

Report of the Cabinet Member for Finance and Strategy

Cabinet - 18 November 2014

EXTERNAL FUNDING PANEL

Purpose:	To clarify and amend issues relating to the External Funding Panel.
Policy Framework:	Medium Term Financial Plan; <i>Sustainable Swansea – fit for the future</i>
Reason for Decision:	To clarify issues relating to the External Funding Panel such as membership, quorum etc.
Consultation:	Finance, Legal, Access to Services.
Recommendation(s):	It is recommended that: 1) The Membership of the Panel be approved as outlined in Paragraph 2 below; 2) The quorum of the External Funding Panel and any Sub Panels be a quarter but no fewer than 3 Voting Members; 3) The External Funding Panel shall be allowed to create Sub Panels as it determines in order to consider issues within its Terms of Reference. 4) The “Rural Development Partnership Fund” be added to the terms of reference of the External Funding Panel.
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1. Introduction

1.1 Cabinet at its meeting on 6 May 2014 established the External Funding Panel. The Panel was created to oversee the Council’s external funding arrangements with two distinct roles:

- a) Oversight of the allocation of all third sector funding across the Council;
- b) Oversight of the Council’s external funding opportunities.

1.2 The Panel has met 3 times since being established and a number of minor issues have come to light that need clarification. The following paragraphs seek to address these issues.

1.3 In order to establish totally clarity, the External Funding Panel is a decision making body.

2. Membership of the External Funding Panel

2.1 The original report of 6 May 2014 outlined the proposed membership of the Panel; however it did not address the status of the membership i.e. would they having voting rights. Additionally, the original membership listed the Leader of the Council and the Finance Cabinet Member as two distinct roles; however following the recent Cabinet restructure this is now one post.

2.2 The Voting Members shall be invited to every Panel Meeting whilst the Observers (Non-Voting Members) shall only be invited when the Panel consider matters relating to their particular areas as outlined below. The Observers (Non-Voting Members) shall have full speaking rights.

2.3 It is proposed that the amended membership of the Panel be as follows:

a) Voting Members

Position	Post Holder
Finance and Strategy Cabinet Member / Leader of the Council	Cllr R C Stewart (Chair)
Anti-Poverty Cabinet Member	Cllr William Evans
Enterprise, Development and Regeneration Cabinet Member	Cllr Robert Francis-Davies
Transformation and Performance Cabinet Member	Cllr Clive E Lloyd
Wellbeing and Healthy City Cabinet Member	Cllr Mark C Child

b) Observers (Non-Voting Members)

Position	Post Holder(s)
Cabinet Members - Invited by the Chair if he deems the items under discussion are relevant	
Attend for Third Sector Matters Only 2 x Representatives from the Third Sector (To be nominated by the Third Sector Working Group)	Carol Green Mary Lithgoe
Attend for Community Action Transformation Fund Matters Only 1 x Representative of Community / Town Council (C/T C) (The Clerk of the relevant Community / Town Council shall be invited to submit comments and on occasion the Chair of the C/T Council or Deputy shall be invited to attend)	Mainly comments only via e-mail however relevant Chair is required by the Panel.

- 2.4 The Term of Office for Observers (Non Voting Members) shall be until such time as the Authority is notified of any change by the nominating body (e.g. Third Sector Working Group or Community / Town Councils Forum).

3. Quorum

- 3.1 The quorum of the External Funding Panel shall be a quarter of the Voting Members but no fewer than 3. The quorum therefore is 3.
- 3.2 Observers (Non-Voting Members) do NOT count towards the quorum.

4. Access to Information - Exclusion of the Public

- 4.1 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.
- 4.2 Such a resolution is dependent 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 the item there would be disclosure to them of exempt information, as defined in Section 100I of the Local Government Act 1972.
- 4.3 The External Funding Panel is subject to this legislation and must contain an agenda item relating to "Exclusion of the Public" should the public need to be excluded.

5. Presenting Applications to the External Funding Panel

- 5.1 Officers of the Council make applications for funding to the External Funding Panel. Those Officers would be expected to present their funding application to the Panel itself. The Panel would then carefully consider the application.
- 5.2 Members of the Public or other non-Council individuals shall not be invited to attend when the presentation of application is being made / received unless previously agreed in writing (e-mail shall suffice) by the Chair of the External Funding Panel.

6. Creation of Sub Panels of the External Funding Panel

- 6.1 The External Funding Panel may create Sub Panels as appropriate. However, only the Voting Members shall have a vote and count towards the quorum.
- 6.2 The quorum of a Sub Panel will be a quarter of the Voting Members but no fewer than 3.

6.3 Recommendations of a Sub Panel shall be passed to the External Funding Panel for ratification. A Sub Panel does not have decision making powers.

7. Equality & Engagement Implications

7.1 Equality Impact Assessments will be undertaken as appropriate on any decision to change significantly funding to third sector organisations including any engagement required. As it develops the Council's Third Sector Policy will be subject to the Equality Impact Assessment process.

8. Financial Implications

8.1 There are no direct financial implications arising from this report. The proposal will assist the Council to achieve greater value for money from the use of external funding and to manage the risks involved more effectively.

9. Legal Implications

9.1 Section 15 of the Local Government Act 2000 allows an Executive to delegate some of its functions to a committee of the Executive. This is such an arrangement and its functions are set out in the terms of reference approved by Cabinet on 6 May 2014 and are available in the Council Constitution. The terms of reference are also attached as **Appendix A**.

9.2 It is also proposed to add the "Rural Development Partnership Fund" to the External Funding Panels' terms of reference so as to ensure Councillors involvement. This addition is shown as 11) in **Appendix A**.

Background Papers: None.

Appendices: External Funding Panel - Terms of Reference.

APPENDIX A

External Funding Panel - Terms of Reference

Purpose:

- 1) To oversee the allocation of all third sector funding across the Council.
- 2) To oversee the Council's external funding opportunities

Terms of Reference:

- 1) Third Sector Funding.
- 2) Determine the Criteria for the Swansea Change Fund and other Council grant pots, including the Community Action Transformation Fund.
- 3) Allocate the Swansea Change Fund and other funds according to the criteria adopted.
- 4) Maintain an overview of all Third Sector and community funding across the City & County of Swansea Council, including outcomes achieved.
- 5) Determine and support the Council's Third Sector policy and relationship across the City & County of Swansea (including the formal Compact with the Third Sector).
- 6) Support collaboration and joint working between Third Sector and community organisations and between Third Sector organisations and the Council.
- 7) External Funding.
- 8) Oversee the Council's policy for seeking external funding to support its priorities.
- 9) Provide a gateway for all Council applications for external funding.
- 10) Review outcomes from external funding.
- 11) Rural Development Partnership Fund.