

# 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, 7 December 2016

**Time:** 3.00 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.
<b>1 Apologies for Absence.</b>	
<b>2 Disclosures of Personal and Prejudicial Interests.</b> <a href="http://www.swansea.gov.uk/disclosuresofinterests">www.swansea.gov.uk/disclosuresofinterests</a>	
<b>3 Minutes.</b> To approve & sign the Minutes of the previous meeting(s) as a correct record.	1 - 7
<b>4 Flying Start Capital Programme 2016-2017.</b>	8 - 12
<b>5 Community Action Transformation Fund.</b>	13 - 24
<b>6 Exclusion of the Public.</b>	25 - 28
<b>7 Overview of Current And Forthcoming European And External Funding Applications.</b>	29 - 47

**Next Meeting:** Wednesday, 1 February 2017 at 3.00 pm



**Huw Evans**  
Head of Democratic Services  
Wednesday, 30 November 2016

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Contact: Democratic Services - (01792) 636923

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE EXTERNAL FUNDING PANEL

HELD AT COMMITTEE ROOM 5, GUILDHALL, SWANSEA ON  
WEDNESDAY, 5 OCTOBER 2016 AT 3.00 PM

**PRESENT:** Councillor R C Stewart (Chair) Presided

**Councillor(s)**

M C Child  
A S Lewis  
C Richards

**Councillor(s)**

R Francis-Davies  
C E Lloyd

**Councillor(s)**

J E C Harris  
J A Raynor

**Officer(s)**

Chris Davies	Principal Accountant, Social Services
Allison Lowe	Democratic Services Officer
Spencer Martin	Voluntary Sector Relationship Coordinator
Mark Wade	Community Housing Services Manager
Jane Whitmore	Interim Head of Poverty & Prevention
Elliott Williams	European & External Funding Programme Officer
Gaynor Winsor	Accountant

**Apologies for Absence**

Councillor(s): W Evans

14 **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:

Councillors M Child, R Francis-Davies, J Harries, C Lloyd, J Raynor, C Richards, R Stewart and Officers S Martin, A Lowe, S Richards & J Whitmore - Minute No. 18 (B2) Community Action Transformation Fund – Personal – the applicant is a City & County of Swansea employee and known to us.

Councillors R Francis-Davies & Cllr A Lewis – Minute No. 18 (B4 & B5) Community Action Transformation Fund – Personal – within the Morryston ward.

Councillor A Lewis – Minute No. 17 - Welsh Government Warm Homes / Zones Arbed 2016/17 Sandfields Renewal Area Bid – Personal & Prejudicial – As Cabinet Member I gave approval for the Arbed 2016/17 bid which came retrospectively to the Committee. Cllr Lewis took no further part in discussions nor voting on this item.

Councillor R Stewart – Minute No. 18 (B1) Community Action Transformation Fund – Personal - The applicant is known to me. Cllr Stewart took no part in voting on this item.

15 **MINUTES.**

**RESOLVED** that the minutes of the External Funding Panel held on 3 August 2016 be approved as a correct record.

16 **ENABLE CAPITAL GRANT.**

The Principal Accountant, Social Services presented the Enable Capital Grant on behalf of the Head of Adult Services. The purpose being to approve the Enable Capital Grant from the Welsh Government and include the expenditure in the capital programme for 2016/17.

The total grant allowance of £280,349 would be allocated to Care and Repair with a mandate to continue with the Healthy Home Grant scheme which was positively evaluated after the ICF allocation of 2014/15 and practical work would include:

- Mid-level adaptations, with priority for works that assist hospital discharge, prevent falls in the home or provide targeted support for older people;
- Mid-level intervention and adaptations to the homes of older people aged over 60 who are living in their own home or privately rented accommodation.

**RESOLVED** that the recommendation to comply with Financial Procedure Rule No. 7 (Capital Programming and Appraisals) to commit and authorise schemes onto the capital programme be **approved**.

17 **WELSH GOVERNMENT WARM HOMES / ZONES ARBED 2016-17 SANDFIELDS RENEWAL AREA EXTERNAL FUNDING BID.**

The Community Housing Services Manager presented a report to provide details of the Bid for Welsh Government Warm Homes / Zones Arbed Funding 2016-17 for the Sandfields Renewal Area.

Arbed (Welsh for 'save') is the Welsh Government's strategic energy performance investment programme helping meet commitments to reduce climate change, help eradicate fuel poverty and boost economic development and regeneration in Wales.

The latest round of Arbed funding called 'Welsh Government Warm Homes and Warm Zones' has been announced to support local authority led area-based energy efficiency schemes, maximise the number of homes improved and lever in funding from other sources such as the Energy Company Obligation (ECO) to maximise investment.

He reported that due to a very short timeline for bid submission imposed on the Council by Welsh Government, the bid had already been submitted, after advice being sought and permissions obtained from the Director of Place, Head of Housing & Public Protection and Cabinet Member for Next Generation Services.

**RESOLVED** that the bid for Welsh Government Warm Homes / Zones Arbed Funding 2016-17 for Sandfields Renewal Area be **approved**.

18 **COMMUNITY ACTION TRANSFORMATION FUND.**

The Voluntary Sector Relationship Coordinator presented a report regarding the applications for the fifth round of funding of the Community Action Transformation Fund. The background and principles underlying the Fund, together with the criteria that applications should meet and what they could be used for was detailed in the report.

The Panel noted that one deferred and four new applications had been received by the closing date for the fifth round of the fund on 26 August 2016 as follows:

1. Whitehead-Ross Educating and Consulting Limited;
2. Llanrhidian Higher Community Council;
3. Parc Y Werin Bowling Association;
4. Morryston Tabernacle Congregation Building Trust – Clock;
5. Sacred Heart Mother and Toddler Group.

Third Sector Co-Ordinator discussed the summary of applications detailed in Appendix A and Appendices B1 – B5.

Members' debated the applications and asked questions of the Officer, who responded accordingly.

The Panel **AGREED** that:

1. The application submitted by Whitehead Ross Educating and Consulting Ltd be **REFUSED** due to the change of priorities within the City & County of Swansea in relation to the Youth Service as a whole;
2. The application submitted by Llanrhidian Higher Community Council be **APPROVED** to the sum of £23,800;
3. The application submitted by Parc Y Werin Bowling Association be **APPROVED** to the sum of £11,240;
4. The application submitted by Morryston Tabernacle Congregation Building Trust be **APPROVED** to the sum of £6,276;
5. The application submitted by Sacred Heart Mother and Toddler Group be **REFUSED** as it was ineligible for the Community Action Transformation Fund based on the fact there is no saving for the authority. There is no transfer of asset or service involved in the application. The applicant would be offered advice on appropriate alternative sources of funding that could be applied for.

The Panel did not discuss whether additional funding to allow for the scheduled sixth funding round and any allocation from this round over the £48,700 remaining of the original £300,000 allocated to the Community Action Transformation Fund.

19 **COASTAL RISK MANAGEMENT PROGRAMME: SWANSEA CENTRAL AREA STRATEGIC FLOOD RISK MITIGATION PROJECT APPRAISAL REPORT.**

The European & External Funding Programme Officer provided an overview to seek approval on Welsh Government (WG) Grant to support a Project Appraisal Report for the Swansea Central Area Strategic Flood Risk Mitigation Project.

WG have launched a Coastal Risk Management funding programme which provides a one off opportunity for local authorities to implement coastal flooding management projects with WG contributing 75% of the project costs. As part of this programme local authorities are expected to identify potential projects, prepare a business case and secure 25% match funding.

It would support Local Authorities in developing the necessary business case Welsh Government are providing 100% grant funding for the preparation of Project Appraisal Reports, which would include tidal monitoring work, feasibility studies and consideration of wider economic and regeneration opportunities and identify a preferred way forward to manage flooding and make a case for further investment.

**RESOLVED** that the External Funding Panel **endorses** the application to Welsh Government for a 100% grant to proceed with a Project Appraisal Report for the Swansea Central Area Strategic Flood Risk Mitigation Project.

The meeting ended at 3.45 pm

**CHAIR**

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE SPECIAL EXTERNAL FUNDING PANEL

HELD AT CABINET CONFERENCE ROOM, GUILDHALL, SWANSEA ON  
WEDNESDAY, 2 NOVEMBER 2016 AT 10.00 AM

#### **PRESENT:**

##### **Councillor(s)**

M C Child  
J E C Harris  
J A Raynor

##### **Councillor(s)**

W Evans  
D H Hopkins

##### **Councillor(s)**

R Francis-Davies  
A S Lewis

##### **Officer(s)**

M Joyce-Brown  
C Griffiths  
S Martin  
W Parkin  
P Relf  
L Richards  
M Sweeney

Senior Lawyer  
Accountant  
Voluntary Sector Relationship Coordinator  
Senior Lawyer  
European Officer  
Physical Regeneration Manager  
Planned Maintenance Drainage & Coastal Management  
Officer  
European & External Funding Programme Officer  
Capital Accountant  
Democratic Services Officer

##### **Apologies for Absence**

Councillor(s): C E Lloyd and R C Stewart

#### 20 **ELECTION OF CHAIR PRO-TEM.**

**RESOLVED** that Councillor R Francis-Davies be elected as Chair Pro Tem.

**COUNCILLOR R FRANCIS-DAVIES (CHAIR PRO TEM) PRESIDED**

#### 21 **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS.**

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

Councillor J A Raynor – Personal – Minute No. 25 – Future of the CATF. Friends of Duvant Park operates in my ward and I am an associate member.

#### 22 **NEW MEDICAL AND FAMILY SUPPORT CENTRE AT MAYHILL.**

The Physical Regeneration Manager presented a report which outlined the capital and revenue implications for a new Medical and Family Support Centre at Mayhill and sought authority to progress the specified development in partnership with the Local Health Board.

Members asked questions of the Officer who responded accordingly.

**RESOLVED** that:

1. The project be **APPROVED**;
2. The provision of funding for the additional cost of £167k be considered in the capital budget process for 2016/2017; and
3. The provision of an update on land sale negotiation and build costs be **NOTED**.

23 **BLACKPILL FLOOD ALLEVIATION SCHEME.**

The Planned Maintenance Drainage & Coastal Management Officer, presented an update on Welsh Government Grant to support the design of Blackpill Flood Alleviation Scheme.

Members asked questions of the Officer who responded accordingly.

**RESOLVED** that the grant to support the design for the scheme be **ENDORSED**.

24 **TO PROVIDE AN UPDATE ON WELSH GOVERNMENT GRANT TO SUPPORT SMALL SCALE FLOOD RISK MANAGEMENT SCHEMES.**

The Planned Maintenance Drainage & Coastal Management Officer, presented an update on Welsh Government Grant to support small flood risk management schemes.

Members asked questions of the Officer who responded accordingly.

**RESOLVED** that the grant to support the identified schemes be **ENDORSED**.

25 **COMMUNITY ACTION TRANSFORMATION FUND.**

The Voluntary Sector Relationship Coordinator presented a report regarding the future of the Community Action Transformation Fund (CATF).

He stated that there had been five rounds of CATF, a sixth is scheduled to close to applications in March 2017. To date, the CATF has supported 17 projects and allocated a total of £298,058 to projects (budget of £300,000).

Members noted that there is no finance to continue with the CATF. There is currently £2,000 remaining of the original budget of £300,000. Should Members wish to support the scheduled 6<sup>th</sup> round of funding and/or a further extension to the Community Action Transformation Fund the budget would need to be supplemented to allow for this.

Members asked questions of the Officer who responded accordingly.

**RESOLVED** that the report be deferred to the next meeting.

26 **EXCLUSION OF THE PUBLIC.**

The Committee was requested to exclude the public from the meeting during the consideration of the item of business identified in the recommendations to the report on the grounds that it involved the likely disclosure of exempt information as set out in the exclusion paragraph of 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation)(Wales) Order 2007, relevant to the item of business as set out in the report.

The Committee considered the Public Interest Test in deciding to exclude the public from the meeting for the item of business where the Public Interest Test was relevant, as set out in the report.

It was **RESOLVED** that the public be excluded for the following item of business.

**(CLOSED SESSION)**

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

The European & External Funding Officer presented a report that provided an update on current and planned European and other external funding applications.

Members asked questions of the Officer who responded accordingly.

**RESOLVED** that:

- 1) the updates on projects in sections 2 to 6 of the report be noted;
- 2) the bid to support the ERDF 4.4 programme for the Kingsway employment hub be supported;
- 3) the request for the City and County of Swansea to participate as joint beneficiaries of the Cam Nesa project be supported.

The meeting ended at 10.29 am

**CHAIR**



# Agenda Item 4

## Report of the Director of People

External Funding Panel – 7 December 2016

### FLYING START CAPITAL PROGRAMME 2016-2017

<b>Purpose:</b>	To outline the capital proposal included in the Additional Funding Application submitted to Welsh Government in respect of the Flying Start Programme 2016/17.
<b>Policy Framework:</b>	One Swansea Plan
<b>Reason for Decision:</b>	To inform the External Funding Panel of the grant applied for. To comply with Financial Procedure Rule 7- to approve and include new Capital schemes in the Capital Programme.
<b>Consultation:</b>	Education, Poverty, Corporate Building and Services, Finance ,Legal
<b>Recommendation(s):</b>	It is recommended that the External Funding Panel authorises approval for:-  <ol style="list-style-type: none"><li>1. The bid as detailed, together with financial implications, to be included in the capital programme, in anticipation of the bid being approved by Welsh Government.</li></ol>
<b>Report Author:</b>	Sian Bingham and Claire Lewis
<b>Finance Officer:</b>	Jayne James
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer</b>	Phil Crouch

#### 1.0 Background

- 1.1 Flying Start is one of the Welsh Government's (WG) Flagship Programmes aimed at improving outcomes for children under 4 in the identified most deprived areas with the main focus of child development.
- 1.2 Swansea's model of delivery for the Flying Start Programme has been acknowledged by Welsh Government (WG) as good practice. Flying Start settings are sited at Primary Schools ensuring the use of available space (potential surplus capacity) to establish "mini

children's centres". These comprise of the required Care and Social Services Inspectorate Wales (CSSIW) registered Childcare Facility; provide a base for Health Visitors and Parenting and Early Language Development provision. This has enabled co-located multi-agency teams to operate to support young children and their families in each area.

- 1.3 The Flying Start Programme in Swansea has been developed with the aspirations for 21<sup>st</sup> Century schools so that the benefits of Flying Start are maximised within Primary Schools and Community Focussed Schools. This also provides the opportunity to achieve effective transition into the Foundation Phase.
- 1.4 There have been 3 main phases to the rollout of the Flying Start Programme. The targeting for each phase has been set by Welsh Government. At the end of 2014/15 there were 2659 0-3 year olds in the Flying Start Programme in Swansea benefiting from the full range of entitlements across different settings. In 2015/16 the full approved Programme will be established benefiting approximately 2,900 0-3 year olds annually.

#### **Additional Capital Round**

- 1.5 WG has asked Local Authorities to bid for additional capital funding to help maintain the standards of provision for existing Flying Start settings. They have advised that this request does not represent a commitment that funding is available this financial year, and authorities are not invited to submit bids to increase or expand Flying Start provision at this time.
- 1.6 A bid of £186,300 for the maintenance and enhancement of existing Flying Start settings has been submitted with the following breakdown of works.

Lower Super Output Area (LSOA)	Project	Amount Requested
Castle 5, Townhill 1,3,5 Uplands 2	Seaview Flying Start – upgrade toilets and replacement shutter/s	£26,000
Castle 1,2, Landore 2,3,4 Penderry 1,2,3 Castle 5, Townhill 1,3,5 Uplands 2 Bonymaen 1,2 Penderry 4,5,6, Cockett 8, Cwmbwrla 5 Townhill 1,2,4,6 Uplands 2 Clydach 3 Llansamlet 8	Softplay/fencing Hafod Flying Start Portmead Flying Start Seaview Flying Start Pentrechwyth Flying Start Clwyd Flying Start Townhill Flying Start Craigfelen Flying Start Birchgrove Flying Start	£6,000 £15,000 £9,000 £6,000 £6,000 £6,000 £5,000 £5,000

6 settings	ICT equipment C Touch & associated equipment and infrastructure	£30,000
Castle 1,2, Landore 2,3,4	Decoration & Flooring upgrade Hafod Flying Start, new flooring and decoration	£4,300
Penderry 1,2,3	Portmead Flying Start, New flooring and decoration	£8,000
Castle 5, Townhill 1,3,5 Uplands 2	Seaview Flying Start, flooring	£5,000
Various	Security improvements	£15,000
Various	Renewal of childcare equipment	£40,000

## **2.0 Equality and Engagement Implications**

2.1 An Equality Impact Assessment Screening Form has been completed for the project with the outcome that a full EIA Report was not required.

2.2 However the project will have a positive impact on;

2.3 Age – provide good quality childcare places and additional services for 0-3 year olds.

2.4 Children’s Rights - In line with the Council’s commitment to the UNCRC the initiative will have a direct impact on children and young people and is designed in the best interest of children as stated in guiding principal below;

Article 3. Best interests of the child: The best interests of children must be the primary concern in making decisions that may affect them. All adults should do what is best for children. When adults make decisions, they should think about how their decisions will affect children. This particularly applies to budget, policy and law makers

2.5 All key stakeholders will be communicated with throughout the projects’ delivery.

## **3.0 Financial Implications**

### **Capital**

3.1 The total cost of the capital improvement works if approved is £186,300 if the bid is approved in its entirety. There is no commitment from WG that any capital will be available.

- 3.2 The funding relates to the period April 2016 to March 2017 and must be claimed in full by 31 March 2017 otherwise any unclaimed part of the funding will cease to be available to the Council. The funding available has been profiled as set out in Appendix A.

### **Revenue**

- 3.3 Flying Start revenue funding has already been committed. There will be no additional recurring revenue costs as a result of this bid.

### **4.0 Legal Implications**

- 4.1 In line with arrangements at all other school based Flying Start settings a licence agreement is in place to ensure clarity of roles and responsibilities relating to the asset.
- 4.2 If approved, the grant offer from WG will contain conditions which are legally binding. The Council must be satisfied that it is able to comply with the same.

### **Background Papers:**

None

### **Appendices:**

Appendix A Financial Implications Summary

## FINANCIAL IMPLICATIONS : SUMMARY

**Portfolio:** EDUCATION  
**Service :** PRIMARY PROVISION  
**Scheme :** Flying Start Capital Programme 2016/17  
 Additional Funding Application

<u>1.1. CAPITAL COSTS</u>	2016/17 £'000		TOTAL £'000
<u>Expenditure</u>			
For the maintenance and enhancement of existing Flying Start settings. The breakdown of works include: Upgrade toilets and replacement shutters Softplay/ fencing ICT equipment, C Touch & associated equipment/infrastructure Decoration & Flooring upgrade Security Improvements Renewal of childcare equipment.	186,300		186,300
<b>EXPENDITURE</b>	<b>186,300</b>		<b>186,300</b>
<u>Financing</u>			
WG Funded by Flying Start Capital Programme 2016/17; if bid submitted for additional funding is approved in its entirety.	186,300		186,300
<b>FINANCING</b>	<b>186,300</b>		<b>186,300</b>

<u>1.2. REVENUE COSTS</u>	2016/17 £'000		FULL YEAR £'000
<u>Service Controlled - Expenditure</u>			
Employees )			0
Maintenance )	N/A		0
Vehicle running costs )			0
			0
<b>NET EXPENDITURE</b>	<b>0</b>		<b>0</b>
<u>Financing</u>			
	N/A		
<b>FINANCING</b>	<b>0</b>		<b>0</b>

## Report of the Director of People

External Funding Panel – 7 December 2016

### COMMUNITY ACTION TRANSFORMATION FUND

<b>Purpose:</b>	For the Panel to decide on the future 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 future of the Community Action Transformation Fund, the scheduled 6 <sup>th</sup> round, and future funding of the Community Action Transformation Fund
<b>Consultation:</b>	Finance, Legal, Access to Services.
<b>Recommendation(s):</b>	It is recommended that:  1) The Panel decide the future of the Community Action Transformation Fund <ul style="list-style-type: none"><li>• There is no finance to continue with the Community Action Transformation Fund (CATF). There is currently £2,000 remaining of the original budget of £300,000. Should members wish to support the scheduled 6<sup>th</sup> round of funding and/or a further extension to the Community Action Transformation Fund the budget would need to be supplemented to allow for this.</li><li>• Should members decide not to, or are unable to secure funding for the scheduled sixth round of CATF funding and/or any future rounds the Fund will cease to operate, the relevant webpages will be removed and potential and returning applicants will be informed of the situation as and when appropriate.</li></ul>
<b>Report Author:</b>	Spencer Martin
<b>Finance Officer:</b>	Pini Patel
<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:

- *The core 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

## 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. Community Action Transformation Fund to date**

3.1 There have been five rounds of Community Action Transformation funding to date, a sixth is scheduled to close to applications in March 2017. To date the CATF has;

- Had five rounds of funding
- Supported 17 projects
- Allocated a total of £298,058 to projects (budget £300,000)

A summary of successful applications is attached as **Appendix 1**

3.2 Due to the nature of the fund not all allocated funding has been claimed and/or paid to the recipients to date:

- Round 2 - 1 grant offer £5,500 - awaiting lease completion/information
- Round 3 – 1 grant offer £23,070 – awaiting lease completion/information
- Round 5 - Paperwork only recently sent to applicants – 3 grant offers £41,316

3.3 Of the supported applications a number may require future City and County of Swansea funding/support to develop the projects to fruition.

- Three of the successful applications were for feasibility studies which may result if further requests for support from the City and County of Swansea to progress or complete the projects. (although no commitment has been made from the CATF for further support)
- One grant recipient group was advised they may return to the fund after one year should further finances be required. The return would be scheduled for the 6<sup>th</sup> round and the group – Swansea Bowling Association - have expressed an intention to reapply if able.



#### **4. Recommendation**

##### **4.1 The Panel decide the future of the Community Action Transformation Fund**

- There is no finance to continue with the Community Action Transformation Fund (CATF). There is currently £2,000 remaining of the original budget of £300,000. Should members wish to support the scheduled 6th round of funding and/or a further extension to the Community Action Transformation Fund the Budget would need to be supplemented to allow for this.
- Should members decide not to, or are unable to secure funding for the scheduled sixth round of CATF funding and/or any future rounds the Fund will cease to operate, the relevant webpages will be removed and potential and returning applicants will be informed of the situation as and when appropriate.

#### **5. Equality & Engagement Implications**

5.1 Equality Impact Assessments will be undertaken as appropriate on any decisions made at the panel. An EIA screening form for the CATF is attached as Appendix 2

5.2 There is no requirement to undertake consultation on this decision. The fund was set up with no consultation and is not a statutory provision. We have been clear about the limitations of this fund throughout, and given no indication that any consultation would be carried out on any changes to the fund.

#### **6. Financial Implications**

6.1 The Community Action Transformation fund had a pot of £300,000 to distribute over the initial six scheduled rounds – Allocation over the five round to date totals £298,058, leaving a maximum £1,942 to allocate in round six/future rounds.

#### **7. Legal Implications**

7.1 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:** External Funding panel Reports and minutes relating to CATF 2014-16.

#### **Appendices:**

Appendix A – Table of Successful Applications to date.

Appendix B – EIA Screening.

## APPENDIX A – CATF Successful Applications

### Round 1 December 2014

No	Group	Proposal Synopsis	Amount	Decision and Status
02	Bonymaen RFC	<p><b>East Side Academy For Sport</b> The application is to fund a feasibility study for a proposed project entitled the 'East Side Academy for Sport'.</p> <p><b>Estimated (by Applicant) saving to CCS:: £20,000 per annum (should feasibility be acted upon as project proposed)</b></p>	£20,000	<p>Approved – <b>PAID</b></p> <p>Feasibility drafted and out for consultation with Partners</p>
03	Mumbles Community Association	<p><b>Underhill Park Mumbles</b> The City and County of Swansea Council has recently granted, subject to negotiation, a lease for 125 years on Underhill Park to Mumbles Community Association, application to develop proposals for the site.</p> <p><b>Estimated (by Applicant) saving to CCS: £16,000 per annum for pitch maintenance</b></p>	£10,000	<p>Approved. The funding is to be used for specific elements of the project, namely; Planning fees, Business planning/accountancy software and Architectural services, surveys and drawings</p> <p><b>PAID - 25/02/16</b></p>
04	Swansea Gymnastics Club	<p><b>Re-establish Swansea Gymnastics Club in a non-council facility.</b></p> <p><b>Estimated (by Applicant) saving to CCS: £16,000 PA (for three years guaranteed)</b></p>	£24,931	<p>Approved -<b>PAID</b></p> <p>Club have moved to new premises.</p>
06	Boys and Girls Club of Wales	<p><b>Redevelopment of Swansea Boys Club - feasibility Study</b></p> <p><b>Estimated (by Applicant) saving to CCS: Dependant upon outcome of feasibility, demolition, refurbishment or remain vacant options to CCS</b></p>	£25,000	<p>Approved – <b>PAID</b></p> <p>Feasibility Drafted and Currently out for public consultation</p>
	TOTAL R1			£79, 931

## Round 2 April 2015

No	Group	Proposal Synopsis	Amount	Decision and Status
02	Mumbles Community Council	Bowling green at Oystermouth e  <b>Estimated (by Applicant) saving to CCS: £10,000 pa</b>	£5,500	Approved  NOT YET PAID  Due to be paid once the project had approval from Mumbles CC
04	Friends of Dunvant Park	Feasibility Study – Park Pavilion  <b>Estimated (by Applicant) saving to CCS: £1,000 pa (plus backlog of maintenance or refurbishment)</b>	£7,524	Approve - <b>PAID</b>  Consultants in the process of being employed, delay due to asbestos issues - Feasibility will commence November 2015 (access to pavilion permitting)
07	Ospreys Rugby	Feasibility Study – City of Sport  <b>Estimated (by Applicant) saving to CCS: dependent upon outcome of feasibility – could be up to £300K pa of St Helens Ground Transferred.</b>	£25,000	Approved – <b>PAID</b>  Feasibility being drafted
	TOTAL R2			£38,024

### Round 3 September 2015

No	Group	Proposal Synopsis	Amount	
01	Ynystawe Cricket and Football Club	<p>The project is for the transfer of asset and responsibility for the Cricket and Football pitches at Ynystawe Park to the club.</p> <p><b>Estimated (by Applicant) saving to CCS:</b> approximately £15,000 pa</p>	£23,070	<p>Approved, subject to completion of lease, equipment only to be purchased in the event of a suitable lease being agreed</p> <p>NOT YET PAID</p>
03	Coed Bach Park Community Bowls Association	<p>Bowling facilities at Coed Bach Park, Pontarddulais.</p> <p><b>Estimated (by Applicant) saving to CCS:</b> £7,200 per annum plus estimated further maintenance in the region of £12,000 to £15,000 for urgent renewal of surrounds.</p>	£30,275	Approved - <b>PAID</b>
	TOTAL R3			£53,345

## Round 4 April 2016

No	Group	Proposal Synopsis	Amount	Decision and Status
01	Parc Williams Community Bowling Association	<p>Bowling Facilities at Parc Williams Loughor</p> <p><b>Estimated (by CCS) saving to CCS: £7,200 pa</b> (green maintenance) and £15,000 for green and bank surrounds</p>	£24,277	Approved And Paid
02	Beaufort Bowls Association	<p>Bowling facilities at Beaufort Road Green, Landore.</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	Approved and Paid
03	St Thomas Church – Clock	<p>Maintenance and upkeep of St Thomas church clock.</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>	£2,155	Approved and Paid
05	City & County of Swansea Bowls Association.	<p>Bowling Facilities at</p> <ul style="list-style-type: none"> <li>• Dyfatty Park</li> <li>• Coedgwilym Park</li> <li>• Jersey Park</li> </ul> <p><b>Estimated (by Applicant) saving to CCS: £10,002.54</b> 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</p>	£37,000	Approved and Paid

		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	Storage facilities for bowling green, linked directly to previous application  <b>Estimated (by Applicant) saving to CCS: approximately £5,014 pa</b>	£2,010	Approved and Paid
	TOTAL R4			£85,442

### Round 5 –October 2016

No	Group	Proposal Synopsis	Amount	Status
02	Llanrhidian Higher Community Council	Site at Graig Y Coed, 11 acres comprising Rugby Pitch, Football Pitch, Pavilion and Associated land  <b>Estimated (by CCS) saving to CCS: £12,000 per annum</b>	£23,800	Grant Offer made – awaiting response.
03	Parc Y Werin Bowling Association	Bowling greens in Parc Y Werin, Gorseinon.  <b>Estimated (by Applicant) saving to CCS: £16,000</b>	£11,240	Grant Offer made – awaiting response
04	Morrison Tabernacle Congregation Building Trust – Clock	Repairs and Maintenance of Chapel Clock  <b>Estimated (by Applicant) saving to CCS: the cost for an annual winding contract is in the region of £2,000 - £3,000 per year</b>	£6,276	Grant Offer made – awaiting response
	TOTAL R5			£41,316
	Total Allocated to end 5 <sup>th</sup> Round			£298,058

## Appendix B

### Equality Impact Assessment Screening Form

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).

#### Section 1

Which service area and directorate are you from?

Service Area: Poverty and Prevention

Directorate: People

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

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

(b) Please name and describe below  
Community Action Transformation Fund

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

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

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

Because they internal need to	Because they want to	Because it is automatically provided to everyone in Swansea	On an 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input checked="" 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

**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**  
The CATF supports asset transfer and can affect council departments ability to withdrawn from services or assets. The fund supports the community to undertake the services or responsibility for assets for the transitional period

**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 / →  Do not complete EIA**



**NOT RELEVANT**

**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.**

The Community Action Transformation Fund is was established to facilitate Asset transfer of property or services the City and County of Swansea wishes / can withdraw from to save money under the Sustainable Swansea policy. The budget allocated to the fund is currently spent out – if Members choose or are unable to facilitate its replenishment the asset transfer policy will still go ahead – there may however be limitations on the groups that are proposing to take over the assets if they cannot access additional funding to progress the smooth takeover of the asset. There is some danger that if the community do not take over control of the asset or service in question it could be lost, however the assets and services in question are so diverse it is difficult to second guess the effect on the community and those with protected characteristics.

There is no requirement to undertake consultation on this decision. The fund was set up with no consultation and is not a statutory provision. We have been clear about the limitations of this fund throughout, and given no indication that any consultation would be carried out on any changes to the fund.

CATF is not in need of a full EIA since this the fund and the decision to continue with its support and the potential future applicants is unknown and at such a high level that the impacts could not be assessed. Consequently, the impacts on protected characteristics (at this level) could all be viewed as LOW impact

## **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: Spencer Martin
Job title: Third sector relationship officer
Date: 21 <sup>st</sup> October 2017
<b>Approval by Head of Service:</b>
Name: Jane Whitmore
Position: Partnership Performance and Commissioning Manager
Date: 26 <sup>th</sup> October 2016

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

## Report of the Interim Head of Legal & Democratic Services

**External Funding Panel – 7 December 2016**

### EXCLUSION OF THE PUBLIC

<b>Purpose:</b>	To consider whether the Public should be excluded from the following items of business.	
<b>Policy Framework:</b>	None.	
<b>Reason for Decision:</b>	To comply with legislation.	
<b>Consultation:</b>	Legal.	
<b>Recommendation(s):</b>	It is recommended that:	
<b>1)</b>	The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	<b>Item No.</b>	<b>Relevant Paragraphs in Schedule 12A</b>
	7	14
<b>Report Author:</b>	Democratic Services	
<b>Finance Officer:</b>	Not Applicable	
<b>Legal Officer:</b>	Tracey Meredith – Interim Head of Legal & Democratic Services (Monitoring Officer)	

## 1. Introduction

- 1.1 Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.
- 1.2 Such a resolution is dependant on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

## 2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, Cabinet will be requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendation(s) to the report on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government

Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

- 2.2 Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 2.3 The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in **Appendix A**.
- 2.4 Where paragraph 16 of the Schedule 12A applies there is no public interest test. Councillors are able to consider whether they wish to waive their legal privilege in the information, however, given that this may place the Council in a position of risk, it is not something that should be done as a matter of routine.

### **3. Financial Implications**

- 3.1 There are no financial implications associated with this report.

### **4. Legal Implications**

- 4.1 The legislative provisions are set out in the report.
- 4.2 Councillors must consider with regard to each item of business set out in paragraph 2 of this report the following matters:
  - 4.2.1 Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.
  - 4.2.2 If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test as set out in paragraph 2.2 of this report.
  - 4.2.3 If the information falls within paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test but must consider whether they wish to waive their privilege in relation to that item for any reason.

**Background Papers:** None.

**Appendices:** Appendix A – Public Interest Test.

## Public Interest Test

No.	Relevant Paragraphs in Schedule 12A
<b>12</b>	<b>Information relating to a particular individual.</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. His view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
<b>13</b>	<b>Information which is likely to reveal the identity of an individual.</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. His view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
<b>14</b>	<b>Information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. His view on the public interest test was that:</p> <p><b>a)</b> Whilst he was mindful of the need to ensure the transparency and accountability of public authority for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial / business affairs outweighed the need for that information to be made public; or</p> <p><b>b)</b> Disclosure of the information would give an unfair advantage to tenderers for commercial contracts.</p> <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

No.	Relevant Paragraphs in Schedule 12A
15	<p><b>Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.</b></p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 15 should apply. His view on the public interest test was that whilst he is mindful of the need to ensure that transparency and accountability of public authority for decisions taken by them he was satisfied that in this case disclosure of the information would prejudice the discussion in relation to labour relations to the disadvantage of the authority and inhabitants of its area. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
16	<p><b>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</b></p>
	<p>No public interest test.</p>
17	<p><b>Information which reveals that the authority proposes:</b>  <b>(a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</b>  <b>(b) To make an order or direction under any enactment.</b></p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 17 should apply. His view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by the public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
18	<p><b>Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</b></p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 18 should apply. His view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

# Agenda Item 7

By virtue of paragraph(s) 14 of Schedule 12A  
of the Local Government Act 1972  
as amended by the Local Government (Access to  
Information) (Variation) (Wales) Order 2007.

Document is Restricted