

CITY AND COUNTY OF SWANSEA

NOTICE OF MEETING

You are invited to attend a Meeting of the

EXTERNAL FUNDING PANEL

At: Committee Room 6, Guildhall, Swansea

On: Wednesday, 5 April 2017

Time: 3.00 pm

Chair: Councillor Rob Stewart

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

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|---|--|---------|
| 1 | Apologies for Absence. | |
| 2 | Disclosures of Personal and Prejudicial Interests.
www.swansea.gov.uk/disclosuresofinterests | |
| 3 | Minutes:
To approve & sign the Minutes of the previous meeting(s) as a correct record. | 1 - 2 |
| 4 | Flying Start Capital Programme 2017-2018. | 3 - 6 |
| 5 | Local Transport Fund Bid 2017/18. | 7 - 16 |
| 6 | Overview of Current and Forthcoming European and External Funding Applications. | 17 - 41 |
| 7 | Exclusion of the Public. | 42 - 45 |
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Huw Evans
Head of Democratic Services
Wednesday, 29 March 2017

Contact: Democratic Services - (01792) 636923

CITY AND COUNTY OF SWANSEA

MINUTES OF THE EXTERNAL FUNDING PANEL

HELD AT ROOM 235, GUILDHALL (COUNCILLORS MEETING ROOM) -
GUILDHALL ON WEDNESDAY, 1 FEBRUARY 2017 AT 3.00 PM

PRESENT:

Councillor(s)

W Evans
C E Lloyd

Councillor(s)

J E C Harris
J A Raynor

Councillor(s)

D H Hopkins
C Richards

Officer(s)

S Martin
S Richards
N Trotman
G Winsor
S Woon

Voluntary Sector Relationship Coordinator
Senior Lawyer
Western Bay Programme Co-ordinator
Accountant
Democratic Services Officer

Apologies for Absence

Councillor(s): R Francis-Davies, A S Lewis and R C Stewart.

34 **ELECTION OF CHAIR PRO TEM.**

RESOLVED that Councillor C Richards be elected as Chair Pro Tem.

COUNCILLOR C RICHARDS (CHAIR PRO TEM) PRESIDED.

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

In accordance with the Code of Conduct adopted by the City and County of Swansea, no interests were declared.

36 **MINUTES.**

RESOLVED that the minutes of the External Funding Panel held on 7 December, 2016, be approved as a correct record.

37 **INTERMEDIATE CARE FUNDING (ICF) 2016/2017 - SECOND TRANCHE OF ICF FUNDING.**

The Western Bay Programme Co-ordinator offered apologies on behalf of the Western Bay Programme Director and presented a report which sought to approve the second tranche of Intermediate Care Funding (ICF) Revenue Funding for 2016/17 for the City and County of Swansea.

Members asked questions of the Officer who responded accordingly.

RESOLVED that:

1. the External Funding Panel **ENDORSE** the additional Intermediate Care Fund Revenue Schemes for preventative schemes for older people, people with learning disabilities and children with complex needs for the City and County of Swansea (included in Appendix 2); and
2. The Western Bay Programme Co-ordinator circulate details of spending totals and organisations in receipt of resources (in respect of tranche 1 and 2) to the Panel.

The meeting ended at 3.10 pm

CHAIR

Report of the Director - People

External Funding Panel – 5 April 2017

FLYING START CAPITAL PROGRAMME 2017-2018 Already approved Lower Super Output Areas for City and County of Swansea Flying Start Programme.

Purpose:	To outline the capital proposal included in the Additional Funding Application submitted to Welsh Government in respect of the Flying Start Programme 2017/18 and to confirm the approved LSOAs funding for City and County of Swansea.
Policy Framework:	One Swansea Plan
Consultation:	Education, Poverty, Corporate Building and Services, Head of Financial Services, and Head of Legal and Democratic Services, were consulted.
Recommendation(s):	It is recommended that: 1) The External Funding Panel approves the 2017/18 Flying Start Capital bid.
Report Author:	Sian Bingham and Claire Lewis
Finance Officer:	Jayne James
Legal Officer:	Debbie Smith
Access to Services Officer	Phil Couch

1.0 Background

- 1.1 Flying Start (FS) 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. FS 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 21st Century schools so that the benefits of FS 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 three main phases to the rollout of the Flying Start Programme. The targeting for each phase has been set by WG. At the end of 2014/2015 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 2015/2016 approximately 2,900 0-3 year olds benefit annually.

Additional Capital Round

- 1.5 WG have already approved £50,000 for Clase Primary Flying Start, to support improving traffic management issues in the school site. This has already been accepted into the capital programme as the value was under £75,000.
- 1.6 However, WG have now asked local authorities to bid for additional capital funding for already approved areas for 2017/2018. They have advised that this request does not represent a commitment that funding is available this financial year.
- 1.7 A bid of £70,000 (in addition to the £50,000 already approved), has been submitted which includes the following:

Lower Super Output Area (LSOA)	Project	Amount Requested
Townhill 1,2,6	Gors Flying Start Safeguarding – introduction of fencing and gates to improve access arrangements to the FS setting whilst school is in operation	£20,000
Castle 1,2,3,5	Waun Wen Flying Start Safeguarding – introduction of fencing and gates to improve access arrangements to the FS setting whilst school is in operation	£10,000
Penderry 4,5,6, Cockett 8, Cwmbwrla 5	Clwyd Flying Start – introduction of soft play (unable to undertake from 2016/2017 capital)	£15,000
Castle 1,2, Landore 2,3,4	Hafod Flying Start – upgrade of children's toilets and kitchen facilities and ICT for childcare areas	£15,000
St Thomas 1&2	St Thomas Flying Start – Upgrading of fencing/gate	£5,000
Morrison 9	Plasmarl Flying Start – ICT for childcare areas	£5,000

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 is 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 £70,000 if the bid is approved in its entirety. There is no commitment from WG that any capital will be available. This is in addition to the £50,000 already approved for 2017/2018 for Clase Traffic Management improvements.
- 3.2 The funding relates to the period April 2017 to March 2018 and must be claimed in full by 31 March 2018 otherwise any unclaimed part of the funding will cease to be available to the Council.

Revenue

- 3.3 FS 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 FS 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

Report of the Director of Place

External Funding Panel – 5 April 2017

LOCAL TRANSPORT FUND BID 2017/18

Purpose:	To approve the funding application for the Local Transport Fund 2017/18
Policy Framework:	Joint Transport Plan for South West Wales (2015 – 2020)
Consultation:	Finance, Legal & Access to Services
Recommendation(s):	It is recommended that: 1) The External Funding Panel approve the Local Transport Fund 2017/18 application.
Report Author:	Ben George
Finance Officer:	Jayne James
Legal Officer:	Sandie Richards
Access to Services Officer:	Phil Couch

1. Introduction

- 1.1 A funding bid for the Local Transport Fund (LTF) was submitted to the Welsh Government on 17th February 2017 in accordance with guidance from the Welsh Government. The guidance stated that there was a total funding pot of £20million and this would be allocated to schemes across Wales. The Welsh Government elected not to set a maximum value for the each scheme, but rather suggested that bids in excess of £1.5million would be considered only in exceptional circumstances. Whilst match funding is not a requirement of the funding bids, it was made clear that those schemes which benefited from match funding, would be more likely to receive an LTF allocation. Existing multi-year schemes, approved in 2016-17, were required to submit an updated application and for new capital schemes up to two new applications per local authority were permitted.
- 1.2 This report seeks the retrospective approval of the External Funding Panel.

- 1.3 It was not possible to seek approval from the External Funding Panel prior to the submission of the bid because of the limited time granted by the Welsh Government between the invitation and the actual submission date. Cabinet Approval was however sought and granted prior to the completion of the bids.

2. Submitted Bids

- 2.1. The City & County of Swansea submitted four bids totalling £4.312million and is now awaiting a formal announcement from the Welsh Government as to which of the schemes will be awarded funding in whole or part. The schemes and their bid amounts are shown in the table below:

Scheme	Total LTF (£k)	Match Funding (£k)	Total Project Costs (£k)
Fabian Way - Baldwins Bridge	1,541	0	1541
Links to National Cycle Network	1,266	0	1,266
Strategic Bus Corridor Improvements	1,432	110	1542
Kingsbridge Link	73	0	73
Total	4312	110	4422

- 2.2. The match funding requirements for these schemes will come from existing corporate funds.
- 2.3. In addition to the schemes for which the City & County of Swansea submitted a bid, the Welsh Government have made an indicative allocation of £18k in support of the work required to conform to the statutory duties of the Active Travel (Wales) Act. All Welsh Local Authorities are required to prepare an Integrated Network Map for walking and cycling routes by November 2017. These funds will be used to offset the cost of staff time, consultation and the preparation and printing of the maps.

3. Details of the Proposed Schemes

- 3.1 The projects included in the bids for Local Transport Funding 2017/18 are summarised below.
- 3.2 Fabian Way – Baldwins Bridge Interchange: The wider Fabian Way Corridor was subject to a Strategic Outline Business Case in 2016/17. The business case appraised the infrastructure needs of the Corridor over the next twenty years; Baldwins Bridge was identified as the most significant infrastructure investment needed for the Corridor. A bid of £1,541,000 was submitted to support the ongoing development of a new junction to replace the Baldwins Bridge junction on Fabian Way.

- 3.3 The existing junction is considered to be in need of extensive works to extend the life of the bridge for the coming decades. Aside from its deteriorating condition, the current structure is preventing the development of adjacent plots of land as it is presently not possible to provide appropriate access to this new junction due to its layout. The improvement of this junction would have a particular bearing upon the further development and expansion of the Swansea University Bay Campus, as well as the Tidal Lagoon development.
- 3.4 The recommended option for this scheme is estimated to cost £23million. It is readily recognised that this is beyond the financial means of the Council at present, and Council Officers have therefore been working in close partnership with Neath Port Talbot CBC, the Welsh Government and the South Wales Trunk Road Agency in order to find a combined funding solution to this important infrastructure improvement. This combined group has therefore concluded that a detailed business case and detailed design will be completed during 2017/18, with a view to identifying funding streams to support the delivery of the junction improvements from 2018/19 onwards.
- 3.5 The cost breakdown of this bid allocates £541,000 for design and project management fees and £1,000,000 for land purchase.
- 3.6 Links to NCN: This project is a continuation of iterations which have preceded it in previous years. The Links to NCN is a project which seeks to build on the established walking and cycling network within the City & County of Swansea, by delivering new infrastructure to link this network with residential areas.
- 3.7 The bid totals £1,266,500 and includes six individual projects under this single title. These projects are summarised below:
- 3.8 *On-street Infrastructure Feasibility Study*: This general study will consider whether there are areas of the City & County which would benefit from on-road infrastructure. The study would conclude by providing a schedule of routes for delivery in future years.
- 3.9 *Orchard Street Shared Use Path*: This 0.5km shared use path will link the current provisions for cycling, which terminate at Kingsway Circle, with Swansea Railway Station. This will allow seamless off-road cycling between the railway station and the city centre, as well as the wider national cycle network.
- 3.10 *Cwm Level Shared Use Path*: A 1.1km route linking Liberty Stadium and NCN43 to existing provision at Brynhyfyd Square and Eaton Road.
- 3.11 *Ynystawe Link*: This improvement would enhance the linkages between Ynystawe, Ynysforgan and Clydach to NCN43, through a mixture of route improvement and wholly new sections of shared use path.

- 3.12 *Morrison Riverside Links*: This element of the project would deliver a small enhancement to existing pedestrian and cycle routes within Morrison, as well as providing a new link from M4 Junction 45 into National Cycle Network Route 43.
- 3.13 *Llansamlet Link*: This project will link with off-road provisions for pedestrians and cyclists that were completed in 2016/17 by Neath Port Talbot CBC. A new section of shared use path would provide new access to Llansamlet Railway Station and Swansea Vale from Birchgrove and Skewen.
- 3.14 Strategic Bus Corridor Improvements: This bid delivers a suite of improvements, principally to two arterial bus corridors, although there are some wider benefits to satellite centres of bus interchange. The bid is split into three constituent parts; these are summarised below:
- 3.15 *Bus Hub Interchanges*: These improvements are spread across ten sites, and deliver a range improvements including upgraded passenger waiting facilities at bus stops, as well as passenger information facilities.
- 3.16 *Carmarthen Road & Cockett Road Bus Corridors*: The general improvements to these corridors are underpinned by the UTrack system, which is currently being developed by First Cymru Bus and a third party company. The UTrack system will provide real-time tracking of First Cymru Buses, which will enable the following improvements:
- Real-time bus information; which will not only advise passengers of how long they will wait for the next bus service, but will also show in real-time, the geographical location of the bus.
 - Monitoring of Network Performance; this will allow First Cymru to identify with high degree of accuracy the areas of bus routes which are most susceptible to unreliable journey times. This information will also allow the Council to identify and remedy the worst areas of traffic congestion.
 - Late Bus Technology: A by-product of the UTrack technology is that its data can be relayed to the Urban Traffic Control (UTC) which is used to inform and operate the County's traffic light systems to moderate and manage demand across the highway network. Adding intelligence about bus movements to the UTC allows bus priority to be given at junctions, where the system can see that particular bus services are running behind their scheduled times. Conversely this approach allows for general traffic to be afforded usual levels of priority when the bus services are running to time, leading to a much more equitable and efficient approach to bus priority. This means that bus priority can be given at junctions which are otherwise devoid of the conventional means of bus priority and use of road space. The funding would be used to provide wireless communications links at the signalised junctions identified in the

attached plan, to allow them to respond to the information provided by the Late Bus Technology. An adapter is required in order to make the connection to the UTrack System, the cost of this and the associated license fee will be borne by the City & County of Swansea as a match fund contribution.

- 3.17 *South West Wales Metro*: These investments are considered to be a precursor to the establishment of a Metro System for Swansea Bay and South West Wales. This proposed scheme would also provide a means to enable consultancy resource to be employed to develop an outline concept for 'Metro for South West Wales'. This report will be prepared in partnership with the other Local Authorities in South West Wales, Carmarthenshire County Council, Neath Port Talbot County Borough Council and Pembrokeshire County Council. The four Councils have an excellent track record for regional collaboration on transport planning matters and would be keen to develop this concept under the banner of the Swansea Bay City Region.
- 3.18 Kingsbridge Link: This is a scheme which has been developed over a number of years. Its delivery is complex because of the number of landowners involved, common land designations and a number of legal matters which had been left unresolved by the Council for many years.
- 3.19 The scheme would deliver a 1.4km shared use path, crossing Stafford Common and linking the communities of Kingsbridge, Gorseinon and Grovesend to Gowerton and the National Cycle Network Route 4. A bid of £73,000 was submitted for 2017/18.
- 3.20 Land negotiations and applications to appropriately accommodate the Common Land will continue throughout 2017/18, but it is expected that a first phase of the Kingsbridge Link will be able to be constructed between Gowerton Station and Fairwood Terrace.

4. Equality and Engagement Implications

- 4.1 The implications of these schemes will not adversely impact any individuals as identified by the protected characteristics set out in the Equality Act (2010). The projects described in this report will provide enhanced public amenity in the areas in which they are delivered, and will result in improved connectivity and accessibility for all.
- 4.2 An Equality Impact Assessment (EIA) Screening has been completed in order to account for the potential impacts of these projects. Whilst the projects will be delivered in accordance with equality legislation, Council Officers are mindful that there will be the need for ongoing consultation throughout the development of these projects in order to ensure that equality of opportunity is promoted and safeguarded in the delivery of the projects.

- 4.3 The Council's Highways and Transportation Service has an excellent record of engaging with affected groups, particularly with the Disability and Access Groups, the needs of which have been ably accommodated through proactive and early engagement to understand the particular needs of those represented by these groups.

5. Financial Implications

- 5.1 The schemes described in this report, rely upon the Local Transport Fund grant to secure their delivery.
- 5.2 A match fund contribution of £110,000 has been identified to support the delivery of the Strategic Bus Corridor improvements. This funding is from a contribution from Revenue in 2016/17. This funding is revenue underspends from 2016/17 which has been capitalised to support the delivery of these capital assets in 2017/18.

6. Legal Implications

- 6.1 When delivering Transport Schemes, compliance will be required with the relevant Highways and Transport Act measure and guidelines. The Active Travel (Wales) Act 2013 puts an obligation on local authorities to provide walking and cycling infrastructure.
- 6.2 It will be necessary to ensure that all terms and conditions attached to external grant funding are complied with and that the Council's Financial Procedure Rules Regarding Grant Applications and Acceptances are followed.
- 6.3 Any joint bid by regional partners should also be recorded and governance issues clarified in terms of legal responsibility and decision making.
- 6.4 The projects described in this report will be constructed on land which is in the Council's ownership, with the exception of the Kingsbridge Link where land negotiations are ongoing to secure this land for the purposes described above. Land agreements whether by purchase or lease will be in place prior to the commencement of scheme construction and delivery.
- 6.5 Planning Consents may be required for the following schemes:
- a. Baldwins Bridge: Planning Consent will be required to ultimately facilitate the delivery of this project. Whether such an application will be sought in 2017/18 will be subject to the progress that is made on this scheme in the coming months.
 - b. Links to NCN: works to deliver the NCN Links schemes, where the works fall outside of the permitted development regulations.
 - c. Strategic Bus Corridors: The vast majority of this scheme involves changes to the highway network and as such would fall under permitted development and would not therefor require a planning application. The scheme may however require planning

applications where new bus shelters are installed, particularly those which will host advertising boards. Planning Permission will therefore be sought as appropriate.

d. Kingsbridge Link: will require a planning application to support its delivery. A Planning Application was submitted in March 2017.

6.6 Kingsbridge Link: Steps will be needed to ensure that any common land needed to implement the scheme is de-registered.

6.7 Separate legal advice will need to be sought regarding any contract and procurement issues relevant to the schemes.

Background Papers: Local Transport Fund 2017-18 Bids

Appendices:

Appendix A Equality Impact Assessment Screening

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: Highways & Transportation

Directorate: Place

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

Local Transport Fund Bids 2017/18

Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line
service delivery

Indirect front line
service delivery

Indirect back room
service delivery

(H)

(M)

(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

(H)

(M)

(M)

(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 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 type="checkbox"/>	<input checked="" 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

The design and development of the schemes will be subject to public consultation, with particular attention afforded to the disability and access groups to ensure that the needs of those represented by these groups are accounted for and accommodated.

Equality Impact Assessment Screening Form

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

High visibility <input checked="" type="checkbox"/> (H)	Medium visibility <input type="checkbox"/> (M)	Low visibility <input type="checkbox"/> (L)
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(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION?
(Consider the following impacts – legal, financial, political, media, public perception etc...)

High risk <input type="checkbox"/> (H)	Medium risk <input checked="" type="checkbox"/> (M)	Low risk <input type="checkbox"/> (L)
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Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes No **If yes, please provide details below**
The scheme will result in additional assets to maintain (by the Highways Maintenance Team)

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.

The projects will consider their equality impacts more fully at the appropriate design stages. These transport infrastructure projects will all serve to improve public amenity, connectivity and access and will be the subject of consultation as appropriate. Close consultation with the disability and access groups will be important to ensure their particular needs are accommodated by the improvements.

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.

Screening completed by:	
Name: Ben George	
Job title: Transport Strategy	
Date: 20/03/2017	
Approval by Head of Service:	
Page 15	
Name: Stuart Davies	
Position: Head of Service, Highways & Transportation	

Equality Impact Assessment Screening Form

Date: 20/03/2017

Please return the completed form to accesstoservices@swansea.gov.uk

Report of the Director of Place

External Funding Panel – 5 April 2017

OVERVIEW OF CURRENT AND FORTHCOMING EUROPEAN AND EXTERNAL FUNDING APPLICATIONS

Purpose:	To provide details of the Bid for Welsh Government Warm Homes Arbed Funding 2017-18 for Sandfields Renewal Area.
Policy Framework:	1. Local Housing Strategy. 2. Private Sector Housing Renewal and Disabled Adaptations: Policy to Provide Assistance 2012-2017. 3. Statutory declaration of the Sandfields Renewal Area approved by Cabinet on the 14 th January 2014.
Consultation:	Legal, Finance, Access to Services.
Recommendation(s):	It is recommended that: 1) The Bid for Welsh Government Warm Homes Arbed Funding 2017-18 for Sandfields Renewal Area is approved by the External Funding Panel.
Report Author:	Mark Wade
Finance Officer:	Jayne James
Legal Officer:	Debbie Smith
Access to Services Officer:	Phil Couch

1.0 Introduction

The purpose of this paper is to provide the External Funding Panel with the background regarding a Welsh Government Warm Homes Arbed Funding bid for 2017-18 for the Sandfields Renewal Area. Due to a very short timeline for bid submission imposed on the council by Welsh Government, the bid has already been submitted, after advice being sought and permissions obtained from Director of Place, Head of Housing and Public Protection and Cabinet Member of Next Generation Services to submit the bid, with an External Funding Panel report being provided in retrospect.

Background

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

- 1.2 In previous years Swansea has successfully bid for and received Arbed funding for home energy efficiency measures in Clydach, Pontarddulais, Hafod, Morriston, Waun Wen and previous phases of the Sandfields Renewal Area programme.
- 1.3 The latest round of Arbed funding called 'Welsh Government Warm Homes' (WGWH) 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.

Bids

- 1.4 One bid per Local Authority was permitted for submission by the 17th February 2017. A maximum of 60 properties will be funded. All money must be spent by the end of March 2020.
- 1.5 Bids must focus on deprived areas, properties in close proximity to one another with low energy efficiency. There is no match funding requirement but bids must show opportunity to lever in funding from other sources, support the Welsh economy in employment/training terms and have effective project management arrangements in place.

Suitability of the Sandfields Renewal Area

- 1.6 Sandfields is a Council declared Renewal Area. It has high concentrations of poor house condition, low incomes and fuel poverty levels. Renewal Area status means detailed house condition information about properties in Sandfields is already available. This information will facilitate swift mobilisation and delivery of works.
- 1.7 A number of funding streams are in place but the Renewal Area programme in Sandfields requires additional funding to help meet its stated objectives. Resident awareness of the scheme is high and this should promote good participation rates should the bid be successful.
- 1.8 Works for the 2017/18 financial year will be project managed by the in-house Renewal Area team.
- 1.9 The detail above, in conjunction with the information set out in the background papers, means the Sandfields Renewal Area is appropriate to be put forward as a funding bid.

Other areas considered

- 1.10 Other geographical areas were considered as part of the bid selection process. The Sandfields area was deemed the most appropriate on the basis of the points raised in this report.

- 1.11 Sandfields is the strongest bid based on the stated WG bid assessment criteria.
- 1.12 Further Arbed bids will be invited by Welsh Government during the Warm Homes Arbed programme period from 2017 to 2020. Future phases of the Sandfields programme and other geographical areas will be considered for future funding bids.

Recommendation:

- It is recommended that the Bid for Welsh Government Warm Homes Arbed Funding 2017-18 for Sandfields Renewal Area is approved by the External Funding Panel.

2.0 Equality and Engagement Implications

- 2.1 A screening tool has been completed and confirms that an equality impact assessment (EIA) is not required.

3.0 Financial Implications

- 3.1 The cost of the scheme will be £749,000, the funding bid is for £664,000 Welsh Government Warm Homes funding, with a further £35,000 ECO utility company funding expected to be secured and a further £50,000 Sandfields Renewal Area funding contribution towards the cost of the works.
- 3.2 The £50,000 Sandfields Renewal funding towards the cost of the works is funded from current Renewal Area income from residents contributions towards the cost of works and previous energy efficiency programme funds.

4.0 Legal Implications

- 4.1 The schemes detailed are in line with local authority powers to provide assistance contained in the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and the Councils published Policy.
- 4.2 The Council will need to ensure that it complies with any terms and conditions attached to this Welsh Government grant funding.

Background Papers: None.

Appendices:

- Appendix 1 - EFP1 document.
Appendix 2 - NGA1 document.
Appendix 3 - Welsh Government Warm Homes Bid document.



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	Welsh Government
b. Name and purpose of Scheme/Programme (attach proposal brief in cabinet style report)	Welsh Government Warm Homes Arbed Funding 2017-18 –Sandfields Renewal Area External Wall Insulation and other Energy Measures Scheme
c. Grant value in Total £	£664,000
d. Grant period / timescale for delivery	By end of March 2020
e. CCS acting as Lead Body or Joint Sponsor? Name other Partners.	CCS Lead Body
f. Detail links to existing schemes at Local, Regional or National level	Sandfields is a Council declared Renewal Area, with a number of funding streams in place to secure programme of private sector housing improvements proposed.
g. Detail direct links to Council Policy, including, where appropriate, target areas	<ul style="list-style-type: none"> • Private Sector Housing Renewal and Disabled Adaptations: Policy to Provide Assistance 2012-2017. • Sandfields Renewal Area declaration Cabinet approval January 2014.
h. List key target and proposed performance measures	<p>60 Sandields private sector homes to receive</p> <ul style="list-style-type: none"> • External Wall Insulation (EWI) • Loft Insulation • Energy Advice & Energy Behaviour Assistance.
i. For EUROPEAN schemes confirm that the scheme has been developed in conjunction with the European Unit – Yes /No (<i>delete</i>)	<p style="text-align: right;"><i>(attach email confirmation from the European Unit)</i></p> <p>N/A</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</i>	No.

costs. No	
k. Does the application require match-funding? Yes/No if it does where is this coming from?	No But WG expectation for other funds to be leveraged into the scheme, Council to contribute £50,000 from Council Renewal Area capital funding income and forecast ECO funding of £35,000.
l. Will the project entail the employment of additional staff and on what basis?	No, scheme to be project managed by existing in-house team.
M. Have you completed an EIA (Equality Impact Assessment) Screening Form (please attach)?	EIA screening tool confirms that an equality impact assessment (EIA) is not required.
N. Is a full EIA report required?	See above.

2. Please complete the following financial information:

	Current financial year £	Year 2 £	Year 3 £	Year 4 £	Year 5 £	Total £	Ongoing £
Total project cost:	£749,000						
Capital	£749,000						
Revenue	0						
Grant applied for:							
Capital	£664,000						
Revenue	0						
Match Funding Internal	50,000						
Match Funding External	35,000 ECO						

3. Please complete the following:

a. Does the funding meet the Council's priorities?	Yes See EFP report
b. What are the expected outcomes and are they clear and achievable? (link to 1h)	Yes See bid document.
c. Is there an exit plan? (link to 1j/l)	No Future funding bids proposed to complete remaining phases of programme in Sandfields.

<p>d. How is Value for Money being obtained? (procurement/ third party arrangements etc.)</p>	<p>Utilising CCS framework contractor – maximising community benefits including targeted recruitment and training; in-house project management team with proven record in delivering Renewal Area programme capital schemes in Swansea within strict financial limits.</p> <p>See bid document.</p>
<p>e. What is the governance / management structure for the scheme? – What board/management team will it be reported to?</p>	<p>See bid document.</p> <p>Project Sponsor Mark Wade Community Housing Services Manager</p> <p>Delivery Manager – Darren Williams Housing Renewal Co-ordinator..</p>
<p>f. What are the major risks and how will they be managed?</p>	<p>Scheme not taken up by residents – engagement plan in place, supported by caseworker and surveyor provision from council’s housing renewals team. Number of residents have already received contact from the Council and are awaiting successful bid to receive works to their homes.</p> <p>Scheme not completed within tight funding timescales – project management structure and programme in place, early mobilisation proposed using already established supply chain.</p> <p>Energy Savings targets forecast not realised – detailed house condition and energy efficiency data in place for the Renewal Area, EPC undertaken for each property and full occupancy assessment to assess suitable measures, experienced and suitable project managers and supply chain in place detailed compliance documentation in place for project managers and contractors, energy savings advice / instruction provided to residents post installation.</p> <p>See bid document.</p>

4. Authorisation

	Name / Signature	Date
Responsible Officer:		
(Group)/Accountant:	Jayne James	
External Funding Panel Endorsed /Not Endorsed		



The City & County of Swansea

NGA1 (v13) Notification / Approval for grant applications

Ref:

THE NGA1 APPLIES EQUALLY TO HARD COPY AND ELECTRONIC SUBMISSIONS

1. This is to request approval from the Head of Finance and Delivery: S151 Officer to apply for the following grant –

Awarding Body	Welsh Government
Scheme name and purpose	Welsh Government Warm Homes Arbed Funding 2017-2018 –Sandfields Renewal Area.
Amount of grant £	£664,000
Period grant is being sought	By end of July 2017 to March 2020

Ward Member notification -

When the grant award is £10,000 or over, please attach a copy of the email to the relevant ward members notifying them of the scheme.

Cabinet Approval -

When the grant award is £50,000 or over or is part of a larger scheme where total grants are over £50,000 then please fill in the points below.

Is the grant in a Target Area (see point 15)? Yes/No if Yes – which area?	No
I confirm the grant application conforms to the following Council Policy and Priority –	<ul style="list-style-type: none"> • Private Sector Housing Renewal and Disabled Adaptations: Policy to Provide Assistance 2012-2017. • Sandfields Renewal Area declaration Cabinet approval January 2014.
The relevant Cabinet Member has signed the application on page 3 OR provided an email showing their approval of both the application and the NGA1.	Yes

External Funding Panel Approval –

Where the grant is £75,000 or over has the External Funding Panel approved the submission to the funder – No –If YES, please note the date of the Panel decision and attach the EFP1 form and report. IF NO -please explain why not.

Due to a very short short timeline for bid submission imposed on the council by Welsh Government, the bid has already been submitted, after advice being sought and permissions obtained from Director of Place, Head of Housing and Public Protection and Cabinet Member of Next Generation Services to submit the bid.

The Leader and Mike Hawes have been advised of the bid detail and the fact that the External Funding Panel report would be provided in retrospect.

2. Is CCS acting as a Grant Recipient Body (see AI16 for definition of a GRB) for an external organisation: **No** (*select*). If **Yes** confirm the following:

The Director has given specific written approval for this application (attach confirmation)	
The body is unable to access funding without our specific assistance	
Agreement has been obtained from the third party that the grant is subject to the internal processes of CCS	
The Director undertakes the responsibilities set out in the Grant AI 16 paragraph 4.6	

3. The nominated officer confirms that this grant **will** require current or future financial contribution from the Council.
4. The nominated officer confirms that this grant **does not** require a continuation of funding by the Council after the grant period has expired.
5. Does the scheme involve building, improving or buying a property? **No – not applicable**. If Yes attach details of Corporate Property’s Involvement & approval
6. Have all IT and Legal issues been identified and reported to/discussed with the relevant IT and Legal officers. **Yes – Please attach confirmation**
7. Is any match funding required - **No** , but WG expectation of leveraged funding into the scheme, to come from Council contribution of £50,000 and forecast ECO provision of £35,000.
8. Is the match funding in place – see 7. above. Council funding for scheme from Renewal Area capital funding income.
9. Please complete the following financial information:

	Current year £	Year 2 £	Year 3 £	Year 4 £	Year 5 £	Total £	Ongoing £
Total project cost:	£749,000						
Capital	£749,000						
Revenue	0						
Grant applied for:	£664,000						

Capital	£749,000						
Revenue	0						
Deficit	£85,000						

10. How will the deficit be funded?

Existing Revenue budget Code:
 Existing Capital budget Code:
 Revenue Reserves Code:
 Other: ECO utility funding £35,000 – See bid document.
 Sandfields Renewal Area receipts £50,000 (subject to
 future FPR7 report)

11. Will any savings occur as a result of implementing the project? No.

No (select) If Yes please detail below:

	Current year	Year 2	Year 3	Year 4	Year 5	Total	Ongoing
Annual savings	£	£	£	£	£	£	£
1.							
2.							

12. Will any further costs be incurred in addition to those relating directly to the project? (E.g. ongoing maintenance or possible future redundancy costs on completion of the grant?) No

13. If there are No additional costs, please explain the reasons why e.g. no future staff costs, one-off event, no asset to maintain etc Yes/No (select)

No assets to maintain.
 Future maintenance liability lies with private homeowners.
 Staff costs to be met by project management fees.

If Yes please detail below:

	Current year	Year 2	Year 3	Year 4	Year 5	Total	Ongoing
Additional costs	£	£	£	£	£	£	£
1.							
2.							
3.							

13 Authorisation

Signature approvals	Approval	Signature/email	Date
Cabinet Member <i>(for schemes £50,000 or over)</i>	I approve this application; where appropriate I have consulted and have the approval of the relevant Ward Member(s).		
Nominated Officer (name)	I confirm this application conforms to all internal procedures including current spending restrictions.		

Responsible Officer - Head of Service / Director (name)	I confirm this application conforms to all internal procedures including current spending restrictions.		
Accountant (name)	I have examined the financial implications of this scheme and am satisfied that adequate resources exist within current budgets to meet funding/ongoing contributions.		
Section 151 Officer or nominated deputy	Approved / Disapproved		

14. ATTACH BID / GRANT APPLICATION FORM WITH THIS FORM



**APPLICATION FOR FUNDING
TO SUPPORT LOCAL AUTHORITY
WELSH GOVERNMENT WARM HOMES – ARBED
PROJECTS
2017-2020**

Section A - General information

Area(s) being proposed	
Applicant details	
Local Authority	City & County of Swansea council
Address	Civic Centre, Oystermouth Rd, Swansea SA1 3SN
Contact details of lead officer:	
Name:	Mark Wade
Phone:	01792 635318
Email:	Mark.Wade@swansea.gov.uk
Number of dwellings to receive measures:	60

Number of fuel poor / low income households to be supported	15
Number of properties by tenure <i>Please note we are looking for 70% owner occupied</i>	The scheme of 60 properties will have : Owner occupied: 42 as a minimum (70%) Privately rented: 18 as a maximum (30%) Privately rented HMO: Nil Local authority housing: Nil Registered Social Landlord: Nil
Timescale	
Is this a scheme for 2017/18:	Yes
If YES proposed start date:	July 2017
If NO proposed start date:	
Links to other projects/programmes if known	
WHQS and maintenance programme	No.
Vibrant and Viable Places programme	Scheme within Swansea City Centre V&VP 1 programme and boundary.
Links to any other programmes or initiatives e.g. Lift.	External Wall Insulation Scheme within Sandfields Housing Renewal Area programme.
Link to previous arbed scheme	In 2015-2016 we received WG Max ECO funding to support Phase 2 of the project.

Section B – Project Description

It is essential that you provide details of why you chose this area and property type.

What evidence are you using to support why this is the correct area to target as a fuel poverty scheme?

Please include the following information (not exhaustive):

Reasons for proposing the scheme.

Nature of the scheme – i.e. is it a cohesive scheme or a number of streets or a mixture of individual rural properties within a community.

Information on how the whole house assessment will be carried out

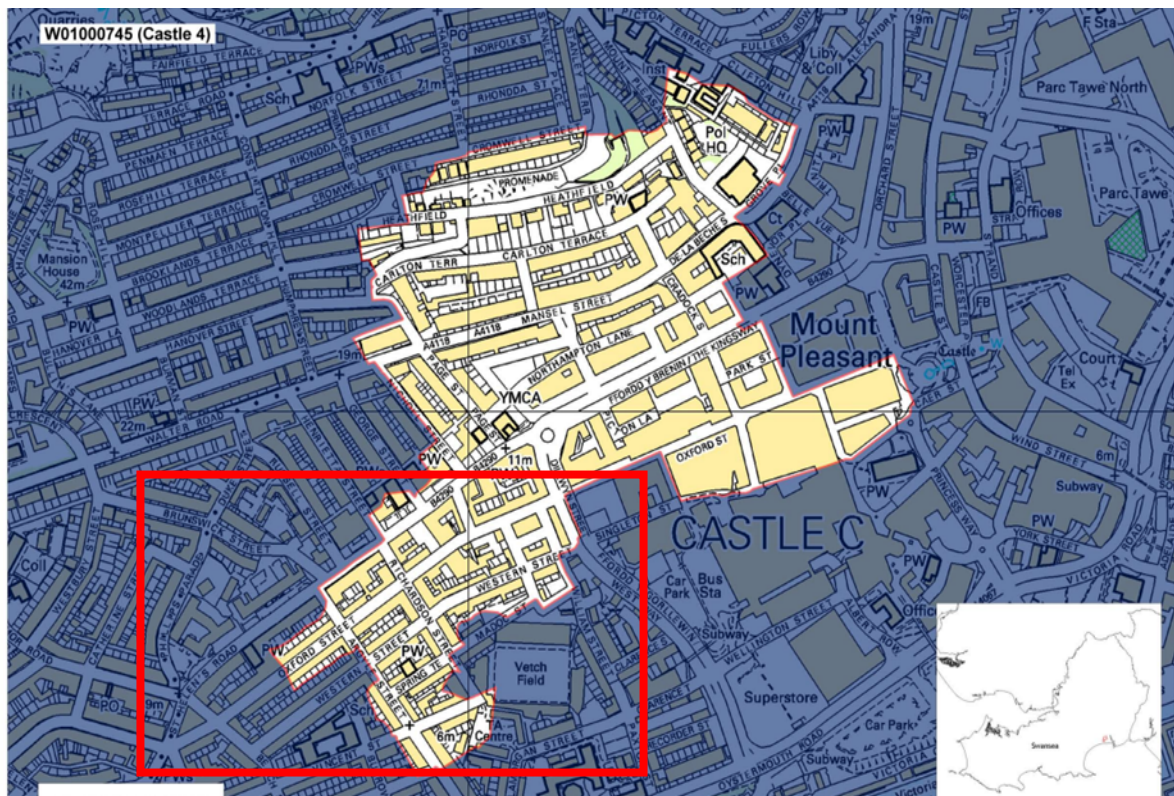
Information on how you have assessed the technical appropriateness of the measures

Information on how you plan to provide energy advice and benefit entitlement checks

Below is a map detailing the streets and blocks selected within the boundary of the Castle 4/8 Lower Super Output Areas (LSOAs), with the proposed scheme area outlined in red.

Castle 4 – Wales Index of Multiple Deprivation (WIMD) 356 = 18.6%, Income 368 = 19.2%

Castle 8 – WIMD 614 = 32% Income 607 = 31.8%



Project Proposal:

Our proposal is to provide a range of energy efficiency measures to homes on a number of streets and blocks in the Sandfields area. This scheme is within the Sandfields Renewal Area boundary, however the scheme and funding provided will be packaged as a standalone Welsh Government Warm Homes Arbed project.

If we are successful in this bid, Welsh Government Warm Homes Arbed funding will be solely used on Energy efficiency measures.

We will adopt a whole house approach and have identified the following energy efficiency measures as providing the greatest energy efficiency, saving, advice and income maximisation benefits;

- External Wall Insulation (EWI)
- Loft Insulation
- Energy Advice, Energy Behaviour Assistance,

Nature of Scheme:

This is a cohesive scheme; the 60 properties selected for this scheme are within streets and blocks in the Sandfields area of Swansea.

The properties selected in this bid have been identified by a detailed house condition study as requiring improvements to their energy efficiency, the properties prioritised based on condition on a worst first terraced block by block basis.

Rationale for Scheme:

We have considered a number of potential schemes within the County and feel that this scheme provides the greatest benefit across all bid requirements from a strategic perspective, and to householders themselves.

Characteristics of properties selected.

The Swansea Private Sector House Condition Survey 2010 identified a number of areas within Swansea as having pre1900 solid wall construction terraced hard to treat properties that would be suitable for energy efficiency improvement measures.

In 2012, the council commissioned the BRE to review this house condition survey data of 2010 and utilise their modelling data together with Welsh Index of Deprivation data to shortlist areas that needed energy efficiency measures and improvements to housing conditions. Sandfields was identified as the most suitable area.

A detailed Neighbourhood Renewal Assessment (NRA) study was undertaken. This study included a detailed house condition and energy efficiency survey including external surveys to all the 1038 properties in the area, and 300 internal surveys. An option appraisal exercise identified the most suitable option as retaining and improving the ageing private housing stock with the primary objective of improving the poor thermal efficiency standards of these homes through solid wall insulation, cavity wall insulation, loft insulation and other energy efficiency measures.

The findings of the Sandfields house condition survey found :

97% of properties are pre1919 solid wall stone constructed terraced thermally hard to treat properties.

Housing Health and Safety Rating System Category 1 failure rate of 22%, compared to a Swansea and English House Condition average of 15%.Of the Category 1 hazards, 6.7% were attributable to Excess Cold.

Thermal comfort failure rate of 17%, compared to a Swansea average of 10%, and English House Condition average of 9%.

Average SAP rating of 50, EPC band E, significantly below the national comparator of 57 band D. The proportion of properties with SAP rating above 68% is only 0.4% in Sandfields, compared to 14.8% nationally. The proportion of properties in bands E & F (SAP rating 21-54) is 67.2%, compared to 34.4% nationally. These figures illustrate clearly the generally low standard of energy efficiency of the housing in Sandfields at the time of the survey.

42% of properties fail the Decent Homes standard, compared to a Swansea average of 22%, and English House Condition average of 24%.

Disrepair failure rate of 15%, compared to a Swansea average of 6%, and English House Condition average of 5%.

Sandfields is identified as being within Zone 4 (Very Severe) by the UK Zones Exposure to Driven Rain register. This means that homes in this area are subject to severe rain and weather conditions which further exacerbates problems of poor housing conditions and thermal efficiency within these homes and for occupiers.

Energy Performance Certificate surveys and Occupancy Assessments carried out in the area have found that a typical 2 bedroom mid terrace dwelling with 3 occupants in Sandfields had an :

- Energy performance before works – E Rating
- Energy performance after (solid wall insulation and other measures) - D rating, with an estimated annual fuel bill saving of over £300 per year.

Thermographic surveys of a sample of properties was undertaken of existing properties to illustrate their heat loss. These pictures illustrate a significant heat loss in properties through their external building fabric.

To deal with these thermal efficiency and housing condition problems, a programme of improvements to properties was proposed and include :

- External Wall Insulation EWI and associated energy efficiency measures works to all properties within the Renewal Area boundary , 1038 solid wall stone constructed pre1900 terraced dwellings cross tenure.
- Loft Insulation to selected properties needing this measure cross tenure.
- Boiler Replacement to selected properties needing this measure cross tenure.

This scheme will target the thermal improvement of 60 properties to receive External Wall Insulation and other energy efficiency measures, as a standalone Welsh Government Warm Homes Arbed branded project.

This will not be a typical off the shelf External Wall Insulation scheme. We will use an enhanced specification using high quality building products and have worked with suppliers to produce robust details to address the problems identified by the BRE and others with regard External Wall Insulation works, in particular cold bridging / condensation problems, these include :

- 'EWI Pro' gutter / eaves carrier system where eaves have no overhang.
- Window / door openings reveals & heads insulation using 'aerogel' insulation technology, with render over.
- Insulating existing masonry cills using a combination of EPS insulation to nosing and aerogel insulation to cill surface with render over.
- Covercills to concrete or plastic cills incorporating aerogel insulation underneath.
- Projecting plinths to front elevation receiving insulation to pavement level, recessed plinths to rear receiving insulation to rear yard levels.
- Use of 'Compacfoam' high density insulated loadbearing pattress fixing block system, and other insulated external wall fixing products.
- Provision of Nuaire 'drimaster' positive ventilation systems to properties receiving EWI.
- SPS Envirowall Granomin textured render finishes in variety of pastel colours to front elevations as an alternative to the basic dash render systems.

Scheme Delivery Proposals

- It is proposed this scheme will see 60 properties as listed in the bid property schedule receiving External Wall Insulation and other energy efficiency measures.
- The blocks of properties proposed for this scheme fall into the Castle 4 & 8 LSOA and 20% most deprived income domain.
- The blocks of properties proposed for the scheme are :
 - Block 51 : 17-26 Vincent Street
 - Block 52 : 1-8 Western Street
 - Block 55 : 104-115 Western Street
 - Block 56 : 95-103 Oxford Street
 - Block 57 : 42-57 Vincent Street
 - Block 61 : 28-36 William Street
 - Block 62 : 66-70 Vincent Street
 - Block 63 : 27 – 39 Vincent StreetFurther blocks can be released if additional properties are needed to meet target numbers.

The City & County of Swansea as project manager will ensure the following in taking

a whole house approach and ensuring the correctness of technical measures by :

- An EPC and occupancy assessment will be carried out on each property included in the scheme will take place to calculate the estimated improvement in EPC rating, and reduction in fuel bills, and assessment of means tested benefits and eligibility for other funding programmes such as boiler replacements via NEST.
- Thermographic surveys of each property to illustrate the heat loss of the property before and after the works have been completed. The Council's appointed Energy Officer and applicant will be able to view pictures online and use the online tool to give a guide on what the benefits could be in terms of energy and money saved on measures installed. This would be part of the 'sign up' process. The picture will show the effectiveness of the EWI and act as a quality assurance tool, picking up any defects to safe guard as well as inform interested parties and serve to reassure owner, Council and contractor..
- Confirmation of funding (additional to Welsh Government funding) that can be levied into this scheme, eg council funding and ECO.
- Full mapping of pre and post improvement energy efficiency for individual properties,
- Opportunities for additional energy efficiency measures (e.g. Solar PV installations)
- Full technical surveys undertaken at properties by experienced Council surveyors to ensure measures are appropriate and will also undertake; EPC, EWI guarantees, Asbestos surveys .
- Preparing a full suite of robust technical details to mitigate risk of cold bridging and condensation when installing External Wall Insulation.
- Quality will also be maintained as part of the ECO compliance processes undertaken, including a full Quality Assurance process.

The scheme will be Project Managed by the Council's team of qualified and experienced Surveyors in this field. This will ensure close control of the schemes in terms of quality, duration, cost , health and safety, and using our well established local supply chain.

Procured building contracts within the scheme will include social benefit clauses, including provision for 50 targeted recruitment and training weeks and the requirement for the supply chain to support local community projects. These projects have already been scoped and shortlisted by the local community steering group and are ready to commence if this bid is successful. The schemes include provision of labour / materials for renovation of a local community veg growing visitors / users centre, sponsorship of community away day trips for vulnerable members of the community plus school construction safety talks.

A number of community events have taken place previously to showcase to residents in the area the External Wall Insulation and associated works designs, specification of works proposed, with suppliers attending to brief residents on the products being used. These events have been very well attended.

The City & County of Swansea has already engaged with interested residents. Over 30 residents have already received a technical survey. This External Wall Insulation

scheme is ready to proceed once funding is secured. The surveys already completed will be added to from the selected blocks of properties if this bid is successful. Many of these residents have already provided us with their contact details and are on a waiting list ready to be visited by our in-house caseworkers.

Further interested households will be sign posted via our newsletter, letters and events to contact our in-house team. Residents will receive a visit from a surveyor and EPC assessor who will carry out a detailed survey of the property to determine the scope of works needed. A schedule of proposed work will be prepared with details of the works proposed for the resident to confirm if they wish to proceed.

A community event will be arranged to brief residents on this proposed WG Warm Homes Arbed project, the designs, specification and products to be used.

Independent technical appropriateness surveys by a Chartered Surveyor will be arranged for a sample of properties within the scheme prior to commencement works to corroborate the energy measures identified in the Council's technical surveys, EPCs and Occupancy assessments are appropriate in these circumstances.

During the surveying and installation process we will ensure the Council's appointed Energy Officer will provide one to one advice on energy advice, behaviour change, energy switching. The energy officer will be a permanent point of contact for the duration of the scheme and will be NEA Level 3 Energy Awareness qualified or equivalent with extensive experience of engagement and advice. The Energy Officer will arrange home visits with each resident to discuss the holistic package of savings and advice available, including establishing what the applicant has used in regard to energy in the previous year. Advice will be given on the most efficient way to use their property, benefits of measures being installed and monitor their energy usage going forward to show energy savings and ongoing guidance for a predetermined time.

At the end of the scheme and on completion of each property, the resident will be provided with a handover pack detailing the system guarantees, after-care guidance for the system installed. The contractor will remain the main point of contact for a year after the scheme to answer any queries or concerns regarding installations. The principle contractor will be a member of the Considerate Constructors Scheme.

A full complaints procedure is in place for this project. In the first instance, the contractor will be expected to resolve any issues. Thereafter, the City & County of Swansea has robust customer care arrangements in place. Following completion of work, each resident will be contacted to complete a short customer satisfaction survey, this feedback will be reviewed for lessons learned.

We will engage partners including contractors and suppliers with suitable and significant experience in traditional solid stone terraces energy measures and repairs retrofit works. Sandfields properties are solid stone traditional terrace properties. As such they are eligible for ECO funding. We estimate that the properties in Sandfields will yield in the region of 23 tonnes per property.

Project Management

The proposed scheme will be delivered by the Council's in-house team. Below is the Project Management Structure for delivery :

Mark Wade / Darren Williams	Project Sponsor	Swansea CC
Patrick Holcroft	Energy Coordinator	
Housing Renewals Team	Project Manager	
TBC	Contract Director	Swansea CC Framework Contractor
TBC	Site Manager	
TBC	Scheme Administrator	
TBC	Delivery Manager	Delivery, ECO, Quality, Behaviour and Advice Services Contractor
TBC	Support Manager	
TBC	Contract Surveyor	
TBC	Behaviour/Income & community engagement Officer	
TBC	ECO & Compliance Officer	
TBC	Health, Safety & Environment Officer	
TBC	Community Benefit Measurement Officer	
TBC	Business, Employment and Training Support	City & County of Swansea
CCS Housing Renewals Team	Clerk of Works	City & County of Swansea
EPC & Asbestos Surveying	EPC & Asbestos Surveying	Framework SME Contractor
TBC	ECO & Quality Compliance	ECO funding

The City & County of Swansea has already procured a framework of residential contractors which will allow swift commencement in the summer of 2017. We will appoint a suitably qualified and experienced organisation as being responsible for ECO compliance. The Council's Beyond Bricks and Mortar team will co-ordinate the completion of the Value Wales Community Benefit Measurement Tool and actions contained within this. They will further provide data to evidence the social value of the investment made in terms of targeted recruitment training and added community benefits, including the provision of case studies.

We will ensure that the project management arrangements are maintained by;

- A clear project delivery plan that sets out;
 - Customer engagement targets and methodology,
 - Key surveying requirements and targets,
 - OJEU compliant framework of Contractors and Suppliers detailing technical requirements, capacity to deliver within timescales, expertise and approach to customer care,

- A Delivery Plan that demonstrates project completion within the key timescale of March 2018, with outline project plan and key stages of delivery milestones shown below and in Appendix 1.

Activity	Finish
Submit bid to Welsh Government	14.2.17
Welsh Government award bids	3.3.17
Continue householder engagement, complete further applications and technical surveys.	28.4.17
Prepare and issue tender	5.5.17
Tender Award	16.6.17
Contract mobilisation / preparatory works	30.6.17
Scheme works commencement	3.7.17
Scheme final Inspection / certification	30.3.18
Final reports / guarantees collation	6.4.18

- We will put in place a project group that will include key personnel from City & County of Swansea as Client and Project Managers, Framework Contractors, H&S representatives, suppliers and ECO compliance agents. It is anticipated that these meetings will be held on a monthly basis.
- Monthly project highlight reports in an agreed format that sets out progress made, areas of concern and matters requiring further assistance (e.g. Planning, Highways, POVA etc.) Budget control, quality assurance and customer/resident management.
- All CDM and Health & Safety requirements for the delivery of the scheme will be managed by the Contractors Project Design team.

In relation to capacity to deliver this scheme, we will ensure our Contractors have the management and delivery structures in place to ensure delivery of this scheme on time, in budget and to a high quality.

We will monitor quality of installations using the following :

- There will be a dedicated in-house Project Manager in place for this scheme, to ensure quality, delivery, costs targets are achieved and an inspecting officer monitoring installation work .
- Framework Contractors have all required accreditations (e.g. PAS2030, System Holder accreditations, MCS, heating and electrical qualifications and all Health & Safety certifications) in place;
- In working with ECO agent / utility provider as the providers of ECO funding, we will be incorporating their Quality Assurance process as a further means of maintaining consistently high standard and Health & Safety compliance,
- The appointed System Supplier will carry out regular technical and quality checks on properties at key stages of installation. All Installers will be fully accredited with the System Suppliers quality and competence requirements,
- There will be a full guarantee in place with the Solid Wall Insulation Guarantee Agency (SWIGA) or equivalent. The process required in achieving these guarantees involves a 5-stage inspection and sign off process,
- A complaints process in place that readily allows residents to escalate any

complaints or concerns they may have through to Senior Management within the Framework Contractor Teams. Compliments and Complaints will also be a set agenda item for monthly progress meetings and highlight reports

In order to provide more empirical data and analysis of the impact of Welsh Government Warm Homes Arbed Projects, we will monitor 10-15% of households in order to assess the impact of the physical measures installed. We will secure their agreement in order that their energy providers may pass on details of their energy consumption prior to installation of measures and compared to usage post installation of measures. This information will then be presented to the Welsh Government Warm Homes Project Team, and will also be used to further inform our work in assisting households to reduce their energy consumption.

Section C – Property Details

PROJECT DESIGN – Please also fill out accompanying Excel spreadsheet

See Project Description scheme delivery and project management proposals above for further delivery detail.

- External Wall Insulation and associated works to 60 properties within the blocks of properties at :
 - Block 51 : 17-26 Vincent Street
 - Block 52 : 1-8 Western Street
 - Block 55 : 104-115 Western Street
 - Block 56 : 95-103 Oxford Street
 - Block 57 : 42-57 Vincent Street
 - Block 61 : 28-36 William Street
 - Block 62 : 66-70 Vincent Street
 - Block 63 : 27 – 39 Vincent Street

- Works will include External Wall Insulation EWI works to the pre1919 solid wall construction terrace properties listed above , average EPC rating of E (45-50) , associated energy efficiency measures and energy advice.

- Unit cost of £12,000 for EWI and associated works including works ancillary fees such as asbestos survey reports, EPCs, building regulations, highways permits, independent sample technical surveys, and project management fees for EWI and associated works allowance, higher cost figure to account for the whole house insulation approach and enhanced specification providing robust details to avoid cold bridging issues. Energy advice / behaviour change / measures monitoring officer costs included in bid. The improved specification has increased unit costs to a figure higher than other standard EWI schemes delivered elsewhere. This is acknowledged but we feel this provides a quality of scheme that will stand the test of time.

Measure	Unit Cost	Number of units	Total cost	% of cost going to Welsh manufacturers / contractors / workers
External Wall Insulation	£12,000	60	£720,000.00	100%
Loft Insulation (tbc)	£525	40	£21,000.00	100%
Heating Controls	£0.00	0	£0.00	100%
Boiler Change (referrals to NEST)	£0.00	0	£0.00	100%
Behaviour Change	£133.33	60	£8,000.00	100%
Total			£749,000.00	

FUNDING PROFILE	
Funding source	Total contribution
ECO	£35,000.00
Other leveraged funding - Council	£50,000.00
Amount of grant requested from Welsh Government	£664,000.00
Total	£749,000

- Carbon savings forecast of 23 tonnes per property, 1380 tonnes across the whole scheme.
- SAP / EPC improvement forecast from EPB band E to band D.
- Number of fuel poor / low income households supported forecast to be 15. We will also ensure that, by utilising the expertise of our Contractors, we will allow every opportunity to both reduce outgoings and maximise income for participants in the scheme. As detailed, we estimate that each household fully participating will see a net benefit in excess of £1,000 per annum.
- We will further appoint a suitably qualified and experienced organisation to undertake ECO compliance and energy advice activities, including;
 - Securing and processing all ECO claims and payments. We will expect to achieve a minimum rate of **£23/tonne** for these works,
 - Engagement for advice to householders in order to provide energy advice, behaviour change advice, supplier switch assistance and income maximisation support to all households participating.
- Community Benefits – working with Beyond Bricks & Mortar team to deliver 50 targeted recruitment and training weeks and community projects support, and completion of the Value Wales Community Benefit Measurement Tool.

TO APPLY

If you wish to bid for this funding, please complete this form and return it by close of play on **Friday 10th February** to: ecomailbox@wales.gsi.gov.uk.

Both the application form and the accompanying project plan must be completed

Background Papers:

Sandfields Renewal Area programme of works map.

Sandfields EWI schemes tender specification

Sandfields EWI schemes standard details.

Sandfields Newsletters Issue 1 & 2.

Agenda Item 7

Report of the Interim Head of Legal & Democratic Services

External Funding Panel – 5 April 2017

EXCLUSION OF THE PUBLIC

Purpose:	To consider whether the Public should be excluded from the following items of business.	
Policy Framework:	None.	
Reason for Decision:	To comply with legislation.	
Consultation:	Legal.	
Recommendation(s):	It is recommended that:	
1)	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.	
	Item No.	Relevant Paragraphs in Schedule 12A
	8	14
Report Author:	Democratic Services	
Finance Officer:	Not Applicable	
Legal Officer:	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
12	Information relating to a particular individual.
	<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>
13	Information which is likely to reveal the identity of an individual.
	<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>
14	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
	<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>a) 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) 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>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.</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>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p>
	<p>No public interest test.</p>
17	<p>Information which reveals that the authority proposes: (a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) To make an order or direction under any enactment.</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>Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</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 8

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