

CITY AND COUNTY OF SWANSEA

NOTICE OF MEETING

You are invited to attend a Meeting of the

EXTERNAL FUNDING PANEL

At: Committee Room 5, Guildhall, Swansea

On: Wednesday, 6 September 2017

Time: 2.00 pm

Chair: Councillor Rob Stewart

Membership:

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

AGENDA

Page No.

- 1 **Apologies for Absence.**
- 2 **Disclosures of Personal and Prejudicial Interests.**
www.swansea.gov.uk/disclosuresofinterests
- 3 **Minutes:** 1 - 4
To approve & sign the Minutes of the previous meeting(s) as a correct record.
- 4 **Welsh Government Substance Misuse Action Fund Capital Funding.** 5 - 10
- 5 **Welsh Government Social Care Workforce Grant.** 11 - 20
- 6 **Local Transport Network Fund Bid 2017/18.** 21 - 27

Next Meeting: Wednesday, 4 October 2017 at 2.00 pm



Huw Evans
Head of Democratic Services
Wednesday, 30 August 2017

Contact: Democratic Services - 636923

CITY AND COUNTY OF SWANSEA

MINUTES OF THE EXTERNAL FUNDING PANEL

HELD AT COMMITTEE ROOM 5, GUILDHALL, SWANSEA ON
WEDNESDAY, 5 JULY 2017 AT 2.00 PM

PRESENT:

Councillor(s)

J E Burtonshaw
R Francis-Davies

Councillor(s)

M C Child
D H Hopkins

Councillor(s)

W Evans
C E Lloyd

Officer(s)

Alan Ferris	Senior Engineer
Spencer Martin	Voluntary Sector Relationship Coordinator
Elliott Williams	External Funding Manager
Sandie Richards	Solicitor
Gaynor Winsor	Accountant
Jeremy Parkhouse	Democratic Services Officer

Apologies for Absence

Councillor(s): A S Lewis, J A Raynor, R C Stewart and M Thomas

1 ELECTION OF CHAIR FOR THE MUNICIPAL YEAR 2017 - 2018.

RESOLVED that Councillor R C Stewart be elected as Chair for the 2017-2018 Municipal Year.

2 ELECTION OF VICE-CHAIR FOR THE MUNICIPAL YEAR 2017 - 2018.

RESOLVED that Councillor C E Lloyd be elected Vice Chair for the 2016-2017 Municipal Year.

(COUNCILLOR C E LLOYD , VICE CHAIR PRESIDED)

3 DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS.

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

Councillor C E Lloyd – Minutes No.7 – Safer Routes in Communities – My Ward, St. Thomas is a beneficiary from the recommendation – personal.

4 MINUTES.

RESOLVED that the Minutes of the External Funding Panel held on 5 April 2017 be approved as a correct record.

5 **WELSH GOVERNMENT ROAD SAFETY GRANT APPLICATION 2017/18.**

The Senior Engineer presented a report that provided information on Welsh Government Road Safety Grant Application 2017/18.

The funding bid was aimed at supporting key initiatives in maintaining and improving road safety in the County area to help meet the targets identified in The Road Safety Framework for Wales 2013. In particular, it was aimed to meet the following targets:

- 40% fewer people killed and seriously injured on Welsh roads;
- 25% fewer motorcyclists killed and seriously injured on Welsh roads;
- 40% fewer young people (aged 16-24) killed and seriously injured on Welsh roads.

The submission for funding was based upon an application to Welsh Government that occurred during the first quarter of the New Year for funding to be received during the following financial year and beyond. The developed bid also supported the Council's own priorities of safeguarding vulnerable people (Prevention of accidents to children and young people) and tackling Poverty by building sustainable communities (Encouraging walking and cycling).

RESOLVED that Officers be allowed to accept funding from Welsh Government to support the following road safety initiatives: -

- 1) Upgrade of Road Safety Cameras;
- 2) Birchgrove to Glais SID signs;
- 3) Cwm Level Roundabout to Normandy Road Roundabout pedestrian initiative.

6 **WELSH GOVERNMENT SAFER ROUTES IN COMMUNITIES GRANT APPLICATION 2017/18.**

The Senior Engineer presented a report that provided information on Welsh Government Safer Routes in Communities Grant Application 2017/18.

It was explained that the Safer Routes in Communities Initiative enhanced the provision of walking and cycling routes in communities, particularly outside and in the vicinity of schools. This was targeted at encouraging a more sustainable lifestyle in the communities and addressing social exclusion issues. The submission for funding was based upon an application to Welsh Government that occurred during the first quarter of the New Year for funding to be received during the following financial year and beyond.

The Initiative linked to National policies such as the Active Travel (Wales) Act 2013, Road Safety Framework for Wales 2013, Learner Travel Statutory Provision and Learner Guidance 2014. The overall aim was to create safer walking and cycling routes for communities and promote these as a more sustainable method of travelling around communities. It would also help to ease vehicular congestion outside schools as more sustainable methods of transport were used.

The Initiative also supported the Council's own priorities of safeguarding vulnerable people (Prevention of accidents to children and young people), improving pupil attainment (involving pupils in the process), tackling Poverty and building sustainable communities (Encouraging walking and cycling).

RESOLVED that: -

- 1) Officers be allowed to accept Safer Routes in Communities (SRIC) grant funding;
- 2) Projects be developed and implemented to create safer walking, particularly around schools in St. Thomas.

7 **COMMUNITY ACTION TRANSFORMATION FUND.**

The Voluntary Sector Relationship Co-ordinator presented a report that requested the Panel decide upon applications for the sixth round of funding of the Community Action Transformation Fund (CATF).

It was explained that the following had applied for support from the fund. The total amount recommended for support was £59,300: -

1. City and County of Swansea Bowls Association – Funding for three sites in Swansea;
2. Brynawel Amateur Football Club – Site at Halfway Park Playing Fields Trallwn;
3. Talcopa AFC – Site at Trallwn Playing Fields;
4. Hafod Bowls Club – The Bowling Green at Hafod Park.

It was highlighted that the Sixth round was scheduled to be the final round of CATF and there was no provision for the fund in the 2017/18 budget.

RESOLVED that: -

- 1) As the budget for the fund was spent out and no finance was identified in the 2017/18 budget for the Fund, none of the applications submitted to the fund be supported;
- 2) The Community Action Transformation Fund ceases;
- 3) Officers continue to support community groups / organisations with Asset Transfer applications.

8 **EXCLUSION OF THE PUBLIC.**

The Panel 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 Panel 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)

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

The External Funding Manager provided an update on current and planned European and other External funding applications.

RESOLVED that: -

- 1) The updates on projects in sections 2 to 9 be noted
- 2) The submission of an OLT to WEFO in order to propose the development and delivery of the Dyfatty and the Tawe Bridges Urban Congestion Alleviation scheme be supported;
- 3) The submission of an OLT and Business Plan to WEFO in order to deliver the ESF employability project for the vulnerable short term unemployed in Swansea be supported;
- 4) The application to Welsh Government's Museums, Archives and Libraries Division for the refurbishment of Townhill Library and support the subsequent grant award be agreed.

The meeting ended at 2.35 pm

CHAIR

Report of the Chief Social Services Officer

External Funding Panel – 6 September 2017

WELSH GOVERNMENT SUBSTANCE MISUSE ACTION FUND CAPITAL FUNDING

Summary	
Purpose:	To inform Panel of the intention to apply for a new grant proposal
Policy Framework:	Social Service and Well-Being Act 2014
Consultation:	Legal, Finance, Adult Social Services
Recommendation(s):	That Panel notes the implications contained in this report and approves the acceptance of the Grant.
Report Author:	Rachel Evans
Finance Officer:	Chris Davies
Legal Officer:	Debbie Smith
Access to Services Officer:	Ann Williams

1 Introduction

- 1.1 For a number of years, the Council has acted as a grant recipient to enable partner organisations to receive capital funding from Welsh Government. These grants are known as SMAF funding.
- 1.2 These grants fund organisations that operate within the Substance Misuse Sector to improve and secure their facilities. This has consequential benefits to service users, staff and the wider community.

2 Proposal

- 2.1 A grant of £85,491.07 has been offered to enable WCADA (Welsh Centre for Action on Dependency and Addiction) to fund improvements in their IT infrastructure.
- 2.2 The organisation is currently experiencing significant service issues due to a reliance on antiquated infrastructure. The replacement of such equipment will enable a more speedy and reliable service and will provide associated administrative benefits to the organisation.

2.3 WCADA will fund the running costs of the equipment and there are no costs to the Authority in accepting this proposal, other than the administration of grant receipt and disbursement.

2.4 This proposal has been approved by the Area Planning Board.

2 Equality and Engagement Implications

2.1 Equality impact assessment is not required as this funding opportunity relates to capital replacement.

3 Financial Implications

3.1 The total value of the grant is £85,491.07. The grant period is between August 2017 and January 2018.

4 Legal Implications

4.1 Generally the terms attached to Grant Funding are legally binding and should be formally recorded in an appropriate document/contract with external delivery partners as required.

4.2 Procurement rules (both EU and the Council's) and state aid rules will have to be fully complied with in all respects in relation to services or the procurement of services from external delivery agents.

Appendices:

Appendix 1 - EFP1

Appendix 1



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)	Substance Misuse Capital Grant for the purpose of: IT Equipment at WCADA WCADA (Head Office) 41 St James Crescent Uplands Swansea SA1 6DR
c. Grant value in Total £	£85,491.07
d. Grant period / timescale for delivery	August 2017 - 31 ST January 2018
e. CCS acting as Lead Body or Joint Sponsor? Name other Partners.	CCS acting as Grant Receiving Body for capital projects specific to Swansea services.
f. Detail links to existing schemes at Local, Regional or National level	An integrated alcohol and drug service, NEWiD Cymru operates across Western Bay. To support this integration, the Community Drug and Alcohol Team (CDAT) are co-located with staff in Swansea and Bridgend, and they also use our buildings in Neath, Port Talbot and Cymmer to meet with service users.
g. Detail direct links to Council Policy, including, where appropriate, target areas	The funding supports the delivery of the Sustainable Swansea Programme, with a focus on prevention.
h. List key target and proposed performance measures	
i. For EUROPEAN schemes confirm that the scheme has been developed in conjunction with the European Unit – Yes /No (<i>delete</i>)	Not applicable

j. Does this grant require a continuation of funding by the Council after the grant period has expired? <i>This includes current or additional staff costs.</i> Yes	No
k. Does the application require match-funding? Yes/No if it does where is this coming from?	No
l. Will the project entail the employment of additional staff and on what basis?	No
M. Have you completed an EIA (Equality Impact Assessment) Screening Form (please attach)?	Project Leads for the individual schemes will be expected to consider equality and engagement implications and carry out EIA processes.
N. Is a full EIA report required?	No

2. Please complete the following financial information:

	Current financial year £	Year 2 £	Year 3 £	Year 4 £	Year 5 £	Total £	Ongoing £
Total project cost:	<u>85,491.07</u>						
Capital							
Revenue							
Grant applied for:							
Capital	<u>85,491.07</u>						
Revenue							
Match Funding Internal							
Match Funding External							


3. Please complete the following:

a. Does the funding meet the Council's priorities?	<p>Yes – the funding supports the Council priorities of:</p> <p>Safeguarding vulnerable people Building sustainable communities</p>
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<p>b. What are the expected outcomes and are they clear and achievable? (link to 1h)</p>	<p>Yes –the new IT equipment will improve the effective running of substance misuse services across the region. Current equipment is antiquated and impacts on the day-to-day operations. For example, service users’ recovery interventions and progress are recorded on a case management system, due to the age of the IT equipment this can be a slow process. Through having more modern IT resources, this will reduce the administration time for staff and enhance the delivery of services that require IT equipment, e.g. group work, educational courses and training, and outreach to service users and their families.</p> <p>The current Wide Area Network (WAN) server is almost 10 years old and is experiencing problems with it crashing as it is unable to cope with the workload. This is causing an increasing amount of downtime within the organisation. A new server will rectify this problem.</p> <p>The Ubiquity Unifi network being proposed to purchase takes the form of cloud managed Wireless Access points to cover the whole of the building with fast Wi-Fi and cloud controlled switch-gear to run them. It will allow the organisation to create different Wi-Fi networks – an unrestricted one for staff so they can access the network and the internet and a guest network for service users and guest without access to the network/servers and if needed restricted internet access. It is monitored in the cloud so the managed IT support provider can proactively maintain it and ensure its secure at all times.</p> <p>The purchase of portable hard drives will also support the work in the community, e.g. displays/presentations for community events are too large to be stored on a memory stick. Events such as these provide an opportunity to raise awareness about alcohol and drug use, misuse, addiction and recovery, and the support available.</p>
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c. Is there an exit plan? (link to 1j/l)	Costs associated with maintenance, insurance and running costs will be sustained by WCADA's grant funding and fundraising activities. WCADA have the appropriate level of insurance in place and an agreement in place for managed IT support with Red Tree IT (www.redtree-it.co.uk), a Cardiff-based business.
d. How is Value for Money being obtained? (procurement/ third party arrangements etc.)	As the estimated cost of this proposal is in excess of £25,000, in line with the SMAF Capital Guidance 2017-2018, a formal tendering process will be adhered to ensure Value for Money when purchasing the equipment.
e. What is the governance / management structure for the scheme? – What board/management team will it be reported to?	<p>The regional Area Planning Board has been established to provide strategic governance and commissioning across the regional footprint. WCADA is a commissioned service with an existing contract in place that falls within this arrangement.</p> <p>The proposal was submitted to the APB on the 27th April for approval. Minutes of the meeting are available to provide evidence of approval.</p> <p>There is a regional commissioning team in place who will be responsible for commission spend.</p>
f. What are the major risks and how will they be managed?	The main risk concerns deliverability of the capital schemes within the strict timescales of the funding being available (2017/18).

4. Authorisation

	Name / Signature	Date
Responsible Officer:	Rachel Evans	21/07/2017
(Principal)/Accountant: Christopher Davies		28/07/2017
External Funding Panel		
Endorsed /Not Endorsed		

Report of the Chief Social Services Officer

External Funding Panel – 6 September 2017

WELSH GOVERNMENT SOCIAL CARE WORKFORCE GRANT

Summary	
Purpose:	To seek approval to accept the Social Care Workforce Development Grant
Policy Framework:	Social Service and Well-Being Act 2014
Consultation:	Legal, Finance, Adult Social Services
Recommendation(s):	That the Panel notes the implications contained in this report and approves the acceptance of the Grant.
Report Author:	Rachel Evans
Finance Officer:	Chris Davies
Legal Officer:	Debbie Smith
Access to Services Officer:	Ann Williams

1.0 Introduction

- 1.1 The purpose of this paper is to provide an overview of the following external funding opportunity Social Care Workforce Grant.
- 1.2 The purpose of the funding is to assist local authorities to manage the financial impacts of changing workforce costs and arrangement within the social care sector, particular pressure arising from the national living wage.
- 1.3 The investment underpins a joint commitment between partners – where we support, local authorities to invest in service provision and employers will create a more valued workforce, reducing the high turnover in staff currently being experienced.
- 1.4 The aim of this grant is to enable the social care sector to meet the financial pressures associated with the National Living Wage. Ensuring the people who work in the sector are appropriately rewarded for the work that they do is part of the broader range of improvements to their terms and conditions. These changes are expected to support improvement in the quality and continuity of service delivered.

- 1.5 The workforce is the principal resource for providers of social care impacting on the quality and continuity of care. Good quality services cannot be delivered in the context of a workforce which is subject to a high turnover of staff, where people feel undervalued or where inappropriate time pressures are applied to reduced costs. This grant is intended to provide a significant supplement to the resources provided by Local Authorities for these services to ensure that employers deliver an appropriately skilled and valued workforce alongside their obligations to pay National Living Wage.

2 Equality and Engagement Implications

- 2.1 An EIA Screening Form has been completed with the agreed outcome that a full EIA report was not required.

An implementation group has been established across a broad range of service areas including mental health, learning disability, older people and people with physical disabilities. It is anticipated that any impact of funding will be positive to improve the quality of the workforce and quality of support provided to vulnerable people and people with protected characteristics.

3 Financial Implications

- 3.1 The total value of the grant is £1,500,324.00. The grant period is for the 1st April 2017 to the 31st March 2018. Post 2018 will form part of the Revenue Settlement Grant.

4 Legal Implications

- 4.1 Generally the terms attached to Grant Funding are legally binding and should be formally recorded in an appropriate document/contract with external delivery partners as required.
- 4.2 Procurement rules (both EU and the Council's) and state aid rules will have to be fully complied with in all respects in relation to services or the procurement of services from external delivery agents.

Appendices:

Appendix 1 - Letter - Award of Funding in relation to Social Care Workforce Grant 2017/18 – REVISED GRANT FUNDING

Appendix 2 - Grant Conditions



Llywodraeth Cymru
Welsh Government

Dave Howes
Chief Social Services Officer
City and County Swansea
Oldway Centre
36 Orchard Street
SWANSEA
SA1 5LD

06 June 2017

Dear Dave,

Award of Funding in relation to Social Care Workforce Grant 2017/18 – REVISED GRANT FUNDING

This letter follows agreement by the Minister to extend the Funding awarded for the Social Care Workforce Grant in 2017/18.

I can confirm that the Welsh Ministers are able to increase the Funding awarded by a further **£710,680.00** for 2017/18. The Terms and Conditions of our original letter still apply to this additional funding, as outlined in our award letter dated 11 May 2017.

The award is made under the authority of the Minister for Social Services and Public Health, one of the Welsh Ministers. This brings the total amount allocated to your local authority under the Social Care Workforce grant to £1,500,324.00 for 2017/18.

50% of the additional Funding will be paid to you on receipt of the signed grant extension letter; and the balance of the grant will be paid to you on receipt of your mid year monitoring report, which should be returned to the Welsh Government by 18 September.

The statutory basis for this Funding is made on and subject to the Conditions and under the authority of the Minister for Social Services and Public Health, one of the Welsh Ministers, acting pursuant to sections 70 and 71(1) and paragraph 30 of Schedule 11 of the Government of Wales Act 2006 and section 31(2) of the Local Government Act 2003.

The increased funding is subject to the terms and conditions provided in the original Funding award letter dated 11 May 2017. In order to accept this additional Funding and confirm that you accept the Terms and Conditions in relation to the new Funding you must sign and return a copy of this letter to the grant manager, Rob Brandon, at the address below. None of the Funding will be paid to you until we have received your signed letter.



We must receive your signed letter on or before **19 June 2017** or this additional Funding may be withdrawn.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. Giordano', written in a cursive style.

Signed by Andrea Giordano

under authority of the Minister for Social Services and Public Health, under authority of the Cabinet Secretary for Health, Sport and Well-being.

TWO SIGNATORIES ARE REQUIRED

We hereby accept the award of Funding of the Social Care Workforce Grant and the Conditions relating to the Funding

_____ Signature
An authorised signatory of **City and County Swansea**

_____ Name

_____ Job Title

_____ Date

_____ Signature
An authorised signatory of **City and County Swansea**

_____ Name

_____ Job Title

_____ Date

Social Care Workforce Grant

Purpose

1. The purpose of the grant is to assist local authorities to manage the financial impacts of changing workforce costs and arrangements within the social care sector, particularly pressures arising from the national living wage.
2. This investment underpins a joint commitment between partners – where the Welsh Government supports local authorities to invest in service provision and employers will create a more valued workforce, reducing the high turnover in staff currently being experienced.

Background

3. This grant is in support of workforce costs and arrangements, one of a number of interventions that the Welsh Government has undertaken to drive forward the programme of improvement of the social care sector that began with the publication of the Sustainable Social Services strategy in 2011.
4. Sustainable Social Services recognised the need for radical change to ensure that the current care and support systems remained sustainable within the context of changing social demographics and raised public expectations over quality and safety, in a climate of on-going resource constraint.
5. This was further progressed through the development and enactment of the Social Services and Well-being (Wales) Act 2014, which focused the delivery of care and support using a citizen centred approach giving greater voice and control, within a more integrated system of care across Wales.
6. As part of the implementation of the 2014 Act, the National Commissioning Board is currently working with commissioners and other partners to improve commissioning arrangements and developing an outcomes focused practice to contribute to citizen focused sustainable social care services. This will inevitably have an impact upon reducing the prevalence in the use of zero hours contracts.
7. The Regulations and Inspection of Social Care (Wales) Act 2016 refined the regulatory regime to ensure that it would remain fit for purpose in this new era, and also ensured that the voice of the service user was heard as part of the inspection regime.
8. However, this is not the end of the process. We are aware that the sector continues to face challenges. Consequently a series of round table events was established with stakeholders from across the sector to explore solutions to particular issues arising from workforce challenges. This included the need to improve the quality of services and continuity of care for people receiving care and support by creating a more valued, better skilled workforce with lower rates of turn over and the risks to service quality and safety these bring.

9. In recognition of these challenges, the Welsh Government provided an additional recurrent £25 million in the local government settlement for 2017/2018, specifically for social services.
10. On 5 January 2017 the Welsh Government announced it was making available a further £10 million of recurrent funding to local authorities to help meet pressures within the social care sector accentuated by the implementation of the UK Government's so-called "national living wage" in what has traditionally been a low-wage sector.
11. This is in addition to other Welsh Government funding programmes and approaches helping the sector meet the challenges it faces including the Integrated Care Fund, the Social Care Workforce Development Programme and the adjustment to the domiciliary care charging cap.
12. However, this grant programme is not just about providing additional funding. The Welsh Government cannot deliver the necessary changes alone. We expect our partners in local government and employers in the social care sector to contribute to this change programme if we are to succeed and improve the terms and conditions of the workforce.
13. The Welsh Government has worked in co-operation with stakeholders to develop and publish a number of principles and codes of practice around employment practices. These include:
 - a. *"Principles and guidance on the appropriate use of non-guaranteed hour arrangements in devolved Public Services in Wales."*
 This was developed by the Public Services Staff Commission working with social partners and was published by the Welsh Government in December 2016 under section 60 of the Government of Wales Act 2006. The five principles it sets out will enable the appropriate use of NGHCs to support the effective and efficient delivery of public services for Wales. The Workforce Partnership Council will review the evidence on the adoption of these principles to determine whether this approach is successful; and
 - b. *A Code of Practice for Ethical Employment in Supply Chains* to support more ethical supply chains to deliver contracts for the Welsh public sector and third sector organisations in receipt of public funds.
 This Code, launched in March 2017, is designed to ensure that workers in public sector supply chains are employed ethically and in compliance with both the letter and spirit of UK, EU, and international laws. The Code refers to unfair use of umbrella schemes and zero hours contracts (or non-guaranteed hours contracts (NGHCs) as they are also known).
14. The Welsh Government is committed to continued collaboration and co-operation with stakeholders to identify and find solutions to the ongoing issues facing the social care sector. This will require Welsh Government, local government and employers to work together to deliver the changes we need to deliver high quality social care and support through a dedicated and stable

workforce.

15. The Welsh Government will continue to work with stakeholders, including the National Commissioning Board, to develop toolkits and guidance that will focus on moving commissioning practice to an approach that works in partnership with service users, providers and others to deliver the best care and support outcomes for the individual.

Aims and Objectives

16. The **aim** of this grant is to enable the social care sector to meet the financial pressures associated with the National Living Wage. Ensuring that people who work in the sector are appropriately rewarded for the work they do is part of a broader range of improvements to their terms and conditions. These changes are expected to support improvements in the quality and continuity of services delivered.
17. There is flexibility for local authorities to determine how best to use the grant as long as the way it is used is aligned to meeting the pressures associated with the National Living Wage. Whilst we are not expecting local authorities to evidence all of the criteria below, we will expect them to show how the funding is being used to support service providers in meeting their legal obligations and delivering a valued and rewarded workforce. Local Authorities should therefore work with their providers to ensure that they are also made aware of and clearly understand the objectives of this grant.
18. Welsh Ministers have made it clear that this funding is part of a tripartite agreement and that all partners will be required to contribute to the delivery of these objectives.
19. We will also expect service providers to demonstrate to local authorities, as part of the contract monitoring process, how they are contributing towards this goal. This could include evidence, that staff are remunerated for using their own vehicles to travel between clients and staff do not have to pay for their uniforms, training, etc.
20. The workforce is the principle resource for providers of social care impacting on the quality and continuity of care. Good quality services cannot be delivered in the context of a workforce which is subject to a high turn over of staff, where people feel undervalued or where inappropriate time pressures are applied to reduce costs. This grant is intended to provide a significant supplement to the resources provided by Local Authorities for these services to ensure that employers deliver an appropriately skilled and valued workforce alongside their obligations to pay the National Living Wage.
21. The **objective** of the grant is to ensure, that local authorities and service providers provide evidence of how they have used the funds to secure high quality services. This includes:

- a. Social care service providers deliver their legal obligations to their staff for care time with an aspiration to go further as the benefits of lower turnover are demonstrated
- b. enable social care service providers to take other actions to improve the terms and conditions of its workforce (e.g. ensuring a variety of contract arrangements are available to staff, as opposed to all contracts being zero hours/non guaranteed hours contracts);
- c. social care service providers address other aspects that impact upon payment of the national living wage (i.e. not deducting payments from their staff for uniforms, payment while attending training, use of own vehicles, etc.);

The grant may also be used to:

- d. ensure domiciliary care workers receive pay for travel time between calls;
 - e. support measures to ease the financial pressures of providing night time (sleep over) cover for vulnerable people;
 - f. ensure social care service providers delineate between travel and care time – e.g. developing clearer rotas to show the differences, providing a concise break down of payments on payslips etc.;
- and
- g. ensure that social care service providers, where they use third parties, comply with 5.1 of the code of practice on ethical employment in supply chains, which states:

“5.1 Ensure that undue cost and time pressures are not applied to any of our suppliers if this is likely to result in unethical treatment of workers.”

Funding

- 22. The grant funding will be allocated and paid as a grant payment to each local authority in two tranches in 2017/2018. This recurrent funding from 2018/2019 will be incorporated into the Revenue Support Grant and will require appropriate evidence to be submitted the Welsh Government as outlined below to ensure compliance with the policy intent.
- 23. The allocation of funds will be based on the overall Personal Social Services Sector element of the 2017/2018 Standard Spending Assessment formula.
- 24. The Welsh Government will write to confirm the allocation being made to each local authority and provide a first payment that will deliver half of the grant award to the local authority.
- 25. The timetable for the grant will be as follows:

Allocation letters to Local Authority Directors of Social Services	:	11 May 2017
This will include a breakdown of the funding being allocated.		
(Letters will be copied to LA Treasurers)		
Signed letters from Directors of Social Services agreeing to terms and conditions.	:	15 May 2017
First payment of 50% of the grant funding.	:	18 May 2017
Mid year reporting from local authorities to highlight actions taken to ensure service providers have complied with the terms of the funding and that service providers have taken action to improve the terms and conditions of their workforce.	:	18 September 2017
Final payment of remaining 50% to be made.	:	2 October 2017
End of year reporting, to build upon the actions taken in the mid year report.	:	2 April 2018

26. The second payment will be made available in early October, subject to provision of a monitoring report evidencing local authority's monitoring of its social care provider contracts as meeting the criteria outlined at paragraph 21 above. This report should be submitted to the Welsh Government by 18 September to allow time to analyse the effectiveness of the interventions taken.

27. The end of year report provided through Local Authorities should provide a clear and concise outline of the actions taken to improve the terms and conditions of the workforce. This will include:

a. Local authorities:

- will be expected to report on the action they have taken whilst monitoring their contracts and update the information provided as part of the mid year report; and
- should also provide a statement of expenditure at the end of the financial year to outline how the grant was spent.

b. Service Providers:

- will also be expected to evidence the actions they have taken.

Report of the Director of Place

External Funding Panel – 6 September 2017

LOCAL TRANSPORT NETWORK FUND BID 2017/18

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

1. Introduction

- 1.1 A funding bid for the Local Transport Network Fund (LTF) was submitted to the Welsh Government on 10th August 2017 in accordance with guidance from the Welsh Government. The guidance stated that there was a total funding pot of £3million and this would be allocated to schemes across Wales. The Welsh Government elected not to set a maximum value for the 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.
- 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 Member Approval was however sought and granted prior to the completion of the bids.

2. Submitted Bids

- 2.1 The City & County of Swansea submitted a bid for £1million for the delivery of a range of enhancements to Bus Corridors in Swansea in 2017/18.
- 2.2 The bid and final award does not include match funding from the City & County of Swansea.

3. Details of the Proposed Schemes

- 3.1 The bid for Local Transport Network Funding 2017/18 will deliver a series of enhancements to improve highway network efficiency for areas that are often congested by peak hour traffic. These measures will serve to improve journey time reliability for bus public transport journeys and support the bus hubs concept. The hubs will promote improved integration between modes, and signifies the first steps in drawing together a network of transport options to begin formulating and realising an integrated transport system for Swansea and South West Wales; as established by the First Minister in plenary in December 2016.
- 3.2 The scheme is best described as two principal investments:
- 3.3 **BUS INTERCHANGE IMPROVEMENTS:** These improvements will upgrade bus shelters at identified locations, and will also install electronic passenger information facilities at these points of interchange. These improvements will be made at nine locations and are summarised in the plan included in Appendix 2.
- 3.4 **TELEMATICS IMPROVEMENTS:** The bid will also make improvements to traffic signals at junctions across Swansea. A total of twenty junctions will be upgraded to provide wireless communication between adjacent traffic signals and the control centre in Civic Centre. The wireless link and associated improvements will enable the telematics equipment to dynamically manage demand at these junctions.
- 3.5 A second strand to this project is being developed in partnership with First Cymru to provide bus priority for public transport vehicles. This part of the project is commonly referred to as 'Late Bus' as the improvement will enable the traffic signals to provide priority to buses through the junction when they are known to be running late.

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 wholly upon the Local Transport Network Fund grant of £1million to secure their delivery.

6. Legal Implications

- 6.1 When delivering Transport Schemes, compliance will be required with the relevant Highways and Transport Act measure and guidelines.
- 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.
- 6.5 Planning Consents may be required. The vast majority of the scheme involves changes to the highway network and as such would fall under permitted development and would not therefore 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.
- 6.6 Separate legal advice will need to be sought regarding any contract and procurement issues relevant to the schemes.

Background Papers: Local Transport Network Fund 2017-18 Bids

Appendices:

Appendix A Equality Impact Assessment Screening

Appendix B Strategic Plan of the Strategic Bus Corridor Project Elements

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 Network Fund Bids 2017/18

Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line
service delivery

(H)

Indirect front line
service delivery

(M)

Indirect back room
service delivery

(L)

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

Because they
need to

(H)

Because they
want to

(M)

Because it is
automatically provided to
everyone in Swansea

(M)

On an internal
basis
i.e. Staff

(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.

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: 10/08/2017
Approval by Head of Service:
Name: Stuart Davies
Position: Head of Service, Highways & Transportation
Date: 10/08/2017

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

Pontarddulais Bus Hub Interchange:
 2x 3-Bay Bus Shelters
 1x Electronic Passenger Information Screen
 £51k

Gorseinon Road MESH & MOVA Upgrade:
 Cost: £30k

Gorseinon Bus Hub Interchange:
 1x Electronic Passenger Information Screen
 1x Bus Detection Loops for Bus Priority
 £5k

Gowerton Rail Interchange
 Outline and Strategic Business Case to increase parking provision for Park & Rail
 Cost: £40k

Legend

- Swansea City Bus Station
- Bus Hub Interchange
- Bus Hub Interchange
- MESH Upgrade - Proposed
- MESH Upgrade - Complete
- Urban Clearway
- Target Bus Corridors
- Bus Routes

Cockett Road to Sketty Lane MESH Upgrade:
 Cost: £20k

Gower College Bus Hub Interchange:
 2x 3-Bay Bus Shelters
 2x Electronic Passenger Information Screens
 £51k

Singleton Bus Hub Interchange:
 1x 3-Bay Bus Shelters
 1x Electronic Passenger Information Screen
 1x ANPR Camera for Bus Controlled Access
 £61k

Carmarthen Road MESH Upgrade:
 Cost: £80k

Carmarthen Road VMS Upgrade:
 Cost: £25k

Caersalem MESH & MOVA Upgrade:
 Cost: £60k

Morrison Cross MESH, MOVA & Ped Crossing Upgrade:
 Cost: £50k

Brynhyfryd MESH & MOVA Upgrade:
 Cost: £50k

Llansamlet Square MESH, MOVA & Ped Crossing Upgrade:
 Cost: £35k

ANPR Enforcement of Landore Bus Way
 Cost: £25k

Singleton Bus Hub Interchange:
 1x 3-Bay Bus Shelters
 1x Electronic Passenger Information Screen
 1x ANPR Camera for Bus Controlled Access
 £61k

Morrison Hospital Bus Interchange:
 1x Electronic Passenger Information Screen
 £50k

M4 Jn45 Ynysforgan Lane Reallocation
 Cost: £15k

Llansamlet Bus Hub Interchange:
 2x 3-Bay Bus Shelters
 2x Electronic Passenger Information Screen
 1x Sheltered Storage for Bicycles
 Signage Enhancements for Park & Rail
 £68k

Landore Bus Hub Interchange:
 1x Electronic Passenger Information Screen
 1x Sheltered Storage for Bicycles
 Modified ticketing arrangements to allow for interchange with non-park & ride services.
 £72k

High Street Bus Hub Interchange:
 2x Electronic Passenger Information Screen
 Shared Use Path - 120 metres
 Move bus shelters and increase footway width
 £120k

Fabian Way Bus Hub Interchange:
 1x Electronic Passenger Information Screen
 1x Sheltered Storage for Bicycles
 Modified ticketing arrangements to allow for interchange with non-park & ride services.
 £72k

City & County of Swansea
Plan of Strategic Bus Corridor
Improvements 2017/18

Scale 1:40,000 @A3
 Transportation
 Highways and Transportation
 Guildhall
 City & County of Swansea : Dinas a Sir
 Abertawe



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