

# CITY AND COUNTY OF SWANSEA

## NOTICE OF MEETING

You are invited to attend a Meeting of the

## EXTERNAL FUNDING PANEL

**At:** Committee Room 5, Guildhall, Swansea

**On:** Wednesday, 6 April 2016

**Time:** 3.30 pm

**Chair:** Councillor Rob Stewart

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### Membership:

Councillors: M C Child, W Evans, R Francis-Davies, J E C Harris, D H Hopkins, A S Lewis, C E Lloyd, J A Raynor and C Richards

## AGENDA

Page No.

- 1 **Apologies for Absence.**
- 2 **Disclosures of Personal and Prejudicial Interests.**  
[www.swansea.gov.uk/disclosuresofinterests](http://www.swansea.gov.uk/disclosuresofinterests)
- 3 **Minutes.** 1 - 2  
To approve and sign as a correct record, the Minutes of the previous External Funding Panel.
- 4 **Overview of Current and Forthcoming European and External Funding Applications.** 3 - 33
- 5 **Community Action Transformation Fund.** 34 - 63

**Next Meeting:** To Be Confirmed.



**Patrick Arran**  
Head of Legal and Democratic Services  
30 March 2016

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**Contact: Democratic Services: - 636923**

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE EXTERNAL FUNDING PANEL

HELD AT COMMITTEE ROOM 5, GUILDHALL, SWANSEA ON  
WEDNESDAY, 3 FEBRUARY 2016 AT 3.30 PM

**PRESENT:** Councillor C Richards (Chair) Presided

**Councillor(s)**

W Evans  
J A Raynor

**Councillor(s)**

R Francis-Davies

**Councillor(s)**

C E Lloyd

**Officer(s)**

Allison Lowe  
Spencer Martin  
Paul Relf

Democratic Services Officer  
Voluntary Sector Relationship Coordinator  
European Officer

33 **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors M C Child, A S Lewis and R C Stewart

34 **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS.**

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interests were declared:

Councillor C Richards – Personal – Minute No.36 – Overview of Current and Forthcoming European and External Funding Applications (European Social Fund) – Member of Gower College Swansea Management Board.

35 **MINUTES.**

**RESOLVED** that the Minutes of the meeting of the External Funding Panel held on 2 December 2015 be approved as a correct record.

36 **OVERVIEW OF CURRENT AND FORTHCOMING EUROPEAN AND EXTERNAL FUNDING APPLICATIONS.**

The European Officer provided an update of current and forthcoming European and External funding applications.

Members noted the progress in respect of the Heritage Lottery Fund (HLF) – Enterprise, European Regional Development Fund (ERDF) Priority 4 Objective 4 proposal for Kingsway employment hub, European Regional Development Fund (ERDF) Priority 4 Objective 4 Welsh Government ‘Use it or Lose it’ scheme submissions, URBACT III, Urban Innovative Actions, European Social Fund in respect of Cynydd, Cam Nesa and Workways+.

They also received updates in respect of the Rural Development Plan 2014-2020 and information regarding projects delivered via the European Fisheries Fund.

**RESOLVED** that:

- 1) The bid for support from the HLF for phase 1 works to the Hafod Copperworks site be submitted for the 11 February 2016 deadline;
- 2) The Cynydd application and funding package be supported.

The meeting ended at 4.30 pm

**CHAIR**

## Joint Report of the Interim Head of Child & Family Social Services & Interim Principal Officer for Wellbeing

External Funding Panel – 6 April 2016

### OVERVIEW OF CURRENT AND FORTHCOMING EUROPEAN AND EXTERNAL FUNDING APPLICATIONS

<b>Purpose:</b>	WG funding for Group Therapy Pilot Project for Looked After & Care Leaving Teenagers at Risk of their own Children becoming LAC
<b>Policy Framework:</b>	Safe LAC Reduction Strategy. Sustainable Swansea. Early Years Prevention Strategy.
<b>Reason for Decision:</b>	<p>To accept the offered funding proposal from WG for a therapeutic initiative to break the generational cycle of LAC children becoming young parents who often have their own children become LAC.</p> <p>The funding will support a 3 year Pilot Project with the intended outcome of reducing future generations of families already know to Child &amp; Family Social Services becoming LAC plus improving outcomes for our Children Leaving Care.</p>
<b>Consultation:</b>	Access to Services, Finance, Legal. WG.
<b>Recommendation(s):</b>	To accept the funding as set out in the Grant Offer Letter from WG.
<b>Report Author:</b>	Karen Benjamin. Julie Thomas.
<b>Finance Officer:</b>	Steve Davies. Chris Davies.
<b>Legal Officer:</b>	Stephen Holland
<b>Access to Services Officer:</b>	Rhian Millar

## 1. Introduction

- 1.1. The purpose of this paper is to provide: evidence of the identified need and target group for the proposal; an outline of the proposed Pilot for external funding; the rationale for external funding of the Pilot and to secure agreement by the Panel to the Offer Letter provided by WG.
- 1.2. There is a national problem with instances of families with repeated removals of children into statutory social services care. With generation after generation in families experiencing a blueprint of poor parenting which the next generation repeats.
- 1.3. We intend to pilot a therapeutic intervention programme aimed at teenagers in care and care leaving parents, who are at risk of losing their children. The intention is to break the negative cycle and prevent the poor parenting legacy from continuing through generations of families.
- 1.4. The therapist would do individual / couple and predominantly group work sessions. The focus of the work is not practical parenting skills, but will be around developing emotional literacy. To aid understanding where the deficits from their parenting have hurt, damaged them, helping them make the links with their difficulties which could include aggressive, angry, violent outbursts, self-numbing, alcohol misuse, substance misuse, legal highs or young people involved in sexual exploitation and high risk behaviours.
- 1.5. A common feature for young care leavers is a history of disrupted attachments and trauma. With the right support these young people can learn to live, love and parent in a healthier way than they experienced in their childhoods.
- 1.6. Young people with attachment difficulties learn best with consistent people over a lengthy period of time; 2-3 years. This creates trusted relationships, consistency of care and support, a safe environment for open and difficult conversations, builds a secure base for sustainable change and resilience. Sustained change requires investment of time.

## 2. The Pilot Proposal

### Context and Target Group

- 2.1. Our target group are young vulnerable Looked After Children and Care Leavers in Swansea who are or are about to become parents. And who are at risk of having their babies/ children removed from their care. Their babies / children will be on the Child Protection Register at risk of harm and / or in the Public Law Outline process at risk of Care Proceedings. Their babies / children will be identified as at risk of accommodation by statutory services.

2.2. Across the UK Looked after young people are at greater risk of teenage pregnancy and are 2.5 times more likely to become pregnant than other teenagers. Looked after children are more likely to become sexually active earlier than other groups of children. A quarter of young women leaving care are either pregnant or already mothers, and almost half of female care leavers become mothers between the ages of 18 and 24. Pregnant looked after children are less likely than other groups to choose abortions or adoption because of personal childhood experiences.

2.3. In Swansea we know from existing data that in the last 5 years 39 mothers in care or care leavers have had 41 children removed from their care. It is much harder to track data on young fathers who are in care or care leavers; however, it's likely to be a similar figure. The full picture may be bigger still as this has not been a specific KPI for measurement.

2.4. It is recognised through research that the health and educational needs of looked after children are different from and greater than many other groups of children and young people. Research by Action for Children indicates that 75% of adult mental health problems (excluding dementia) start before someone is 18 with over 50% starting before a child is 14 (*DoH & NHS England 2015*). Dr Marina Amaral's research into depression amongst care leavers (in Scotland) 2014 identified significant differences in the mental health rates between children aged 11 to 15, the prevalence of mental disorders for children looked after by local authorities compared with non-looked after children were as follows:

- Emotional disorders: 14% compared with 5%.
- Conduct disorders: 35% compared with 6%.
- Hyperkinetic disorders: 8% compared with 1%.
- Any childhood mental disorder: 41% compared with 9%.

Only 6% of care leavers go to university - compared with 38% of all young people. 23% of the adult prison population has been in care and almost 40% of prisoners under 21 were in care as children (only 2% of the general population spend time in prison).

2.5. Teenagers who become parents are known to experience more educational, health, social and economic difficulties than young people who are not parents. Consequently, their children may be exposed to greater social deprivation and disadvantage. These outcomes have been demonstrated to be more adverse still in the case of looked-after children who become parents. This is because this group is more likely than others to be unemployed, have more mental health problems, be expected to be independent and have little appropriate support.

### Why Group work?

2.6. Group Work is used positively and widely in a variety of settings from; business, schools, universities, social activity settings, to; parenting programmes and therapy settings. Group work has a number of evidenced benefits:

- It reduces isolation and improves social support networks;
- It can help maintain motivation and commitment to shared goals;
- Gives individuals the opportunity to share and hear experiences from their peers;
- Peer involvement works like a mirror to reflect back onto individual's experience;
- It Increases the opportunity for young people to identify in their own lives the difficulties that are being targeted. Examples are young people recognising domestic violence, controlling behaviours, and grooming behaviours in other people's situations and transferring that knowledge to themselves.

### What is different about our Pilot Proposal?

2.7. Group work in social care is usually short term, 12-16 week, manualised programmes, addressing single issues, for example; practical parenting, domestic violence, anger management, anxiety, self-esteem, confidence building. They are targeted at the problematic behaviours or symptoms and have benefit where situations are single issue problems. However most interventions are not aimed at the underlying emotional, mental health, vulnerability needs of Looked after children and care leavers, who are at higher risk of having a history of insecure attachments, poor parenting experiences, with shame, self-blaming belief systems and dysfunctional coping styles.

2.8. This pilot proposes a medium term, up to 3 year, programme of therapeutic input in order to help these young parents develop the skills and insight necessary to parent their own children in a different, healthier way; whilst also developing an understanding of the impact of their own history, learning about attachment, trauma recovery, self-compassion and reflective parenting.

2.9. In Swansea the young care leaving parents referred to the ITS-therapy team are described as having anger management problems; volatile and often violent relationships with partners/ peers; poor communication capabilities. All have histories of trauma/ emotional abuse/ sexual abuse/ neglect/ insecure attachment patterns. There are a number of local support groups for: young dads, domestic abuse, Prada plus practical parenting programmes providing a valuable role in practical parenting skills. These are often run by social workers, support workers or staff with specialist training in the target area.

2.10. In contrast the Pilot group would be led by a qualified therapist who is able to understand and meet the underlying needs of complex traumatised young people rather than single issue interventions. This intervention is already working with individual parents via our ITS-therapy team. We would like to reach more parents using a group therapy model and increase our capacity for this target group with this Pilot project.

- 2.11. With the right support more of these young parents can develop the ability to understand the impact of their experiences on them, their relationships and their parenting ability. They can develop self-compassion, reflective skills and emotional containment and regulation.
- 2.12. The anticipated result is better emotional and mental health for young parents, less need for self-numbing behaviours, addictions, better capacity for communication and relationships. Thereby:
- Reducing the need to remove children from their parents and becoming LAC. (In line with the safe lac reduction strategy)
  - Increasing the likelihood of successfully and positively parenting their child. (Breaking the generational cycle of poor outcomes)
  - Increasing the opportunities to secure training, employment, moving out of poverty and to contribute positively to local Swansea communities. (Sustainable Swansea)
  - Decreasing the reliance on statutory services with significant future cost reductions (Safe lac reduction strategy and Sustainable Swansea)
- 2.13. Goal setting and review through collation of quantitative and qualitative data would be a crucial part of the project. Outcomes would be monitored and reported annually throughout the 3 year project.

### **3. The Rationale for Invest to Save Funding**

- 3.1. The invest to save element of this project is in essence cost reduction in the following Child & Family budget areas:
- Cost of Care proceedings
  - Cost of legal hours based on time recording for year 14/15
  - Cost of social worker hours based on equivalent estimate time recording for the year 14/15
  - Average cost of LAC placement based on the 26 weeks of care proceedings
  - Cost of average Interagency Adoption fees / support package
- 3.2. The Grant from WG has the benefit of covering the majority of the cost of a temporary full time equivalent Therapist post for the duration of the 3 year Pilot.
- 3.3. The Grant is repayable but in reduced instalments over future years. No interest is charged on the monies. At the point of repayment the cost reduction 'savings' from the pilot will have freed up sufficient element of the therapeutic budget to repay the Grant without risk of budget overspend.
- 3.4. A WG funded Pilot may also attract a higher calibre of applicant for the Therapist post. Within this labour market there is a tendency for applicants to want only part time contracts that allow them to supplement their income with private work at a potentially higher



remuneration. However the structured nature of the Pilot, potential research benefits and links with WG are likely to prove more attractive to candidates as a means of future career development.

3.5. The Pilot proposal has already been submitted to WG for funding on an Invest to Save Initiative circulated for consideration corporately. The application was submitted on 22<sup>nd</sup> January 2016. Confirmation of successful completion of Stage 1 was received shortly after.

3.6. Interim Principal Officer Karen Benjamin and ITS-therapy Assistant Team Leader Frances Charles attended a Stage 2 Interview Panel at the WG offices on 15<sup>th</sup> February 2016.

3.7. Confirmation of a successful bid ratified by the Minister was received on 23<sup>rd</sup> February 2016.

3.8. Offer letter with associated terms and conditions of accepting the Grant received on 4<sup>th</sup> March 2016. Attached at Appendix A

#### **4. Equality and Engagement Implications**

4.1. An EIA Screening Form has been completed with the agreed outcome that a full EIA report was not required. Attached at Appendix B.

4.2. The EIA process takes into account the United Nations Convention on the Rights of the Child (UNCRC) which Council has embedded into the Authority's Policy Framework. The UNCRC is relevant to the report as it relates to an area within Child & Family Social Services where the Pilot works positively to support the right to family life and the rights of a child to live safely without fear of harm

4.3. The Pilot will comply with Welsh Language Standards: specifically, we have considered how to maximise any benefits and minimise any adverse effects on:

4.3.1. opportunities for people to use the Welsh language

4.3.2. treating the Welsh language no less favourably than English.

Welsh speaking applicants for the new Therapist post will be encouraged at point of recruitment. Any literature or reports produced for or relating to the Pilot will be available bilingually.

#### **5. Financial Implications**

5.1. This paper recommends the acceptance of a Financial Invest to Save Grant from the WG. The total amount of the Grant is £105,792.

5.2. The monies are to be claimed annually throughout the 3 year project. If the monies are not claimed in full by April 2019 the monies will be lost. WG must receive the signed letter on or before end of April 2016 or this award of Funding will automatically be withdrawn.

5.3. The details of the financial implications of the Grant are set out clearly in the Offer Letter attached at Appendix A.

5.4. The remainder of the monies (£11,755.20 pa for 3 years) required to finance the Pilot will be paid from the Therapeutic Budget code within Child & Family Social Services. This Budget has sufficient funds to pay the contribution. This has been agreed with the relevant Budget Officer for Child & Family Social Services.

**6. Legal Implications**

6.1. There are legal implications attached to the acceptance of the funding from WG. These are set out in detail in the Offer Letter attached at Appendix A

**7. Background Papers:** None

**8. Appendices:**

Appendix A	WG Offer Letter
Appendix B	EIA Screening Tool

Jack Straw  
Chief Executive  
City and County of Swansea Council  
Civic Centre  
Oystermouth Rd  
Swansea  
SA1 3SN

APPENDIX A.

Our Ref/Your Ref: I2S(11)-16-007

Date: February 2016

Dear Carol

<b>Award of Funding:</b>	<b>Invest-to-Save</b>
<b>Recipient:</b>	<b>City and County of Swansea Council</b>
<b>Project Title &amp; Reference:</b>	<b>Group Therapy Worker for Looked After &amp; Care Leaving Teenagers at Risk of their own Children becoming LAC I2S(11)-16-007</b>
<b>Funding:</b>	<b>£105,792 (One Hundred and Five Thousand , Seven hundred and ninety two pounds)</b>

## 1. Award of Funding

- (a) We are pleased to inform you that your application has been successful and funding of up to £105,792 (One Hundred and Five Thousand, Seven hundred and ninety two pounds) ("the Funding") is awarded to you for the Purposes (as defined in Condition 4(a)).
- (b) The Funding relates to the period March 2016 to March 2019 and must be claimed in full by March 2019 otherwise any unclaimed part of the Funding will cease to be available to you.
- (c) If you have any queries in relation to this award of Funding or Conditions please contact Paul Bryant, Invest to Save, Tel: 02920 825615 or e-mail: [paul.bryant@wales.gsi.gov.uk](mailto:paul.bryant@wales.gsi.gov.uk) who will be happy to assist you.

## 2. Statutory Authority and State Aid

- (a) This award of Funding is made on and subject to the Conditions and under the authority of Welsh Ministers, acting pursuant to section 70 and 71(1) of the Government of Wales Act 2006.
- (b) You must comply with the European Commission's State Aid Rules.

### 3. Interpreting these Conditions

Any reference in these Conditions to:

**'you', 'your'** is to City and County of Swansea Council

**'we', 'us', 'our'** is to the Welsh Ministers;

**'Application'** is to your expression of interest form and supporting information submitted 22 January 2016 reference (I2S(11)-16-007) and supplementary information provided.

**'Welsh Government Official'** is to

Paul Bryant  
Head of Invest To Save  
Welsh Government  
Cathays Park  
Cardiff  
CF10 3NQ

Email: Paul.bryant@wales.gsi.gov.uk

or such other Welsh Government official as we may notify you.

**'Project Manager'** is to

Frances Charles  
City and County of Swansea Council  
Room 166  
Guildhall  
Swansea  
SA1 9PA

Tel: 01792 635180

Email: frances.charles@swansea.gov.uk

**'Conditions'** is to the terms and conditions set out in this letter;

**'Schedule'** is to the schedules attached to this letter;

**'Payment Profile'** is to the payment profile set out in Schedule 4;

**Costs Incurred** is to the cost of goods and services you have received regardless of whether you have paid for them by the date of your claim.

**'Notification Event'** is to any of the events listed in Schedule 3;

**'State Aid Rules'** is to the rules set out in Articles 107 to 109 of the Treaty on the Functioning of the European Union (or in those Articles that may succeed Articles 107 to 109), secondary legislation such as frameworks,

guidelines and block exemptions produced by the European Commission derived from Articles 107 to 109, case law of the European Courts and decisions of the European Commission regarding the application of Articles 107 to 109; and

**any legislation** will include all amendments to and substitutions and re-enactments of that legislation in force from time to time;

#### 4. What you must use the Funding for

- (a) You must use the Funding solely for the purposes set out in Schedule 1 (the “**Purposes**”).
- (b) You must achieve the targets and outcomes set out in Schedule 2 (the “**Targets**”).
- (c) Any change to the Purposes or Targets will require our written consent which must be obtained from us in advance of implementing any change. Please note that we are not obliged to give our consent but we will consider all reasonable written requests.
- (d) You must not use any part of the Funding for: (1) party political purposes; (2) the promotion of particular secular, religious or political views; (3) gambling; (4) pornography; (5) offering sexual services; (6) purchasing capital equipment (other than as specified in the Purposes); (7) your legal fees in relation to this letter; (8) Costs Incurred or costs incurred and defrayed by you in the delivery of the Purposes prior to the period referred to in Condition 1 (b); or (9) any kind of illegal activities.

#### 5. Funding Pre-Conditions

- (a) We will not pay any of the Funding to you until you have provided us with the following information and documentation:
  - (i) documentary evidence that the signatories who have signed this letter on your behalf are duly authorised to do so;
  - (ii) documentary evidence that you have put in place all staff and other resources detailed in the Application as required to commence the Purposes, including confirmation of the Senior Responsible Officer for the project, *Karen Benjamin*, [karen.benjamin@swansea.gov.uk](mailto:karen.benjamin@swansea.gov.uk) and Project Manager *Frances Charles* [frances.charles@swansea.gov.uk](mailto:frances.charles@swansea.gov.uk) .
  - (iii) confirmation that the project has/will have an agreed business case and appropriate project management arrangements to ensure that it is delivered and that the full project benefits are realised;
  - (iv) confirmation that arrangements for an evaluation of the project will be discussed and agreed with us within three months of this letter.
  - (v) confirmation that in furthering the Purposes you will:

- follow National Design, Patient Safety and Information Governance assurance processes; and
- adopt all relevant national standards, such as classification standards for documents.

(b) Where you are required to provide information and documentation to us as evidence that you have satisfied a particular pre-condition, Condition or in support of a claim, the information and documentation must be in all respects acceptable to us. We reserve the right to reject any information and documentation which is for any reason not acceptable to us.

## **6. How to claim the Funding**

The Funding will be paid to you on receipt of the signed acceptance letter of funding.

## **7. Your general obligations to us**

You must:

- (a) safeguard the Funding against fraud generally and, in particular, fraud on the part of your management, employees and/or suppliers and notify us immediately if you have reason to suspect that any fraud has occurred or is occurring or is likely to occur. You must also participate in such fraud prevention initiatives as we may require from time to time.
- (b) comply with all applicable laws or regulations or official directives whether derived from domestic, EU or international law;
- (c) put in place and maintain adequate insurances to cover against the risks which may arise in connection with any property or any activity undertaken in delivery of the Purposes. We reserve the right to require you to provide proof of your insurance;
- (d) co-operate fully with the Welsh Government Official and with any other employee of the Welsh Government or consultant appointed by us to monitor your use of the Funding and your compliance with these Conditions.
- (e) repay the Funding in accordance with the dates set out in the Payment Profile.

## **8. Declarations**

You declare that:

- (a) you have the power to enter into and to perform the obligations set out in these Conditions and you have taken all necessary action to authorise the entry into and performance of the obligations under these Conditions;
- (b) no litigation or arbitration is current or pending or, so far as you are aware, threatened, which have or could have an adverse effect on your ability to perform and comply with any of these Conditions;
- (c) the information contained in your Application is complete, true and accurate;
- (d) you have disclosed to us all material facts or circumstances which need to be disclosed to enable us to obtain a true and correct view of your business and affairs (both current and prospective) or which ought to be provided to any person who is considering providing funding to you;
- (e) you have discussed and agreed the Targets with us and you are confident that they are realistic and achievable.

## **9. Notification Events and their consequences**

- (a) You must notify us immediately if a Notification Event has occurred or is likely to occur but we also reserve the right to notify you where we believe a Notification Event has occurred or is likely to occur.
- (b) We will seek to discuss the Notification Event with you and to agree a course of action to be taken to address the Notification Event and in doing so we will consider both the seriousness of the Notification Event and whether or not it can be remedied.
- (c) We will be entitled to take any of the actions listed in Condition 9(d) if:
  - (i) despite our reasonable efforts we have been unable to discuss the Notification Event with you, or
  - (ii) we notify you that the Notification Event is not capable of remedy, or
  - (iii) a course of action is agreed with you but you fail to follow it, or any conditions attached to it are not met (including without limitation the timescale for such course of action), or
  - (iv) the course of action fails to remedy the Notification Event to our satisfaction.

- (d) If any of the circumstances set out in Condition 9I occurs we may by notice to you:
  - (i) withdraw the award of Funding; and/or
  - (ii) require you to repay all or part of the Funding immediately; and/or
  - (iii) suspend or cease all further payment of Funding; and/or
  - (iv) make all further payments of Funding subject to such conditions as we may specify; and/or
  - (v) deduct all amounts owed to us under these Conditions from any other funding that we have awarded or may award to you; and/or
  - (vi) exercise any other rights against you which we may have in respect of the Funding.

## **10. Monitoring Requirements**

You must:

- (a) provide us with such documents, information and reports which we may reasonably require from time to time in order for us to monitor your compliance with the Conditions including without limit: Quarterly Monitoring Returns;
- (b) meet with the Welsh Government Official and such other of our representatives as we may from time to time reasonably require including without limit: an initiation meeting to discuss monitoring and evaluation arrangements; and,
- (c) ensure that the Project Manager (or such other person as we may agree) attends all meetings with the Welsh Government Official.

## **11. Audit Requirements**

- (a) You must:
  - (ii) maintain clear accounting records identifying all income and expenditure in relation to the Purposes;
  - (iii) without charge, permit any officer or officers of the Welsh Government, Wales Audit Office or European Commission at any reasonable time and on reasonable notice being given to you to visit your premises and/or to inspect any of your activities and/or to examine and take copies of your books of account and such other documents or records as in such officer's reasonable view may relate in any way to your use of the Funding. This undertaking is without prejudice and subject to any other statutory rights and powers exercisable by the Welsh Government, Wales



Audit Office or the European Commission or any officer, servant or agent of any of the above;

- (iv) retain this letter and all original documents relating to the Funding for 5 years after the final payment is made to you.
  
- (b) Under paragraph 17 of Schedule 8 to the Government of Wales Act 2006 the Auditor General for Wales has extensive rights of access to documents and information relating to monies provided by the Welsh Government. He and his officials have the power to require relevant persons who control or hold documents to give any assistance, information and explanation that they may require; and to require those persons to attend before them for such a purpose. The Auditor General and his staff may exercise this right at all reasonable times.

## **12. Third Party Obligations**

- (a) Nothing in the Conditions imposes any liability on us in respect of any liability incurred by you to any third party (including, without limit, employees and contractors).
  
- (b) You must indemnify us against any liabilities, claims, proceedings, demands, losses, costs and expenses suffered or incurred by us directly or indirectly arising as a result of or in connection with any failure by you to perform fully or in part any obligation you may have to a third party.

## **13. Intellectual Property Rights & Publicity**

- (a) Nothing in these Conditions transfers to us any rights in any intellectual property created by you as a result of the Purposes.
  
- (b) You must acknowledge our support on all publicity, press releases and marketing material produced in relation to the Purposes. Such acknowledgement must be in a form approved by us and must comply with the Welsh Government's branding guidelines.
  
- (c) You agree that from the date of this letter until 5 years from the date of the final payment of Funding we may include details about your organisation and business, the Funding and the Purposes in Welsh Government promotional materials and you further agree to cooperate with our reasonable requests to achieve the production of such materials.

## **14. Access to Information**

- (a) You acknowledge that we are subject to the requirements of the Code of Practice on Access to Information published by the Welsh Government (the "Code"), the Freedom of Information Act 2000 (the "FOIA"), the Environmental Information Regulations 2004 (the "EIR") and the Data Protection Act 1998 (the "DPA").

- (b) You acknowledge that we are responsible for determining in our absolute discretion whether:
  - (ii) to disclose any information which we have obtained under or in connection with the Funding to the extent that we are required to disclose such information to a person making a disclosure request under the FOIA or the EIR; and/or
  - (iii) any information is exempt from disclosure under the Code, the FOIA or the EIR.

## 15. Buying Goods and Services

You must buy all goods and services required for the Purposes in a competitive and sustainable way so as to demonstrate that you have achieved best value in the use of public funds (see also 5 a) vi).

## 16. Giving Notice

- (a) Where notice is required to be given under these Conditions it must be in writing (this does not include email but may include a letter attached to an email) and must prominently display the following heading:

***“Notice in relation to the Invest-to-Save, Group Therapy Worker for Looked After & Care Leaving Teenagers at Risk of their own Children becoming LAC project, I2S(11)-16-007***

- (b) The address and contact details for the purposes of serving notice under these Conditions are as follows

You: the Project Manager at the address stated in Condition 3.

Us: the Welsh Government Official at the address stated in Condition 3.

- (c) A notice will be deemed to have been properly given as follows:-

Prepaid first class post:	on the second working day after the date of posting.
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By hand:	upon delivery to the address or the next working day if after 4pm or on a weekend or public holiday.
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By email attachment:	upon transmission or the next working day if after 4pm or on a weekend or public holiday.
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## **17. Equal Opportunities**

You must apply a policy of equal opportunities as employers, as users of volunteers, and as providers of services, regardless of race, gender/gender identification, sexual orientation, religion and belief, age or any disability.

## **18. Welsh Language**

Where the Purposes include or relate to the provision of services or written materials (including signage and information published online) in Wales, they must be provided in Welsh and English, unless it would be unreasonable or disproportionate to do so. Guidance about providing services and written materials in Welsh can be obtained from the Welsh Language Commissioner on 0845 6033 221 or by visiting [www.comisiynyddygyymraeg.org](http://www.comisiynyddygyymraeg.org).

## **19. Sustainability**

Your use of the Funding must (where reasonably practicable) meet the Welsh Government's current agenda for sustainable development and the environment.

## **20. Welsh Ministers' Functions**

You acknowledge that the Welsh Ministers have a range of functions which will continue to accrue and be amended and that decisions in relation to each such function are obliged to be taken in the light of all relevant and to the exclusion of all irrelevant considerations. You agree that nothing contained or implied in, or arising under or in connection with, these Conditions will in any way prejudice, fetter or affect the functions of the Welsh Ministers or any of them nor oblige the Welsh Ministers or any of them to exercise, or refrain from exercising, any of their functions in any particular way.

## **21. General**

- (a) If at any time any of these Conditions is deemed to be or becomes invalid, illegal or unenforceable in any respect under any law, the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired.
- (b) No failure or delay on our part to exercise any power, right or remedy under these Conditions will operate as a waiver of any such power, right or remedy or preclude its further exercise or the exercise of any other power, right or remedy. The powers, rights or remedies hereby provided are cumulative and not exclusive of any powers, rights or remedies provided by law.
- (c) Any amendment or variation these Conditions must be in writing and signed by us and you in the same manner as this letter.

- (d) You may not assign or otherwise dispose of in any way your rights, benefits, obligations or duties under these Conditions.
- (e) Conditions 7, 9, 11, 13, 14, and 21I and such other Conditions which by implication need to continue in force beyond the final payment of Funding will so continue in full force and effect.
- (f) The award of the Funding is to you alone and no one else is entitled to make any claim in respect of the Funding or seek to rely on or enforce any of these Conditions.
- (g) These Conditions are to be governed by and construed in accordance with the laws of Wales and England as applied in Wales and the parties hereto submit to the exclusive jurisdiction of the courts of Wales and England.

#### **How to accept this award of Funding**

- a. To accept this award of Funding you must sign and return a copy of the enclosed template letter to the Welsh Government Official Mark McConkey (contact: [mark.mcconkey@wales.gsi.gov.uk](mailto:mark.mcconkey@wales.gsi.gov.uk)) and copy it via e-mail to Paul Bryant in the Invest-to-save Unit at [I2Sinvestmentfund@wales.gsi.gov.uk](mailto:I2Sinvestmentfund@wales.gsi.gov.uk) and Heather Evans at [heather.evans1@wales.gsi.gov.uk](mailto:heather.evans1@wales.gsi.gov.uk)
- b. None of the Funding will be paid to you until we have received your signed letter.
- c. We must receive your signed letter on or before end of April 2016 or this award of Funding will automatically be withdrawn.

Yours sincerely,



.....  
Signed by Paul Bryant  
under authority of the Health and Social Services Minister,  
one of the Welsh Ministers.

cc

**SCHEDULE 1  
The Purposes**

*Funding has been sought to fund a systemic therapist to provide an early intervention/ preventative service to looked after children who do not meet the criteria of CAMHS ( children and adults mental health service)  
The aim of the project is to Break the Cycle of pregnancies of teenagers in care resulting in their babies being taken into care and the cycle starting over again.*

Cost	Value (£)	Revenue I Capital I
Staffing costs : Therapist 1 FTE x 3years		
Grade 10A Spinal Point 41-43 @ midpoint	£139,557.60	C
salary + on costs Total £35,784.00 £10,735.20 £46,519.20		
Venue and toolkit costs x 3 years	£1500	C
<b>Total</b>	<b>£141,057.60</b>	

**It is important that you provide a detailed breakdown of expenditure that shows clearly (line by line) what investments are planned . ( i.e staff costs, overheads, travel costs, consumable items, equipment etc.**

**Project Milestones**

Milestone	Date

**In the box above please provide detailed information on the milestones which have been set and the dates which you aim to achieve them by.**

## SCHEDULE 2

(To be finalised and agreed with Welsh Government within three months of  
Accepting the Award )

### The Targets

Description of the Target	2017/18	2018/19	2019/20	2020/21	Date to be achieved	Evidence required
Cash Releasing Savings	£285,000	£285,000	£285,000	£285,000		Signed Certificate from Head of Finance

### **SCHEDULE 3**

#### **Notification Events**

The Notification Events referred to in Condition 9 are listed below:

1. repayment of any part of the Funding is required under European Law (whether under State Aid Rules or otherwise);
2. you fail to comply with any of the Conditions;
3. you fail to achieve any or all of the Targets;
4. we have made an overpayment of Funding to you;
5. any declaration made in Condition 8 is incorrect in any respect or, if repeated at any time with reference to the facts and circumstances then existing, would be incorrect;
6. any petition is presented or resolution passed or other action taken for your bankruptcy or winding-up or a petition is presented for an administration order against you;
7. a receiver or an administrative receiver is appointed in respect of you or in respect of all or any part of your assets;
8. a moratorium in respect of all or any of your debts or a composition or an agreement with your creditors is agreed, applied for, ordered or declared;
9. you are unable, or admit in writing your inability, to pay your debts as they fall due;
10. any distress, execution, attachment or other process affects any of your assets;
11. a statutory demand is issued against you;
12. you cease, or threaten to cease, to carry on all or a substantial part of your business;
13. any event occurs or circumstances arise which in our opinion gives reasonable grounds for believing that you may not, or may be unable, to perform or comply with any of your obligations under these Conditions.



**SCHEDULE 4  
Payment Profile**

<b>Instalment Number</b>	<b>Amount of Instalment (£)</b>	<b>Earliest Date for claim</b>	<b>Last date for claim</b>	<b>Documents which must accompany claim</b>
1	£35,264 (Capital)	March 2016	March 2017	Signed offer letter
2	£35,264 (Capital)	April 2017	March 2018	
3	£35,264 (Capital)	April 2018	March 2019	

Repayment of support will be made in the financial years as shown below:

<b>Repayment Year</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>Total</b>
Value of repayment (£)	17,632	17,632	17,632	17,632	17,632	17,632	105,792

**TWO SIGNATORIES ARE REQUIRED**

**Award of Funding:** Invest-to-Save  
**Recipient:** City and County of Swansea Council  
**Funding:** £105,792  
**Ref/Project:** I2S(11)-16-007 – Group Therapy Worker for Looked After & Care Leaving Teenagers at Risk of their own Children becoming LAC

We hereby accept the award of Funding (I2S(11)-16-007) and the Conditions relating to the Funding.

**Signature:**.....

**Name:**.....

**Job Title:**.....  
**(Authorised signatory)**

**Date:**.....

**Signature:**.....

**Name:**.....

**Job Title:**.....  
**(Chief Executive/Chief Financial Officer)**

**Date:**.....

# Equality Impact Assessment Screening Form

*Appendix B*

**Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact your directorate support officer or the Access to Services team (see guidance for details).**

<b>Section 1</b>
Which service area and directorate are you from?
Service Area: Child & Family Social Services
Directorate: People

**Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?**

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**(b) Please name and describe below**

Funding application to undertake a 3 year pilot for therapeutic group work with looked after children and care leavers whose own children are at risk of being placed into care. -

**Q2(a) WHAT DOES Q1a RELATE TO?**

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input checked="" type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

**(b) DO YOUR CUSTOMERS/CLIENTS ACCESS THIS...?**

Because they need to	Because they want to	Because it is automatically provided to everyone in Swansea	On an internal basis i.e. Staff
<input type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

**Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING...**

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Q4 HAVE YOU / WILL YOU UNDERTAKE ANY PUBLIC CONSULTATION AND ENGAGEMENT RELATING TO THE INITIATIVE?**

YES       NO (If NO, you need to consider whether you should be undertaking consultation and engagement – please see the guidance)

If yes, please provide details below Page 26

## Equality Impact Assessment Screening Form

If approved this new project will be developed in consultation with care leaving parents and looked after children.

|

# Equality Impact Assessment Screening Form

**Q5(a) HOW VISIBLE IS THIS INITIATIVE TO THE GENERAL PUBLIC?**

High visibility  
 (H)

Medium visibility  
 (M)

Low visibility  
 (L)

**(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION?**  
*(Consider the following impacts – legal, financial, political, media, public perception etc...)*

High risk  
 (H)

Medium risk  
 (M)

Low risk  
 (L)

**Q6 Will this initiative have an impact (however minor) on any other Council service?**

Yes       No      **If yes, please provide details below**

**Q7 HOW DID YOU SCORE?**  
*Please tick the relevant box*

**MOSTLY H and/or M → HIGH PRIORITY →**  **EIA to be completed**  
**Please go to Section 2**

**MOSTLY L → LOW PRIORITY / NOT RELEVANT →**  **Do not complete EIA**  
**Please go to Q8 followed by Section 2**

**Q8 If you determine that this initiative is not relevant for a full EIA report, you must provide adequate explanation below. In relation to the Council's commitment to the UNCRC, your explanation must demonstrate that the initiative is designed / planned in the best interests of children (0-18 years). For Welsh language, we must maximise positive and minimise adverse effects on the language and its use. Your explanation must also show this where appropriate.**

This is a proposal to accept the funding of a new 3 year pilot project to complete therapeutic work in a group setting with looked after children and care leavers who are pregnant / have babies at risk of accommodation through statutory services. This new service has an offer of WG funding to support it under an Invest to Save initiative. It will sit alongside the ITS-therapy initiative in Child & Family and offers positive opportunities for prevention and reduction of social services interventions.

**Section 2**

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email – no electronic signatures or paper copies are needed.

<b>Screening completed by:</b>
Name: Karen Benjamin
Job title: Interim PO for Wellbeing Child & Family Social Services
Date: 23.3.16
<b>Approval by Head of Service:</b>

## Equality Impact Assessment Screening Form

Name: Julie Thomas
Position: Interim Head of Child & Family Social Services
Date: 24.3.16

Please return the completed form to [accesstoservices@swansea.gov.uk](mailto:accesstoservices@swansea.gov.uk)



The City & County of Swansea

**EFP1 PRE-SUBMISSION - Notification of Funding Bid to External Funding Panel**

Ref:

**THE EFP1 APPLIES TO HARD COPY AND ELECTRONIC SUBMISSIONS**

1. Scheme background and details - this is to inform the External Funding Panel of the intention to apply for a new grant proposal –

a. Awarding Body	WG
b. Name and purpose of Scheme/Programme (attach proposal brief in cabinet style report)	Group Therapy Pilot for Looked After and Care Leaving Teenagers at Risk of having their own Children become Looked After.
c. Grant value in Total £	£105,792.00
d. Grant period / timescale for delivery	April 2016- April 2019
e. CCS acting as Lead Body or Joint Sponsor? Name other Partners.	Lead Body
f. Detail links to existing schemes at Local, Regional or National level	None
g. Detail direct links to Council Policy, including, where appropriate, target areas	Safe LAC Reduction Strategy. Sustainable Swansea Early Years Prevention Strategy
h. List key target and proposed performance measures	<ol style="list-style-type: none"> <li>1. Reduction in LAC babies from LAC / Care Leaving Parents.</li> <li>2. Increase in keeping Children with their birth families where safe to do so.</li> <li>3. Reduction in multiple pregnancies of LAC and Care Leavers.</li> <li>4. Prevention of repeated patterns through generations of families known to Child &amp; Family Services.</li> <li>5. Cost reduction associated with the above targets.</li> </ol>
i. <b>For EUROPEAN schemes</b> confirm that the scheme has been developed in conjunction with the European Unit – No	<p>(attach email confirmation from the European Unit)</p> <p>No</p>

j. Does this grant require a continuation of funding by the Council after the grant period has expired? <i>This includes current or additional staff costs.</i> Yes / No	No
k. Does the application require match-funding? Yes/No if it does where is this coming from?	No
l. Will the project entail the employment of additional staff and on what basis?	Yes. Temporary 3 year contract dedicated to the Pilot.
M. Have you completed an EIA (Equality Impact Assessment) Screening Form (please attach)?	Yes.
N. Is a full EIA report required?	No.

2. Please complete the following financial information:

	Current financial year £	Year 2 £	Year 3 £	Year 4 £	Year 5 £	Total £	Ongoing £
Total project cost:	47,019.20	47,019.20	47,019.20			141,057.60	0
Capital							
Revenue							
<b>Grant applied for:</b>	35,264.00	35,264.00	35,264.00			105,792.00	0
Capital							
Revenue							
<b>Match Funding Internal</b>						<b>0</b>	
<b>Match Funding External</b>						<b>0</b>	

3. Please complete the following:

a. Does the funding meet the Council's priorities?	Yes: Safe LAC Reduction Strategy; Sustainable Swansea; Prevention and reduction of Statutory Intervention; Compliance with the SSWB Act.
b. What are the expected outcomes and are they clear and achievable? (link to 1h)	Yes 6. Reduction in LAC babies from LAC / Care Leaving Parents. 7. Increase in keeping Children with



	<p>their birth families where safe to do so.</p> <ol style="list-style-type: none"> <li>8. Reduction in multiple pregnancies of LAC and Care Leavers.</li> <li>9. Prevention of repeated patterns through generations of families known to Child &amp; Family Services.</li> <li>10. Cost reduction associated with the above targets.</li> </ol>
c. Is there an exit plan? (link to 1j/l)	<p>Yes. The pilot is time- limited to 3 years.</p> <p>(Evidence to be attached)</p>
d. How is Value for Money being obtained? (procurement/ third party arrangements etc.)	<p>There are no procurement implications the Grant will fund a temporary therapist post only.</p>
e. What is the governance / management structure for the scheme? – What board/management team will it be reported to?	<p>The Pilot and therapist will be managed by the ITS-therapy team sitting under the Wellbeing area of Child &amp; Family Social Services.</p>
f. What are the major risks and how will they be managed?	<p><u>Key Risks</u></p> <ol style="list-style-type: none"> <li>1. Identifying an appropriately skilled therapist to lead the group work on a temporary contract or secondment opportunity;</li> <li>2. Levels of teenage pregnancy amongst Swansea LAC or care leavers to facilitate sufficient group numbers and attendance;</li> <li>3. Engaging the target group;</li> <li>4. Court proceedings timescales of 26 weeks encourage expedited decision making around Adoption when the young parent may still be attending the group. A careful balance will have to be struck between the appropriate timeline of assessment and the needs of the baby;</li> <li>5. Criteria decisions around young people attending for the duration of the group when their children may be in transition in and out of their care;</li> <li>6. The impact of the emotional dynamic of the above on the group as a whole</li> </ol>

**4. Authorisation**

	Name / Signature	Date
Responsible Officer:	Karen Benjamin / Julie Thomas	24/03/16
(Group)/Accountant:		
External Funding Panel Endorsed /Not Endorsed		

# Agenda Item 5

## Report of the Director of People

External Funding Panel – 6 April 2016

### COMMUNITY ACTION TRANSFORMATION FUND

<b>Purpose:</b>	To decide upon applications to the fourth round of funding of the Community Action Transformation Fund.
<b>Policy Framework:</b>	Medium Term Financial Plan; <i>Sustainable Swansea – fit for the future</i>
<b>Reason for Decision:</b>	To decide on the fourth round of applications to the Fund.
<b>Consultation:</b>	Finance, Legal, Access to Services.
<b>Recommendation(s):</b>	It is recommended that:  1) The Panel decide which of the applications submitted to the fund it wishes to support.
<b>Report Author:</b>	Spencer Martin
<b>Finance Officer:</b>	Mike Hawes
<b>Legal Officer:</b>	Wendy Parkin
<b>Access to Services Officer:</b>	Sherill Hopkins

## 1. Introduction

### 1.1 Background, Sustainable Swansea Fit For the Future

The scale of the financial, demographic and sustainability challenge requires the Council to adopt a radically different approach to previous years. An approach that focuses on:

- *The core future purpose of the Council*
- *The transformation of services and the model of delivery*
- *Greater collaboration with other councils and local organisations, community groups and residents*
- *And, above all, sustainable solutions with prevention at the heart of this*

This ambition is set out in *Sustainable Swansea – fit for the future*.

- 1.2 A number of Budget Principles underpin Sustainable Swansea, two of which are particularly relevant to the Community Action Fund:
- **Different Models of Delivery:** options will assess service provision (cost and outcomes) against other delivery models including: collaboration, outsourcing, partnering, community action
  - **Personal Responsibility:** action is required to change behaviour and to increase the number of people and communities helping themselves as part of our approach to sustainability
- 1.3 Sustainable Swansea has four workstreams to achieve the desired change, one of which is **New Models of Delivery**. Part of the New Models of Delivery workstream is the **Community Action** strand. The aims of this strand are to:
- Build community capacity for self help
  - Use community assets to support local action
  - Increase and support voluntary sector provision
  - Increase co-production
- 1.4 The City and County of Swansea Agreed to set aside the sum of £300,000 to support the delivery of the aims of the Community Action strand of the Sustainable Swansea Project. In particular, funding will be aimed at proposals from community groups to:
- Develop proposals to run Council services locally and/or
  - Facilitate the transfer of community assets
- 1.5 The first round of Funding allocated £80,000 to four projects. The second round of funding allocated £38,024 the third round closed on the 5<sup>th</sup> September 2015, for this round the Fund received three applications which are presented to the panel for decision.

## 2. Principles Underlying the Fund

- 2.1 The Five underlying Principles of the fund are:
- 1) The Council will either reduce or withdraw from service provision across many current activities due to budget and hence service constraints.
  - 2) The Council recognises the value of those services to the Community (either geographically or in the wider sense in terms of a user community), and wishes to encourage the continuation and development of those services through a different model delivered specifically by and through the Community.
  - 3) The Council will not be able to support the cost of services going forward however delivered.(Unless they are directly commissioned or procured from the Community based provider)
  - 4) The Council is willing to consider applications from interested parties who express an interest in continuing elements of service delivery which may or may not involve the use of current Council assets.

- 5) The Council will not retain any continuing liability for services or assets once transferred

### 3. Applications and Criteria

- 3.1 All applications should meet the principals and purposes listed above and can be used for (not exhaustive):

- Support to develop a business case expanding levels of community action, and/or providing a community based model of service delivery
- Funding for a local community engagement exercise to ascertain and develop levels of community involvement and engagement for community led services
- Support the development of co-produced services with the community and voluntary sector
- Work to set up a community trust to provide a community based service
- Training local people to run services or manage a facility, resulting in the Council withdrawing resources over time, or transferring assets.
- Evidenced costs in developing a business plan for future service delivery including market research, accountancy and legal costs.
- Potential initial set up costs, including engagement, training, capacity building.
- Support for professional advice
- It is anticipated a majority of supported projects will be based on revenue funding, however capital funding will be considered if the expenditure can demonstrate a long term saving or that an innovative project can be developed with some investment in capital expenditure.

- 3.2 The Fund will complement existing initiatives, but will also be used for **different things**, rather than simply be additional money for existing services. In other words, innovative bids which offer new solutions and build on community action.

- 3.3 Six applications have been received by the closing date for the fourth round of the fund on 4<sup>th</sup> March 2016.

1. Parc Williams Community Bowling Association – Greens at Parc Williams, Loughor
2. Beaufort Bowls Association – Beaufort Road Green, Plasmarl
3. St Thomas Church – Clock Maintenance, St Thomas
4. Bont Elim Community Church – Replace former playground surface with MUGA and associated drainage works.
5. City and County of Swansea Bowls Association – transfer of three greens and associated works, Dyfatty Park (City Centre), Coed Gwilym Park (Clydach) and Jersey Park (Port Tennant),
6. Coed Gwilym Bowls Association – Storage at Coed Gwilym Park, Clydach
7. Pontarddulais Partnership – Core costs of the Development Manager post, and running costs of Canolfan y Bont and the partnership.

3.4 Round 4 Applications are summarised in **Appendix A** – Each individual application is summarised against eligibility and project criteria in **Appendices B1-B7**, full application packs will be available for review prior to and at the meeting.

#### **4. Equality & Engagement Implications**

4.1 Equality Impact Assessments will be undertaken as appropriate on any decisions made at the panel.

#### **5. Financial Implications**

5.1 The Community Action Transformation fund has a pot of £300,000 to distribute over the initial four scheduled rounds – Allocation to date totals £171,301, leaving a maximum £128,699 to allocate in round four. The total amount of approved applications will be noted in preparation for any future rounds.

#### **6. Legal Implications**

6.1 The External Funding Panel is a Decision making panel as ratified by Cabinet at its meeting of 18<sup>th</sup> November 2014.

6.2 Any grant awarded will require a contract to be entered into between the applicants and the Council to which both parties will be legally bound.

**Background Papers:** None.

#### **Appendices:**

A - List of Applications – Round 4 – Community Action Transformation Fund.

B1-B7 - Individual applications summarised against eligibility and project criteria.

## APPENDIX A

### Community Action Transformation Fund

#### Round 4 September 2015

No	Group	Proposal Synopsis	Amount
01	Parc Williams Community Bowling Association	<p>The Association was formed to represent Loughor Bowls Club and Parc William Bowls Club.</p> <p>The Association would use the grant in order to upgrade the bowling green to a serviceable standard, which will provide the Association with a platform for maintenance going forward. The replacement of the wooden green surrounds is a matter of urgency; the preferred option is replacement by precast concrete channels which would require no further maintenance.</p> <p><b>Estimated (by CCS) saving to CCS: £7,200 pa (green maintenance) and £15,000 for green and bank surrounds</b></p>	£24,727
02	Beaufort Bowls Association	<p>The Association has been formed from Old Landorians BC and Landore Social BC. The Association has been formed by the clubs to run and maintain the green in Beaufort Road.</p> <p><b>Estimated (by Applicant) saving to CCS: £30,000</b> (figure based on what the club has been told it costs to maintain the green when soil and dressing are added plus the surrounding hedge. This does not include pathway or what is requested for the banks.</p>	£20,000
03	St Thomas Church – Clock	<p>The City and County of Swansea and its predecessors in time have been maintaining a number of clocks on Council and privately owned properties since the turn of the century. The public clocks maintenance contract has been awarded and run by Astra Clock Repairs for the past 30 years. However, as part of review and saving targets driven by Sustainable Swansea, the contract has now been reviewed in order to provide financial saving opportunities for the Council.</p>	£2,155

		<p>The Council will now look to pass back the responsibility to the individual owners in order for them to maintain and keep the clocks wound</p> <p>The Grant will allow St Thomas church to service the clock and provide training in its maintenance.</p> <p><b>Estimated (by Applicant) saving to CCS:</b> the cost for an annual winding contract is in the region of £2,000 - £3,000 per year</p>	
04	Bont Elim Community Church	<p>The Church purchased an old school building in 2012. They are requesting funding to dig up the former playground, undertake drainage works and install a MUGA.(Multi Use Games Area)</p> <p><b>Estimated (by Applicant) saving to CCS:</b> Not Identified</p>	£15,000
05	City & County of Swansea Bowls Association.	<p>This application is made by the City &amp; County of Swansea Bowling Association on behalf of four clubs who are based at three greens in the Swansea area, namely Dyfatty Bowls Club (Dyfatty Park); BSC Landore Bowls Club (Coedgwilym Park); Jersey and St. Thomas Bowls Clubs (Jersey Park),</p> <p>The grant will be used to upgrade the bowling greens to a higher standard with the four sides of each green being raised so that the playing surface is level. The Group have applied for three years maintenance costs to seek to demonstrate long-term commitment. This will not only allow the clubs to continue the servicing of the greens for the next three years but build their resources both financially and of their volunteer workforce, enabling longevity and sustainability of the clubs going forward. It is anticipated that a minimum of 8 individuals per green will need to be trained over this period. While this is being achieved we will support one another, working together in ensuring the maintenance is carried out appropriately, with the potential of future cost savings.</p> <p><b>Estimated (by Applicant) saving to CCS:</b> £10,002.54 ongoing maintenance/materials costs per annum per bowling green (these costs are based on those provided by the City</p>	£77,721



		and County of Swansea and are broken down as thus - £4178.65 plus VAT for cost including end of season renovations and £4156.80 plus VAT for a conservative 120 days irrigation at £34.64 per time. Plus the cost of raising the greens, estimated at £3200 per green. (estimate provided by group)	
06	Coed Gwilym Bowls Association	The Application is directly linked to the previous application from City and County of Swansea Bowling Association. Coed Gwilym Association is comprised of BSC Landore and INCO Vale Bowls Club, and the green is one of those covered by the application – The request is for the purchase of a storage Container at the green for the storage of equipment acquired under the application  <b>Estimated (by Applicant) saving to CCS:</b> approximately £5,014 pa	£2,010
07	Pontarddulas Partnership	The application is for ongoing core costs of Pontardullais Partnership, Canolfan Y Bont Centre and Salary of the Project development manager.  <b>Estimated (by Applicant) saving to CCS: Not Identified.</b> Applicant states - <i>It is almost impossible to estimate the probable savings to the City and County of Swansea as our work is so far-reaching.</i>	£24,260
	TOTAL		£165,873

## Appendix B1

### Community Action Transformation Fund: Assessment Ticksheet

**Organisation:** Parc Williams Bowls Association

**Grant Total:** £24,72

**Ref No:** CATF 4 – 01

**Contact Name:** Mr Denver Williams

**Potential Saving to City and County of Swansea:** £7,200 pa (green maintenance) and £15,000 for green and bank surrounds (quote provided By Culture and recreation staff)

#### Summary:

The application is made by Parc Williams Community Bowling Green Assoc. The Association was formed to represent the lawn bowls clubs of long standing who are based at Parc Williams, Loughor, Swansea. The associated bowls clubs being Loughor Bowls Club, Parc William Bowls Club and there is a possibility of a women's club using the facilities

The Association would use the grant in order to upgrade the bowling green to a serviceable standard, which will provide the Association with a platform for maintenance going forward. The replacement of the wooden green surrounds is a matter of urgency; the preferred option is replacement by precast concrete channels which would require no further maintenance.

#### Eligibility

<ul style="list-style-type: none"><li>Established Charitable or voluntary organisations or those with charitable objectives, is properly constituted and has requisite Equality, Green, Vulnerable Adults and Childrens Policies</li></ul>	<p style="text-align: center;">✓</p> <p style="text-align: center;">New Association formed from existing clubs with requisite policies</p>
<ul style="list-style-type: none"><li>New organisations which require 'seed funding' to start a service for which there is demonstrable need and is working towards Constitution and requisite policies</li></ul>	<p style="text-align: center;">✓</p> <p style="text-align: center;">Has adopted a Constitution and requisite policies</p>

• A Community Council	N/A
• Proposal will provide an existing service in an innovative way or a new innovative service for which there is a demonstrable need	✓
• Has the applicant been working with and supported by the City and County of Swansea Department with the responsibility for the asset under question .	✓
• Does the proposal save the City & County of Swansea money? Can this saving be easily identified in council budgets and easily tracked by the External Funding Panel	✓
<b>ELIGIBLE</b>	<b>Yes</b>

## Assessment

### Finances

Expenditure	£
1. Annual maintenance	4,100
2. Renewal wooden green surrounds and bank surrounds to surround to improve the safe access,	14,016
3. Improvement to edge of green	3,200
Maintenance of Lawn Mower	450 Estimate
Legal costs re lease	450 Estimate
4. Purchase a Petrol Strimmer, to cut the banks	260
5. Water Sprinkler	1,194
6. Leaf Blower, to blow dead leaves from the green, thus prevent disease in the green	280
7. Insurance to Green & use of lawn mowers	777
<b>Total Expenditure (a)</b>	<b>£24,727</b>
<b>Income</b> (include status - Secured, Awaiting Decision or still to be raised)	
Local Business Donation	50
Assistance from Local Town Council	200
Raffle	200
<b>Total Income (b)</b>	<b>£450</b>
<b>Total Amount to be met by CATF grant (a-b)</b>	<b>*£24,727</b>

<b>RECOMMENDATION</b>	<b>Support – to the amount of £24, 277 (expenditure minus income)</b>
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<b><u>Comments</u></b>
<ul style="list-style-type: none"> <li>That the funding will support the</li> </ul>	Yes – The group have formed from longstanding Loughor clubs,

<p>provision of a local service to the residents of Swansea</p>	
<ul style="list-style-type: none"> <li>The need and community support for the project proposal is demonstrated</li> </ul>	<p>The two clubs constituting the Association have at present a total of approximately 45 active members.</p> <p>They state they are currently working with Sport Wales Development teams to increase this number with a view to assisting more members of the community becoming active. Great progress is already being made towards this objective.</p> <p>It is proposed that during the coming summer the association are organising an open day for all members of the community. Further they are hold regular free coaching sessions, They state they have already have made contact with local schools</p>
<ul style="list-style-type: none"> <li>Comments of Supporting Department</li> </ul>	<p>Ian Beynon: Development and Outreach Manager Culture and Recreation.</p> <p>Supportive of this application in full as it demonstrates that the clubs are willing to work together and prepared to take on maintenance after the first year, with the additional benefit of undertaking the necessary improvement works to secure the long-term use of the green. The application does not identify savings but these would be in the region of £7,200 for green maintenance and a future saving of up to £15,000 for green and bank surrounds</p>
<ul style="list-style-type: none"> <li>Value for money</li> </ul>	<p>The transfer is estimated to save the City and County £ £7,200 per annum in pitch maintenance costs and a future saving of up to £15,000 for green and bank surrounds .</p>
<ul style="list-style-type: none"> <li>Sustainability of Proposal in the longer term.</li> </ul>	<p>Financial sustainability for the future will be achieved by membership fees and green fees collected from members of the association. Without the future subsidy of the Council, it is anticipated that the fee paid by members will increase substantially. As most members are of retirement age we appreciate this could prove to be a hardship. To this end, the Association is actively pursuing the possibility of obtaining sponsorship from local business concerns. Initial response has been positive and we have been assured of financial help from these sources for next year.</p>

	<p>Overheads will be kept to a minimum by the use of voluntary labour for routine maintenance such as grass cutting etc.</p> <p>The asset transfer will enable the Association to erect advertising hoardings around the green (the existing arrangements prohibited advertising at the bowling green).</p> <p>The Association constitution contains an exit strategy.</p> <ul style="list-style-type: none"> <li>• Continuing Fund Raising - An annual Money Raising Events</li> <li>• Increase membership will bring in more membership money</li> <li>• Increase in Teams will also bring in more money</li> <li>• Local business Donations/ Sponsorship ( Annual)</li> <li>• Weekly raffle</li> <li>• Volunteers to maintain facilities</li> </ul>
<ul style="list-style-type: none"> <li>• Acceptable Monitoring and Evaluating proposals</li> </ul>	<p>Securing the future of bowls in the town for future generations and Increase in participation.</p> <p>The continuation of the long history of the two constituent bowls clubs based at Parc Williams, will in itself, be seen as a success. Many bowls clubs and bowling greens in the Swansea and Carmarthenshire areas have been forced into closure, or are in immediate threat of such action. However further success will be gauged by increased numbers of participants in the sport and the provision of a much improved facility for all members of the community.</p> <p>A review of project success will be undertaken by the Association at the end of the first season, and monitoring will continue.</p>

## Appendix B2

### Community Action Transformation Fund: Assessment Ticksheet

Organisation: Beaufort Bowls Association

Grant Total: £20,000

Ref No: CATF 4 – 02




Contact Name: Mr James Cross

**Potential Saving to City and County of Swansea: £30,000** (figure based on what the club has been told it costs to maintain the green when soil and dressing are added plus the surrounding hedge) This does not include pathway or what is requested for the banks.

#### Summary:

The Application is made by The Beaufort Bowls Association. The Association has been formed from Old Landorians BC and Landore Social BC. The Association has been formed by the clubs to run and maintain the green in Beaufort Road. To facilitate the Asset transfer the group request one year maintenance, repairs to the banks and pathway, a storage cabin for equipment and some new equipment to encourage children and visually impaired players to take up the sport.

#### Eligibility

<ul style="list-style-type: none"><li>Established Charitable or voluntary organisations or those with charitable objectives, is properly constituted and has requisite Equality, Green, Vulnerable Adults and Childrens Policies</li></ul>	 New Association formed from existing clubs with requisite policies
<ul style="list-style-type: none"><li>New organisations which require 'seed funding' to start a service for which there is demonstrable need and is working towards Constitution and requisite policies</li></ul>	 member groups have Policies – to be developed for association
<ul style="list-style-type: none"><li>A Community Council</li></ul>	N/A
<ul style="list-style-type: none"><li>Proposal will provide an existing service in an innovative way or a new innovative service for which there is a</li></ul>	

demonstrable need	
• Has the applicant been working with and supported by the City and County of Swansea Department with the responsibility for the asset under question.	✓
• Does the proposal save the City & County of Swansea money? Can this saving be easily identified in council budgets and easily tracked by the External Funding Panel	✓
<b>ELIGIBLE</b>	<b>Yes</b>

## Assessment

### Finances

<b>Expenditure</b>	<b>£</b>
Green maintenance (one Year)	£8,000
Surrounding banks and pathway	£10,000
Cabin for Equipment	£1,000
New bowls equipment for schoolchildren and visually impaired	£1000
<b>Total Expenditure (a)</b>	<b>£20,000</b>
<b>Income</b> (include status - Secured, Awaiting Decision or still to be raised)	
Current	£4,435
Sponsorship	£650
Membership (to come)	£2,200
Sponsorship (applied)	£700
<b>Total Income (b)</b>	<b>£7985</b>
<b>Total Amount to be met by CATF grant (a-b)</b>	<b>*£20,000</b>

<b>RECOMMENDATION</b>	<b>Support – to the amount of £15,000 max</b> (as recommended by Culture and Rec officers, pathways are not an eligible part of the application) and removing finances not secured against total income.
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<b><u>Comments</u></b>
<ul style="list-style-type: none"> <li>That the funding will support the provision of a local service to the residents of Swansea</li> </ul>	<p>Yes – the group has been formed from the user groups of the Green on Beaufort Road Landore.</p> <p>Old Landorians BC and Landore Social Club BC</p>
<ul style="list-style-type: none"> <li>The need and community</li> </ul>	The two groups making up the Beaufort BA have 55 members who play on the green. This excludes

<p>support for the project proposal is demonstrated</p>	<p>players in Swansea who use the green for various trials and tournaments. Old Landorians are one of the most successful and well known clubs in Wales. The Club hosts two sessions per week for school children (in season) and provides lessons for novice players wishing to join the club. The grant would also be utilised to provide equipment for children and visually impaired members.</p>
<ul style="list-style-type: none"> <li>• Comments of Supporting Department</li> </ul>	<p>Ian Beynon: Development and Outreach Manager Culture and Recreation.</p> <p>Supportive of this application as it demonstrates that the clubs are willing to work together and prepared to take on maintenance, with the additional benefit of undertaking the necessary improvement works to secure the long-term use of the green. The application does identify savings but these are potentially in excess of the actual savings that the Parks would make. In addition club has stated it will maintain but have added a cost towards maintenance. However bearing in mind the income they suggest they have (my view is that we shouldn't include all current club savings as this may prove unsustainable, suggest 50%) I would suggest a grant of £15k</p>
<ul style="list-style-type: none"> <li>• Value for money</li> </ul>	<p>The transfer is estimated to save the City and County £30,000+ (their estimate) per annum in pitch maintenance costs.</p>
<ul style="list-style-type: none"> <li>• Sustainability of Proposal in the longer term.</li> </ul>	<p>Stability going forward will be provided by Club Membership and Fees collected. At last years AGM members were informed that fees are likely to increase. We have written to a number of local businesses for sponsorship in coming seasons. An ongoing relationship with Admiral Insurance and a new commitment with the Collie Gang Trust are hoped to continue. If the level of success on the green can be continued it is hoped the profile will also raise.</p>
<ul style="list-style-type: none"> <li>• Acceptable Monitoring and Evaluating proposals</li> </ul>	<p>Following last years AGM and members agreeing to become independent, the committee has agreed a plan to advance forward within the bowling arena. Ambitious plans to improve the green, membership exposure to the community and social interaction are top of the agenda. Regular updates are to be posted online. We want to form an association that Swansea can be proud of and a club attractive to encourage visits from touring sides from all over the UK. We have already started making small strides, the financial assistance required will assist us in achieving this objective.</p>



## **Appendix B3**

### **Community Action Transformation Fund: Assessment Ticksheet**

**Organisation: St Thomas Church**

**Grant Total: £2,155**

**Ref No: CATF 4 – 03**

**Contact Name: Ms Sarah Thomas**

**Potential Saving to City and County of Swansea: £2 to 3,000 per annum.**

#### **Summary:**





The City and County of Swansea and its predecessors in time have been maintaining a number of clocks on Council and privately owned properties since the turn of the 20<sup>th</sup> Century. Historically, there has always been an assumption that the Local Authority had an obligation under the Public Health Act to provide public clocks throughout the City. However, upon review and consultation with our legal department it has become apparent that the legislation is discretionary and was originally designed to provide local authorities with powers in order to erect new time pieces on both Council and privately owned buildings, where they deemed them necessary.

The public clocks maintenance contract has been awarded and run by Astra Clock Repairs for the past 30 years. However, as part of review and saving targets driven by Sustainable Swansea, the contract has now been reviewed in order to provide financial saving opportunities for the Council. The Council will now look to pass back the responsibility to the individual owners in order for them to maintain and keep the clocks wound.

However, it has been suggested that assistance could potentially be made available to the various Churches for the 1<sup>st</sup> year of the handover to allow them sufficient time to raise further financial support going forward. Unfortunately, most of the time pieces located on the various Church buildings are driven manually and are therefore more expensive to maintain and keep wound. The cost for an annual winding contract is in the region of £2,000 - £3,000 per year.

The Grant will allow St Thomas church to service the clock and provide training in its maintenance.

## Eligibility

<ul style="list-style-type: none"> <li>Established Charitable or voluntary organisations or those with charitable objectives, is properly constituted and has requisite Equality, Green, Vulnerable Adults and Childrens Policies</li> </ul>	 <b>Church</b>
<ul style="list-style-type: none"> <li>New organisations which require 'seed funding' to start a service for which there is demonstrable need and is working towards Constitution and requisite policies</li> </ul>	N/A
<ul style="list-style-type: none"> <li>A Community Council</li> </ul>	N/A
<ul style="list-style-type: none"> <li>Proposal will provide an existing service in an innovative way or a new innovative service for which there is a demonstrable need</li> </ul>	
<ul style="list-style-type: none"> <li>Has the applicant been working with and supported by the City and County of Swansea Department with the responsibility for the asset under question .</li> </ul>	
<ul style="list-style-type: none"> <li>Does the proposal save the City &amp; County of Swansea money? Can this saving be easily identified in council budgets and easily tracked by the External Funding Panel</li> </ul>	
<b>ELIGIBLE</b>	<b>Yes</b>

## Assessment

### Finance

<b>Expenditure</b>	<b>£</b>
Attend on Site	£1,930
Dismantle and Clean the Clock	
Instruct on Site Personnel	
Annual Service 1 year	£225
<b>Total Expenditure (a)</b>	<b>£2,155</b>
<b>Income</b> (include status - Secured, Awaiting Decision or still to be raised)	
<b>Total Income (b)</b>	<b>£</b>
<b>Total Amount to be met by CATF grant (a-b)</b>	<b>*£</b>

<b>RECOMMENDATION</b>	<b>Support - £2,155</b>
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<b><u>Comments</u></b>

<ul style="list-style-type: none"> <li>• That the funding will support the provision of a local service to the residents of Swansea</li> </ul>	<p>Yes – it is a service the Council has supplied since the turn of the 20<sup>th</sup> century</p>
<ul style="list-style-type: none"> <li>• The need and community support for the project proposal is demonstrated</li> </ul>	<p>The Clocks are a community focus</p>
<ul style="list-style-type: none"> <li>• Comments of Supporting Department</li> </ul>	<p>Alex O'Brien – Estates.</p> <ul style="list-style-type: none"> <li>• Principle is sound - a grant will facilitate the release of a long term service provision commitment.</li> </ul>
<ul style="list-style-type: none"> <li>• Value for money</li> </ul>	<p>The service transfer is estimated to save the City and County £2-3000 per annum per clock.</p> <p>The review of Public Clocks has enabled the Council to reduce the overall value of the contract from £20,100 p.a. to £6,000 p.a. although there is further scope to reduce the value of the contract. By passing back the responsibility to the individual owners and Churches it generates savings in perpetuity for the Council from both a management and financial perspective.</p>
<ul style="list-style-type: none"> <li>• Sustainability of Proposal in the longer term.</li> </ul>	<p>The grant allows for on- site training for Church Members</p>
<ul style="list-style-type: none"> <li>• Acceptable Monitoring and Evaluating proposals</li> </ul>	<p>The continuation of a service to the local community without intervention from the City and County of Swansea.</p>

## Appendix B4

### Community Action Transformation Fund: Assessment Ticksheet

Organisation: Bont Elim Community Church

Grant Total: £15,000

Ref No: CATF 4 – 04

Contact Name: Rev N Jason Beynon

Potential Saving to City and County of Swansea: Not identified in application.

#### Summary:

The Church purchased an old school building in 2012. They are requesting funding to dig up the former playground, undertake drainage works and install a MUGA.(Mutli Use Games Area)

#### Eligibility

<ul style="list-style-type: none"><li>Established Charitable or voluntary organisations or those with charitable objectives, is properly constituted and has requisite Equality, Green, Vulnerable Adults and Childrens Policies</li></ul>	<p style="text-align: center;">✓ <b>Community Church</b></p>
<ul style="list-style-type: none"><li>New organisations which require 'seed funding' to start a service for which there is demonstrable need and is working towards Constitution and requisite policies</li></ul>	<p style="text-align: center;"><b>N/A</b></p>
<ul style="list-style-type: none"><li>A Community Council</li></ul>	<p style="text-align: center;"><b>N/A</b></p>
<ul style="list-style-type: none"><li>Proposal will provide an existing service in an innovative way or a new innovative service for which there is a demonstrable need</li></ul>	<p style="text-align: center;">✗ - Not apparent</p>
<ul style="list-style-type: none"><li>Has the applicant been working with and supported by the City and County of Swansea Department with the responsibility for the asset under question .</li></ul>	<p style="text-align: center;">✗ - None identified</p>

<ul style="list-style-type: none"> <li>Does the proposal save the City &amp; County of Swansea money?. Can this saving be easily identified in council budgets and easily tracked by the External Funding Panel</li> </ul>	<p>✘ Ineligible for CATF based on the fact there is no financial saving for the authority. There is no transfer of asset or service involved in the application. There is no supporting department that supports the need for a MUGA facility.</p>
<b>ELIGIBLE</b>	<b>No</b>

## Assessment Not Applicable

### Finances

<b>Expenditure</b>	<b>£</b>
<b>Total Expenditure (a)</b>	<b>£</b>
<b>Income</b> (include status - Secured, Awaiting Decision or still to be raised)	
<b>Total Income (b)</b>	<b>£</b>
<b>Total Amount to be met by CATF grant (a-b)</b>	<b>*£</b>

<b>RECOMMENDATION</b>	<b>Ineligible - Refuse</b>
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<b><u>Comments</u></b>
<ul style="list-style-type: none"> <li>That the funding will support the provision of a local service to the residents of Swansea</li> </ul>	
<ul style="list-style-type: none"> <li>The need and community support for the project proposal is demonstrated</li> </ul>	
<ul style="list-style-type: none"> <li>Comments of Supporting Department</li> </ul>	
<ul style="list-style-type: none"> <li>Value for money</li> </ul>	
<ul style="list-style-type: none"> <li>Sustainability of Proposal in the longer term.</li> </ul>	
<ul style="list-style-type: none"> <li>Acceptable Monitoring and Evaluating proposals</li> </ul>	

## Appendix B5

### Community Action Transformation Fund: Assessment Ticksheet

**Organisation:** City and County of Swansea Bowls Association

**Grant Total:** £77,721

**Ref No:** CATF 4 – 05

**Contact Name:** Mr Keith Jacob

**Potential Saving to City and County of Swansea:** £10,002.54 ongoing maintenance/materials costs per annum per bowling green (these costs are based on those provided by the City and County of Swansea and are broken down as thus - £4178.65 plus VAT for cost including end of season renovations and £4156.80 plus VAT for a conservative 120 days irrigation at £34.64 per time. Plus the cost of raising the greens, estimated at £3200 per green. (Estimate provided by group)

#### Summary:

This application is made by the City & County of Swansea Bowling Association on behalf of four clubs who are based at three greens in the Swansea area, namely Dyfatty Bowls Club (Dyfatty Park); BSC Landore Bowls Club (Coed Gwilym Park); Jersey and St. Thomas Bowls Clubs (Jersey Park), The grant will be used to upgrade the bowling greens to a higher standard with the four sides of each green being raised so that the playing surface is level. The Group have applied for three years maintenance costs to seek to demonstrate long-term commitment. This will not only allow the clubs to continue the servicing of the greens for the next three years but build their resources both financially and of their volunteer workforce, enabling longevity and sustainability of the clubs going forward. It is anticipated that a minimum of 8 individuals per green will need to be trained over this period. While this is being achieved we will support one another, working together in ensuring the maintenance is carried out appropriately, with the potential of future cost savings.

#### **Eligibility**

<ul style="list-style-type: none"><li>Established Charitable or voluntary organisations or those with charitable objectives, is properly constituted and has requisite Equality, Green, Vulnerable Adults and Childrens Policies</li></ul>	✓
<ul style="list-style-type: none"><li>New organisations which require 'seed funding' to start a service for which there is demonstrable need and is working towards Constitution and requisite policies</li></ul>	N/A
<ul style="list-style-type: none"><li>A Community Council</li></ul>	N/A
<ul style="list-style-type: none"><li>Proposal will provide an existing service in an innovative</li></ul>	

way or a new innovative service for which there is a demonstrable need	✓
• Has the applicant been working with and supported by the City and County of Swansea Department with the responsibility for the asset under question .	✓
• Does the proposal save the City & County of Swansea money? Can this saving be easily identified in council budgets and easily tracked by the External Funding Panel	✓
<b>ELIGIBLE</b>	<b>Yes</b>

## Assessment

### Finances

<b>Expenditure</b>	<b>£</b>
3 years maintenance for 3 greens (Avonmore Associates Ltd - £6960 p/a per club))	62,640
2 years costs for servicing of the mowers at 3 greens	1,565
Improvement/levelling of greens costs of 3 greens (Wayne Duggan)	9,800
Legal fees re lease (costs for City & County of Swansea and the City & County of Swansea Bowling Association)	500
Purchase of small petrol mowers for 2 greens (Dyfatty & Coedgwilym)	300
Purchase of Strimmer Kit for 1 green (Jersey/St Thomas)	180
Insurance costs	2,736
<b>Total Expenditure (a)</b>	<b>£77,721</b>
<b>Income</b> (include status - Secured, Awaiting Decision or still to be raised)	
Membership fees not due until the new season	
Match fees not due until the new season	
<b>Total Income (b)</b>	
<b>Total Amount to be met by CATF grant (a-b)</b>	<b>*£77,721</b>

<b>RECOMMENDATION</b>	<p><b>Support – to the amount of £37,000 as advised by Culture and Rec officers.</b></p> <p><b>The Department recommend each green be offered one year maintenance costs (in accordance with other clubs)</b></p> <p><b>They also suggest that if three greens becomes a burden in the first year they could reapply for assistance in the future.</b></p>
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All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<u>Comments</u>
<ul style="list-style-type: none"> <li>• That the funding will support the provision of a local service to the residents of Swansea</li> </ul>	<p>Yes – The Four clubs represented are based at three bowling green across the city.</p>
<ul style="list-style-type: none"> <li>• The need and community support for the project proposal is demonstrated</li> </ul>	<p>The clubs currently have a combined membership in excess of 120 members and expect this to increase to over 160 with the Coedgwilym green attracting two other teams to it, one being a ladies team. The four clubs will be working with the City and County of Swansea and Sport Wales Development teams with a view to increasing membership and participation in the sport in general by holding open days, pay and play and taster sessions and will be liaising with local schools to encourage child participation and offer free coaching sessions.</p> <p>The clubs at Jersey Park are also looking to build on their relationship with the Grenfell Park, St Thomas, Port Tennant Partnership (GSP), by creating a 'Friends of Jersey Park' that will actively encourage building the community spirit and the regeneration of the park and its facilities by a volunteer workforce. The work that they take on in respect of the green maintenance will enhance this.</p>
<ul style="list-style-type: none"> <li>• Comments of Supporting Department</li> </ul>	<p>Ian Beynon: Development and Outreach Manager Culture and Recreation.</p> <p>Supportive of this application as it demonstrates that the clubs are willing to work together and prepared to take on maintenance, with the additional benefit of undertaking the necessary improvement works to secure the long-term use of the green. The application does identify savings to the council. In addition the clubs have stated they will maintain but have added a cost towards maintenance for 3 years. However I would suggest a grant of £37k.</p>



<ul style="list-style-type: none"> <li>• Value for money</li> </ul>	<p>The Association estimates it saving to be £10,002.54 ongoing maintenance/materials costs per annum per bowling green (these costs are based on those provided by the City and County of Swansea and are broken down as thus - £4178.65 plus VAT for cost including end of season renovations and £4156.80 plus VAT for a conservative 120 days irrigation at £34.64 per time. Plus the cost of raising the greens, estimated at £3200 per green.</p>
<ul style="list-style-type: none"> <li>• Sustainability of Proposal in the longer term.</li> </ul>	<p>The Association intend making membership affordable to everyone within the communities. With hard work, commitment and the dedication of all involved, the continued collection of membership and match fees, the selling of refreshments to players and additional active fundraising, the project will be financially sustainable. The Association plan to solicit sponsorship from local businesses and encourage touring teams from outside Swansea to visit our greens. to generate additional funds for the clubs and also bring visitors to the city centre and increased revenue to businesses therein.</p> <p>The Association will be applying for further grants for equipment for future use, so that any equipment loaned to us by the City and County of Swansea can be returned. A grant has already been secured for members to attend green maintenance training courses, which are currently being scheduled. As our knowledge and expertise on the maintenance of bowling greens increases, and as the clubs develop the skills of their volunteer workforce, we will be able to undertake additional work currently done by specialist greenkeepers. This will make additional substantial financial savings to the clubs, thus helping to maintain their continuation strategies.</p> <p>The continuation strategy is to increase club membership from the local communities, the development of ladies teams and the increase in participation by</p>

	<p>children from the schools and with family initiatives being put in place. The greens are valuable public assets that can be enjoyed by young and old, able bodied and persons with special needs, partially sighted etc.</p> <p>The Bowls Association and the four clubs will be amending their constitutions to make them charitable organisations by including relevant charitable sections preventing the distribution of any surpluses outside these charities and their distribution to other charitable bodies with similar aims in the event of the clubs' dissolution</p>
<ul style="list-style-type: none"> <li>• Acceptable Monitoring and Evaluating proposals</li> </ul>	<p>The success of the project will be measured by:</p> <ol style="list-style-type: none"> <li>1. An increase in the casual use of the greens by the local community and visitors to the area.</li> <li>2. Positive feedback from the schools and an increase in children and young people, as well as women and ethnic minorities participating in the game of bowls.</li> <li>3. The continuation of the bowls clubs and an increase in club membership and the continued provision of the bowling greens in the communities.</li> <li>4. Positive feedback on an improved playing surface from our club members and other users of the greens.</li> </ol> <p>The Association also intend to monitor success via completion of questionnaires placed in our communities</p>

## Appendix B6

### Community Action Transformation Fund: Assessment Ticksheet

Organisation: Coed Gwilym Bowls Association

Grant Total: £2,010

Ref No: CATF 04 – 06

Contact Name: Mr David Rooke;

Potential Saving to City and County of Swansea: £5,014,

#### Summary:

The Application is directly linked to the previous application from City and County of Swansea Bowling Association. Coed Gwilym Association is comprised of BSC Landore (mentioned in Application 04-05) and latterly INCO Vale Bowls Club (referenced 04-05 as a potential partner), and the green is one of those covered by the application – The request is for the purchase of a storage Container at the green for the storage of equipment acquired under the application if successful.

#### Eligibility

• Established Charitable or voluntary organisations or those with charitable objectives, is properly constituted and has requisite Equality, Green, Vulnerable Adults and Childrens Policies	✓
• New organisations which require ‘seed funding’ to start a service for which there is demonstrable need and is working towards Constitution and requisite policies	N/A
• A Community Council	N/A
• Proposal will provide an existing service in an innovative way or a new innovative service for which there is a demonstrable need	✓
• Has the applicant been working with and supported by the City and County of Swansea Department with the responsibility for the asset under question .	✓
• Does the proposal save the City & County of Swansea money?. Can this saving be easily identified in council budgets and easily tracked by the External Funding Panel	✓
<b>ELIGIBLE</b>	<b>Yes</b>

## Assessment

<b>Expenditure</b>	<b>£</b>
Used 20 foot Container to store equipment	£2,010
<b>Total Expenditure (a)</b>	<b>£</b>
<b>Income</b> (include status - Secured, Awaiting Decision or still to be raised)	
<b>Total Income (b)</b>	<b>£</b>
<b>Total Amount to be met by CATF grant (a-b)</b>	<b>*£2,010</b>

<b>RECOMMENDATION</b>	<b>Support – £2,010</b>
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<b><u>Comments</u></b>
<ul style="list-style-type: none"> <li>That the funding will support the provision of a local service to the residents of Swansea</li> </ul>	Yes – Coed Gwylim park in Clydach
<ul style="list-style-type: none"> <li>The need and community support for the project proposal is demonstrated</li> </ul>	The application compliments the previous application from the City and County of Swansea Bowls Association.
<ul style="list-style-type: none"> <li>Comments of Supporting Department</li> </ul>	<p>Ian Beynon: Development and Outreach Manager Culture and Recreation.</p> <p>Straightforward happy to suggest support in full</p>
<ul style="list-style-type: none"> <li>Value for money</li> </ul>	The transfer is estimated to save the City and County £7,200 per annum in pitch maintenance costs. However the group state on their application the potential charge for one year maintenance is £5,014
<ul style="list-style-type: none"> <li>Sustainability of Proposal in the longer term.</li> </ul>	The groups in association with the City and County of Swansea Bowling Association intend to increase membership, attract touring teams and explore sponsorship options.

<ul style="list-style-type: none"><li>• Acceptable Monitoring and Evaluating proposals</li></ul>	The Group anticipates that the 25 year lease will allow the member clubs to thrive and attract new members.
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## Appendix B7

### Community Action Transformation Fund: Assessment Ticksheet

Organisation: Pontarddulais Partnership

Grant Total: £24,260

Ref No: CATF 04 – 07

Contact Name: Mrs Catherine Harris

Potential Saving to City and County of Swansea: £ Not Identified.

Applicant states -

*It is almost impossible to estimate the probable savings to the City and County of Swansea as our work is so far-reaching.*

#### Summary:

The application is for ongoing core costs of Pontardullais Partnership, Canolfan Y Bont Centre and salary of the Project Development Manager.

#### Eligibility

<ul style="list-style-type: none"><li>Established Charitable or voluntary organisations or those with charitable objectives, is properly constituted and has requisite Equality, Green, Vulnerable Adults and Childrens Policies</li></ul>	✓
<ul style="list-style-type: none"><li>New organisations which require 'seed funding' to start a service for which there is demonstrable need and is working towards Constitution and requisite policies</li></ul>	N/A
<ul style="list-style-type: none"><li>A Community Council</li></ul>	N/A
<ul style="list-style-type: none"><li>Proposal will provide an existing service in an innovative way or a new innovative service for which there is a demonstrable need</li></ul>	? – the application is for an ongoing project the group undertake valuable work in the community however this is not a consideration for the fund.
<ul style="list-style-type: none"><li>Has the applicant been working with and supported by the City and County of Swansea Department with the responsibility for the asset</li></ul>	✗ = not identified

under question .	
<ul style="list-style-type: none"> <li>Does the proposal save the City &amp; County of Swansea money?. Can this saving be easily identified in council budgets and easily tracked by the External Funding Panel</li> </ul>	<p>✘ Ineligible for CATF based on the fact there is no financial saving for the authority. There is no transfer of asset or service involved in the application. There is no supporting department that supports the application. Whilst there may be extra service requirements placed on the City and County of Swansea should the Partnership not secure funding this is not currently a consideration for the fund..</p>
<b>ELIGIBLE</b>	<b>No</b>

## Assessment

Expenditure	£
Compact Tractor with mid mounted cutting deck	£
Line Marker	£
Pitch splitter	£
<b>Total Expenditure (a)</b>	<b>£</b>
<b>Income</b> (include status - Secured, Awaiting Decision or still to be raised)	
<b>Total Income (b)</b>	<b>£</b>
<b>Total Amount to be met by CATF grant (a-b)</b>	<b>*£</b>

RECOMMENDATION	Ineligible
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<u>Comments</u>
<ul style="list-style-type: none"> <li>That the funding will support the provision of a local service to the residents of Swansea</li> </ul>	
<ul style="list-style-type: none"> <li>The need and community support for the project proposal is demonstrated</li> </ul>	
<ul style="list-style-type: none"> <li>Comments of Supporting Department</li> </ul>	
<ul style="list-style-type: none"> <li>Value for money</li> </ul>	

• Sustainability of Proposal in the longer term.	
• Acceptable Monitoring and Evaluating proposals	