing post-16 transport provision were identified for which recommendations and suggestions have been included in the report.

In September 2014, a request was made by the Cabinet Member for the brief of the scrutiny investigation to be extended in order to consider further options to identify savings, as the post-16 transport service cannot continue in its current state because of the financial recession. This meant having to consider more creative options and recommendations for providing the service in the future. The request was welcomed as an opportunity to add value to the investigation with emphasis on placing the customer at the centre of the service.

As a result of extending the brief of the original investigation, the report was laid out in two sections with the recommendations from the investigation at the bottom of each heading. The more creative options together with the recommendation are on pages 43 - 45. A summary of all the recommendations can be seen in the Executive Summary.

We wish to convey our sincere gratitude to the learners/students who attended the focus groups on the sites of Coleg Menai Bangor, Coleg Meirion Dwyfor Pwllheli and Dolgellau and to Clywed – the voice of children, young people, parents and their families. We also wish to thank the learners/students and their families who completed the questionnaire. We wish to thank the Learning Services Managers of the Llandrillo Menai Colleges Group, the Head teachers of Y Moelwyn, Y Berwyn, Botwnnog and Brynrefail secondary schools, and the Officers of Careers Wales.

Thank you for the support of the Council's Cabinet Members and the Council officers who assisted with the work.

**Councillor Stephen Churchman**  
**Chairman of the Scrutiny Investigation Group**

## 1. EXECUTIVE SUMMARY

The Scrutiny Investigation was established by the Communities Scrutiny Committee on 15 October 2013 in order to assess:

- How the Authority's Post-16 Education Transport Policy is implemented in the county's secondary schools and further education colleges
- The impact of implementing the Post-16 Education Transport Policy on post-16 education providers, learners and their families

And specifically to:

- detail the implementation and impact of the Authority's Post-16 Education Transport Policy on secondary schools, further education colleges, learners and their families in Gwynedd.
- establish an understanding of the impact of any change to the Post-16 Education Transport Policy on the Authority, secondary schools and further education colleges, learners and prospective learners and their families in different areas of the county.

In September 2014, the Cabinet Member requested for the brief of the scrutiny investigation to be extended in order to consider further options to identify savings, as the post-16 transport service cannot continue in its current state because of the financial recession. This means the need to consider more creative options /recommendations for providing the service in the future. The request was looked upon as an opportunity to add value to the investigation with emphasis on placing the customer central to the service.

As a result of extending the brief of the original investigation, the report was laid out in two sections with the recommendations from the investigation at the bottom of each heading. The more creative options together with the recommendation are on pages 43 - 45. A summary of all the recommendations from the original investigation together with the recommendations on the more creative options can be seen below.

It should be remembered that this report is a snapshot in time of the scrutiny inquiry if not otherwise stated.

Consideration was given to background information from different sources, in order to establish an understanding of the national and local context before commencing the scrutiny investigation. Interviews were held with Cabinet Members, relevant officers from the Council and the Head teachers of three secondary schools, Student Services Managers for Coleg Menai Bangor and the Area Manager for Careers Wales.

The effect of implementing the Council's Post-16 Transport Policy on the learners and their families was considered by gathering the opinions of learners/students and their families through various means of questioning. Three Focus Groups were held with learners / students on the following sites – Coleg Menai Bangor, Coleg Meirion Dwyfor in Pwllheli and Coleg Meirion Dolgellau. Views were gathered from unemployed people using a questionnaire and the support of the Careers Office in Porthmadog. Support was also

received from Clywed to gather the voice and opinions of the young people, their parents and their families. The records of complaints/calls received by Galw Gwynedd on behalf of the Service were considered and analysed.

Consideration was given to the Council's communication procedures with the post-16 education establishments and with the learners, students and their families, along with the communication arrangements of the education establishments and Careers Wales with the learners, students and their families.

We also considered the other work that the Council is undertaking, which is the appointment of a provider from the Education Consortium Office to coordinate learners' travel between schools and colleges for their post-16 education courses in the areas of Gwynedd and Anglesey. The report of the company 'EDGE public solutions' was considered, who have reviewed the Council's transport services' operations during May and June 2014.

### Main Matters

1. Suitable and purposeful arrangements for travelling back and forth to further education, that are flexible in order to address new educational needs, and which ensure equal opportunity for learners.
2. The inconsistency of the Policy – the provision and the arrangements across Gwynedd.
3. The administration of transport tickets and the means of paying for travelling costs, and the payment methods.
4. Catchment areas and their travel arrangements. In accordance with the Statutory Guidelines, 'local authorities must take into account the fact that the travel arrangements they make in light of an assessment must not cause unreasonable levels of stress, the journey should not take an unreasonable amount of time and that journey must be safe.'
5. Personal and purposeful information using various methods.
6. General communication and engagement.

### Findings

1. It was found that there are a number of difficulties with travelling back and forth to further education. The main messages were:
2. Days are very long, with some students saying that they do not get home until after 7pm and others arriving at the college an hour and a half before the college starts in order to get there in time for their lessons.
3. 38.2% of the learners receive the education maintenance allowance.
4. The first term is very difficult for some because they do not receive the maintenance allowance for at least six weeks after courses have started – the evidence that they are attending a further education course.
5. Colleges record the reasons for students leaving, but there is no firm evidence that travel is a problem as transport is likely to be recorded under the heading 'financial reasons'.
6. It is not possible for the majority of learners/students to have access to a quarter of the courses available in Gwynedd and Anglesey as the transport service does not enable this.

7. The inflexibility of the travel pass. The travel pass which costs £60 or £100 is only available for learners/students to travel to a further education establishment in the morning and then travel back home in the afternoon.
8. The ticket does not allow the user to do what it states on the ticket – which is to travel back and forth to further education. For example, students who finish after half a day must wait until the end of the day if they wish to use the travel pass, or they must pay to go home earlier. This cost is in addition to the £60 that has already been paid for a travel pass. Students who finish their course at 7pm cannot use the travel pass.
9. Lack of clarity regarding the use of the travel pass from the driver and the steward of the train, Galw Gwynedd, the students and their families.
10. Passes can take time to arrive, especially for the first term, compared with students in Anglesey who receive their pass on the day they pay for it.

### **Summary of the recommendations**

- 1. In order to improve the benefits for learners/students and their families, reduce the processes and in the spirit of the Gwynedd Way, there should be closer collaboration and negotiation with the Llandrillo Menai Colleges Group to be an agent for Gwynedd Council**
- 2. The Post-16 Transport Policy should be reviewed to secure a suitable and purposeful policy to address the requirements of the Learner Travel (Wales) Measure 2008 and the Learner Travel – Statutory Provision and Operation Guidance, June 2014**
- 3. The foundation of working in partnership with various organisations to arrange a bespoke service should be built on**
- 4. We should have a purposeful Post-16 Transport Policy that considers the students/leaners and their families' means to pay for transport costs**
- 5. Consistency is needed in the provision and the arrangements across Gwynedd, in order to give everyone an equal and fair opportunity**
- 6. The catchment areas should be reviewed to reduce the travelling times and distances for leaners/students in accordance with the Learner Travel Statutory Guidance**
- 7. Post-16 education providers need to collaborate to put systems in place to collect data to find out whether travelling costs lead to students dropping out of further education**
- 8. Appropriate customer care indicators should be set for the service**
- 9. We must secure the joint understanding of the further education providers and Galw Gwynedd of Gwynedd Council's Post-16 Education Transport Policy**

- 10. In the spirit of the Gwynedd Way, it must be ensured that users' questions are answered on their first contact**
- 11. Gwynedd Council and the post-16 education providers must collaborate closely to provide consistent, relevant and purposeful information for learners and their families using various and suitable methods that ensure an equal opportunity for everyone**
- 12. Recommendations on the more creative options for providing the service in the future**
- a. The procedure needs to be in place by Easter if it is decided to implement any change in September 2015. We must also remember that the first year saving for the Council would be savings from September 2015 – 31 March 2016.**
  - b. Based on the evidence found during the scrutiny investigation, it is recommended that a combination of options should be considered. Options 3, 6 and 7 - changing to a ticketed system, transferring the service and the administration of college transport tickets to Llandrillo Menai Colleges Group.**
  - c. Based on the evidence found during the scrutiny investigation, the same price should be set for everyone.**
  - ch. It should be ensured that the service offers an equal opportunity for college students and learners in secondary schools.**
  - d. Financial loans should also be provided to purchase a vehicle / motorbike in order to facilitate access to further education and training.**
  - dd. We should continue with the good practice of the provision of peripatetic teachers / lecturers and build on the foundation of working in partnership, and review regularly.**
  - e. An impact assessment should be undertaken on any proposal to change the transport provision, and ensure that the final decision is based on those assessments.**

**13. Other Matters for Consideration by the Cabinet Member**

The Welsh Government Draft Budget for 2015-16 includes the following under the heading 'Educational Attainment':

- A two year agreement with the Welsh Liberal Democrats which will see the Pupil Deprivation Grant (PDG) rise from £918 to £1,050 in 2015-16 and then again to £1,150 in 2016-17 and extending the PDG to nursery aged children in both years; and
- A new Youth Concessionary Fares scheme for 16-17 year olds starting in September 2015

The Council and its partners need to understand the different profiles of learners in the years before transferring from the school to further education. It is recommended that the Council, the Education establishments and Careers Wales improve the support for young people prior to and during the transition from school to further education.

The Council, the educational establishments and Careers Wales need to collaborate closely to avoid duplication of work and ensure that there is support for the learners/students from the appropriate establishment.

#### **14 Reporting back to the Communities Scrutiny Committee**

**The members of the Scrutiny Investigation appreciates that any action will be a matter for the Cabinet Member, however, the members would appreciate a report back on his response to the next Scrutiny Committee meeting with a progress report in six months' time.**

## 2. Purpose of the Scrutiny Investigation

2.1 Since the adoption of the [Post-16 Transport Policy](#) the elected members of Gwynedd Council and representatives of the [Llandrillo Menai Group](#) have stated their concerns at a meeting of the [Communities Scrutiny Committee on 26 March 2013](#). Members continued to state their concerns at a meeting of the [Communities Scrutiny Committee on 14 May 2013](#), and then in informal meetings and a preparatory meeting on 12 September 2013.

2.2 Members have noted the following concerns:

- inconsistency in post-16 transport costs
- the ability of learners/students to pay for transport costs
- travelling distance for learners
- the Welsh Government does not given the same attention to the underprivileged compared with England

2.3 In light of the discussions that took place on post-16 education transport at the Communities Scrutiny Committee on 14 May 2013, and subsequently in informal meetings between members and officers, and in the Preparatory Meeting on 12 September 2013, the intention to undertake a Scrutiny Investigation was approved.

2.4 A brief for the scrutiny investigation was submitted to the [Communities Scrutiny Committee on 15 October 2013](#). The Cabinet Member explained that additional funding was not available for any changes to the service.

2.5 The brief states the need to assess:

- How the Authority's Post-16 Education Transport Policy is implemented in the county's secondary schools and further education colleges
- The impact of implementing the Post-16 Education Transport Policy on post-16 education providers, learners and their families

Specifically:

- detail the implementation and impact of the Authority's Post-16 Education Transport Policy on secondary schools, further education colleges, learners and their families in Gwynedd.
- establish an understanding of the impact of any change to the Post-16 Education Transport Policy on the Authority, secondary schools and further education colleges, learners and prospective learners and their families in different areas of the county.

## 2.6 Main Activity of the Investigation

2.7 In terms of the work, the intention of the Investigation was to seek a county-wide picture of the way in which the Post-16 Education Transport Policy is implemented, and the impact of the policy on post-16 education providers and learners in different areas of the county:-

a) Establish an understanding of:-

- Welsh Government guidance on post-16 education transport
- the post-16 education transport policy in Gwynedd and compare with similar policies in other counties in Wales
- the impact of implementing the policy on learners in all parts of the county
- the consistency of the post-16 education transport policy for learners in all parts of the county
- the accessibility of the transport provision for learners during core hours and outside core hours
- the affordability of the transport policy for learners and their families in different areas of the county
- the impact of any change to the post-16 education transport policy
- the impact of negotiating any contracts with post-16 education transport providers

b) Interview the following to identify the situation across the county:-

- Secondary School Head teachers (1 Arfon, 1 Dwyfor, 1 Meirionnydd)
- Heads of Student Services (Coleg Meirion Dwyfor – Pwllheli and Dolgellau Sites, Coleg Menai)
- Hold a Focus Group with post-16 learners in a secondary school and a further education college to discuss their use of post-16 education transport
- Hold a Focus Group with prospective post-16 learners in a secondary school and a further education college to discuss the likely impact of the current post-16 education transport arrangements on them
- Hold a Focus Group with the parents of post-16 learners in two areas in order to understand the impact of implementing the post-16 transport policy on families.

c) Draw-up recommendations for consideration by the Cabinet Member for improving the consistency, accessibility and affordability of post-16 transport for learners throughout the county.

2.8 The following were consulted:

- i. Eluned Williams, Senior Ancillary Services Manager (Education), Owen Owens, Senior Manager Resources Service (Education) and Rhian Wyn Williams, Transport Coordinator (Regulatory Department) on the policy, arrangements and regulations in the post-16 transport field.
- ii. Mr Dewi Lake, Head of y Moelwyn and y Berwyn secondary schools

Mr Gareth Morris Jones, Head of Ysgol Botwnnog  
Mr Arwyn Williams, Deputy Head of Ysgol Brynrefail

- iii. Mr Phillip Roberts, Learner Services Manager, Llandrillo Menai Colleges Group  
Mr John Elfyn Gruffydd, Learner Services Manager, Llandrillo Menai Colleges Group
- iv. Mrs Sharon Williams, Careers Wales - Gwynedd and Anglesey Area Manager

- 2.9 Research was conducted on the practice of other authorities in this field.
- 2.10 The budgets for 'Transport between home and college for those between 16 and 18 years old' were compared. The number of learners 16-18 old in Further Education establishments across Wales and the family of similar councils. **(Appendix 1)**
- 2.11 Background information from different sources was considered for example, information from the 2013-14 Budget Book on college transport and school buses to Further Education; Welsh Government's 'StatsWales' on applications for Education Maintenance Allowance across Wales **(Appendix 2)**, the MALIC deprivation measure - indicator for the travelling time to Secondary School **(Appendix 3)**
- 2.12 The catchment areas and the distances learners/students travelled to further education.
- 2.13 Learners/students and their families were questioned using questionnaires and on-line questionnaires<sup>1</sup>. The questionnaire was also used at the Urdd Eisteddfod with cards being distributed to promote the on-line questionnaire.
- 2.14 [Clywed](#) conducted meetings with two groups on our behalf, one group for learners and the other for their families by using the questionnaires.
- 2.15 The unemployed completed questionnaires at Porthmadog Carreers Wales office.
- 2.16 Focus groups were held at Coleg Menai Bangor, Coleg Meirion Dwyfor Pwllheli and Dolgellau sites.
- 2.17 The records of complaints/observations by Galw Gwynedd were considered and analysed.
- 2.18 The new Cabinet Member responsible for this field was invited to a meeting with the Scrutiny Investigation Group.

### 3. The National Context

- 3.1 [The Learner Travel \(Wales\) Measure 2008](#) (“the Measure”) by the Welsh National Assembly came into effect on 30 September 2008 and was approved by Her Majesty in the Privy Council on 10 December 2008. The Learner Travel (Wales) Measure sets a specific legal framework in relation to travel and transport provisions for learners travelling from home to school in Wales.
- 3.2 The Measure does not specify a time limit for journeys. However, section 2(5)(b) states that transport arrangements are unsuitable if they take an unreasonable amount of time. It is necessary for local authorities to assess the individual requirements of a learner when considering a reasonable amount of time for a journey. The new statutory guidance strengthens this point – see the following points.
- 3.3 In response to concerns raised by local authorities, parents and school governing bodies, the Minister for the Economy, Science and Transport announced a [consultation](#) on revising the Learner Travel Operational Guidance and an Appraisal of the Travel Code. The Minister also gave a commitment that she would ensure that children and young people have the opportunity to express their views on the issues that have an impact on them when travelling from home to school.
- 3.4 Following the consultation that took place between 13 January 2014 and 13 April 2014 [Learner Travel – Statutory Provision and Operational Guidance, June 2014](#) (“the guidance”) was published in June 2014. The Guidance was published by the Welsh Ministers under section 15 of the Learner Travel (Wales) Measure 2008.
- 3.5 Under section 15 of the Learner Travel (Wales) Measure 2008, the Welsh Ministers have the power to submit statutory guidance. When the guidance is statutory, it is a requirement for local authorities to give attention to the guidance and they can only not conform to such guidance when they can provide justification for doing so.
- 3.6 The Measure refers to Transport for Learners who are not in Education or Compulsory Training – Post 16 Learners and states: “There is no statutory duty on a local authority to provide transport free of charge to post-16 learners who continue with their studies in further education or mainstream training.”
- 3.7 The Measure's Guidance notes: 'The Welsh Government Policy is that the provision of transport for learners 19-25 years old is a matter of discretion for local authorities and Further and Higher Education establishments in Wales.'
- 3.8 The Learner Travel Statutory Guidance states
- that local authorities have to promote sustainable travel methods when they implement their function under the Measure as long as this is practically possible.
  - where learners are not eligible for free travel, local authorities have the power to provide transport in accordance with their own discretion.
  - local authorities have to consider the fact that the travelling arrangements they make, as a result of an assessment, should not cause any unreasonable level of stress

and the journey should not take an unreasonable amount of time and that journey should be safe.

- 3.9 The new Statutory Guidance states the following considerations that local authorities should pay attention to in relation to the travel provision for post-16 learners.
- a. When assessing what arrangements are required for post-16 learners it is recommended that a local authority should consider the need to ensure that learners have sufficient opportunity to choose between different establishments where education and training are provided. This sufficient choice should include enabling learners to choose an education establishment or training that is not nearest to their home if other factors are more important, for example course suitability.
  - b. It is also recommended that local authorities should consider the needs of people that are not in education, employment or training.
- 3.10 The view of the Welsh Government is that young people in rural areas should not be under any financial disadvantage as they may need to travel further to get the same education and training provision as their peers in urban areas.
- 3.11 In terms of the time it take to travel to reach and get access to a different learning establishment – it is recommended that young people should be able to reach their educational or training establishment without suffering the stress or difficulties that will cause them not to benefit from the education provided. For example, a young person should not have to change a public bus many times (or other form of transport) in order to reach the education or training institution, if this causes an unreasonably long journey. In this context, local authorities will need to consider what type of transport would be best to ensure a journey time that is reasonable. **Best practice suggests that a secondary age school child would be expected to travel for 60 minutes to school and back, to reach the educational establishment. It is recommended that the local authority should place similar expectations to post-16 learners.**
- 3.12 The Leaders and Chief Executives of Welsh Authorities have received a letter from Edwina Hart MBE CStJ AM Minister for Economy, Science and Transport on 28 July 2014 stating:
- “I expect Local Authorities proposing changes to learner travel provision to undertake the necessary impact assessments of their proposals and to ensure that their final decisions on service provision are informed by those assessments”.**
- 3.13 The Welsh Government Draft Budget for 2015-16 includes the following under the heading ‘Educational Attainment’:

- Protecting schools funding by 1% above changes to the Welsh budget overall, meaning an additional £106m will have been provided to schools over this Spending Review period;
- Allocating an additional £12m to continue the Schools Challenge Cymru for next year;
- **A two year agreement with the Welsh Liberal Democrats which will see the Pupil Deprivation Grant (PDG) rise from £918 to £1,050 in 2015-16 and then again to £1,150 in 2016-17 and extending the PDG to nursery aged children in both years; and**
- **A new Youth Concessionary Fares scheme for 16-17 year olds starting in September 2015**

## 4. The Local Context

### 4.1 Gwynedd Council Post-16 Transport Policy

4.2 Historically, transport provision was free of charge for learners over 16 years old who lived over three miles away from secondary schools and further education colleges.

4.3 Since September 2011, Gwynedd Council has adopted a 16+ transport policy. The former Policy (adopted on 20 July 2004) was revised for the following reasons:

- changes in course provision patterns for post-16 learners
- availability of the Education Maintenance Allowance for learners from less well-off households,
- enormous financial pressure on the Council's budget

4.4 The policy was based on the reduction in public funding allocated to authorities and lead to the prioritisation of education over the free transport provision. The policy expects all post-16 learners to pay towards the cost of school or college transport. Learners are expected to pay £60 a term or £100 a term for those who go to further education outside their catchment-area or who are older than 19 years old on 31 August.

4.5 The policy is based on a 'network' of transportation services – from a service bus, school/college bus, train, mini bus or taxi that will enable learners to reach relevant post 16 educational sites.

4.6 Since September 2011, every secondary school that provides for years 12 and 13 will be able to offer a full Local Curriculum which will meet teaching requirements. In some cases, the provision available will be offered at other educational establishments. In addition to transportation to the specific school at the start and end of each day, transport will also be available to/from any home on the network to/from related education establishments at the start and end of each school day. The same situation exists for the Llandrillo Menai Colleges Group.

### 4.7 Young people aged 16-18 who are not in employment, education or training

4.8 Performance indicator DGD17 – '% of young people aged 16-18 who are not in education, employment or training in Gwynedd' indicates a better performance than the Welsh average with the trend improving.

4.9 The [York University](#) report commissioned by the former Audit Commission in 2010, estimates that there is a cost of £56,000 throughout the lifetime of a person who is not in education, employment or training. The sum of £56,000 increases with welfare benefit payments, social justice, poor health and unpaid tax and national insurance, with £104,000 per person in addition due to the opportunities missed and work that would have been created.

4.10 ['Against the odds'](#) was published in October 2010 by the Audit Commission. It is a brief that highlights the main role played by further education colleges, 6<sup>th</sup> form colleges

and schools with 6<sup>th</sup> forms to assist young people to change successfully from secondary school to post-16 further education or training, to prevent young people from going into the category 'young people who are not in education, employment or training'.

#### 4.11 **Review of the Operation of Council's Transport Services**

4.12 Gwynedd Council has commissioned '[EDGE public solutions](#)' to review the operation of the Council's Transport services that link in very timely with the 'National Assets Working Group' (NAWG) agenda and the findings of the Williams Report. The review was conducted between May and June 2014. The draft report by EDGE public solutions states:

**"Given the requirement to control the number of NEET students and the fact that transport charges are already relatively high for the region we do not recommend any changes to this discretionary transport provision at this time."**

4.13 The recommendation by EDGE is:

**"Consider at a point in the future increasing the cost of the 16<sup>+</sup> pass to £90 or £130 per term."**

#### 4.14 **Gwynedd and Anglesey Post-16 Education Consortium**

4.15 The Consortium has appointed a provider on a one year contract from August 2014 until the end of October 2015. The provider's brief is to coordinate learners' transport **between** schools and colleges for their post-16 education courses in the area of Gwynedd and Anglesey. The provider arranges transport with travel companies so that learners are able to travel **between** schools and colleges to study post-16 cooperative courses in Gwynedd and Anglesey during a **school day**. The brief for the provider includes arranging transport for learners at short notice, ensuring that the arrangements are cost-effective and offer the best value for money by adopting the procurement process of the Education Departments of Anglesey and Gwynedd Councils. The schools and colleges pay for this transport. The provider administrates payments and invoices between educational organisations and travel companies.

4.16 The five secondary schools in Anglesey send learners to Coleg Menai in Llangefni and Bangor along with learners who travel from school to school. The six secondary schools in Gwynedd with a sixth form send learners to Coleg Menai in Llangefni and Bangor along with learners who travel from school to school. The numbers are dependent on the learners' choice of courses at the beginning of each academic year. The Consortium receives reports on the number of learners travelling from each individual school on a monthly basis, the total travel costs per month for every school, an annual report with recommendations on how to reduce costs and improve the cost-efficiency and quality of the transport provision.

- 4.17 Significant work has been undertaken on organising collaborative sixth form courses in Gwynedd and Anglesey and the equivalent classes in Coleg Menai by agreeing on a common weekly timetable of blocks of times for the learners' options columns. Each establishment agrees on courses which will be Official Collaboration courses which will be part of the area's Curricular offer. Also, each establishment shares its post-16 options columns in order to promote and extend the learners' options where their subject choices are impossible in their home establishment. There are also annual discussions and steps for rationalising courses which are not viable in terms of numbers in order to create savings for establishments by centralising a specific course in one establishment. Decisions are made on the provider based on quality reports and historical results.
- 4.18 Research was undertaken to look at reducing the need to travel by adopting digital learning procedures and it is seen from the first analysis of the pupil questionnaires that there were clear messages. 93% agree / strongly agree that they should be prepared for the use of technology in higher education, 88% would appreciate being able to access digital learning resources, 89% (year 12) and 81% (year 13) would appreciate being able to use their digital device in lessons, a high percentage own various digital devices.
- i. The use of video-conferencing to hold Electronics and Psychology lessons was observed on the Llangefni Coleg Menai and Coleg Meirion Dwyfor sites and exceptionally good teaching was seen and the students responded maturely and had clearly learned to work comparatively independently. There is local provision which is of a very high standard and consideration could be given to using these as centres of excellence in video-conferencing.
  - ii. There is support to the idea of using digital resources from all directions.
- 4.19 This research will end before Christmas with the work resulting in preparing a formal tender for commissioning teacher training work, promoting good practices and creating current resources in the field of e-learning. The packages will lead to savings as establishments use them in order to maintain provision in the home establishment but through a mixture of traditional lessons, e-learning packages for independent learning, video-conferencing packages with mobile teachers rotating each establishment and presenting the lesson from each establishment in turn.

#### **4.20 Local Area Summary Statistics – Gwynedd 7 August, 2014**

Some of the high level summary of the [data](#) published on 7th August 2014 states the following:-

##### ***Economy***

- In 2013 the employment rate in Gwynedd was 70.1 per cent. This was the ninth highest amongst the 22 Welsh local authorities.

- Gross Value Added (GVA) per head in 2012 stood at £15,360 in Gwynedd. This equals the Welsh average and is the eighth highest amongst the 22 Welsh local authorities.
- In 2012 Gross disposable household income (GDHI) per head in Gwynedd stood at £13,874 and was the sixth lowest amongst the 22 Welsh local authorities. Between 1999 and 2012 GDHI per head in Gwynedd has been below the Welsh average.
- In 2013 average weekly earnings in Gwynedd stood at £491. This was the fifth lowest amongst the 22 Welsh local authorities. In 2003, 2008 and 2013 earnings in the Gwynedd have been below the Welsh average.
- In 2012 Gwynedd had the seventh lowest rate of children living in workless households amongst the Welsh local authorities.

### ***Education and skills***

- The percentage of working age adults with no qualifications has fallen since 2001. In the latest year being within 1 percentage point of the Welsh average and having one of the 10 lowest rates amongst the local authorities.
- The percentage of working age adults with qualifications at NQF level 4+ has risen since 2001. In the latest year being within 3 percentage points of the Welsh average and ranking in the top 5 of the local authorities.
- The attendance rate has risen since 1999. It was above the Welsh average in 2013.

### **Environment**

- The ecological footprint in Gwynedd was above the Wales average in 2006.

## **4.21 Finance and Financial Support**

### **4.22 The Council's Budget**

4.23 The post-16 transport budget is near to £1,000,000 and Gwynedd Council's intention is to subsidise 80% of the post-16 transport costs to further education and receive the 20% back as a fee. The income target is £199,000

4.24 The 2014-15 Budget Book shows a transport budget for further education under the heading 'Budget not in the Individual Schools Budget'. It is seen that

- 'College Transport' is £170,740
- 'School Buses' – Further Education is £747,090
- 52% of the Cambrian Railway budget £28,160

4.25 Actual income for the sale of passes in 2013/14 was £174,328 with Gwynedd Council subsidising the remainder of the cost to the learners/students.

#### **4.26 Financial Assistance**

4.27 The Guidance for the new Learner Travel Measure refers to the following financial assistance available to pay/contribute towards the transport costs of those in post-16 education.

- The [Education Maintenance Allowance](#) was introduced as an incentive for young people from low income homes to remain in education or full time training beyond the age of compulsory education. It is available for learners who attend a school or college. The Education Maintenance Allowance is a weekly allowance of £30, subject to an income assessment, to assist students with the cost of further education. It is paid every two weeks directly into the student's bank account.
- The Assembly Learning Grant is available for 19 year old learners or older, who are in Further Education.
- The Welsh Government also provide assistance to those students who face hardship, via the Financial Reserve Fund distributed to further and higher education establishments in Wales.
- **The Maintenance Allowance, Assembly Learning Grant and the Financial Reserve Fund can be used, amongst other things, to pay for transport costs or contribute to them.**
- There are situations whereby local colleges and the relevant local authorities provide financial assistance for travelling for those in post-16 education.
- Every local authority will have its own post-16 transport policy and it will be the responsibility of the learner or parent/learners parents to check the websites of individual local authorities for specific details.

## 5. Comparisons with Welsh Authorities

- 5.1 The National College Transport Budget Levels Comparisons for 2013/14 figures show Gwynedd Council's college transport budget as £893,000 and the budget per comparison unit is £394.26 (**Appendix 1**). These figures rank Gwynedd Council 3<sup>rd</sup> amongst the family of similar authorities and 4<sup>th</sup> in Wales in terms of the budget (Anglesey Council is second).
- 5.2 Data from authorities Revenue Account forms for 2013/14 were used. Figures were based on a net basis of specific grants and did not include capital costs. Non-financial data used was 'Number of 16-18 year old Learners in Further Education Establishments'. Statistics of Further Education, Work-based Learning and Community Learning in Wales.
- 5.3 A number of Welsh authorities are reviewing their post-16 transport policy this year, e.g. Ceredigion, Pembrokeshire and Carmarthenshire.
- 5.4 Anglesey County Council charge £60 per annum, transport is free in Conwy County Council and in Powys County Council.
- 5.5 Some authorities in Wales charge more than Gwynedd Council. For example, currently Neath County Borough Council charge £270 per annum and Newport Council give a grant of £150 towards the cost of a student travel card of £576 per annum.

## 6. Administration

- 6.1 The Education Department gives money to the Integrated Transport Unit to prepare contracts and to review the numbers on the buses every term.
- 6.2 Galw Gwynedd<sup>1</sup> sells the travel passes to post-16 learners on behalf of the Education Department. Galw Gwynedd deals with enquiries and travel passes sales including administration of applications that are received over the internet and applications to change pass details/deal with lost passes. Galw Gwynedd's target for issuing passes is three days, however, there is an arrangement during the autumn term where a period of two weeks 'grace' is allowed. During the other two terms, passes will be processed on the following day. Galw Gwynedd also receives complaints/observations and records these on the computer system. Galw Gwynedd bills the Education Department for this service.
- 6.3 There is a different system for learners in Special Schools. The Education Department writes directly to the learners in Special Schools. Learners in Special Schools do not purchase travel passes via Galw Gwynedd- it is the Integrated Transport Unit that bill the individuals directly.

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<sup>2</sup>Galw Gwynedd is Gwynedd Council's Telephone Contact Centre

6.4 Coleg Menai used to administer the passes on behalf of Gwynedd Council when they were free of charge up to September 2011.

6.5 The advantage of the current Gwynedd Council system for the student is

- To be able to receive a discount if he/she decides to undertake further education in their catchment area.

An advantage for the Council is that

- Galw Gwynedd administrates and deals with enquiries on behalf of the Education Department.
- Protects the catchment area.
- Record of observations and complaints.
- Reviews the numbers who travel every term.

6.6 We were told that Coleg Menai (Llandrillo Menai Colleges Group) work as an agent for Anglesey Council. It was understood by the Education Department, Anglesey County Council that they ask for £60 per annum for Coleg Menai, with the College then charging an administration fee of 7.5% for the sale to the Council. The work includes collecting the money and paying the Education Department directly. Coleg Menai sends an invoice to Anglesey Council for 7.5% of the sale less £60.

6.6.1 Passes for Anglesey Council school children are administrated by the Council and it was reported that the system in question was troublesome. A very plain pass for school children.

6.7 The advantages of the current Anglesey Council system for the student are

- they receive a pass on the day.
- discussion is with one establishment rather than two or three.
- pass states the buses the student can use it for travel.

An advantage for the authority is that

- the arrangement is less troublesome as a many resources are required to undertake the work.

An advantage for the College is that

- there is a secure record of who travel on the buses to support the health and safety aspect on the buses.

#### **6.8 Recommendation to the Cabinet Member**

**In order to improve the benefits to learners/students and their families, reduce the processes and in the spirit of Ffordd Gwynedd, there should be closer collaboration and negotiation with Llandrillo Menai Colleges Group to be an agent for Gwynedd Council.**

## **7. Impact of Implementing the Post 16 Transport Policy on Education Providers – Secondary Schools**

- 7.1 We were told that it was necessary to clearly define the geography of the catchment areas.
- 7.2 We heard that some learners/students travelled great distances that meant long dreary work days for them. Despite the long dreary work days for those who travel great distances the Secondary Schools had not heard any complaints.
- 7.3 It was reported that the parents made their own arrangements rather than to depend on County Council arrangements. If it is dependent on the goodwill of parents, then it is not an equal opportunity.
- 7.4 It was heard that Secondary Schools pressed learners to make an application for the Education Maintenance Allowance and that it was necessary to identify a cohort of pupils who pay less. It was suggested that those pupils who receive free school meals /Education Maintenance Allowance and/or grant should have free transport.
- 7.5 It was suggested that the policy should be more flexible as school hours had changed over the years with additional activities being organised in order that pupils could go home at lunch-time.
- 7.6 The funding that Arfon Secondary Schools receive as 14-19 Network grant to promote collaboration to ensure more viable classes is under threat from the Welsh Government. This funding goes towards paying the travel costs of learners to a course at another educational site. The £60 and £100 travel ticket is available for learners to travel to school in the morning and back home in the afternoon only. With courses that finish after 5pm the arrangement in Gwynedd is that the taxi returns the learner to the mother school and the learner makes their own arrangement home from there.

### **7.7 Recommendation:**

- a) **The Post-16 Education Transport Policy should be reviewed to**
- **ensure a suitable and purposeful Policy**
  - **ensure a flexible service to meet the new requirements of education and give equal opportunity to learners.**
  - **ensure that the learners/students do not travel large distances for further education**
- b) **The foundation of working in partnership with various organisations to arrange a bespoke service should be built on**

## **8. Impact of Implementing the Post 16 Transport Policy on Education Providers – Llandrillo Menai Colleges Group**

- 8.1 We were told that 16 buses arrive at the colleges every day throughout Gwynedd, Anglesey and Conwy with 12 different bus companies under contract. There are 40 travel routes in all. The Llandrillo Menai Colleges Group deals with three different policies.
- 8.2 Every student accepted on a course is referred to the Students Services and receives appropriate information.
- 8.3 The fact that the post-16 travel costs and the arrangements in Gwynedd Council are different to those of the Councils of Anglesey and Conwy creates a feeling of inequality in the Llandrillo Menai Colleges Group.
- 8.4 The College hears from students about the difficulties they have to pay the costs at the start of the autumn term as they do not receive the Education Maintenance Allowance until at least six months into the course.
- 8.5 The College has to target students who have difficulty and it was reported that more from Gwynedd convey that they have problems to the College and it is not possible to currently analyse these problems.
- 8.6 Sometimes travel is a factor, however there is no firm evidence that this is the main reason. The Colleges record the reasons for a student leaving, however, transport is likely to be recorded under the heading / option 'financial reasons'.
- 8.7 It was reported that the number of unemployed between 18 -25 was increasing in Gwynedd.
- 8.8 Every College throughout Wales receives a sum of funding every year based on demography and the economic position, namely the Reserve Finance Fund. The money is specifically for a category to assist with travel costs, materials, child care etc. which enables the colleges to give a third of the annual travel cost (£60) to those assessed as having difficulty. The college give the first payment to overcome problems to those who have financial difficulties.
- 8.9 The Llandrillo Menai Colleges Group has no access to information regarding those who travel from Gwynedd.
- 8.10 Inflexibility with travel time (at the start and end of the day) create difficulties and a long day for students. A long day and timetable is bound to have an impact on the level of attainment/ results and absences may be as a result to long days.
- 8.11 The College has received a request for help from a parent to solve the problem of the inflexibility of the service as their child is a carer for the parent.

- 8.12 It was reported that it would be easier to the Llandrillo Menai Colleges Group to work as an agent for Gwynedd as this would ensure a better role for the colleges and that students receive their passes on the day they pay for them.
- 8.13 Gwynedd passes do not state the buses the student can use for travel and this creates problems.
- 8.14 There is less flexibility in Gwynedd in terms of catchment areas compared with Anglesey Council.
- 8.15 There is awareness amongst the students of the differences between the counties.
- 8.16 The Coleg Menai Group has a good relationship with the Council's Transport Department.
- 8.17 The commitment of the students from south Meirionnydd to education is to be applauded.
- 8.18 The Arfon Partnership is good practice however there is no equality. Consistency is required.
- 8.19 It is necessary to ensure that relevant and purposeful information is shared with students and parents.

**8.20 Recommendation:**

- a) **There should be a purposeful and more flexible Post-16 Education Transport Policy that**
- **considers the ability of the learners/students and their families to pay for transport costs**
  - **gives consideration to travel times, the natural catchment areas and the distances learners/students travel**
  - **Gives everyone equal and fair opportunities**
- b) **There should be negotiations with Llandrillo Menai Colleges Group to be an agent to Gwynedd Council in order to simplify the system for processing and administering travel passes.**
- c) **Consistency is required in the provision and arrangements across Gwynedd.**
- ch) **Relevant and purposeful information needs to be shared with the learners/students and their families.**

## 9. Impact of Implementing the Post 16 Transport Policy on Education Providers – Careers Wales

9.1 [Careers Wales](#) communicates and works with young people across the six authorities in north Wales and assists them when making decisions. Careers Wales is the first point of contact that hears about the difficulties of those who drop out of education.

9.2 Careers Wales shares information with students if transport is a factor in their choice of course.

9.3 Careers Wales have heard a number of comments by learners in Porthmadog. Here are a few examples:-

- The 'local' Dwyfor college is in Dolgellau although Caernarfon and Bangor are closer to them but they have to pay £100 if they wish to go outside the catchment-area.
- The days are very long with some students saying that they don't get home until after 7pm.
- It is noted that it isn't possible for the majority of learners/students to have access to a quarter of the courses available in Gwynedd and Anglesey as the transport service cannot make this possible.

9.4 Concern was expressed that the transport costs of Gwynedd Council or Anglesey Council so not consider the ability to pay.

9.5 It was also noted that the Policy is not consistent, for example the system for Secondary Schools in Arfon works well as the schools pay transport costs via the [partnership](#) system but this does not occur in other areas. Some Arfon Secondary Schools pay travelling costs for the pupils and others are free of charge. There needs to be equal opportunities for learners.

9.6 The Area Manager for Careers Wales said it would be easier to work with one establishment that distributes the travel passes.

9.7 The following points were received from the advisors:-

- i. One of the advisors is concerned that clients in Penllyn are forced to travel to Dolgellau (40 miles) for vocational courses when in some cases such as Trevor it is closer to travel to Menai (22 miles) but they still need to pay £100. This is the same story for Nefyn and such areas. However, getting home from Bangor/Llangefni /Caernarfon is much quicker because the 12 bus doesn't leave Caernarfon until 17:21 and clients are not allow to use alternative routes or buses to get home. Some clients are not reporting getting home until well after 7pm. This makes the average day

much longer than average working day of most employees. This makes the 18:00 curfew of the travel ticket very difficult to work to.

- ii. Another example of this is clients coming from Harlech since the bridge has been closed. There have been concerns from parents that students are exhausted and missed days due to the excessive travelling times encountered by students. I am informed that the bus coming to Porthmadog on some days can take an hour. Some clients miss the connection and can not return home because of the times disallowed on the ticket. You can not use the ticket before 13:00 as you know. Same issue as above returning home.
- iii. Gwynedd currently does not fund travel outside of Gwynedd. What happens in this case to Students who live in Bala and wish to study Landbase courses in Llysfasi, the closest college. At the moment they are relying on a space being available on the bus or having to pay to stay over in the college as daily travel is pretty much impossible.
- iv. Whilst on the issue of Glynllifion are you aware that students from Meirionnydd, for example Harlech, have to go from Harlech to Oakley Arms, change in Porthmadog, change in Penygroes and then to College and the same thing going home. There used to be a minibus but this has been cut back at the expense of the students time.
- v. A student wishing to study Motor Vehicle Engineering living in Tywyn or Dolgellau have to travel either to Llangefni or Newtown, neither of which is physically possible using the bus service. But even if a student were to take the easiest option of Newtown, Gwynedd will not support them with travel.
- vi. It is not possible for most Meirionnydd Students to access a quarter of the courses available within Gwynedd and Mon because the buses do not make it possible and it takes a massive amount of travel time. Even in these instances Gwynedd have not been open minded about letting young people access courses outside of Gwynedd with financial support for travel. Examples of the courses that far South Gwynedd cannot realistically access in this area are Electrical Engineering, Marine Engineering, Welding, Motor Vehicle Engineering, Stone Masonry, most land based courses (unless they can afford to stay or hit the grant criteria), Game Development, IT Practitioner, Music, Performing Arts, Travel and tourism, Creative Media, no level 2 sport and so on. This limits choice and narrows horizons.
- vii. A final concern was that because of the restrictions places on which buses and when those can be accessed means that some students who may choose to stay on to work are unable to do so.

## **9.8 Recommendation:**

- a) **There should be a purposeful and more flexible Post-16 Education Transport Policy that considers the ability of the learners/students and their families to pay for transport costs**

- b) There is a need for a Post-16 Education Transport Policy that is consistent throughout Gwynedd.**
- c) The catchment-areas need to be reviewed to reduce times and travelling distances for learners/students in accordance with the Statutory Learner Travel Guidance that states**
  - local authorities have to consider the fact that the travelling arrangements they make, as a result of an assessment, should not cause any unreasonable level of stress and the journey should not take an unreasonable amount of time and the journey should be safe.**
- ch) Equal opportunities should be ensured for learners/students.**
- d) Post-16 Education providers need to put systems in place to gather data to find out if travelling costs lead to students dropping out of further education.**

## 10. Impact of Implementing the Post 16 Transport Policy on Learners and their Families

### 10.1 Results of Questionnaires in May and June 2014

- i. The results of the questionnaires indicate that the inflexibility of the service causes difficulties for learners/students and their families.
- ii. 21 questionnaires were completed by learners/students (**Appendix 4**) and 32 by the families of learners/students (**Appendix 5**) during May and June 2014.
- iii. In response to the question 'Did travelling costs influence the choice of school/college/course?' 17 answered 'Yes/Yes to an extent' and 28 said 'No' and 8 did not answer the question.
- iv. 26 pay more on top of the travel pass every week with 2 doing this every day, the additional cost varies from less than £2.50 per day to more than £10 a day.
- v. It was seen that the majority of those who completed the questionnaire said that they travelled by bus or a bus with a transport travel pass and did this because this was the only choice they had.
- vi. When asking for information that was received prior to leaving school and by whom, the results show that a little over a half said that they did not receive information.
- vii. The results also show that the majority had received information that it was possible to make an application for financial assistance via the college, with 16 saying that they did not get the information from anyone.
- viii. In response to the question 'How convenient is the provision?', 9 answered that the provision is very convenient/convenient. 13 answered that the provision was fairly convenient/not convenient and 4 stating that the provision is not convenient at all and 1 had not answered.
- ix. These are some of the reasons for stating that the provision is not convenient:-
  - a. "She has had to move to Nefyn (staying with friends and family) as reaching Porthmadog to catch the bus is so difficult. Walking to Penrhyn is not an option as she would have to leave so early, and the road is very dangerous."
  - b. "The travel pass is only eligible at certain times – my child has had to pay full adult charge for travelling at times e.g. following choir practice, lectures being changed or cancelled! One time my daughter was sent off a bus as her pass was not valid and she had no money and therefore she had to wait in Pwllheli for three hours!!"

- c. "College closes at mid-day on Wednesday however they cannot use their travel pass until 4.30pm (the usual bus)"
- ch. "I have to pay if I want to go home early. I can only use bus 8.07 or 9.07 in the morning and then 16.40 and 17.40 in the afternoon if I use my travel pass."
- d. "The travel pass is not valid on other buses only on one in the morning and in the afternoon and on some days I have no lessons and therefore I have to stay around doing nothing in order to wait for the afternoon bus, or pay £3.50 for another bus, which is very expensive if I do this weekly!"

dd. "£60 is very expensive".

- x. It was understood that the family of a learner at a Special School had received a late bill for Term 1 (during Term 2) last year and had refused to pay saying that he/she would have transported his/her own child if he/she knew the cost of transport at the start of the educational year.

## **10.2 Result of Clywed Questionnaires**

- i. A group of 8 people came to discuss with Clywed - 7 parents and 1 learner from the Arfon area. The 6 travelled with a bus and 2 with a parent or other adult.
- ii. In response to the question: 'Did the travelling costs influence the choice of Course/college/school', 3 responded 'Yes/Yes to an extent'. Only one had purchased a travel pass for £60.
- iii. Regarding receiving information prior to leaving school, 5 said that they did not receive any information regarding transport, the cost or how to apply for financial assistance. One stated that he/she had received information regarding transport but had not received information regarding the cost or the financial assistance available. Another stated that he/she did not know. Two received information from the school, one from a parent and another had found the information on the 'Wales Students Finance' website.

## **10.3 Results of Careers Wales, Porthmadog Questionnaires**

- i. The number of questionnaires completed at the Careers Wales Office in Porthmadog was 14. 8 from Dwyfor area, 4 from Meirionnydd area and 2 from Arfon area.
- ii. The results of the questionnaires indicate that 4 had been travelling between 10 and 20 miles, with 2 travelling between 30 and 50 miles.

- iii. 6 were travelling with the Council's travel ticket because this was the only choice they had.
- iv. The results of the questionnaires show that 12 out of the 14 had gone on to further education with 6 having completed their course, 4 had not and 2 did not answer the question.
- v. noted that the travelling costs had not influenced their choice of course/school/college.
- vi. 5 responded to the question 'How convenient was the provision for you?', with 3 saying that the provision was very convenient/convenient. Here are the reasons noting why the provision was not convenient:
  - a. "It was fairly convenient but once Padarn buses left, there was no college bus which made me at least 30 minutes late which affected my EMA."
  - b. "Distance – Connections. I am in Llangefni travelling from Morfa Nefyn. Not getting to college until after 11am due to bus leaving early. Pay more than £10 a day due to connections."
- vii. It was seen that 4 people pay more on top of the travel ticket every day with 1 person pay £10.
- viii. The 3 out of the 6 that responded, said that there was a college course they wished to attend but it was not available locally.
- ix. When asking for information that was received prior to leaving school and by whom, the results show that a little over a half said that they did not receive information.
- x. The results show that 6 had received information that it was possible to make an application for financial assistance via the college, 3 from the Careers Office, 2 from the school, with 2 saying that they did not get the information from anyone.

## 10.4 Llandrillo Menai Colleges Group

### A. Coleg Menai, Bangor

- i. Twelve students were invited to a Focus Group at the Ffriddoedd Road Site, Bangor on 2 October 2014. Five students from Coleg Menai Llangefni attended the Focus Group. One was the Student's Union Representative, three were students from Arfon and one was a student from Llanfairfechan.
- ii. The journey for some students that live in Gwynedd and attending Coleg Menai Llangefni is very long and means a change of bus on the way. Most were of the opinion that the bus drivers were likeable and friendly. Late buses create great problems to the students.
- iii. A comment was made that the service is expensive compared to £60 a year in Anglesey and that the travel ticket does not allow flexibility for students to travel at any time of the day.
- iv. One of the students was a mother to a small child and was paying £100 a term as she was over 19 years old. A comment was also made that there wasn't a reduced rate for students over the age of 21 years old.
- v. The students were asked to prioritise the main matters that needed attention in order to improve the service and the following were noted respectively:-
  - a. There is a need to cut the costs in order to create a fair system for all.
  - b. Need to review the bus pass service - age and cost.
  - c. Need to review the times that the bus pass can be used to go to and from college.
  - ch. Need to review the method of paying for a bus pass.
- vi. Comments from the students:
- vii. "I pay £5.80 extra to attend a work placement once a week."
- viii. "Starting from home at 8.10am and arriving at the College at 9.10am with half an hour of this time going on picking up students from Bangor."
- ix. "Since Padarn Buses stopped there are less buses and they are all at inconvenient times." (comment by the Student Union Representative )
- x. "I have to pick up my child at 5.30pm. If I miss the bus or if the bus is late – the child minder goes over her time."
- xi. "Gwynedd Council does not provide bus passes for anyone not living in Gwynedd."

## B. Coleg Meirion Dwyfor Pwllheli

- i. Twelve students were invited to a Focus Group at the Pwllheli site with nine students present. The students used the train and bus to go back and forth from the college. Seven of the students were fairly satisfied with the service with two not happy at all. Most of the students were travelling between 10 and 20 miles with one travelling 29 miles from Dyffryn Ardudwy.
- ii. All the students made the comment that they weren't allowed to use their bus pass on every bus and they had to pay an adult price to go home earlier when on half days at the college. This cost is on top of the cost of the travel ticket. The students need flexibility so that they can use the ticket at convenient times.
- iii. The college closes at half day every Wednesday. Some students are on half day courses twice a week. The attitude of the drivers of the other buses is nasty and threatening.
- iv. Arriva runs the buses and the train but does not allow students to use the travel ticket on the bus and the train – one or the other is the choice. The train does not run at convenient times. The attitude of the train steward is very poor and refused to take the train pass on the first week to college.
- v. Students have to wait around for hours in every weather.
- vi. The students were asked to prioritise the main matters that needed attention in order to improve the service and the following were noted respectively:-
  - a. Need to be able to use the bus pass on any bus and at any time to go to and from college.
  - b. Need to be able to use the same pass to travel on the train and the bus.
  - c. Change the attitude of the public service buses and the train steward.
- vii. Comments by the students:
- viii. "Finish college at 4.30pm but the train does not leave until 5.45pm"
- ix. "Bus No. 8 to the college is too early – reaches Pwllheli an hour and a quarter before the college starts. Bus No. 9 usually arrives too late therefore I am late arriving at college"
- x. "Do not know how much to pay when I am on half day as some drivers charge £2.20 and others charge £3.50 for the same journey. Why the need to pay for every connection? The drivers do not seem to understand the policies."
- xi. "Other bus drivers' attitude is disgusting – except the college bus."

- xii. "Only one college bus to Dolgellau - there are no public buses at the appropriate time."
- xiii. "Not every bus goes to my village – Tremadog and there isn't a bus stop with a roof there."
- xiv. "The bus service instead of the train service last year was poor. Had paid for a bus pass but the services was available for free!"
- xv. "Need to consider getting a purposeful bus that only transports students to the college in the morning."
- xvi. Students told us that they had received travel information at the time of their registration at the College.

C. Coleg Meirion Dwyfor Dolgellau

- i. Twelve students were invited to the Focus Group at the site in Dolgellau . Ten students were present with most of them using a bus to go back and forth to the College travelling between 10 to 25 miles with one travelling 47 miles from Morfa Nefyn.
- ii. The class of students studying 'Beauty and Hair' had prepared a number of comments beforehand. Level 3 students begin their course at 1pm and finish at 7pm and therefore they cannot use their bus pass.
- iii. A number of comments were made on the cost being expensive and not everybody can afford the cost as some were not in receipt of the education maintenance allowance and not every parent could afford to maintain their children through college. A comment was made on the fairness of the fact that some paid £60 and others had to pay £100 is very unfair. A comment was also made on the fact that there is no reduction in price for students over the age of 21 years old.
- iv. The first term is difficult as the education allowance maintenance does not arrive until after the first month and there is no grace period for those who register at a later date.
- v. Students were very concerned about their safety on the Blaenau Ffestiniog bus as it was overcrowded. It was also noted that there was bullying on the bus.
- vi. Although the pass notes the right to travel back and forth to the College, the bus pass does not allow students to travel at the times their courses finish.
- vii. The students who were at the college for a block of 14 weeks were very angry that they had to pay for a bus pass every term even though they weren't attending the college every day. Some students suggested a scheme that would allow students to pay per day instead of every term.
- viii. The students were asked to prioritise the main matters that needed attention in order to improve the service and the following were noted respectively:-
  - a. The cost was excessive.
  - b. Need two buses for Blaenau Ffestiniog.
  - c. Need to be able to use the bus pass for travelling to and from College.

ix. Comments of the Students

- x. "The bus pass is expensive and £100 is excessive."
- xi. The service is not flexible - "It costs £1 to go home after 1pm although we have a bus pass. We have paid for a bus pass to be used to travel to and from college as noted on the bus pass but this is not possible." "The bus pass does not allow us to do what it says on the ticket." "The service is not flexible enough when we are on half days at the college." "Cannot use the bus pass on some buses."
- xii. "Not allowed to pay to go on the 502 college bus." "We are no longer allowed to pay daily on the bus and that forces some students to spend more than is necessary."
- xiii. "There isn't enough room on the bus, need two buses, there are not many buses, and around 10 students have to stand for 15 minutes and we have paid for seats." "Additional transport has sometimes been arranged when the bus was full but very rarely." "Students have been bullied on the bus."
- xiv. "Students over 19 years old on my course would have had to pay at least £20 more if they had paid for a bus pass."
- xv. "The course is at the wrong location." "Have to travel to Dolgellau for the building course as it is not available in Pwllheli."
- xvi. "Travel from Blaenau to Glynllifon for a course on Animal Care. Travel time was too long as there wasn't a direct bus. Have changed course and attend Dolgellau site after three weeks."
- xvii. "Easy way to travel." "There are consistent means of travel to the college." "Happy with the service that is provided." "Buses fairly often."
- xviii. The travel information was in the information pack from the College.

**Recommendations:**

- a) **A suitable, purposeful and convenient service should be provided for further education to ensure that it does not cause an unreasonable amount of stress and does not take an unreasonable amount of time in accordance with the Statutory Learner Travel Guidance.**
- b) **Purposeful customer care measures should be set.**

## 11. Record of Complaints/Observations

- 11.1 As has already been noted in point 7 under the heading 'Administration', Galw Gwynedd keep a record of complaints/observations on the Seibel system.
- 11.2 We analysed the 142 complaints/observations in the Galw Gwynedd records from January 2013 to December 2013 into several headings. The following headings became evident:
- i. Inflexibility of service (36)
  - ii. Questioning if the cost was correct (24)
  - iii. General enquiries (22)
  - iv. The numbers of comments/complaints between 1-5 in the remainder of the headings
- 11.3 The 100 complaints/comments **from May until December 2013** were analysed in the same manner. The same headings became evident during the busiest time as regards buying a ticket:
- i. Inflexibility of service (17)
  - ii. Questioning if the cost was correct (21)
  - iii. General enquiries (17)
- 11.4 The observations also show that Galw Gwynedd require more information if they are to be able to answer at the first call.
- 11.5 It appears that the learners are not aware
- o of the cost every time,
  - o of the system,
  - o the buses they are allowed to travel on and
  - o the times they can travel with the pass.
- 11.6 There have been 35 complaints from January 2014 up to 6<sup>th</sup> May 2014 with 6 complaints/comments on bus timetables, late buses and bus connections causing difficulties for learners.
- 11.7 It was understood that the Education Department were dealing with the comments/complaints and then noted this on the Seibel to close the record.
- 11.8 The following examples include the Galw Gwynedd analysis when recording the issues.
- 11.9 Examples of our analysis regarding the inflexibility of the service:-
- i. "\*\*\*\*\* has to leave very early on a Wednesday and work late on Thursday – has problems with the bus driver refusing to allow them to use the pass, even

with a letter from the tutor explaining why. Arriva – Llandrillo Dolgellau – Blaenau Ffestiniog on Wednesday 13.30 on a bus that leaves after 7 on Thursday.” Galw Gwynedd have recorded this issue under ‘Issues regarding the attitude of drivers’.

- ii. Student travelling from Porthmadog to Penygroes on a bus and then taking a taxi from Penygroes to Coleg Glynllifon. On the way home there is an hour wait in Penygroes for the college bus. \*\*\*\*\* from the college has been on-line to ask if she can use the service bus. There are at least 10 students in the same situation. Porthmadog to Penygroes then a taxi from Penygroes to Glynllifon.  
Galw Gwynedd have recorded the matter under ‘Taxi Transport’.
- iii. “\*\*\*\*, \*\*\*\*\* tried to get on the number 12 Express Motors bus from Pwllheli yesterday and was told that he could not use his pass until 4.30pm. \*\*\*\*\* went back to college and arrived home at 6pm having paid a £1 to the bus driver this time. Express Motors bus number 12 from Pwllheli.”  
Galw Gwynedd have recorded the matter under ‘Matters concerning the attitude of drivers’.

#### 11.10 Examples of our analysis to questioning if the cost is correct

- i. A Granddaughter of \*\*\*\*\* needs to know why she has to pay £100 for her pass rather than £60. The course is not available in Pwllheli and the other students have paid £60. Can someone phone \*\*\*\*\* back to explain please? Thank you.”  
Galw Gwynedd have recorded the matter under ‘Pass Costs’.
- ii. “The caller is the father of \*\*\*\*\*. \*\*\*\* attended Coleg Glynllifon last term and has now changed to Parc Menai. He paid £60 last term to travel from Porthmadog. The system now shows a payment of £100 to travel to Parc Menai. Can you please phone the caller to confirm how much he should pay? Studying art.”  
Galw Gwynedd has recorded the matter under ‘Travel Pass costs’.
- iii. Customer paid Galw Gwynedd £60 on 18/9/13. Siebel System says that the ticket should be £100 but the customer says that the hair and beauty course is only available in Bangor. Have told the customer he might have to pay the additional £40.”  
Galw Gwynedd have recorded the matter under ‘Pass Costs’.
- iv. Caller phoned yesterday about her daughter \*\*\*\*\* , who had received a discount from £100 to £60, therefore wanted to check that her son is also paying the correct amount (£100). Have explained to Mrs \*\*\*\*\* that this is the correct price as her son is 20, but she wants assurance.  
Galw Gwynedd have recorded the matter under ‘Pass Costs’.

**11.11 Recommendation:**

- a. A suitable, purposeful and convenient service should be provided for further education to ensure that it does not cause an unreasonable amount of stress and does not take an unreasonable amount of time in accordance with the Statutory Learner Travel Guidance.**
  - b. The joint understanding of the further education providers and Galw Gwynedd has to be ensured of Gwynedd Council's Post-16 Education Transport Policy.**
  - c. Relevant and purposeful information should be provided to learners/students and their families using varied and suitable methods.**
- ch) In the spirit of Ffordd Gwynedd, it should be ensured that users' questions are answered by their first contact.**

## **12. Communication and Collaboration**

12.1 The new Measure states the following in terms of 'Publishing Information':-

'The statutory provision regarding Publishing Information and School Transport Policies for Parents states that the information has to be available by 1 October prior to the academic year that is relevant to the information.'

'Parents should be able to understand their options and any cost implications of the choice of school they make for their child. Accordingly it is recommended that local authorities provide parents with information about transport arrangements alongside, or as part of, the information made available about school admissions.'

### **12.2 Gwynedd Council Communication Procedure with learners and their families**

12.3 Gwynedd learners/students currently receive information from many different Institutions and they are expected to contact Galw Gwynedd to purchase a travel pass, except for those who are in Special Schools.

12.4 Before learners leave school the Department of Education sends a standard letter to head teachers in secondary schools and colleges and the heads will share the letter with the learners.

12.5 The letter refers to how to apply and pay for a travel pass and refers them to the Council website for more information. The letter does not refer to financial assistance that may be applied for via Welsh Students Finance.

12.6 The Education Department website includes a heading schools and students with a sub-heading and a link to details of the 16+ Travel Pass and it is noted 'Students can apply to renew their 16+ Travel ticket for the autumn 2014 term from 11 August' but there is no reference to purchasing a new pass. Further relevant information for 16+ learners is available at the Education Department website with a link to the Welsh Students Finance website.

12.7 As previously stated under the heading Impact of Implementing the Post 16 Transport Policy on Learners and their Families, over half of those who completed the questionnaire in May/June say that they did not receive information prior to leaving school.

12.8 The results of the questionnaires also show that the majority had received information that it was possible to make an application for financial assistance via the college, with 16 saying that they did not get the information at all.

### **12.9 Llandrillo Menai Colleges Group Communication Procedure with learners and their families**

12.10 Colleges share information on open evenings and contact schools directly.

They notify students of the transport system and distribute a timetable and a travel pass at the start of every term.

12.11 We were told that every student accepted on a course is referred to the Students Service and receives appropriate information.

**12.12 Recommendation:**

- a) **Gwynedd Council and the post-16 education providers need to collaborate closely to strengthen and reconcile the information provided for learners and their families.**
- b) **Relevant and purposeful information should be provided to learners/students and their families using varied and suitable methods that ensure equal opportunities for all.**

### 13. Understanding of the impact of any change to the Post-16 Education Transport Policy on the Authority, secondary schools and colleges of further education, learners and prospective learners and their families in different areas of the county.

13.1 If the authority resolved to amend the Post-16 Education Transport Policy and increase the charge for the travel pass then it would be necessary to conduct impact assessments of the changes to ensure that the final decision on service provision is based in accordance with the letter from Edwina Hart MBE CStJ AM, Minister for the Economy, Science and Transportation.

13.2 It will be necessary to consider

- the impact on young people and their families
- their ability to pay
- Impact on the performance indicator, namely ‘% of young people 16-18 years old who are not in education, work or training’. The Gwynedd performance in 2013/14 is better than the Wales average performance with the tendency to show an improvement.
- the impact on further education institutions

13.3 The following are some of the options and their impact:

- I. Red Rover Ticket - If the learners/students purchased a [red rover ticket](#) then the cost would be £6.80 per day which means a cost of £32.50 per week to go to College/School.  
The cost for the three terms for **school** learners would be 41 weeks x £32.50 = £1,332.50.  
The cost for the three terms for **college** students would be 37 weeks x £32.50 = £1,202.50.
- II. Charge All the Same Price - Reviewing/charging the same price to all for a travel pass would lead to additional income for the Authority with a possible impact on some education institutions.
  - a. In 2012/13 2098 passes for £60 were sold and 429 passes for £100 which was an income of £168,780 to the Council.
  - b. In 2013/14 2185 passes for £60 were sold and 409 passes for £100 which was an income of £172,000 to the Council.
  - Based on the 2012/13 figures, by increasing the price to all to £80 there would be additional income of £33,380.00 to the Council. Based on the 2013/14 figures by increasing the price to all to £80 there would be additional income of £35,520 to the Council.
  - Based on the 2012/13 figures, by increasing the price to all to £100 there would be additional income of £83,920.00. Based on the

2013/14 figures by increasing the price to all there would be additional income of £87,400.

- Based on the 2012/13 figures by increasing the price by £20 (£80 & £100) the Council would have additional income of £50,540. By increasing the price in the same manner, based on the 2013/14 figures the Council would have additional income of £51,880.
- By increasing the price by 50% based on the 2012/13 figures the Council would receive additional income of £83,390. Based on the 2013/14 figures the Council would receive additional income of £73,730.
- If it is resolved to charge the same price to all then this may have an impact on the numbers who attend the College at Dolgellau.

III. Review the Catchment Areas - If the Authority reviewed the catchment-areas it is possible that this may have an impact on some of the Colleges.

IV. Free Transport Ticket for those that receive Education Maintenance Allowance (EMA) - the Council's systems do not enable us to currently connect the numbers that receive EMA with the numbers that use the EMA to purchase a bus pass. The Assembly has also contacted the Council asking for this information and examining how to do this will be addressed by next educational year.

Based on the figures received from the Education Department: The number of 16+ passes were 1230 with 470 receiving EMA. The figures indicate that 38.2% of students/learners in further education receive EMA.

- On the 2012/13 scenario:  
964 learners/students who went into further education purchased a pass for Term 1 and this includes 36 over 19 years old. In 2012/13 EMA was approved to 1,028 learners/students in Gwynedd.

On the assumption that half of the 946 learners/students in further education receive EMA the other half would need to pay ( $482 \div £168,780.00 = £350.17$  per annum).

If  $\frac{3}{4}$  of the 964 receive EMA (723) then 240 students would pay £703.25 per annum.

## 14. Extending the Brief - Further more creative options

- 14.1 The Cabinet Member's request to extend the brief of the scrutiny investigation was accepted in order to consider further options as the post-16 transport service could not continue in its present guise due to the financial situation facing the Council. This meant that Members of the investigation needed to consider more creative options / recommendations to deliver the service. The request was looked at as an opportunity to add value to the investigation with emphasis on placing the customer at the centre of the service.
- 14.2 There was a need to look to identify savings in the service by:
- Considering flexibility for the system with reduced funding
  - Transforming the existing transport system; and
  - That a process be in place by the 2015/16 school term
- 14.3 The group researched other authorities' practice and drew up a long list of options.
- 14.4 With the help of an independent facilitator, the long list of options was discussed and giving consideration to the alternative methods of providing the service against the following principles that were agreed by the scrutiny investigation group:
- Fairness for all
  - Open to all
  - Flexibility
  - Reasonable cost / affordable
  - Flexible travel time
- 14.5 The main options considered were:
- Arms Length Company
  - Local Transport Partnership
  - Council Buses
  - Scooter – loans
  - Loans to buy motor / bike car
  - Voluntary Sector Buses
  - Change to natural catchment areas
  - Peripatetic teachers/lecturers
  - Share resources across Council Departments
  - Transfer administration to the Colleges
  - Type of Ticket
  - Transfer the whole service to the Colleges
- 14.6 The options were prioritised in the following order:
1. Arms Length Company
  2. Peripatetic teachers/lecturers
  3. Type of ticket
  4. Loans
  5. Council Buses

- 14.7 The above options were assessed together with the option of Transferring Administration to the Colleges and the option of Transferring the Entire Service to the Colleges. The viability of the options, the potential savings, and the presumptions/risks were also assessed by the Strategic Policy Manager for Resources and the Senior Research and Analysis Officer (**Appendix 6**).
- 14.8 If a decision is made to implement any changes in September 2015, the procedure will need to be in place by Easter.
- 14.9 The assessments and the potential savings were considered, and it was seen that the options split into long terms ones, and into ones that could be implemented sooner. The option of having peripatetic Teachers / Lecturers has already been developed. We would need to do much more work on Option 1 and Option 5 – an Arm’s Length Company and the Council’s Buses, and these are viewed as options for the future. The Option of Transferring the Entire Service to the Colleges is viewed as an option that would take a long time to establish and the size of the saving would depend on the amount of contribution that would need to be made to the Llandrillo Menai Colleges Group.
- 14.10 In terms of Option 4 – Loans, hypothetically some savings would be possible, but this would be dependent on the conditions of the loan (a lower interest rate as ‘bait’ would mean an additional cost against the saving) and the numbers taking the loan. Without a substantial number of students taking the loan, it would be unlikely to realise savings as the same transport would still have to be provided.
- 14.11 The realistic savings that would be certain to bring savings to the Council and address the users’ needs would be a combination of the following options:

Option 3 – the Type of Ticket

As the Council is paying the bus companies on the presumption that everyone who has purchased a ticket currently uses it twice a day, 5 days a week, it could be supposed that there would be a possible saving for the Council. Since the Council does not have information on the use of the tickets it is difficult to establish a definite figure for the potential saving. Assuming that 5% of the tickets would not be used at all, there would be a saving of around £38k in a full academic year.

This option would offer advantages for the students due to the flexibility of the ticket. It would make the purchase of a ticket more attractive to students, which would possibly make it easier to justify charging a higher price. Perhaps it should therefore be considered as part of a package of improvements to the system that would involve increasing the price, rather than as a stand-alone option.

Option 6 – Transfer the Administration of Travel Passes to the Colleges

If the Authority was successful in having the Llandrillo Menai Colleges Group agree to work as an agent as it currently does for Anglesey County Council, non-financial

benefits may be possible and there could be a small financial saving – approximately £3,912.

There would be advantages for the learners/students and their families and a release of officers' time in Galw Gwynedd and the Education Department Officer who deals with comments and complaints.

#### Option 7 - Transfer the Transport to College Service to the Llandrillo Menai Group

Savings will be possible, but a firm agreement will need to be negotiated with the Llandrillo Menai Group. The size of the saving would depend on the amount of contribution that would need to be made to the Llandrillo Menai Group.

Furthermore, this option offers the same advantages as the advantages for option 6 – Transferring the Administration of College Travel Passes, in respect of the students and releasing officers' time.

#### **14.12 Recommendations**

- a. The procedure needs to be in place by Easter if it is decided to implement any change in September 2015. We must also remember that the first year saving for the Council would be savings from September 2015 – 31 March 2016.**
- b. Based on the evidence found during the scrutiny investigation, it is recommended that a combination of options should be considered. Options 3, 6 and 7 - changing to a ticketed system, transfer the transport to college service and the administration of college transport tickets to Llandrillo Menai Colleges Group.**
- c. Based on the evidence found during the scrutiny investigation, the same price should be set for everyone.**
- ch. It should be ensured that the service offers an equal opportunity for college students and learners in secondary schools.**
- d. Financial loans should also be provided to purchase a vehicle / motorbike in order to facilitate access to further education and training.**
- dd. We should continue with the good practice of the provision of peripatetic teachers / lecturers and build on the foundation of working in partnership, and review regularly.**
- e. An impact assessment should be undertaken on any proposal to change the transport provision, and ensure that the final decision is based on those assessments.**

## **15. Other matters for the consideration of the Cabinet Member**

- 15.1 The Welsh Government Draft Budget for 2015-16 includes the following under the heading 'Educational Attainment':
- A two year agreement with the Welsh Liberal Democrats which will see the Pupil Deprivation Grant (PDG) rise from £918 to £1,050 in 2015-16 and then again to £1,150 in 2016-17 and extending the PDG to nursery aged children in both years; and
  - A new Youth Concessionary Fares scheme for 16-17 year olds starting in September 2015
- 15.2 The Council and its partners need to understand the different profiles of learners in the years before transition from school to further education. It is recommended that the Council, Education establishments and Careers Wales improve the support for young people prior and during the transition from school to further education.
- 15.3 The Council, the educational establishments and Careers Wales need to collaborate closely to avoid duplication of work and ensure that there is support for the learners/students from the appropriate establishment.

## **16 Reporting back to the Communities Scrutiny Committee**

**The members of the Scrutiny Investigation appreciates that any action will be a matter for the Cabinet Member, however, the members would appreciate a report back on his response to the next Scrutiny Committee meeting with a progress report in six months' time.**

## **Acknowledgements**

We wish to thank the following people for giving evidence, useful information and their ready co-operation:

### Llandrillo Menai College Group

Mr Phillip Roberts, Learner Services Manager.

Mr John Elfyn Gruffydd, Learner Services Manager.

The students who took part in the Focus Groups at Coleg Menai Bangor, Coleg Meirion Dwyfor Pwllheli and Dolgellau.

### Secondary Schools Mr Dewi Lake (Ysgol Y Moelwyn and Ysgol Y Berwyn),

Mr Gareth Morris Jones (Ysgol Botwnnog)

Mr Arwyn Williams (Ysgol Brynrefail)

### Careers Wales

Mrs Sharon Williams, Careers Wales - Gwynedd a Môn Area Manager

Helen Roberts, Careers Wales, Porthmadog

### Clywed

Val Owen, Clywed, Cartref Bontnewydd

### Gwynedd Council

Councillor Sian Gwenllian, the Cabinet Member who was responsible for the service at the beginning of the investigation.

Councillor Gareth Thomas, the Cabinet Member who is now responsible for the service.

Owen Owens, Senior Manager Resources Service (Education)

Eluned Williams, Senior Ancillary Services Manager (Education)

Rhian Wyn Williams, Transport Coordinator (Regulatory Department)

Sion Gwynfryn Williams, Communications Manager

Jennifer Rao, Citizens Panel Co-ordinator

Iwan Wyn Jones, Information and Research Manager

Nia Morris, Youth Services Manager

Martin Andrew Roberts, Gwynedd Ni Co-ordinator

Aled Humphreys, Post 16 Savings Project Manager

Alison Owen, Training Co-ordinator and Link Office Galw Gwynedd Contact Centre

Penrhyndeudraeth

Erica Wyn Roberts, Corporate Policy and Commissioning Manager

Emyr Edwards, Strategic Policy Manager - Resources

Nia Wyn Jones, Senior Research and Analytics Officer

Elfed Morris, Gwynedd and Anglesey Post-16 Education and Training Consortium Manager

Diane Jones, Part Time Data, Systems and Strategic Information Manager, Education Consortium Office

### Others

Brian Cotter, Operations Director, EDGE public solutions

## APPENDIX 1

### Budget Level Comparisons 2013/14

**Service Area:** College Transport

**Comparison Unit:** Number of learners age 16-18 in Further Education establishments

<b>Authority</b>	<b>Budget £'000</b>	<b>Nos. of learners aged 16-18 in Further Education establishments</b>	<b>Budget per comparison unit £</b>	<b>Rank (1=highest)</b>	<b>Index (median=100)</b>
Anglesey	461	1,015	454.19	3	228.0
Gwynedd	893	2,265	394.26	4	197.9
Conwy	369	1,885	195.76	14	98.3
Denbighshire	390	1,965	198.47	12	99.6
Flintshire	664	2,565	258.87	8	129.9
Wrexham	215	2,565	83.82	20	42.1
Powys	662	1,295	511.20	2	256.6
Ceredigion	357	670	532.84	1	267.4
Pembrokeshire	402	1,935	207.75	10	104.3
Carmarthenshire	770	3,050	252.46	9	126.7
Swansea	372	4,240	87.74	19	44.0
Neath Port Talbot	5	3,260	1.53	22	0.8
Bridgend	367	1,835	200.00	11	100.4
Vale of Glamorgan	302	1,525	198.03	13	99.4
Rhondda Cynon Taf	742	2,760	268.84	6	134.9
Merthyr Tydfil	99	540	183.33	15	92.0
Caerphilly	895	2,985	299.83	5	150.5
Blaenau Gwent	199	1,315	151.33	17	76.0
Torfaen	321	1,195	268.62	7	134.8
Monmouthshire	109	645	168.99	16	84.8
Newport	196	1,700	115.29	18	57.9
Cardiff	70	4,150	16.87	21	8.5

### Budget per compassion unit – brief statistics

My authority: Gwynedd	£394.26
My authority's rank amongst the 'family' chosen (1+highest)	4
'Family' median	£199.24
Highest quartile of 'family'	£268.79
Lowest quartile of 'family'	£155.75
The total my authority would need to take from the budget (a –if figure) or add to the budget (a +if figure)	
'Family' median	- £441.700
Lowest quartile of 'family'	- £540.200

APPENDIX 2

**2012-13 Approved applications for Education Maintenance Allowance**

Local Education Authority – (All Learning Centres)	£	£	£	All EMA Awards			All EMA Awards
				£30	£20	£10	
Anglesey	.	.	.	647	*	*	652
Gwynedd	.	.	.	1,003	17	8	1,028
Conwy	.	.	.	1,248	16	*	1,268
Denbigh	.	.	.	992	17	14	1,023
Flint	.	.	.	1,465	21	13	1,499
Wrexham	.	.	.	1,172	17	9	1,198
Powys	.	.	.	1,176	13	9	1,198
Ceredigion	.	.	.	602	9	*	615
Pembroke	.	.	.	1,164	19	9	1,192
Carmarthen	.	.	.	1,763	19	11	1,793
Swansea	.	.	.	2,257	23	13	2,293
Neath Port Talbot	.	.	.	1,506	14	7	1,527
Bridgend	.	.	.	1,310	12	7	1,329
Vale of Glamorgan	.	.	.	1,213	6	5	1,224
Cardiff	.	.	.	3,187	31	14	3,232
Rhondda Cynon Taf	.	.	.	2,432	25	12	2,469
Merthyr Tydfil	.	.	.	649	6	*	656
Caerphilly	.	.	.	1,874	22	12	1,908
Blaenau Gwent	.	.	.	929	5	*	938
Torfaen	.	.	.	874	12	*	887
Monmouthshire	.	.	.	681	11	*	694
Newport	.	.	.	1,571	17	9	1,597
Outside Wales	.	.	.	40	*	*	45
Unknown	.	.	.	6	.	.	6
All applications	.	.	.	29,761	336	174	30,271

Last Updated: 25 September 2013  
Added to Wales Stats: 25 September 2013.  
Next update: September 2014.  
Added to Wales Stats by: September 2014.  
Source: *Student Loans Company*  
Contact: [Post16ed.stats@wales.gsi.gov.uk](mailto:Post16ed.stats@wales.gsi.gov.uk)

This table presents data regarding the number of applications for Education Maintenance Allowances (EMA) by students in schools or further education establishments in Wales that have been approved.

The Wales EMA scheme was presented to 16 year old young people in Wales in 2004/05, and it was extended to include 17 year olds in 2005/06 and 18 year olds in 2006/07.

The data from 2007/08 onwards includes some 19 year olds who were eligible for assistance.

The 2011/12 data is based on applications received by 31 August 2012 and taken by the *Student Loans Company* on 3 September 2012.

The scheme is designed as an incentive for students from low income families to continue in full-time education once they have passed the statutory education age. The EMA is a weekly allowance paid every fortnight to students in educational institutions in Wales.

From the 2011/12 academic year the criteria for the new EMA for a student receiving an award of £30 has changed, and the awards of £10 and £20 are no longer available. Students who are new to the EMA scheme may be eligible for an award of £30 a week, dependent on household income and the family's circumstances. Students who received EMA in 2010/11 who return to education and who satisfy the same eligibility criteria as in 2010/11 will continue to receive their EMA, be that as an award of £10, £20 or £30 a week. No further bonus payments (previously paid in September, January and July), have been made to any students.

The Wales Stats figures for the current academic year are updated monthly and they were correct at the time of publishing the document. They may be adapted following further processes by the *SLC*, for example once applications have been re-distributed from EMA to Apprentice Pathways or to the contrary.

The majority of the figures have been rounded-off to the nearest 5. As a result, perhaps the sums in some lines or columns may not add up to the total noted.

## 2012-13 Approved applications for Education Maintenance Allowances

### Comparison with the Family of Councils only

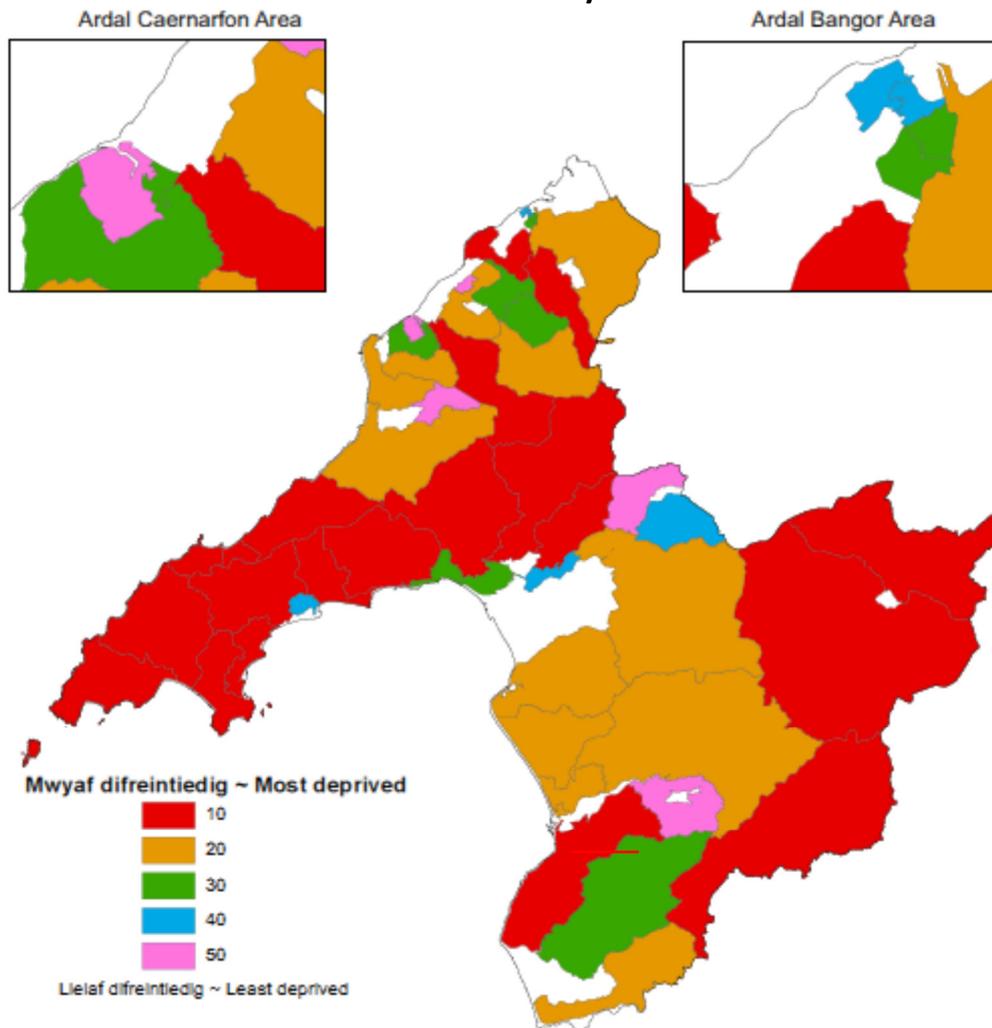
Local Education Authority - (All Learning Centres)	£	£	£	All EMA Awards			All EMA Awards
				£30	£20	£10	
Anglesey	.	.	.	647	*	*	652
Gwynedd	.	.	.	1,003	17	8	1,028
Conwy	.	.	.	1,248	16	*	1,268
Denbigh	.	.	.	992	17	14	1,023
Ceredigion	.	.	.	602	9	*	615
Pembroke	.	.	.	1,164	19	9	1,192
Carmarthen	.	.	.	1,763	19	11	1,793

Local Education Authorities - Secondary Schools	£	£	£	All EMA Awards			All EMA Awards
				£30	£20	£10	
Anglesey	.	.	.	231	.	.	231
Gwynedd	.	.	.	198	.	.	198
Conwy	.	.	.	497	*	*	502
Denbigh	.	.	.	266	*	*	271
Ceredigion	.	.	.	284	*	*	286
Pembroke	.	.	.	491	*	*	499
Carmarthen	.	.	.	529	*	*	532

Local Education Authorities – (Further Education Colleges)	£	£	£	All EMA awards			All EMA awards
				£30	£20	£10	
Anglesey	.	.	.	402	*	*	407
Gwynedd	.	.	.	789	17	8	814
Conwy	.	.	.	731	13	*	746
Denbigh	.	.	.	715	13	12	740
Ceredigion	.	.	.	318	8	*	329
Pembroke	.	.	.	654	15	5	674
Carmarthen	.	.	.	1,199	15	10	1,224

Local Education Authorities – Other Learning Centres	£	£	£	All EMA awards			All EMA awards
				£30	£20	£10	
Anglesey	.	.	.	14	.	.	14
Gwynedd	.	.	.	16	.	.	16
Conwy	.	.	.	20	.	.	20
Denbigh	.	.	.	11	*	.	12
Ceredigion	.	.	.	.	.	.	.
Pembroke	.	.	.	19	.	.	19
Carmarthen	.	.	.	35	*	.	37

**AMSER TEITHIO I YSGOL UWCHRADD / TRAVEL TIME TO SECONDARY SCHOOL**



Diffiniad amser teithio / Definition of Travel Time :

“Amser cyfmedrig teithio cerdded (hyd at 800medr) ac mewn bws. Cyfartaledd y 10 trip byrraf”.

“Mean journey time walking (up to 800 metres) and by bus. Average of 10 shortest trips.”

APPENDIX 4

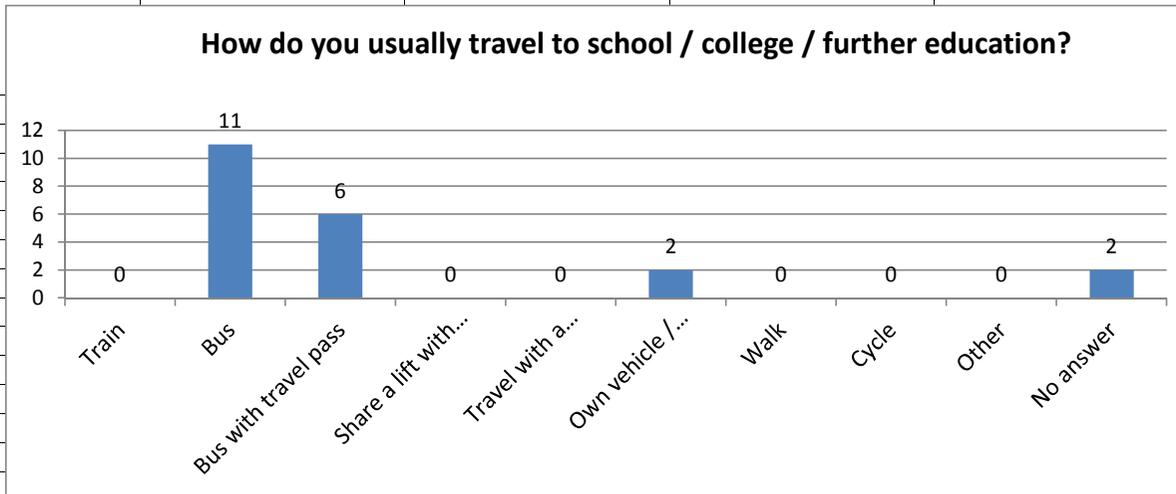
STUDENTS QUESTIONNAIRE ANALYSIS

<b>Number of full questionnaires - Students</b>	<b>21</b>																							
<b>In which village do you live?</b>																								
Answer	20	95.24%																						
No answer	1	4.76%																						
	21	100.00%																						
<b>Which school / college / further education do you attend?</b>																								
Answer	20	95.24%																						
No answer	1	4.76%																						
	21	100.00%																						
<b>How far do you have to travel to school / college / further education?</b>																								
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>	<table border="1"> <caption>How far do you have to travel to school / college / further education?</caption> <thead> <tr> <th>Travel Distance</th> <th>Number of Students</th> </tr> </thead> <tbody> <tr> <td>Less than 3 miles</td> <td>0</td> </tr> <tr> <td>Between 3 miles and 10 miles</td> <td>6</td> </tr> <tr> <td>Between 10 miles and 20 miles</td> <td>8</td> </tr> <tr> <td>Between 20 miles and 30 miles</td> <td>3</td> </tr> <tr> <td>Between 30 miles and 50 miles</td> <td>2</td> </tr> <tr> <td>Over 50 miles</td> <td>0</td> </tr> <tr> <td>No answer</td> <td>2</td> </tr> </tbody> </table>						Travel Distance	Number of Students	Less than 3 miles	0	Between 3 miles and 10 miles	6	Between 10 miles and 20 miles	8	Between 20 miles and 30 miles	3	Between 30 miles and 50 miles	2	Over 50 miles	0	No answer	2
Travel Distance	Number of Students																							
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Over 50 miles	0																							
No answer	2																							
Less than 3 miles	0	0.00%																						
Between 3 miles and 10 miles	6	28.57%																						
Between 10 miles and 20 miles	8	38.10%																						
Between 20 miles and 30 miles	3	14.29%																						
Between 30 miles and 50 miles	2	9.52%																						
Over 50 miles	0	0.00%																						
No answer	2	9.52%																						
	21	100.00%																						

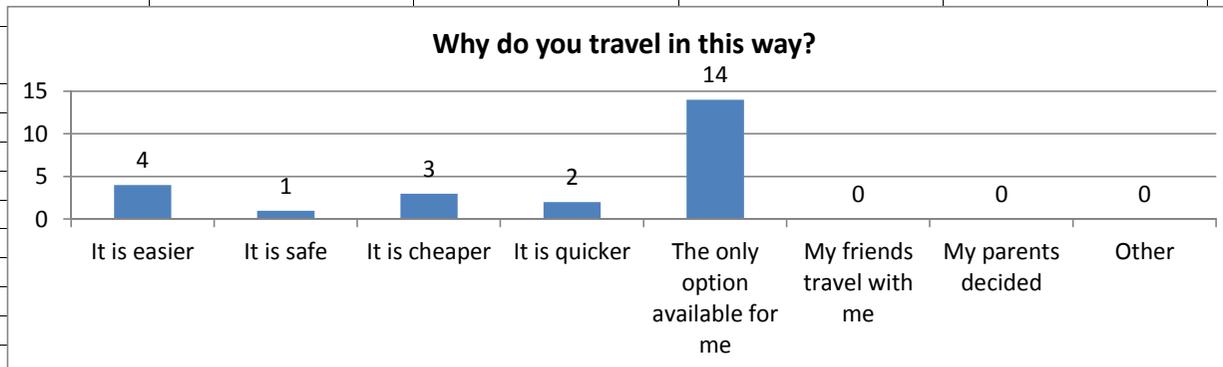
APPENDIX 4

STUDENTS QUESTIONNAIRE ANALYSIS

How do you usually travel to school / college / further education?	Number	Percentage
Train	0	0.00%
Bus	11	52.38%
Bus with travel pass	6	28.57%
Share a lift with another student	0	0.00%
Travel with a parent or another adult	0	0.00%
Own vehicle / motorcycle	2	9.52%
Walk	0	0.00%
Cycle	0	0.00%
Other	0	0.00%
No answer	2	9.52%
	21	99.99%



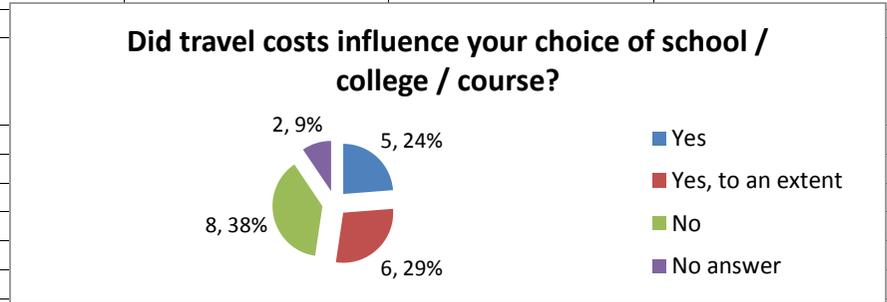
Why do you travel in this way?	Number	Percentage
It is easier	4	16.67%
It is safe	1	4.16%
It is cheaper	3	12.50%
It is quicker	2	8.33%
The only option available for me	14	58.33%
My friends travel with me	0	0.00%
My parents decided	0	0.00%
Other	0	0.00%
	24	99.99%



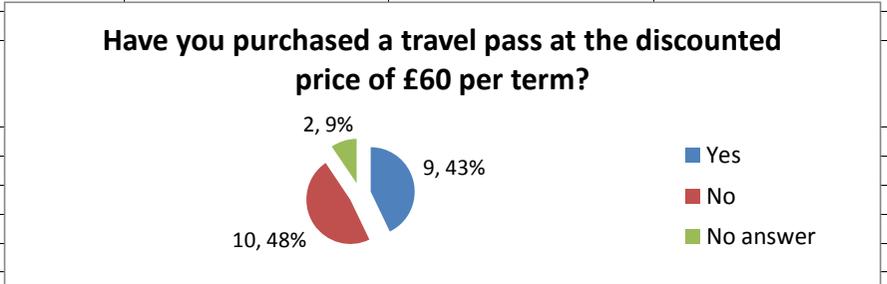
APPENDIX 4

STUDENTS QUESTIONNAIRE ANALYSIS

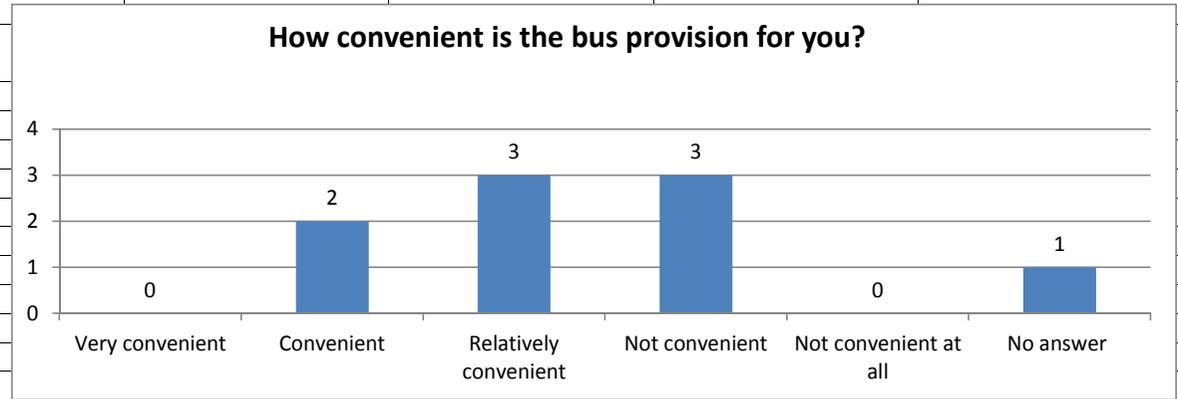
Did travel costs influence your choice of school / college / course?	Number	Percentage
Yes	5	23.81%
Yes, to an extent	6	28.57%
No	8	38.10%
No answer	2	9.52%
	21	100.00%



Have you purchased a travel pass at the discounted price of £60 per term?	Number	Percentage
Yes	9	42.86%
No	10	47.62%
No answer	2	9.52%
	21	100.00%



How convenient is the bus provision for you?	Number	Percentage
Very convenient	0	0.00%
Convenient	2	22.22%
Relatively convenient	3	33.33%
Not convenient	3	33.33%
Not convenient at all	0	0.00%
No answer	1	11.11%
	9	99.99%

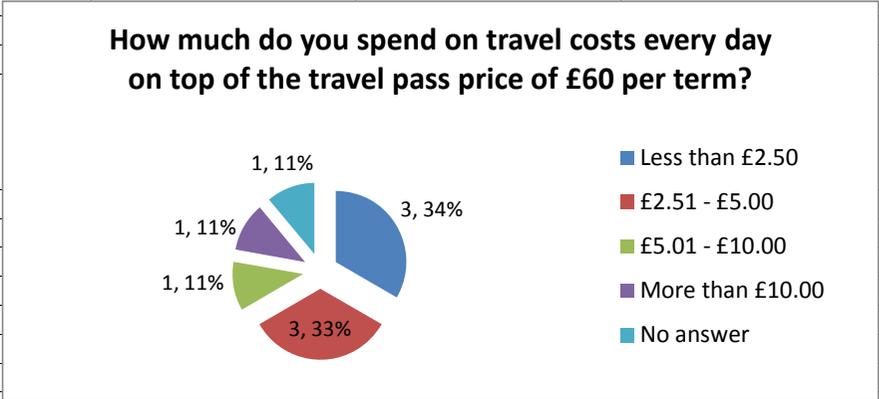


APPENDIX 4

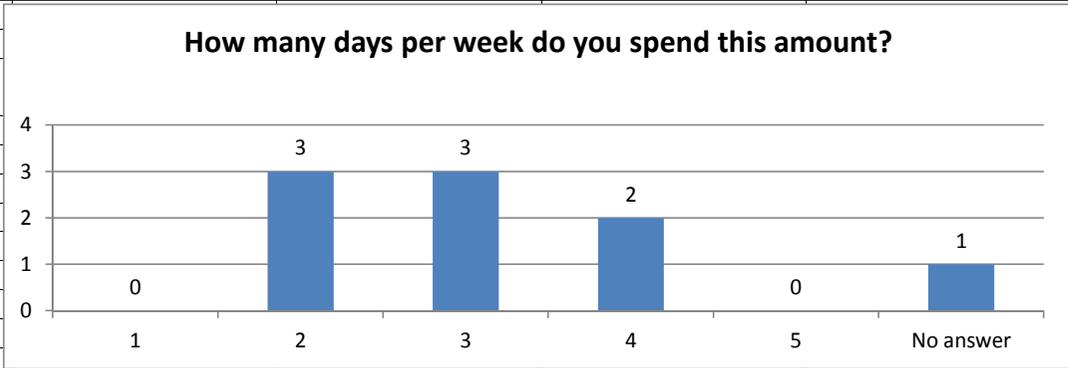
STUDENTS QUESTIONNAIRE ANALYSIS

<b>Note what makes travelling back and forth to school / college / further education inconvenient.</b>		
Answer	3	100.00%
No answer	0	0.00%

<b>How much do you spend on travel costs every day on top of the travel pass price of £60 per term?</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
Less than £2.50	3	33.33%
£2.51 - £5.00	3	33.33%
£5.01 - £10.00	1	11.11%
More than £10.00	1	11.11%
No answer	1	11.11%
	9	99.99%



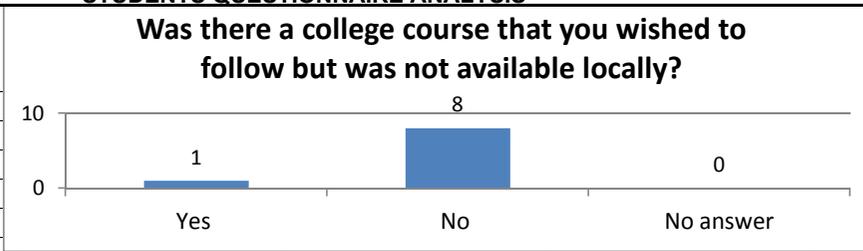
<b>How many days per week do you spend this amount?</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
1	0	0.00%
2	3	33.33%
3	3	33.33%
4	2	22.22%
5	0	0.00%
No answer	1	11.11%
	9	99.99%



APPENDIX 4

STUDENTS QUESTIONNAIRE ANALYSIS

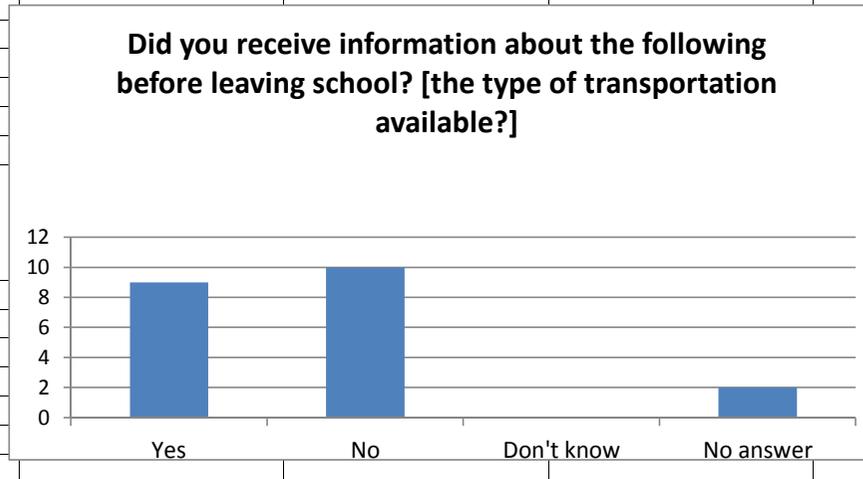
Was there a college course that you wished to follow but was not available locally?	Number	Percentage
Yes	1	11.11%
No	8	88.89%
No answer	0	0.00%
	9	100.00%



**Note the details:**

Answer	1	100%
No answer	0	0.00%

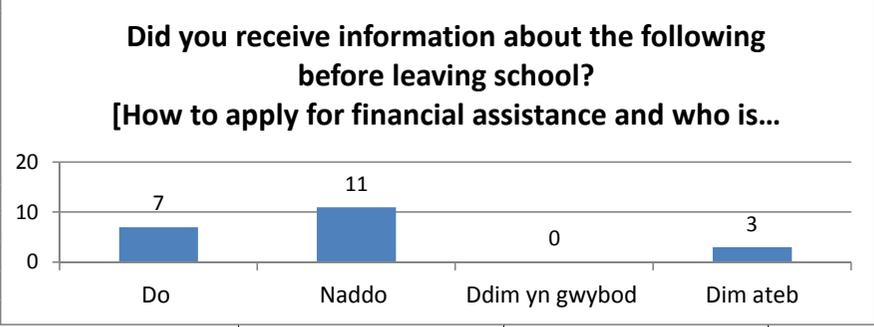
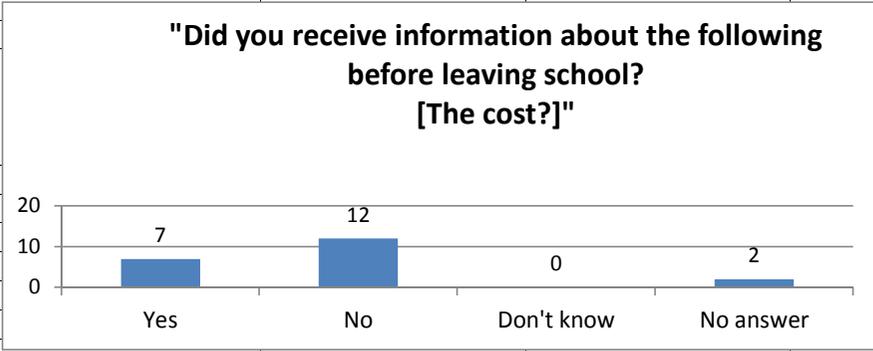
Did you receive information about the following before leaving school? [the type of transportation available?]	Number	Percentage
Yes	9	42.86%
No	10	47.62%
Don't know	0	0.00%
No answer	2	9.52%
	21	100.00%



APPENDIX 4

STUDENTS QUESTIONNAIRE ANALYSIS

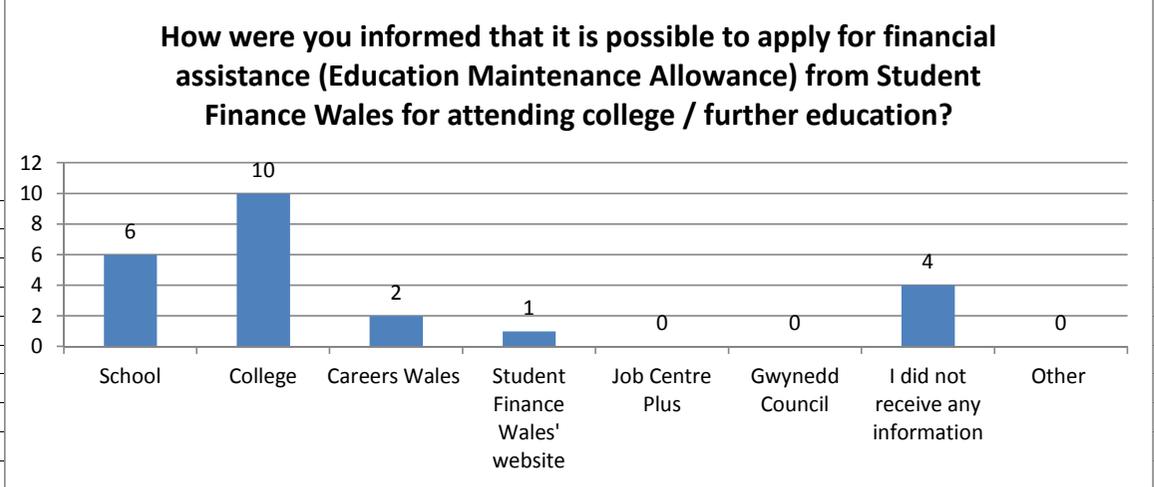
<b>Did you receive information about the following before leaving school? [The cost?]</b>									
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>							
Yes	7	33.33%							
No	12	57%							
Don't know	0	0.00%							
No answer	2	9.52%							
	21	99.99%							
<b>Did you receive information about the following before leaving school? [How to apply for financial assistance and who is eligible?]</b>									
<b>Ateb</b>	<b>Nifer</b>	<b>Canran</b>							
Do	7	33.33%							
Naddo	11	52.38%							
Ddim yn gwybod	0	0.00%							
Dim ateb	3	14.29%							
	21	100.00%							



APPENDIX 4

STUDENTS QUESTIONNAIRE ANALYSIS

How were you informed that it is possible to apply for financial assistance (Education Maintenance Allowance) from Student Finance Wales for attending college / further education?		
Answer	Number	Percentage
School	6	28.57%
College	10	47.62%
Careers Wales	2	9.52%
Student Finance Wales' website	1	4.76%
Job Centre Plus	0	0.00%
Gwynedd Council	0	0.00%
I did not receive any information	4	19.05%
Other	0	0.00%
		109.52%
	23	

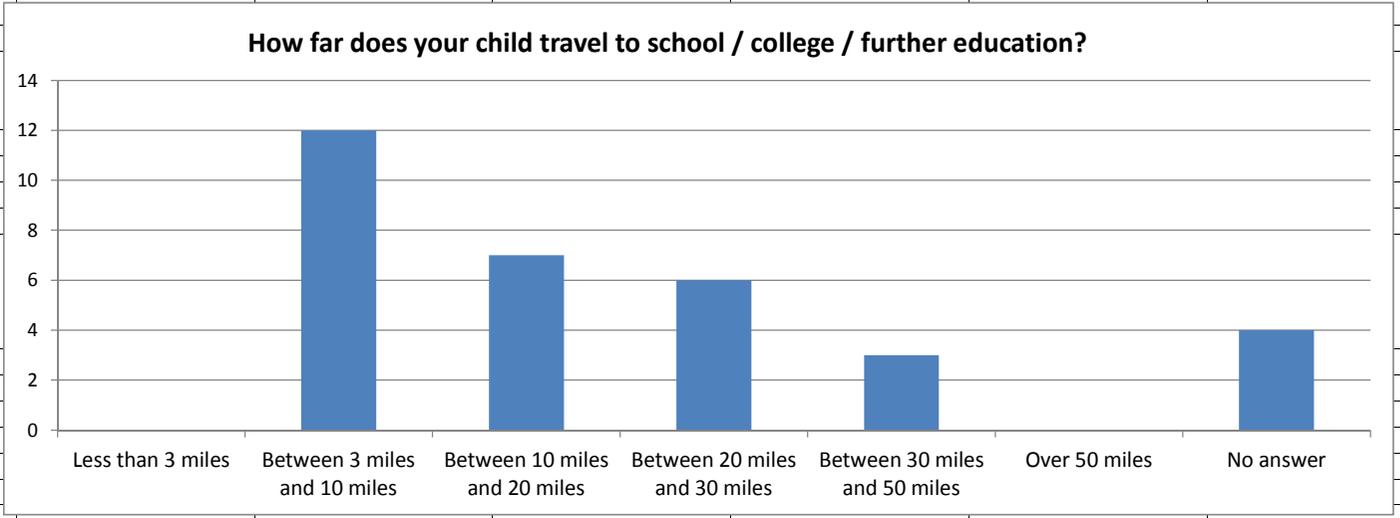


**Appendix 5  
Analysis of Families Questionnaire**

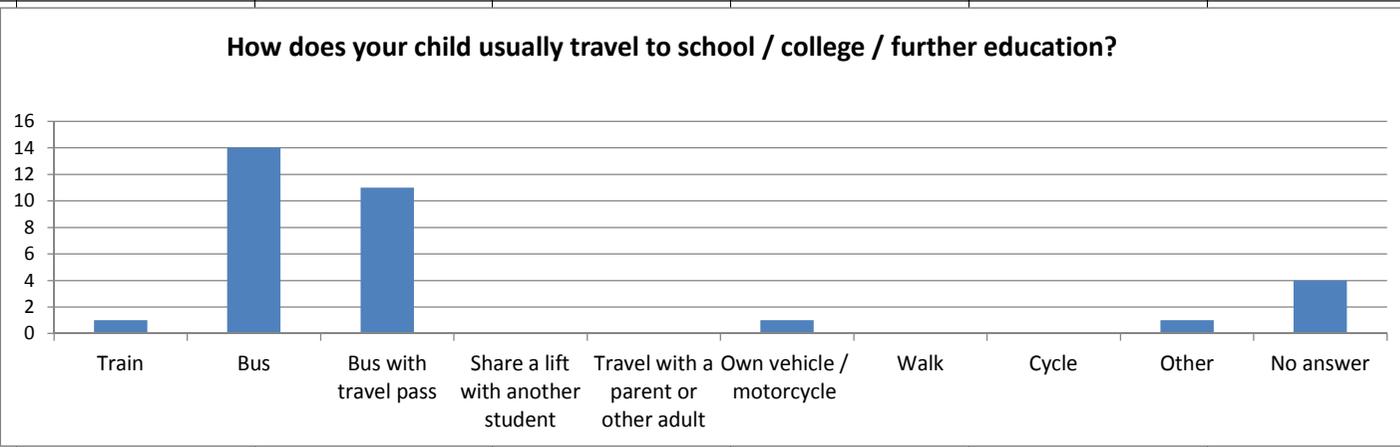
<b>Number of full questionnaires - Families</b>	32	
<b>In which village do you live?</b>		
Answer	29	90.63%
No answer	3	9.38%
	32	

<b>Which school / college / further education does your child attend?</b>		
Answer	28	87.50%
No answer	4	12.50%
	32	100.00%

<b>How far does your child travel to school / college / further education?</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
Less than 3 miles	0	0.00%
Between 3 miles and 10 miles	12	37.50%
Between 10 miles and 20 miles	7	21.88%
Between 20 miles and 30 miles	6	18.75%
Between 30 miles and 50 miles	3	9.38%
Over 50 miles	0	0.00%
No answer	4	12.50%
	32	100.01%



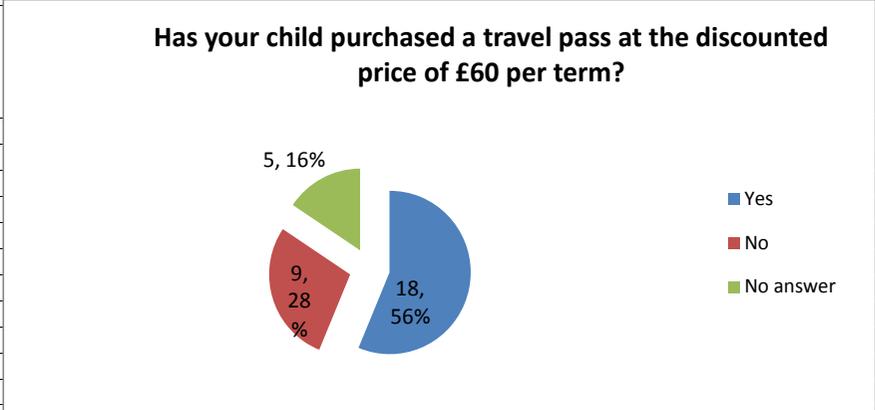
<b>How does your child usually travel to school / college / further education?</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
Train	1	3.13%
Bus	14	43.75%
Bus with travel pass	11	34.38%
Share a lift with another student	0	0.00%
Travel with a parent or other adult	0	0.00%
Own vehicle / motorcycle	1	3.13%
Walk	0	0.00%
Cycle	0	0.00%
Other	1	3.13%
No answer	4	12.50%
	32	100.02%



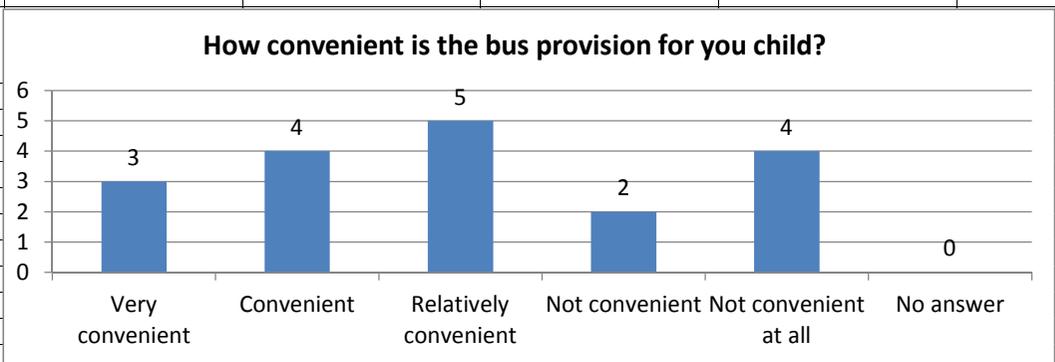


**Appendix 5  
Analysis of Families Questionnaire**

<b>Has your child purchased a travel pass at the discounted price of £60 per term?</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
Yes	18	56.25%
No	9	28.13%
No answer	5	15.63%
	32	100.01%



<b>How convenient is the bus provision for you child?</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
Very convenient	3	16.67%
Convenient	4	22.22%
Relatively convenient	5	27.78%
Not convenient	2	11.11%
Not convenient at all	4	22.22%
No answer	0	0.00%
	18	100.00%



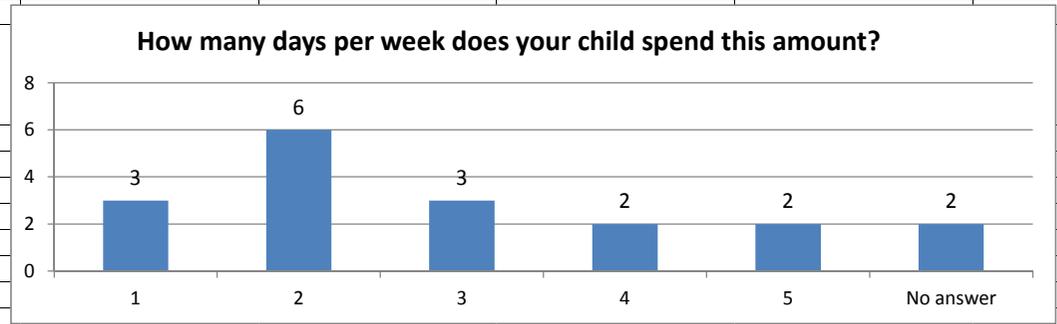
<b>Note what makes travelling back and forth to school / college / further education inconvenient.</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
Answer	5	83.33%
No answer	1	16.67%
	6	100.00%

**Appendix 5  
Analysis of Families Questionnaire**

Answer	Number	Percentage
Less than £2.50	9	50.00%
£2.51 - £5.00	7	38.89%
£5.01 - £10.00	2	11.11%
More than £10.00	0	0.00%
No answer	0	0.00%
	18	100.00%



Answer	Number	Percentage
1	3	16.67%
2	6	33.33%
3	3	16.67%
4	2	11.11%
5	2	11.11%
No answer	2	11.11%
	18	100.00%



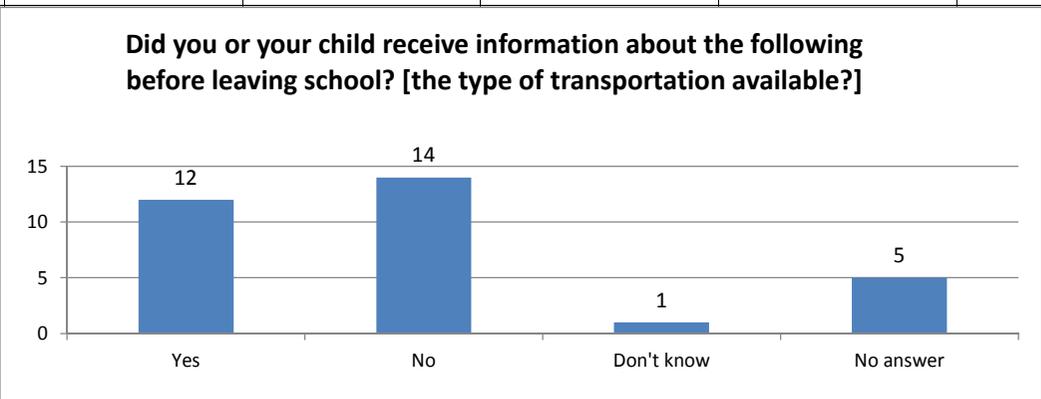
Answer	Number	Percentage
Yes	3	16.67%
No	15	83.33%
No answer	0	0.00%
	17	100.00%



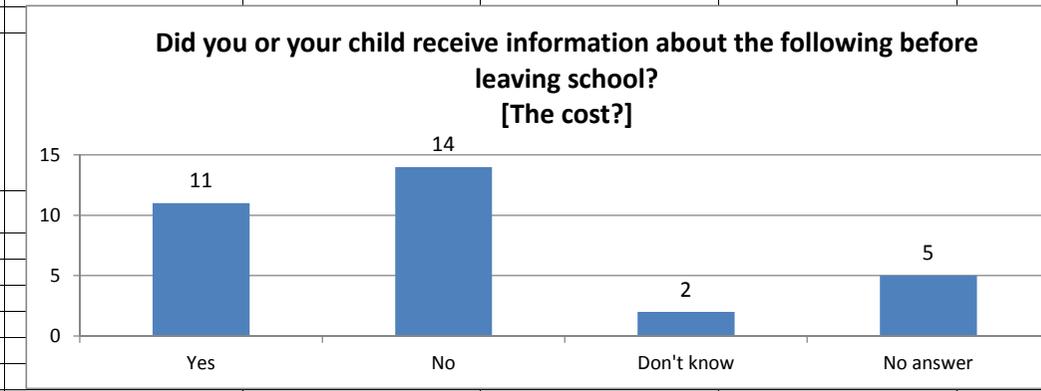
Answer	Number	Percentage
Yes	3	100.00%
No answer	0	0.00%
	3	

**Appendix 5  
Analysis of Families Questionnaire**

<b>Did you or your child receive information about the following before leaving school? [the type of transportation available?]</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
Yes	12	37.50%
No	14	43.75%
Don't know	1	3.13%
No answer	5	15.63%
	32	100.01%

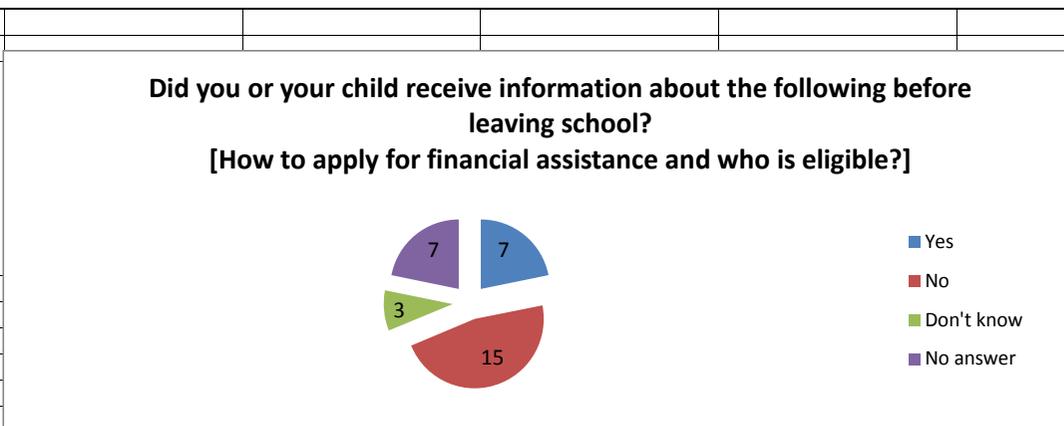


<b>Did you or your child receive information about the following before leaving school? [The cost?]</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
Yes	11	34.38%
No	14	43.75%
Don't know	2	6.25%
No answer	5	15.63%
	32	100.01%

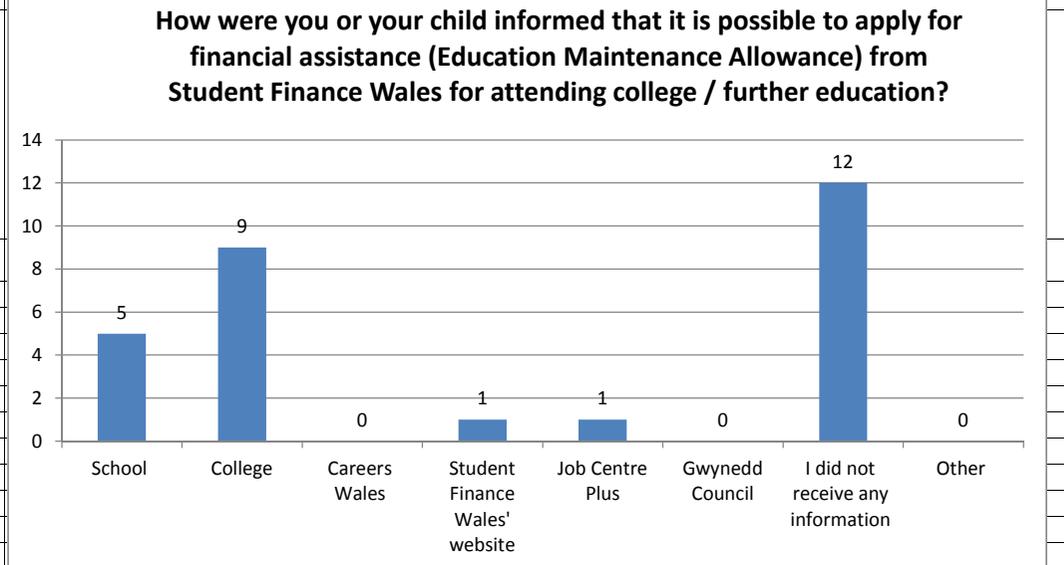


**Appendix 5  
Analysis of Families Questionnaire**

<b>Did you or your child receive information about the following before leaving school? [How to apply for financial assistance and who is eligible?]</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
Yes	7	21.88%
No	15	46.88%
Don't know	3	9.38%
No answer	7	21.88%
	32	100.02%



<b>How were you or your child informed that it is possible to apply for financial assistance (Education Maintenance Allowance) from Student Finance Wales for attending college / further education?</b>		
<b>Answer</b>	<b>Number</b>	<b>Percentage</b>
School	5	17.85%
College	9	32%
Careers Wales	0	0.00%
Student Finance Wales' website	1	3.57%
Job Centre Plus	1	3.57%
Gwynedd Council	0	0.00%
I did not receive any information	12	42.86%
Other	0	0.00%
	28	99.99%



**Note what makes travelling back and forth to school / college / further education inconvenient.**

**Appendix 5**  
**Analysis of Families Questionnaire**

She has had to move to Nefyn (staying with family and friends) because getting to Porthmadog to catch the bus is so difficult. Walking to Penrhyn is not an option as she would have to leave so early and the road is very dangerous						
Can only use one type of public transport with the discounted pass, i.e. the train. She has to pay herself if there is no convenient train. Also, the trains are not running at the moment because of the work being carried out to rebuild Briwet Bridge.						
The travel pass is only valid at certain times - my child has had to pay for an adult ticket to travel at times, e.g. after choir practice, lectures being changed or cancelled. On one occasion, my daughter was removed from a bus because her pass was not valid and she did not have any money and had to wait in Pwllheli for three hours!!						
The college closes at 12pm on Wednesdays but they cannot use their travel pass until 4.30pm (the usual bus)						
<b>Was there a college course that your child wished to follow but was not available locally? Note the details.</b>						
The local college should be Dolgellau even though we live in Arfon, Council insisted they are go to Dolgellau. That college is about 54 miles no way of getting there before 9am less the Council supply a taxi to Beddgelert taking 2 hours compared 30 miles to Bangor a single bus 45 minutes. Completely no common sense and an excessive waste of money all round. No way of appealing unless your local college doesn't provide your course.						
Performing arts course only available in Coleg Menai.						

An assessment of the Options

<p><b>Number and Title of the option</b></p>	<p><b>1. An Arm's Length Company from the Council</b></p>
<p><b>Background / reason for prioritising the option</b></p>	<p>The “long list of ideas” document outlined recent developments in Cheshire East, where the Council there has established a wholly-owned company to be responsible for transport services.</p>
<p><b>Assessment of the viability of the option</b></p>	<p>It is important to note that what was done in Cheshire East is much more extensive than, and very different to, the scope of this Scrutiny Investigation.</p> <p>The activities outsourced there include school crossing patrol officers, as well as the coordination of all transport in the area (public, schools and social care transport). It does not include post-16 transport at all as the authority has already ceased to provide this, and the responsibility for this has been transferred to the schools and colleges.</p> <p>It should also be noted that there is no intention for the arm's length company to run its own vehicles directly. As in Gwynedd, the Council (and subsequently the company), arranged transport that is mainly provided by private tenderers. The <u>coordination</u> work is what has been transferred to a company.</p> <p>The business case of Cheshire East is based on the assumption that outsourcing the service will allow for:</p> <ul style="list-style-type: none"> <li>• A better service for users as staff have more free time to respond to their needs rather than the requirements of the authority's system</li> <li>• More imagination / entrepreneurship in order to expand services</li> <li>• Income to be gained by offering the service to nearby local authorities, workplaces or colleges (as colleges are responsible for transport there)</li> <li>• The protection of the authority’s reputation, as the company would be considered responsible for accidents or problems in the service.</li> </ul> <p>It is also fair to say that this is part of a broader political shift towards establishing such arrangements: <i>“the desire of the council is for service delivery to migrate to external delivery vehicles wherever possible”</i>.</p> <p>Therefore, there is a question of how relevant the idea is to this Investigation; it certainly does not seem practical to establish a company to coordinate post-16 transport whilst continuing to administrate all other transport directly. This would be entirely contrary to the Council’s recent movement towards merging all transport activities in a single Unit and would lead to duplication and</p>

	<p>loss of coherence.</p> <p>With this in view, the figures noted below presume that the Council would externalise <u>all</u> the Council’s transport activities to an arm’s length company, and that a proportion of any saving could then be attributed to the post-16 field.</p>																
<p><b>Assessment of the potential savings</b></p>	<p>The business case of Cheshire East forecasts a net saving of £884k after five years, as follows:</p> <table border="1" data-bbox="475 622 1407 1061"> <thead> <tr> <th></th> <th>Saving £’000</th> </tr> </thead> <tbody> <tr> <td>Selling the service to other local authorities</td> <td>400</td> </tr> <tr> <td>Offering a service to local workplaces and colleges</td> <td>195</td> </tr> <tr> <td>Consultation service for other councils</td> <td>9</td> </tr> <tr> <td>Lower costs for transport tenders as a result of more freedom and a commercial attitude</td> <td>188</td> </tr> <tr> <td>Purchasing fewer support services from the authority</td> <td>45</td> </tr> <tr> <td>Lower employee costs – unclear how – lower pension contribution for new employees?</td> <td>47</td> </tr> <tr> <td><b>Total</b></td> <td><b>884</b></td> </tr> </tbody> </table> <p>On the basis that the expenditure of Cheshire East on transport contracts is approximately £10.8m, compared to £6.7m in Gwynedd, it can therefore be estimated roughly that there would be an equivalent saving of approximately £550k in Gwynedd.</p> <p>On the basis that post-16 transport accounts for approximately 11% of Gwynedd's transport cost, a notional saving of <b>£60k</b> can be estimated for post-16 transport.</p>		Saving £’000	Selling the service to other local authorities	400	Offering a service to local workplaces and colleges	195	Consultation service for other councils	9	Lower costs for transport tenders as a result of more freedom and a commercial attitude	188	Purchasing fewer support services from the authority	45	Lower employee costs – unclear how – lower pension contribution for new employees?	47	<b>Total</b>	<b>884</b>
	Saving £’000																
Selling the service to other local authorities	400																
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Lower costs for transport tenders as a result of more freedom and a commercial attitude	188																
Purchasing fewer support services from the authority	45																
Lower employee costs – unclear how – lower pension contribution for new employees?	47																
<b>Total</b>	<b>884</b>																
<p><b>Assumptions / risks</b></p>	<p>The scale of the abovementioned saving – indeed, the ability to make any saving whatsoever—depends on a number of key assumptions:</p> <ul style="list-style-type: none"> <li>• The desire of other nearby councils to purchase the service – almost half of the saving figure relies on this.</li> <li>• The ability to offer a service to other bodies. It would not be possible to offer it to post-16 colleges in Gwynedd as the Council provides the transport anyway, and there is a question regarding the potential of selling to the private sector in an area such as Gwynedd.</li> <li>• Transport costs would reduce as a result of a more commercial attitude when tendering. Whilst there is an element of ‘common sense’ involved, it is difficult to place a figure against it; the need to go all the way to have a company with a commercial attitude can also be questioned. It is also difficult to know whether there is the same scope to identify savings in the contracts of both authorities.</li> </ul>																

## APPENDIX 6

	<p>It should also be noted that the estimates of Cheshire East show a more pessimistic situation (“worst-case”), which shows a saving of £233k after five years. This would translate to approximately £145k in Gwynedd or approximately £10k in the post-16 field.</p> <p>As noted above, this would mean that the authority’s entire Transport field would be transferred to a company. Therefore, this is much broader than Post-16 and a number of considerations would arise in terms of the Council's influence over the company's activity and the political will to go down this route.</p>
<b>Conclusions</b>	<p><b>This option is much broader than Post-16 Transport as there would be a need to include all the Council's transport activity.</b></p> <p><b>Hypothetically, savings would be possible (£145k - £550k; but this would be across all the Council’s transport fields). However, this depends on a number of assumptions that would not necessarily be as relevant in Gwynedd (in particular the ability to sell the service to nearby councils and other bodies).</b></p>

<b>Number and Title of the option</b>	<b>2. Peripatetic Teachers / Lecturers</b>
<b>Background / reason for prioritising the option</b>	The “long list of ideas” document outlined an idea whereby teachers/lecturers would travel to the students rather than students travelling to them.
<b>Assessment of the viability of the option</b>	<p>It appears that the two different types of post-16 provision must be considered separately i.e. further education / tertiary colleges, and the 6th form provision within schools (Arfon + Berwyn).</p> <p>In relation to the <b>colleges</b>, there is a question of how much influence the Council would have in getting them to change their arrangements in order to reduce our costs. Lecturers already undertake some travelling between college sites; one would expect that cost considerations are already an important element in this (although not transport costs specifically perhaps).</p> <p>In terms of the provision at <b>schools</b>, the Council would have greater influence on the situation and the option certainly seems possible.</p>
<b>Assessment of the potential savings</b>	<p>In relation to the <b>colleges</b>, it is very difficult to assess whether there would be any possible savings; we have been unable to access the detailed information about course provision / numbers / sites etc. that would be required to form an estimate. It is possible that individual situations arise from time to time where the Council and colleges could discuss changing the provision in order to reduce transport costs. However, overall it can be supposed that duplicating the same courses across a number of sites, with a lower number of students attending each course would lead to significantly higher costs for the colleges and it is therefore doubtful how willing they would be to cooperate.</p> <p>In relation to the <b>schools</b>, it is again difficult to assess the savings (if any) without very detailed information about the location of courses / pupil numbers / transport arrangements etc. We have so far been unable to collect all this information, and it would require significant detailed analysis which would be time-consuming.</p> <p>In principle at least it is difficult to suppose that it would produce any savings. It can be assumed that the current system has been developed (partially at least) to make better use of teachers’ time and to be more cost-effective, where it is likely that duplicating the provision across more sites would lead to some courses becoming uneconomical to provide.</p>

	<p><u>Example:</u> Take a situation where the post-16 pupils from three schools come together for a specific subject (i.e. pupils from two schools travel to the other school). Suppose that the subject teaching hours are 4 hours per week (2 hours twice).</p> <p>Having the teacher teach the subject 3 times, at 3 different sites, would mean having to pay at least 12 hours of additional teaching time costs (8 hours of teaching and an estimated 4 hours of travelling (½ hour back and forth 4 times)).</p> <p>While the cost would vary according to the teacher's pay scale, it could easily be at least £25,000 annually if you take the teacher's travelling costs into account (this does not include any higher premises costs either).</p> <p>Would it be worth paying £25k annually in order to avoid transport costs? This would depend on the number of pupils in question and the cost of the transport, but <u>on average</u> the net transport cost of each post-16 pupil for the Council is around £1,000 - £1,200 a year. Therefore, at least 20 pupils (between the other 2 schools) would need to avoid the need to travel solely to recoup the additional teaching costs; this is unlikely when considering the numbers that take up these courses.</p> <p>Once again it is possible that there are individual situations where teachers sharing their time between sites would lead to a saving – but from the information to hand it is impossible to tell. However, it is difficult to see how it could be viable if adopted as an overall policy.</p>
<b>Assumptions / risks</b>	<p>As noted above, the lack of detailed information about the numbers and the nature of the current provision makes it difficult to draw any firm conclusions. It is also difficult to know whether the provision would be exactly the same if the teachers and lecturers were peripatetic – it is possible that the numbers for some subjects / courses would then mean that they would not be viable at all.</p>
<b>Conclusions</b>	<p><b>Although the lack of detailed information prevents us from making a detailed analysis, it appears that this option would lead to the duplication of teachers' time and the loss of economies of scale in terms of schools and teaching resources; it is difficult to anticipate how any substantial savings could be derived. It is also doubtful how much influence the Council would have in trying to change the colleges' provision.</b></p> <p><b>It is possible that there are individual cases where this could be undertaken occasionally, and there might be a scope to further</b></p>

## APPENDIX 6

	<p><b>establish to what degree is minimising the total cost (education + transport) taken into account when deciding on the specification of course provision.</b></p>
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<p><b>Number and Title of the option</b></p>	<p><b>3. Ticket type</b></p>
<p><b>Background / reason for prioritising the option</b></p>	<p>This arose from a discussion in the workshop; the idea that a more sophisticated ticket / pass system could be established, that could be used on any bus at any time. This would give students more flexibility and would mean that “dropping out” of courses would not lead to a waste of money (as they would not have to pay for one term at a time).</p>
<p><b>Assessment of the viability of the option</b></p>	<p>There is no reason why this could not be a viable option, although there would be a capital cost involved with any new technology (ticket scanning machines etc.) that would be needed to implement the option. If it would be possible to adapt the technology ‘aged 60+ pass’ that already exists then the capital cost is very much lower (no obvious reason why this could not be made).</p>
<p><b>Assessment of the potential savings</b></p>	<p>Currently the Council pays the bus companies on the assumption that everyone who bought a ticket, use them twice a day, on 5 days a week.</p> <p>Changing to a more sophisticated system would potentially mean paying less to the bus companies as they are paid on the basis of real use rather than assume that the tickets are being used every day. At present it is not possible to know if each person makes full use of their tickets (or indeed what bus company they use).</p> <p>It is estimated, on the basis of the number of tickets purchased in 2013/14, if say 5% of the journeys are not "real", the Council would save around <b>£38k</b> if we pay the companies on the basis of actual use. Assuming 10% would lead to a saving of around <b>£76k</b>.</p> <p>As noted above it is impossible to know exactly how much "in-use" is there at the moment and therefore exactly how much saving there would be.</p> <p>It is possible that the additional flexibility offered, would mean the students are more willing to pay a higher charge for the service, and that the additional income can therefore in addition to the above savings.</p> <p>Against that however we would lose some income, as students would not then have to then pay on the basis of a season at a time and we would therefore lose any income which is "falling out".</p> <p>In summary, it appears therefore that there is a potential saving here but would need a lot of detailed work to assess the extent of that correctly.</p>
<p><b>Assumptions / risks</b></p>	<p>As noted this option could facilitate charging a higher cost for the service but a number of other elements (non-financial) would have to be assessed before doing so.</p>

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	<p>Any potential to amend the payments to bus companies for actual usage would depend on the detail of how the current system operates – this information is not currently to hand. As already stated is not possible, at this stage, to know if the tickets are used in full, or on which bus the tickets are used.</p> <p>When submitting ticket scanning machines it should be noted that the risk of fraud is possible as with the aged 60+ tickets.</p>
<b>Conclusions</b>	<p><b>As the Council pays the bus companies on the assumption that everyone who bought a ticket use them twice a day, 5 days a week at the moment, presumably there would be potential saving to the Council. As the Council does not have information on the use of the tickets it is difficult to get a definite figure for the potential saving. Presuming that 5% of the tickets are not being used at all it would be a saving of around £38k.</b></p> <p><b>This option would offer advantages from the point of view of the students through the flexibility of the ticket. It would make a purchase of a ticket more attractive to students, thus potentially making higher charging easier to justify. Perhaps it should therefore be considered as part of a package of amendments to the order involving raising the charge, rather than as an option in its own right.</b></p>

<b>Number and Title of the option</b>	<b>4. Financial loan to buy a vehicle or motorbike</b>
<b>Background / reason for prioritising the option</b>	An idea was presented of providing financial loans to students to buy a vehicle/motorbike to facilitate their access to education and training.
<b>Assessment of the viability of the option</b>	The option would be practical although there would be associated administrative costs.
<b>Assessment of the potential savings</b>	<p>As it would be a loan, there would be no cost apart from the scheme's administrative costs. (Unless the interest rate was set lower than the market level in order to increase take-up).</p> <p>The saving would be dependent on the numbers taking the loan and the resulting savings of providing transport for them (the saving would not necessarily be realised – e.g. if only one or two ceased to travel by bus, the bus would still have to be provided).</p> <p><u>Hypothetically</u> as the net cost of transport for each student is around £1,000 – £1,200 for the Council, savings would be realised; e.g. if only 10% of the students took the option the saving could be £80k or more, but this would be totally dependent on the ability to reconfigure the transport provision to correspond to the reduction in numbers – which is far from certain.</p>
<b>Assumptions / risks</b>	Parents willing to pay? Licence, insurance, helmets, cars not an option for 16 year olds.
<b>Conclusions</b>	<b>Hypothetically there could be possible savings, but this would be dependent on the conditions of the loan (a lower interest rate as 'bait' would mean an additional cost against the saving) and the numbers taking the loan. Without a substantial number of students taking the loan, it would be unlikely to realise savings as the same transport would still have to be provided.</b>

<b>Number and Title of the option</b>	<b>5. Council buses</b>
<b>Background / reason for prioritising the option</b>	The “long list of ideas” document outlined Dorset Council’s purchase of 19 buses (6 with CCTV and safety belts installed); 7 school buses with 70 seats and 12 buses with lowered floor access as part of the council’s fleet. They had opted for this route because the lack of competition between the bus companies had led to higher costs. These buses are tendered out for use on services where public transport is unable to meet the needs.
<b>Assessment of the viability of the option</b>	The decision was not taken specifically for post-16 transport; it was also for social services transport and public transport. In addition, the council buses only operate on rural routes where public transport is unable to meet the need. Dorset Council purchased the buses in 2007, and therefore it is not possible to see the council’s business case for doing so, or the benefits which derived from the decision.
<b>Assessment of the potential savings</b>	Dependent on: the number of buses required; maintenance and purchase costs; current costs of the bus companies.  If our tendering process is currently effective it is difficult to anticipate that there would be substantial savings as the running costs of the buses would be similar, whether the service was run by external companies or by the Council itself.
<b>Assumptions / risks</b>	The Council would need to have the capacity to maintain a fleet of buses, parking space etc.
<b>Conclusions</b>	<b>It is difficult to see how running our own bus company would lead to savings, and if it did, it suggests that our tendering process for post-16 transport is currently ineffective.</b>

<p><b>Number and Title of the option</b></p>	<p><b>6. Transfer the Administration of College Travel Passes</b></p>
<p><b>Background / reason for prioritising the option</b></p>	<p>The option had been included on the “long list of ideas” as it was found that the Llandrillo Menai Group is operating as an agent for Anglesey County Council.</p>
<p><b>Assessment of the viability of the option</b></p>	<p>Coleg Menai used to administrate the passes on behalf of Gwynedd Council and Anglesey County Council before the two Councils started charging for travelling to further education establishments. Anglesey County Council continued with the same arrangement as Coleg Menai had agreed to be an agent for them.</p> <p>It was understood from the Education Department at Anglesey County Council that they ask Coleg Menai for £60 per annum, with the College then charging an administration fee of 7.5% of the sale on the Council. The work includes collecting the money and paying the Education Department directly. Coleg Menai sends an invoice to Anglesey County Council for 7.5% of the sale less £60.</p> <p>Passes for Anglesey Council school children are administrated by the Council and it was reported that the procedure for schools was troublesome as the pass is a plain one for school children.</p> <p>The advantages of the procedure of Anglesey County Council for the student are</p> <ul style="list-style-type: none"> <li>- they receive a pass on the day</li> <li>- they discuss with one establishment rather than two or three</li> <li>- the pass states the buses that the student may travel on</li> </ul> <p>The advantage for the authority is that</p> <ul style="list-style-type: none"> <li>- the arrangement is less troublesome as many resources are required to undertake the work.</li> </ul> <p>The advantage for the College is that</p> <ul style="list-style-type: none"> <li>- they have a definite record of who travels on the buses to support the health and safety side on the buses.</li> </ul>
<p><b>Assessment of the potential savings</b></p>	<p>If the Authority was successful in having the Llandrillo Menai Group work as an agent as it currently does for Anglesey County Council, a small financial saving could be realised and there would also be non-financial benefits.</p> <p>If we used the college travel passes sales figures for 2013/14 – £166,220 and had we asked Coleg Menai to administrate on the same basis on which they act as an agent for Anglesey, the saving would be</p>

	<p>as follows:-</p> <table border="1" data-bbox="472 271 1401 432"> <tr> <td>Galw Gwynedd fee for the Education Department</td> <td>£16,319</td> </tr> <tr> <td>Bill for the Authority from the Llandrillo Menai Group</td> <td>£12,407</td> </tr> <tr> <td>Saving</td> <td><b>£ 3,912</b></td> </tr> </table> <p>Perhaps the actual saving for Gwynedd would be less, depending on whether an element of the Galw Gwynedd fee includes part of their overhead costs.</p> <p>Transferring the administration to the Llandrillo Menai Group would</p> <ul style="list-style-type: none"> <li>• Release Galw Gwynedd officers’ time as 2,515 passes were sold to college students in the 2013/14 academic year. Only 70 passes were sold to secondary school pupils and 9 passes to University students during the 2013/14 academic year out of 2,594 passes sold.</li> <li>• Release Galw Gwynedd officers’ time during September –November specifically and the first weeks at the start of term.</li> <li>• Release an officer’s time in the Education Department who responds to comments/complaints (most during September – November and at the start of terms).</li> </ul> <p>It might be possible to make a small saving after releasing the time of the above officers.</p>	Galw Gwynedd fee for the Education Department	£16,319	Bill for the Authority from the Llandrillo Menai Group	£12,407	Saving	<b>£ 3,912</b>
Galw Gwynedd fee for the Education Department	£16,319						
Bill for the Authority from the Llandrillo Menai Group	£12,407						
Saving	<b>£ 3,912</b>						
<p><b>Assumptions / risks</b></p>	<p>Failing to reach an agreement with the Llandrillo Menai Group.</p> <p>There could be a risk of losing some income, as the students would not be required to pay per term, therefore we would lose the income of any students who dropped out.</p>						
<p><b>Conclusions</b></p>	<p><b>If the Authority was successful in having the Llandrillo Menai Group to work as an agent as it currently does for Anglesey County Council, a small financial saving could be realised and there would also be non-financial benefits.</b></p> <p><b>There would be advantages to the learners/students and their families and a release of officers’ time in Galw Gwynedd and for the Education Department Officer who deals with comments and complaints.</b></p>						

<b>Number and Title of the option</b>	<b>7. Transfer the Transport to College Service to the Llandrillo Menai Group</b>
<b>Background / reason for prioritising the option</b>	<p>The “long list of ideas” introduced the idea of transferring the service for College travel to the Llandrillo Menai Group, including the work of preparing contracts.</p> <p>Many local authorities have had some success in externalising ‘provider and planning’ contracts by introducing a <b>school</b>-based contract where the tenderers were asked to plan the services based on information about the demand. There are two good examples of this in Essex (2009) and more recently in East Lothian in 2012/13 where the process of externalising the ‘planning and management’ has led to savings, as this encouraged better use of resources.</p>
<b>Assessment of the viability of the option</b>	<p>The Llandrillo Menai Group has the experience of working as an agent for Anglesey County Council. Coleg Menai used to administrate the passes on behalf of Gwynedd Council and Anglesey County Council before the two Councils started charging for travel to further education establishments.</p> <p>The Llandrillo Menai Group would be required to prepare contracts with transport companies and process and administrate travel passes.</p> <p>The Education Department currently commissions the Integrated Transport Unit to provide transport to the colleges and schools. If it were decided to transfer the transport to college service to the Llandrillo Menai Group, the Education Department would be commissioning the Llandrillo Menai Group to provide transport to the colleges. There would be a need to collaborate regularly with the Llandrillo Menai Group as is currently happening with the Integrated Transport Unit.</p>
<b>Assessment of the potential savings</b>	<p>Gwynedd’s budget for transport to the colleges (2014/15) is £170,000. By transferring the service to the Llandrillo Menai Group this suggests that there would be a saving of the same amount, but we must consider whether we would be required to make a contribution in order to have an agreement with them.</p> <p>The table below shows the effect of different levels of contribution on the potential saving.</p>

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	<b>Contribution</b>	<b>Amount</b>	<b>Saving</b>
	0%	0	£170,000
	5%	£8,500	£161,500
	10%	£17,000	£153,000
	20%	£34,000	£136,000
	25%	£42,500	£127,500
	50%	£85,000	£85,000
	75%	£127,500	£42,500
	<p>It would release the time of the Integrated Transport Unit Officer, the Galw Gwynedd officer, and the time of the Education Department Officer who responds to the comments/complaints (most of them during September – November and at the beginning of terms).</p>		
<b>Assumptions / risks</b>	<p>Failing to reach an agreement with the Llandrillo Menai Group.</p> <p>A risk that the contribution required would be high, therefore there would be no advantage from transferring the service.</p>		
<b>Conclusions</b>	<p><b>Savings will be possible, but a firm agreement will need to be negotiated with the Llandrillo Menai Group. The size of the saving would depend on the amount of contribution that would need to be made to the Llandrillo Menai Group.</b></p> <p><b>Furthermore, this option offers the same advantages as the advantages for option 6 – Transferring the Administration of College Travel Passes, in respect of the students and releasing officers' time.</b></p>		

**A. BLAENRAGLEN PWYLLGOR CRAFFU CYMUNEDAU 2014/2015**

**COMMUNITIES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME 2014/15**

Ymchwiliadau Craffu Cyfredol	Current Scrutiny Investigations
<p><b>Cludiant Ôl-16</b> Ymchwiliad i weithrediad y Polisi Cludiant Addysg Ôl-16 ar lawr gwlad</p>	<p><b>Post-16 Transport</b> Investigation into the implementation of the Post-16 Education Transport Policy on the ground</p>
<b>4 Gorffennaf 2014</b>	<b>4 July 2014</b>
<p><b>1. Hylendid Bwyd (Perfformiad)</b> Cadernid y gwasanaeth a ddarperir gan y Cyngor mewn maes allweddol o ran iechyd cyhoeddus ac o ran hyfywdra yr economi leol</p>	<p><b>1. Food Hygiene (Performance)</b> The robustness of the service provided by the Council in a key field of ensuring public health and the viability of the economy</p>
<p><b>2. Diweddariad Gwasanaethau Bws yn Arfon</b> Adroddiad yn dilyn trafferthion cytundebol diweddar</p>	<p><b>2. Update Bus Services in Arfon</b> Report following recent contractual difficulties</p>
<b>1 Hydref 2014</b>	<b>1 October 2014</b>
<p><b>1. Cartrefi Cymunedol Gwynedd</b> Adroddiad Blynnyddol</p>	<p><b>1. Cartrefi Cymunedol Gwynedd</b> Annual Report</p>
<p><b>2. Ymchwiliad Craffu Balchder Bangor</b> Adroddiad Cynnydd gan yr Aelod Cabinet</p>	<p><b>2. Bangor Pride Scrutiny Investigation</b> Progress Report by the Cabinet Member</p>
<p><b>3. Parcio</b> Adroddiad terfynol yr adolygiad parcio</p>	<p><b>3. Parking Fees</b> Final report on the parking review</p>
<p><b>4. Hylendid Bwyd</b> Adolygiad o gynnydd ar gynllun gweithredu mwn ymateb i Arolwg Asiantaeth Safonau Bwyd</p>	<p><b>4. Food Hygiene</b> Review of progress on action plan in response to a Food Standards Agency Inspection</p>
<b>2 Rhagfyr 2014</b>	<b>2 December 2014</b>
<p><b>1. Monitro Gorfodaeth Meysydd Carafanau</b> Adroddiad ar drefniadau monitro meysydd carafanau</p>	<p><b>1. Monitoring Enforcement of Caravan Parks</b> Report on the monitoring arrangements of caravan parks</p>

<p><b>2. Trafnidiaeth Gyhoeddus</b> Adroddiad ar y Gweithgor Aelodau - Matrics Cludiant Cyhoeddus</p>	<p><b>3. Public Transport</b> Draft Report on Post-16 Education Transport Scrutiny Investigation Report on the Members Working Group – Public Transport Matrix</p>
<p><b>3. Cludiant Addysg OI-16</b> Adroddiad yr Ymchwiliad Craffu Cludiant Addysg Ôl-16</p>	<p><b>3. Post-16 Transport</b> Report of the Post-16 Education Transport Scrutiny Investigation</p>
<p><b>4. Cynllun Gwarchod Arfordir Gwynedd</b> Craffu'r Cynllun</p>	<p><b>4. Gwynedd Coastline Protection Plan</b> Scrutinising the Plan</p>
<p><b>5. Pont Briwet</b> Diweddariad a herio oedi gyda'r cynllun</p>	<p><b>5. Pont Briwet</b> Update and scrutinising the delays on the scheme</p>

24 Chwefror 2015 (Pwyllgor Trosedd ac Anhrefn)	24 February 2015 (Crime and Disorder Committee)
<p><b>1. Gwastraff Gweddilliol</b> Adroddiad ar ddysgu gwersi o'r casgliadau sbwriel pob 3 wythnos yn Nwyfor</p>	<p><b>1. Residual Waste</b> Report on lessons learnt from collecting rubbish every 3 weeks in Dwyfor</p>
<p><b>2. Cadw'r Budd yn Lleol</b> Craffu'r adolygiad – prosiect strategol</p>	<p><b>2. Retaining Economic Growth Locally</b> Scrutinize the review – strategic project</p>
<p><b>3. Canolfannau Hamdden</b> Diweddariad ar Adolygiad Hamdden gan <i>Just Solutions</i> Adroddiad ar broffil defnyddwyr y Canolfannau Hamdden</p>	<p><b>3. Leisure Centres</b> Update on the Leisure Review by Just Solutions Report on profile of Leisure Centre service users</p>
<p><b>4. Siarter Iaith Gymraeg Ysgolion Cynradd Gwynedd</b> Adroddiad ar waith y bartneriaeth (yn amodol ar ddatblygiad gwaith yr Ymchwiliad Craffu Addysg Gymraeg gan y Pwyllgor Gwasanaethau)</p>	<p><b>4. Gwynedd Primary Schools' Welsh Language Charter</b> Report on the work of the partnership (subject to the development of the Welsh Language Scrutiny Investigation by the Services Committee)</p>
<p><b>5. Partneriaeth Diogelwch Cymunedol</b> Adroddiad ar waith partneriaethol</p>	<p><b>5. Community Safety Partnership</b> Report on partnership work</p>

Eitemau Ychwanegol Posib	Possible Additional Items
<p><b>1. Cymunedau Cryf</b> (Perfformiad / Cynllun Strategol)</p>	<p><b>1. Strong Communities</b> (Performance / Strategic Plan)</p>
<p><b>2. Digartrefedd</b> Ymchwiliad Craffu posib</p>	<p><b>2. Homelessness</b> Possible Scrutiny Investigation</p>
<p><b>3. Strategaeth Lletya Pobl Hŷn</b> (Perfformiad)</p>	<p><b>3. Older Peoples Accommodation Strategy</b> (Performance)</p>