

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, 5 July 2017

Time: 2.00 pm

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, R C Stewart and M Thomas

AGENDA

Page No.

- 1 Election of Chair for the Municipal Year 2017 - 2018.
- 2 Election of Vice-Chair for the Municipal Year 2017 - 2018.
- 3 Apologies for Absence.
- 4 Disclosures of Personal and Prejudicial Interests.
<http://www.swansea.gov.uk/disclosuresofinterests>
- 5 **Minutes:** 1 - 3
To approve & sign the Minutes of the previous meeting(s) as a correct record.
- 6 **Welsh Government Road Safety Grant Application 2017/18.** 4 - 6
- 7 **Welsh Government Safer Routes in Communities Grant Application 2017/18.** 7 - 9
- 8 **Community Action Transformation Fund.** 10 - 38
- 9 **Exclusion of the Public.** 39 - 42
- 10 **Overview of current and forthcoming European and External Funding Applications.** 43 - 68

Huw Evans, Head of Democratic Services

Wednesday, 28 June 2017

Contact: Democratic Services – (01792) 636923

CITY AND COUNTY OF SWANSEA

MINUTES OF THE EXTERNAL FUNDING PANEL

HELD AT COMMITTEE ROOM 6, GUILDHALL, SWANSEA ON
WEDNESDAY, 5 APRIL 2017 AT 3.00 PM

PRESENT:

Councillor(s)

W Evans
A S Lewis

Councillor(s)

R Francis-Davies
C E Lloyd

Councillor(s)

J E C Harris
J A Raynor

Officer(s)

Ben George	Transport Strategy Officer
Claire Lewis	School Project Business Case Development Manager
Allison Lowe	Democratic Services Officer
Spencer Martin	Voluntary Sector Relationship Coordinator
Sandie Richards	Principal Lawyer
Mark Wade	Community Housing Services Manager
Elliott Williams	European & External Funding Programme Officer
Gaynor Winsor	Accountant

Apologies for Absence

Councillor(s): M C Child, C Richards and R C Stewart

38 **ELECTION OF CHAIR PRO TEM.**

RESOLVED that Councillor C E Lloyd be elected as Chair Pro Tem.

COUNCILLOR C E LLOYD (CHAIR PRO TEM) PRESIDED.

39 **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 W Evans declared a personal interest in Minute 41 - Local Transport Fund Bid 2017/18 (Kingsbridge Cycle Link) - Ward Councillor for Kingsbridge.

Councillor A S Lewis declared a personal interest in Minute 41 – Local Transport Fund Bid 2017/18 (Morrison Riverside Links) as Ward Councillor for Morrison and a personal and prejudicial interest in Minute 42 – Overview of Current and Forthcoming European and External Funding Applications – Cabinet Member who approved the application. Cllr Lewis left the meeting prior to this item being discussed.

Councillor C E Lloyd declared a personal interest in Minute 40 – Flying Start Capital Programme 2017-2018 – Governor of St. Thomas Primary School and Minute 41 Local Transport Fund Bid 2017/18 – Ward Councillor for St. Thomas.

40 **MINUTES:**

RESOLVED that the minutes of the External Funding Panel held on 1 February 2017 be approved and signed as a correct record.

41 **FLYING START CAPITAL PROGRAMME 2017-2018.**

The School Business Case Development Manager presented a report 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 the City & County of Swansea.

RESOLVED that the 2017/18 Flying Start Capital bid be approved.

42 **LOCAL TRANSPORT FUND BID 2017/18.**

The Transport Strategy Officer presented a report to approve the funding application for the Local Transport Fund 2017/18.

He outlined that four bids totalling £4.312 million had been submitted to Welsh Government, with the following amounts having been awarded since the report was submitted:

Fabian Way – Baldwins Bridge	£541,000
Links to National Cycle Network	£364,000
Strategic Bus Corridor Improvements	£115,000
Kingsbridge Link	£73,000

In addition, Welsh Government have made an indicative allocation of £18k in support of the work required to confirm to the statutory duties of the Active Travel (Wales) Act.

Total = £1,221,000

The Chair emphasised the need for further discussions to take place regarding the revenue implications arising from grant aid for capital projects and consideration that future funding applications for schemes were in line with corporate priorities.

RESOLVED that the Local Transport Fund 2017/18 application be approved.

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

The Community Housing Service Manager presented a report to provide details of the bid for Welsh Government Warm Homes Arbed Funding 2017-18 for Sandfields Renewal Area.

RESOLVED that the Bid for Welsh Government Warm Homes Arbed Funding 2017-18 for Sandfields Renewal Area be approved.

44 **EXCLUSION OF THE PUBLIC.**

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

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

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

(CLOSED SESSION)

45 **EXTERNAL FUNDING APPLICATIONS UPDATE.**

The European & External Funding Programme Officer provided an update on current and planned European and other External funding applications.

RESOLVED that the recommendation to support the bid to the Welsh Government Regional Tourism Engagement Fund (RTEF) 2017-2019 as outlined in the report be approved.

The meeting ended at 3.47 pm

CHAIR

Agenda Item 6

Report of the Director - Place

External Funding Panel – 5 July 2017

WELSH GOVERNMENT ROAD SAFETY GRANT APPLICATION 2017/18

Purpose:	Provide information on Welsh Government Road Safety Grant Application 2017/18
Policy Framework:	Emerging Five Council Key Priorities and Welsh Government Active Travel (Wales) Act 2013.
Consultation:	Legal, Finance and Access to Services.
Recommendation(s):	<p>It is recommended that:</p> <p>The External Funding Panel allow officers to accept funding from Welsh Government to support the following road safety initiatives.</p> <ol style="list-style-type: none">1. Upgrade of Road Safety Cameras2. Birchgrove to Glais SID signs3. Cwm Level Roundabout to Normandy Road Roundabout pedestrian initiative
Report Author:	Alan Ferris
Finance Officer:	Jayne James
Legal Officer:	Caritas Adere
Access to Services Officer:	Phil Couch

1.0 Introduction

1.1 The purpose of this report is to provide information on the application to the Welsh Government for Road Safety Grant funding.

1.2. The funding bid is 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 is 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.
- 1.3 The submission for funding is based upon an application to Welsh Government that occurs during the first quarter of the New Year for funding to be received during the following financial year and beyond. i.e. February 2017 with funding received in April 2017 to be delivered during 2017/18.
- 1.4 The developed bid also supports the Council's own priorities in that it is safeguarding vulnerable people (Prevention of accidents to children and young people) and tackling Poverty by building sustainable communities (Encouraging walking and cycling).

Recommendation(s) : It is recommended that:

- (i) The External Funding Panel allow officers to accept Road Safety grant funding.
- (ii) The following projects are developed:
- A. Upgrade of Road Safety Cameras
 - B. Birchgrove to Glais SID signs
 - C. Cwm Level Roundabout to Normandy Road Roundabout pedestrian initiative

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. A copy of this has been appended to the report.

3 Financial Implications

- 3.1 The proposals are based on a grant of £606,600 of funding from Welsh Government in year 2017/18. This is allocated as £449,000 for the upgrade of road safety cameras, £81,500 to support speed control measures between Birchgrove and Clydach and £76,100 to improve pedestrian controls between Cwm Level Roundabout and Normandy Road Roundabout.
- 3.2 There are no ongoing financial implications in relation to staff as the success of the bids will include for design fees which support existing operations within Traffic and Highway Network Management.

- 3.3 The implementation of the work will impact on road maintenance budgets resulting in a modest increase of costs going forward in future years.

4 Legal Implications

- 4.1 The Highways Act 1980 Section 41(1) places a statutory duty of care on the Highway Authority towards road users of all kinds. The Active Travel (Wales) Act 2013 legislates for the provision of routes designed for walking and cycling. The success of this bid will help the Council in meeting its obligations in this regard.

5 Background Papers:

- 5.1 No background papers that need to be disclosed were used in the preparation of this report.

Appendices: None

Report of the Director - Place

External Funding Panel – 5 July 2017

WELSH GOVERNMENT SAFER ROUTES IN COMMUNITIES GRANT APPLICATION 2017/18

Purpose:	Provide information on Welsh Government Safer Routes in Communities Grant Application 2017/18
Policy Framework:	Emerging Five Council Key Priorities and Welsh Government Active Travel (Wales) Act 2013.
Consultation:	Legal, Finance and Access to Services.
Recommendation(s):	It is recommended that: (i) The External Funding Panel allow officers to accept Safer Routes in Communities (SRIC) grant funding. (ii) Projects are developed and implemented to create safer walking particularly around schools in St. Thomas.
Report Author:	Alan Ferris
Finance Officer:	Jayne James
Legal Officer:	Caritas Adere
Access to Services Officer:	Phil Couch

1.0 Introduction

- 1.1 The purpose of this report is to provide information on the application to the Welsh Government for Safer Routes in Communities (SRIC) Grant funding.
- 1.2 The Safer Routes in Communities Initiative enhances the provision of walking and cycling routes in communities, particularly outside and in the vicinity of schools. This is targeted at encouraging a more sustainable lifestyle in the communities and addressing social exclusion issues.

- 1.3 The submission for funding is based upon an application to Welsh Government that occurs during the first quarter of the New Year for funding to be received during the following financial year and beyond.
i.e. February 2017 with funding received in April 2017 to be delivered during 2017/18.
- 1.4 The Initiative links 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 is to create safer walking and cycling routes for communities and promote these as a more sustainable method of travelling around communities. It will also help to ease vehicular congestion outside schools as more sustainable methods of transport are used.
- 1.5 The Initiative also supports the Council's own priorities in that it is 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).

Recommendation(s) : It is recommended that:

- (i) The External Funding Panel allow officers to accept Safer Routes in Communities (SRIC) grant funding.
- (ii) Projects are developed to create safer walking and cycling environments particularly around schools in St. Thomas.

2 Equality and Engagement Implications

An EIA Screening Form has been completed with the agreed outcome that a full EIA report was not required. A copy of this has been appended to the report.

3 Financial Implications

- 3.1 The proposals are based on a grant of £218,600 of funding from Welsh Government in year 2017/18 with support of £34,800 of Section 106 contribution designed to support the overall initiative.
- 3.2 There are no ongoing financial implications in relation to staff as the success of the bids will include for design fees which support existing operations within Traffic and Highway Network Management.
- 3.3 The implementation of the work will impact on road maintenance budgets resulting in a modest increase of costs going forward in future years.

4 Legal Implications

- 4.1 The Highways Act 1980 Section 41(1) places a statutory duty of care on the Highway Authority towards road users of all kinds. The Active Travel (Wales) Act 2013 legislates for the provision of routes designed for walking and cycling. The success of this bid will help the Council in meeting its obligations in this regard.

5 Background Papers:

- 5.1 No background papers that need to be disclosed were used in the preparation of this report.

Appendices: None

Agenda Item 8

Report of the Director of People

External Funding Panel – 5 July 2017

COMMUNITY ACTION TRANSFORMATION FUND

Purpose:	For the Panel to decide upon applications to the sixth round of funding of the Community Action Transformation Fund it wishes to offer financial support.
Policy Framework:	Medium Term Financial Plan; <i>Sustainable Swansea – fit for the future</i>
Consultation:	Finance, Legal, Access to Services.
Recommendation(s):	It is recommended that: 1) With reference to the fact the budget for the fund is spent out and no finance is identified in the 2017/18 budget for the Fund. The Panel decide which if any of the applications submitted to the fund it wishes or is able to support. 2) The Panel decide on the future of the fund. The Sixth round is scheduled to be the final round of CATF. There is no provision for the fund in the 2017/18 budget so it is assumed unless otherwise agreed the fund will cease with the decision made at this panel
Report Author:	Spencer Martin
Finance Officer:	Pini Patel
Legal Officer:	Debbie Smith
Access to Services Officer:	Sherill Hopkins/Catherine Window

1. Introduction

1.1 Background, Sustainable Swansea Fit For the Future

The scale of the financial, demographic and sustainability challenge requires the Council to adopt a radically different approach to:

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

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

1.2 A number of Budget Principles underpin Sustainable Swansea, two of which are particularly relevant to the Community Action Fund:

- **Different Models of Delivery:** options will assess service provision (cost and outcomes) against other delivery models including: collaboration, outsourcing, partnering, community action
- **Personal Responsibility:** action is required to change behaviour and to increase the number of people and communities helping themselves as part of our approach to sustainability

1.3 Sustainable Swansea has four workstreams to achieve the desired change, one of which is **New Models of Delivery**. Part of the New Models of Delivery workstream is the **Community Action** strand. The aims of this strand are to:

- Build community capacity for self help
- Use community assets to support local action
- Increase and support voluntary sector provision
- Increase co-production

1.4 The City and County of Swansea agreed to set aside the sum of £300,000 to support the delivery of the aims of the Community Action strand of the Sustainable Swansea Project. In particular, funding will be aimed at proposals from community groups to:

- Develop proposals to run Council services locally and/or
- Facilitate the transfer of community assets

1.5 The fund is currently spent out – however at the meeting of the External finding panel in December 2016 the Panel agreed for the Sixth round to go ahead. The recommendations of departmental offices in respect of the applications amounts to £59,300

- 1.6 The Sixth round is scheduled to be the final round of CATF. There is no provision for the fund in the 2017/18 budget so it is assumed unless otherwise agreed the fund will cease with the decision made at this panel

2. Principles Underlying the Fund

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

3. Applications and Criteria

- 3.1 All applications should meet the principals and purposes listed above and can be used for (not exhaustive):
- Support to develop a business case expanding levels of community action, and/or providing a community based model of service delivery
 - Funding for a local community engagement exercise to ascertain and develop levels of community involvement and engagement for community led services
 - Support the development of co-produced services with the community and voluntary sector
 - Work to set up a community trust to provide a community based service
 - Training local people to run services or manage a facility, resulting in the Council withdrawing resources over time, or transferring assets.
 - Evidenced costs in developing a business plan for future service delivery including market research, accountancy and legal costs.
 - Potential initial set up costs, including engagement, training, capacity building.
 - Support for professional advice
 - It is anticipated a majority of supported projects will be based on revenue funding, however capital funding will be considered if the expenditure can demonstrate a long term saving or that an innovative project can be developed with some investment in capital expenditure.

- 3.2 The Fund will complement existing initiatives, but will also be used for a variety of projects, rather than simply being additional money to support existing services. In other words, innovative bids which offer new solutions and build on community action.
- 3.3 One returning and three new applications have been received by the closing date for the sixth round of the fund on 5th March 2017.
1. City and County of Swansea Bowls Association – Funding for three sites in Swansea – in the April 2016 Panel the group agreed an amount of £37,000 equivalent to one years funding as opposed to the requested amount of £77,721 (three years), this decision was accompanied with the proviso they could return to the panel for the remaining £40,721 if necessary.
 2. Brynawel Amateur Football Club – Site at Halfway Park Playing Fields Trallwn,
 3. Talycopa AFC – Site at Trallwn Playing Fields
 4. Hafod Bowls Club – The bowling green at Hafod Park.
- 3.4 Round 6 Applications are summarised in **Appendix A** – Each individual application is summarised against eligibility and project criteria in **Appendices B1-B4**, full application packs will be available for review prior to and at the meeting.

4. Equality & Engagement Implications

- 4.1 An Equality Impact Assessment has been undertaken and can be found in Appendix.

5. Financial Implications

- 5.1 The Community Action Transformation fund is currently fully committed/ spent out. If funds are allocated in this round funds will need to be provided for to allow for this. The total amount recommended for support equals £59,300

6. Legal Implications

- 6.1 The External Funding Panel is a Decision making panel as ratified by Cabinet at its meeting of 18th November 2014.
- 6.2 Any grant awarded will require a contract to be entered into between the applicants and the Council to which both parties which will be legally binding on both parties.

Background Papers: EIA Community Action Transformation Fund June 17

Appendices: A - List of Applications – Round 6 – CATF.

B1-B4 - Individual applications summarised against eligibility and project criteria.

C – Equality Impact Assessment – Community Action Transformation Fund.

APPENDIX A
Community Action Transformation Fund

Round 6 June 2017

No	Group	Proposal Synopsis	Amount
01	City and County of Swansea Bowls Association	<p>The Group were awarded £37,000 in Spring 2016 for the bid as outlined above. The £30k was awarded as one years costs (in line with other clubs) but as the group were taking on a number of greens, at a couple of sites rather than the usual one they were offered the option of returning to the fund for the remaining 2 years if they were struggling under the commitment – they have mailed to say they wish to re-apply for the remaining £40,721 of their original £77,721 bid.</p> <p>The funding award has been utilised to allow the clubs to start the first year maintenance programmes and buy equipment. Eleven club members have also been trained by the Institute of Groundsmanship in greenkeeping. The Association feels the project to date has been positive but the remaining application funds are required to build on the work to date.</p> <p>Estimated (by Applicant) saving to CCS: £10,002.54 pa.</p>	£40,721
02	Brynawel Football Club	<p>Brynawel Amateur Football Club proposes the takeover of Halfway Park pitch and Changing rooms in Trallwn. The facility has been condemned by the council since July 2015. The council estimate the cost of repairing the roof at £12k in 2015 which has now risen to £21,260.</p> <p>The Club wish to take on the lease and invest in the facility, improving the Changing rooms, Toilets the pitch itself and surrounding area. They believe that they can increase use of the site substantially by working with local stakeholders.</p>	£21,256

		Estimated (by CCS) saving to CCS: £8,000 per annum	
03	Talycopa AFC	<p>The Club are looking to revert Trawlln playing fields back from a waste ground are used by illegal motocross bikes and general fly tipping to football and recreational pitches for the use of local junior football teams.</p> <p>Surface draining needs to be installed at the site to allow the pitches to drain effectively which will involve removing the playing surface and rebuilding the culverts to allow drainage into the existing storm drains. Fencing to protect the site will also be installed</p> <p>Estimated (by Applicant) saving to CCS: £6,200</p>	£20,000
04	Hafod Bowls	<p>The Club have previously shared the Bowling green in Hafod park and associated costs with Cwmfelin Bowling club, however with the folding of Cwmfelin the Club have decided that the taking over the lease of the green is the only option to keep the club and green in operation.</p> <p>The grant will allow the group to buy machinery, repair fences and provide one years funding for maintenance – they hope that in this year the will attract another club to join them at the green.</p> <p>Estimated (by Applicant) saving to CCS: £6,054 per annum</p>	£4,809
	TOTAL REQUESTED		£86,786

Appendix B1

Community Action Transformation Fund: Assessment Ticksheet

Organisation: City and County of Swansea Bowls Association

Grant Total: £40,721 (£37,000 previously awarded from total initial bid of £77,721)

Ref No: CATF 4 – 05

Contact Name: Mr Keith Jacob

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

Initial Application Summary:

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

Update Summary 2017

The Group were awarded £37,000 in Spring 2016 for the bid as outlined above. The £37k was awarded as one years costs (in line with other clubs) but as the group were taking on a number of greens, at a couple of sites rather than the usual one green they were offered the option of returning to the fund for the remaining 2 years if they were struggling under the commitment – they have mailed to say they wish to re-apply for the remaining £40,721 of their original £70,721 bid.

The funding award has been utilised to allow the clubs to start the first year maintenance programmes and buy equipment. Eleven club members have also been trained by the institute of Groundsmanship in greenkeeping. The Association feels the project to date has been positive but the remaining application funds are required to build on the work to date.

Eligibility

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

Assessment

Finances

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

Total Income (b)	
Total Amount to be met by CATF grant (a-b)	*£77,721

RECOMMENDATION	Support (Subject to finance being made available); £18,500 in as per the comments of Departmental Officer.
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<u>Comments</u>
<ul style="list-style-type: none"> • That the funding will support the provision of a local service to the residents of Swansea 	Yes – The Four clubs represented are based at three bowling greens across the city.
<ul style="list-style-type: none"> • The need and community support for the project proposal is demonstrated 	<p>The clubs currently have a combined membership in excess of 120 members and expect this to increase to over 160 with the Coedgwilym green attracting two other teams to it, one being a ladies team. The four clubs will be working with the City and County of Swansea and Sport Wales Development teams with a view to increasing membership and participation in the sport in general by holding open days, pay and play and taster sessions and will be liaising with local schools to encourage child participation and offer free coaching sessions.</p> <p>The clubs at Jersey Park are also looking to build on their relationship with the Grenfell Park, St Thomas, Port Tennant Partnership (GSP), by creating a 'Friends of Jersey Park' that will actively encourage building the community spirit and the regeneration of the park and its facilities by a volunteer workforce. The work that they take on in respect of the green maintenance will enhance this.</p>
<ul style="list-style-type: none"> • Comments of Supporting Department 	<p>Ian Beynon: Development and Outreach Manager Culture and Recreation.</p> <p>I am supportive of this second year request for funding as the clubs have</p>

	<p>demonstrated in the first year that they are prepared to work together to maintain the sites and to retain bowls in the local community.</p> <p>However it is difficult to identify what the initial £37,000 has been spent on. Based on the initial application the assumption is that £21,000 has been spent on maintenance and £16,000 on the remainder of the items requested.</p> <p>On this basis the only outstanding costs are for greens maintenance. My recommendation is that a further one year maintenance cost for the three greens be supported. However I also feel that there should be a contribution from the clubs as there are over 120 members.</p> <p>Therefore I would suggest a grant of £18,500</p>
<ul style="list-style-type: none"> • Value for money 	<p>The Association estimates it saving to be £10,002.54 ongoing maintenance/materials costs per annum per bowling green (these costs are based on those provided by the City and County of Swansea and are broken down as thus - £4178.65 plus VAT for cost including end of season renovations and £4156.80 plus VAT for a conservative 120 days irrigation at £34.64 per time. Plus the cost of raising the greens, estimated at £3200 per green.</p>
<ul style="list-style-type: none"> • Sustainability of Proposal in the longer term. 	<p>The Association intend making membership affordable to everyone within the communities. With hard work, commitment and the dedication of all involved, the continued collection of membership and match fees, the selling of refreshments to players and additional active fundraising, the project will be financially sustainable. The Association plan to solicit sponsorship from local businesses and encourage touring teams from outside Swansea to visit our greens. to generate additional funds for the clubs and also bring visitors to the city centre and increased revenue to businesses therein.</p>

	<p>The Association will be applying for further grants for equipment for future use, so that any equipment loaned to us by the City and County of Swansea can be returned. A grant has already been secured for members to attend green maintenance training courses, which are currently being scheduled. As our knowledge and expertise on the maintenance of bowling greens increases, and as the clubs develop the skills of their volunteer workforce, we will be able to undertake additional work currently done by specialist greenkeepers. This will make additional substantial financial savings to the clubs, thus helping to maintain their continuation strategies.</p> <p>The continuation strategy is to increase club membership from the local communities, the development of ladies teams and the increase in participation by children from the schools and with family initiatives being put in place. The greens are valuable public assets that can be enjoyed by young and old, able bodied and persons with special needs, partially sighted etc.</p> <p>The Bowls Association and the four clubs will be amending their constitutions to make them charitable organisations by including relevant charitable sections preventing the distribution of any surpluses outside these charities and their distribution to other charitable bodies with similar aims in the event of the clubs' dissolution</p>
<ul style="list-style-type: none"> • Acceptable Monitoring and Evaluating proposals 	<p>The success of the project will be measured by:</p> <ol style="list-style-type: none"> 1. An increase in the casual use of the greens by the local community and visitors to the area. 2. Positive feedback from the schools and an increase in children and young people, as well as women and ethnic minorities participating in the game of bowls. 3. The continuation of the bowls clubs and

	<p>an increase in club membership and the continued provision of the bowling greens in the communities.</p> <p>4. Positive feedback on an improved playing surface from our club members and other users of the greens.</p> <p>The Association also intend to monitor success via completion of questionnaires placed in our communities</p>
--	--

Appendix B2

Community Action Transformation Fund: Assessment Ticksheet

Organisation: Brynawel AFC

Grant Total: £21,255.97

Ref No: CATF 6 – 02

Contact Name: Gareth Issac

Potential Saving to City and County of Swansea: £8,000per annum.

Summary:

Brynawel Amateur Football Club proposes the takeover of Halfway Park pitch and Changing rooms in Trallwn. The facility has been condemned by the council since July 2015. The council estimate the cost of repairing the roof at £12k in 2015 which has now risen to £21,260.

The Club wish to take on the lease and invest in the facility, improving the Changing rooms, toilets the pitch itself and surrounding area. They believe that they can increase use of the site substantially by working with local stakeholders.

Eligibility

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

Assessment

Financial Information

Expenditure	£
Facility Services Group Quote (outlines expenditure in detail) – Appendix 1	£21,255.97
Total Expenditure (a)	£21,255.97
Income (include status - Secured, Awaiting Decision or still to be raised)	
Total Income (b)	£
Total Amount to be met by CATF grant (a-b)	*£21,255.97

RECOMMENDATION	Support (Subject to finance being made available); to the amount of £17,000 as per the comments of Departmental Officers
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<u>Comments</u>
<ul style="list-style-type: none"> That the funding will support the provision of a local service to the residents of Swansea 	The Pitch was condemned in 2015, this has resulted in a sporting facility with a significant history for the Llansamlet and Bonymaen wards being unused. And local clubs are having to play in pitches in other parts of the City
<ul style="list-style-type: none"> The need and community support for the project proposal is demonstrated 	Both Halfway and Trallwn Park have been closed to sporting activity this means the local teams are having to play outside of the area. The club plan to regenerate the facility and open it out to wider community used. They have supplied supporting documentation from Cefn Hengoed School, Local Ward Members, Cefn Hengoed and Morrision Leisure Centres, FAW Trust

	Facilities Manager, FAW trust partnership manager and The CCS parks department.
<ul style="list-style-type: none"> • Comments of Supporting Department 	<p>Ian Beynon - Culture and Recreation I am supportive of this application as it will bring a much needed facility back into community use. The playing surface is good and the club will undertake refurbishment of the changing rooms which the Council has been unable to afford and which has rendered the site unusable. The application demonstrates that the club is willing to take on responsibility for the maintenance and running of the site</p> <p>I would recommend that the club makes a contribution towards the work similar to that of Talycopa FC, which would demonstrate sustainability. I would suggest awarding a grant of £17,000</p>
<ul style="list-style-type: none"> • Value for money 	<p>At present, the site is condemned and not open to sporting provision.</p> <p>The Club have provided a quote for the refurbishment of facilities quoting the amount requested.</p> <p>This will allow the reuse of a community facility which will benefit the Club as well as the local community</p>
<ul style="list-style-type: none"> • Sustainability of Proposal in the longer term. 	<p>The Club expect to sustain the facility via:</p> <ul style="list-style-type: none"> Membership fees Investing fees that would otherwise be spent on permits Fund raising from within the Club Sponsorship opportunities through local business Pitch Rental to other local clubs (Wales Tartan, Birchgrove, Llansamlet and Halfway Inn) Volunteers be trained in Pitch Groundsmanship, hence reducing costs Summer Football Festival Refreshment stands
<ul style="list-style-type: none"> • Acceptable Monitoring and Evaluating proposals 	<p>Yes – the Clubs major outcome will be the regeneration of the park as a sporting facility.</p> <p>They propose to monitor usage and ensure the facility maximises its potential.</p> <p>The club propose maintaining close links with the council to ensure good governance of the site.</p>

Appendix B3

Community Action Transformation Fund: Assessment Ticksheet

Organisation: Talcopa AFC

Grant Total: £20,000

Ref No: CATF 6 – 03

Contact Name: Matthew Cude

Potential Saving to City and County of Swansea: as estimated by club
£6,200pa

Summary:

The Club are looking to revert TrawlIn playing fields back from a waste ground are used by illegal motocross bikes and general fly tipping to football and recreational pitches for the use of local junior football teams.

Surface draining needs to be installed at the site to allow the pitches to drain effectively which will involve removing the playing surface and rebuilding the culverts to allow drainage into the existing storm drains. Fencing to protect the site will also be installed.

Eligibility

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

Assessment

Finances

Expenditure	£
Drainage Laying – Re-turfing	£19,900
Secure Fencing	£4,400
Pitch to be brought up to playing standard	£500
Total Expenditure (a)	£24,800
Income (include status - Secured, Awaiting Decision or still to be raised)	
Cash Funds Secured	£4,800
Total Income (b)	£4,800
Total Amount to be met by CATF grant (a-b)	*£20,000

RECOMMENDATION	Support (Subject to finance being made available); to the amount of £20,000 as per the comments of Departmental Officers
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<u>Comments</u>
<ul style="list-style-type: none"> That the funding will support the provision of a local service to the residents of Swansea 	<p>The fireld are currently used for youths to scramble bikes, tipping and other anti social behaviour.</p> <p>The provision of a pitch will allow somewhere for Talycopa Junior football club and other groups to play in the local area.</p>
<ul style="list-style-type: none"> The need and community support for the project proposal is demonstrated 	There are no other local providers for JUNIOR football
<ul style="list-style-type: none"> Comments of Supporting Department 	<p><u>Ian Beynon – Culture and Recreation</u></p> <p>I am supportive of this application is it will bring a much needed facility back into community use. The changing rooms are good and the club will undertake refurbishment of the pitches which the</p>

	<p>Council has been unable to afford and which has rendered the site unusable. The application demonstrates that the club is willing to take on responsibility for the maintenance and running of the site</p> <p>Talycopa FC is an exemplar club with Gold standard accreditation and is working hard to provide its own local facilities</p> <p>The club has identified a contribution towards the work which demonstrates sustainability. I would suggest awarding the full amount of grant of £20,000</p>
<ul style="list-style-type: none"> • Value for money 	<p>The project will allow for a local pitch for Talycopa Fc and other community groups including Stadwen youth club and local schools. Te club believes 250+ young people will benefit from the project and attract 40+ volunteers.</p>
<ul style="list-style-type: none"> • Sustainability of Proposal in the longer term. 	<p>The saving made from current permits will be re-directed to the upkeep of the facilities. The Club also intend to become a registered charity to allow for traditional fundraising activities.</p>
<ul style="list-style-type: none"> • Acceptable Monitoring and Evaluating proposals 	<p>Children will be playing on the pitch every weekday evening and weekends.</p>

Appendix B4

Community Action Transformation Fund: Assessment Ticksheet

Organisation: Hafod Park Bowling Club

Grant Total: £4,808.58

Ref No: CATF 6 – 04

Contact Name: Ken McMurray

Potential Saving to City and County of Swansea: £6,054 per annum.

Summary:

The Club have previously shared the Bowling green in Hafod park and associated costs with Cwmfelin Bowling club, however with the folding of Cwmfelin the Club have decided that the taking over the lease of the green is the only option to keep the club and green in operation.

The grant will allow the group to buy machinery, repair fences and provide one years funding for maintenance – they hope that in this year the will attract another club to join them at the green.

Eligibility

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

Assessment

Finance

Expenditure	£
Cost of Green Maintenance @20% based on council calculations	£6053.58
Swansea Bowls Association Fees	£85
Repairs to border fences, repairs to buildings and painting	£120
Second hand machinery for maintenance to surrounding hedges and banks	£200
Total Expenditure (a)	£6,458.58
25 member Subs @ £50 each	£1,250
20 weeks playing fees from players using greens @£16 per week	£320
Raffle at match games	£100
Total Income (b)	£1,670
Total Amount to be met by CATF grant (a-b)	*£4,808.58

RECOMMENDATION	Support (Subject to finance being made available); to the amount of £3,800 as per the comments of Departmental Officers
All applications will be assessed against the same criteria and applicants will be required where appropriate, to demonstrate:	<u>Comments</u>
<ul style="list-style-type: none"> That the funding will support the provision of a local service to the residents of Swansea 	Yes, the green is based in Hafod Park
<ul style="list-style-type: none"> The need and community support for the project proposal is demonstrated 	The Club currently has 25 members and is working on attracting new members. The loss of the green would the club believe be a major blow to the facilities in the park;
<ul style="list-style-type: none"> Comments of Supporting Department 	Ian Beynon – culture and recreation I am generally supportive of this application as it would be a loss to the community if the green closed. Keeping the green open would give the club an opportunity to attract new players or a

	<p>new club to join.</p> <p>The club has identified a contribution and I would suggest that a grant to maintain the green based on the Parks annual maintenance costs and purchase of machinery to assist the club is awarded, totalling £3,800.</p> <p>If the grant is not awarded and the club folds then it may cost the council to keep the site secured</p>
<ul style="list-style-type: none"> • Value for money 	<p>The Project appears in the longer term to depend on the club either attracting new players or another club. They are hopeful of attracting another club but cannot guarantee such at the moment.</p>
<ul style="list-style-type: none"> • Sustainability of Proposal in the longer term. 	<p>As above dependent upon the development of the club or a new club joining them at the green.</p>
<ul style="list-style-type: none"> • Acceptable Monitoring and Evaluating proposals 	<p>Monitoring of fixtures ad membership numbers, The major monitoring objective is to save the facility for the community.</p>

Appendix C

Equality Impact Assessment (EIA) Report

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to equality.

Please refer to the 'EIA Report Form Guidance' while completing this form. If you need further support please contact acesstoservices@swansea.gov.uk.

Where do you work?
Service Area: Poverty and Prevention
Directorate: People

(a) This EIA is being completed for a...

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

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

Sustainable Swansea has four workstreams to achieve the desired change, one of which is **New Models of Delivery**. Part of the New Models of Delivery workstream is the **Community Action** strand. The aims of this strand are to:

- Build community capacity for self help
- Use community assets to support local action
- Increase and support voluntary sector provision
- Increase co-production

The City and County of Swansea agreed to set aside the sum of £300,000 to support the delivery of the aims of the Community Action strand of the Sustainable Swansea Project. In particular, funding will be aimed at proposals from community groups to:

- Develop proposals to run Council services locally and/or
- Facilitate the transfer of community assets

There have been 5 rounds of the fund to date, the £300,000k is spent out and there is no budget provision in the 2017/18 city and county of Swansea Budget to continue the fund. From the outset the life of the fund was expected to be 6 rounds or spend to the amount of £300k.

The Asset Transfer policy will continue once the CATF ends the direct funding from the Council to support said asset transfer will cease. Support for the transfer of assets will continue for the council and its partners including training and assistance in finding other funding sources.

(c) It was initially screened for relevance to Equality and Diversity on (21/09/2016)

(d) It was found to be relevant to...

Children/young people (0-18)	<input checked="" type="checkbox"/>	Religion	or	(non-)belief
.....	<input type="checkbox"/>			
Any other age group (18+)	<input checked="" type="checkbox"/>	Sex		
.....	<input type="checkbox"/>			
Disability	<input type="checkbox"/>	Sexual		orientation
.....	<input type="checkbox"/>			
Gender reassignment	<input type="checkbox"/>	Welsh		language
.....	<input type="checkbox"/>			
Marriage & civil partnership	<input type="checkbox"/>	Poverty/social		exclusion
.....	<input checked="" type="checkbox"/>			
Pregnancy and maternity	<input type="checkbox"/>	Carers	(inc. young carers)	
.....	<input type="checkbox"/>			
Race	<input type="checkbox"/>	Community		cohesion
.....	<input checked="" type="checkbox"/>			

**(e) Lead Officer
Head of Service**

Name: Spencer Martin
Whitmore

Job title: Third Sector Officer

(26/07/2017):

Date (14/06/2017):

(f) Approved by

Name: Jane

Date

Section 1 – Aims (See guidance):

Briefly describe the aims of the initiative:

What are the aims?

Sustainable Swansea has four workstreams to achieve the desired change, one of which is **New Models of Delivery**. Part of the New Models of Delivery workstream is the **Community Action** strand. The aims of this strand are to:

- Build community capacity for self help
- Use community assets to support local action
- Increase and support voluntary sector provision
- Increase co-production

The City and County of Swansea agreed to set aside the sum of £300,000 to support the delivery of the aims of the Community Action strand of the Sustainable Swansea Project. In particular, funding will be aimed at proposals from community groups to:

- Develop proposals to run Council services locally and/or
- Facilitate the transfer of community assets

The Fund was developed with the intention of holding a maximum six rounds or until the £300k was spent. The transfer of assets under the asset transfer policy is not conditional on support from the fund – CATF was developed to support with the costs of transfer, the transfer of assets can proceed without any involvement of the fund should the group involved not require any additional support. The actual opportunity to transfer assets will not cease should the fund not continue after the sixth and final round.

Who has responsibility?

The Decisions on CATF are made by Cabinet members under the name of the External Funding Panel supported by officers from the departments concerned with the management of the relevant asset/service. The actual Transfer of Assets is handled by estates department and processed through their appropriate channels.

Who are the stakeholders?

The primary stakeholders are the community and sporting clubs who require assistance with the costs of transfer of assets.

Section 2 - Information about Service Users (See guidance):

Please tick what information you know about your service users and provide details/ evidence of how this information is collected.

Children/young people (0-18)	<input checked="" type="checkbox"/>	Carers (inc. young carers)
.....	<input type="checkbox"/>	
Any other age group (18+).....	<input checked="" type="checkbox"/>	Race
.....	<input type="checkbox"/>	
Disability	<input type="checkbox"/>	Religion or (non-)belief
.....	<input type="checkbox"/>	

Gender reassignment	<input type="checkbox"/>	Sex	
.....	<input type="checkbox"/>		
Marriage & civil partnership	<input type="checkbox"/>	Sexual	orientation
.....	<input type="checkbox"/>		
Pregnancy and maternity	<input type="checkbox"/>	Welsh	language
.....	<input type="checkbox"/>		

What information do you know about your service users and how is this information collected?

The majority of Asset Transfers have been to sporting Clubs. Bowls, Football and Rugby Clubs are the main recipients, in addition two community councils have also received grant assistance with the transfer of assets. All these facilities and clubs are open to the wider public. In addition to be eligible for funding applicants have to demonstrate a commitment to equal opportunities and the provision of appropriate policies covering such. Each applicant also has to list the number of service users and proposals to increase useage and membership.

Any Actions Required?

- Emphasise that the transfer of assets are still available should the fund cease. There will be assistance on offer to assist with seeking other sources of funding to facilitate these.

Section 3 - Impact on Protected Characteristics (See guidance):

Please consider the possible impact on the different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs
further				
investigation				
Children/young people (0-18) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>
Carers (inc. young carers)	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Thinking about your answers above, please explain in detail why this is the case.

The Asset transfers benefit all users of the facility, these will include all protected characteristics, however as the primary recipients of grants have been sporting groups adults, elderly, children and younger people who are members of said clubs have been the primary beneficiaries of the CATF to date.

The potential to transfer other assets/services affecting those under the protected characteristics has not been taken up to date and no groups have been in contact to pursue any potential options.

What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support your view? Please provide details below.

The fund was established to support the transfer responsibility for community Assets or services (and the associated maintenance and running costs) to the community of interest or resident users. Engagement has been limited to the groups interested is transferring assets or services and their own knowledge and research of their community of interest.

Any actions required (to mitigate adverse impact or to address identified gaps in knowledge).

- The Asset Transfer Policy will continue after the possible cessation of the fund,. Adverse impact would only affect those groups who wish to take advantage of the asset transfer policy after the fund has ended, however as the fund, from its outset was limited to six rounds or the exhaustion of the budget those groups not ready or desired to apply during the life of the fund are always going to miss out.
-

Section 4 - Other Impacts:

Please consider how the initiative might address the following issues. You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

Foster good relations between different groups	Advance equality of opportunity between different groups
Elimination of discrimination, harassment and victimisation	Reduction of social exclusion and poverty

(Please see the specific Section 4 Guidance for definitions on the above)

Please explain any possible impact on each of the above.

Asset transfer will still be possible without the support of the fund, policy groups affected will depend upon the asset/service concerned which cannot be estimated until the proposal is received.

What work have you already done to improve any of the above?

The Asset transfer policy will continue, groups seeking assistance with funding will still be offered support by the council and its partners both in funding additional sources of funding and training in managing the relevant asset or service

Is the initiative likely to impact on Community Cohesion? Please provide details.

Asset transfer can be a powerful tool in community cohesion, this will still be available without the support of the fund.

How will the initiative meet the needs of Welsh speakers and learners?

All applicant groups have had to demonstrate their proposals to meet the needs of Welsh Language users, this will continue during the asset transfer process once the fund has ceased through the council's Welsh Language Policy.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

- Departmental staff and partners will continue to facilitate the transfer of assets and services and support groups undertaking the transfer.
-

Section 5 - United Nations Convention on the Rights of the Child (UNCRC):

In this section, we need to consider whether the initiative has any direct or indirect impact on children. Many initiatives have an indirect impact on children and you will need to consider whether the impact is positive or negative in relation to both children's rights and their best interests

Please visit <http://staffnet/eia> to read the UNCRC guidance before completing this section.

Will the initiative have any impact (direct or indirect) on children and young people? If not, please briefly explain your answer and proceed to Section 6.

Many of the beneficiaries of the CATF to date have been children and young people, although the fund is ending the policy will continue.

Is the initiative designed / planned in the best interests of children and young people? Please explain your answer.

Best interests of the child (Article 3): 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.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

- Departmental staff and partners will continue to facilitate the transfer of assets and services and support groups undertaking the transfer.
-

Section 6 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor this initiative:

Monitoring arrangements: The Transfer of assets is certain to slow over time as appropriate assets and services decrease, we will continue to monitor the number of assets transferred at the cessation of the fund, any sudden decrease – or if lack of funding support is highlighted as an issue for any decline we will report back to the External funding panel along with the monitoring reports on Transfers already completed,

Actions: Report to External funding panel/cabinet as appropriate on Asset transfer,

Section 7 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to the guidance for further information on this section).

Outcome 1: Continue the initiative – no concern

Outcome 2: Adjust the initiative – low level of concern

Outcome 3: Justify the initiative – moderate level of concern

Outcome 4: Stop and refer the initiative – high level of concern.

For outcome 3, please provide the justification below:

For outcome 4, detail the next steps / areas of concern below and refer to your Head of Service / Director for further advice:

Section 8 - Publication arrangements:

On completion, please follow this 3-step procedure:

1. Send this EIA report and action plan to the Access to Services Team for feedback and approval – accesstoservices@swansea.gov.uk
2. Make any necessary amendments/additions.
3. Provide the final version of this report to the team for publication, including email approval of the EIA from your Head of Service. The EIA will be published on the Council's website - this is a legal requirement.

Report of the Head of Legal, Democratic Services & Business Intelligence

External Funding Panel – 5 July 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
	10	14
Report Author:	Democratic Services	
Finance Officer:	Not Applicable	
Legal Officer:	Tracey Meredith –Head of Legal, Democratic Services & Business Intelligence (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> <ul style="list-style-type: none"> 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 b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts. <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 10

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

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

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