



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 February 2020

Time: 2.00 pm

Chair: Councillor Rob Stewart

Membership:

Councillors: M C Child, R Francis-Davies, D H Hopkins, E J King, A S Lewis, C E Lloyd, A Pugh, J A Raynor and M Thomas

Also Invited: S Pritchard & A Stevens

Agenda

| | Page No. |
|---|----------|
| 1 Apologies for Absence. | |
| 2 Disclosures of Personal and Prejudicial Interests. www.swansea.gov.uk/disclosuresofinterests | |
| 3 Minutes. To approve & sign the Minutes of the previous meeting(s) as a correct record. | 1 |
| 4 Welsh Government Circular Economy Capital Fund 2019-2020 - Offer of Capital Support for the Setting up of a Wood Reuse and Recycling Centre. | 2 - 8 |

Next Meeting: Wednesday, 4 March 2020 at 2.00 pm

A handwritten signature in black ink that reads 'Huw Evans'.

Huw Evans
Head of Democratic Services
Wednesday, 29 January 2020

Contact: Democratic Services - 01792 636923

Agenda Item 3



City and County of Swansea

Minutes of the **External Funding Panel**

Committee Room 5, Guildhall, Swansea

Wednesday, 8 January 2020 at 2.00 pm

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

D H Hopkins
J A Raynor

Councillor(s)

E J King
M Thomas

Councillor(s)

C E Lloyd

Officer(s)

Allison Lowe
Mark Gosney
Pamela Milford

Democratic Services Officer
Programmes, Performance and Development
Principal Lawyer

Apologies for Absence

Councillor(s): R Francis-Davies, A S Lewis and A Pugh

23 Disclosures of Personal and Prejudicial Interests.

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

24 Minutes:

Resolved that the Minutes of the External Funding Panel held on 4 December 2019 be approved and signed as a correct record.

25 Welsh Government Funding for Embedding a Whole School Approach Supporting Emotional Health and Wellbeing 19/20.

The Team Leader – Programmes, Performance and Development presented a report to provide details of funding allocation from the Welsh Government to Swansea Council to embed a whole school approach work to support the emotional health and wellbeing of children and young people; and increasing access for Pupil Referral Unit (PRU) staff to professional learning.

Resolved that the Panel notes the offer of the Council's element of the Whole School Approach funding from Welsh Government.

The meeting ended at 2.13 pm

Chair

Agenda Item 4



Report of the Cabinet Member for Environment and Infrastructure Management

External Funding Panel – 5 February 2020

Welsh Government Circular Economy Capital Fund 2019-2020 - Offer of Capital Support for the setting up of a Wood Reuse and Recycling Centre

| | |
|------------------------------------|--|
| Purpose: | To provide details of the Welsh Government Circular Economy Capital Fund FY 2019-20 to support the setting up of a Wood Reuse and Recycling Centre |
| Policy Framework: | Swansea Waste Management Strategy. Welsh Government's Towards Zero Waste |
| Consultation: | Access to Services, Finance, Legal. |
| Recommendation(s): | It is recommended that: 1) Approval is given to accept any grant offer following the submission of a funding bid to the Welsh Government Circular Economy Capital Fund FY 2019-20 to support the setting up of a Wood Reuse and Recycling Centre. |
| Report Author: | Chris Howell |
| Finance Officer: | Paul Roach |
| Legal Officer: | Debbie Smith |
| Access to Services Officer: | Rhian Millar |

1. Introduction

- 1.1 The purpose of this paper is to provide the External Funding Panel with the background regarding a Welsh Government (WG) grant opportunity that will be used to support the Council in the setting up of a Wood Reuse and Recycling Centre.

- 1.2 The Authority receives over 4,000 tonnes of waste wood at its Llansamlet Recycling Centre and through its Trade Waste business. This wood currently costs the Authority £60/T to dispose of.
- 1.3 Ash Dieback is also necessitating the felling of the majority of Ash Trees across the Authority, which is generating a significant amount of waste timber.

2. Welsh Government Circular Economy Capital Fund

- 2.1 The Welsh Government issued a letter on 19 December 2019 asking for bids against this Capital Fund for a variety of activities including “Prioritise the use of wood and remake and recycle more items”. Bids needed to be returned by 23 January.
- 2.2 Successful bids are due to be announced mid February, with funding spent or committed by 20 March 2020.
- 2.3 The Authority’s submission is for the capital funding required to set up a Wood Reuse and Recycling Centre, complete with its own workshop, to maximise the reuse and recycling of waste wood.
- 2.4 The funding would be utilised to erect a covered workshop area, provide a vehicle and trailer to collect waste wood/wood products and deliver finished products, and woodworking equipment, loading plant, generator, and storage containers.
- 2.5 Segregation, retrieval, and stockpiling of waste wood/wood products would commence on approval of the grant funding, in readiness for the Centre being up and running in the summer.

The full process will be as follows:

- Separate reusable wood/wood products, as they are discarded, as far as is practicable.
 - Retrieve reusable wood/wood products from storage, prior to transporting to re-processor.
 - Repair wooden products where appropriate.
 - Reuse materials from waste wood/wooden products to make new products.
 - Set aside reusable wood/wooden products for use by others, including third sector.
 - Minimise waste through seeking markets for sawdust and woodchip.
- 2.6 Some of the key waste products identified include:
 - Wooden furniture
 - Doors and worktops
 - Bed bases
 - Pallets
 - Flooring
 - Strip timber

- Waste timber/trees
 - Wood products from the Bulky Waste Collection Service
- 2.7 The intention is for the Centre to be self-financing from product sales from the end of the first year. Sales will be facilitated through the Council's Tip Treasures Re-Use Shop, online sales, products required by the Council itself, partners, and other community groups.
- 2.8 In terms of alignment with the circular economy, this initial start-up would create at least 2 FTEs, bring discarded waste wood materials/products back into use, reduce the use of virgin materials, provide low cost wood materials/products for our local residents, and link in with the Third Sector wherever possible.
- 2.9 The re-use of waste wood/wooden products would contribute to decarbonisation by protecting existing forest stocks and reducing the impacts of felling, processing, and transporting virgin wood.

3. Equality and Engagement Implications

- 3.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

- 3.2 An Equality Impact Assessment (EIA) screening tool confirms that a full EIA is not required at this stage. We will revisit the assessment if the funding bid is successful.

4. Financial Implications

- 4.1 This funding bid is for the provision of Capital funding to enable the Authority to provide the necessary infrastructure changes to set up a Wood Reuse and Recycling Centre.

The total sum of Capital funding bid for under this application amounts to £120,850.

This sum can be broken down as follows:-

- Workshop and Containers £ 28,000
- Vehicles £ 55,500
- Plant £ 26,200

- Tools £ 11,150

WG are requiring that the funding be fully spent/committed in the 2019/20 financial year. Whilst all funds will be committed by end March 2020, it is likely that spend will continue through 2020 as items are delivered, but would all be spent by the completion of the Centre by the end of Summer 2020.

The revenue implications of operating the Centre are estimated at £65K once fully set up, and it is anticipated that these costs will be covered by the sales income/cost avoidance of the goods produced.

| | 2019/20 £ | 2020/21 £ | 2021/22 £ | 2022/23 £ | 2023/24 £ | Total £ | Ongoing £ |
|---------------------|-------------------|--------------------|--------------|--------------|--------------|------------|--------------|
| Total project cost: | | | | | | | |
| Capital | 120,850 committed | Remainder reserved | Nil | Nil | Nil | 120,850 | Nil |
| Revenue | Nil | 44,325 | 65,000 | 65,000 | 65,000 | 239,325 | 65,000 |
| Grant applied for: | | | | | | | |
| Capital | 120,850 | Nil | Nil | Nil | Nil | 120,850 | Nil |
| Revenue | Nil | Nil | Nil | Nil | Nil | Nil | Nil |
| Deficit | Nil | 44,325 | 65,000 | 65,000 | 65,000 | 239,325 | 65,000 |

5. Legal Implications

- 5.1 The Council will need to ensure that it complies with any terms and conditions attached to this Welsh Government grant funding.

Background Papers:

Wood Waste Funding Bid

NGA1 Notification / Approval for grant applications

Appendices:

Appendix A EIA Screening Form

Equality Impact Assessment Screening Form – Appendix A

Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact the Access to Services team (see guidance for details).

Section 1

Which service area and directorate are you from?

Service Area: Waste, Parks and Cleansing

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 here: Wood Reuse and Recycling Centre

The Wood Reuse and Recycling Project is to set up a Centre, complete with its own workshop, to maximise the reuse and recycling of waste wood. The Council has a space available for the Centre with secured storage, but needs a covered woodworking area, improvements to waste wood segregation, equipment to both collect waste wood and deliver repaired/manufactured products, and the woodworking equipment to maximise re-use and minimise waste.

The funding would be utilised to erect a covered workshop area, a vehicle and trailer to collect waste wood/wood products and deliver finished products, woodworking equipment, a loading tractor, generator, and storage containers. Orders would be placed for all items, committing the funding by the 20 March 20 deadline, although some items would not be delivered until early in the new financial year.

Segregation, retrieval, and stockpiling of waste wood/wood products would commence on approval of the grant funding, in readiness for the Centre being up and running in the summer 2020.

Q2(a) WHAT DOES Q1a RELATE TO?

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

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

| | | | |
|------------------------------|---|---|---------------------------------------|
| Because they need to | Because they want to | Because it is automatically provided to everyone in Swansea | On an internal basis i.e. Staff |
| <input type="checkbox"/> (H) | <input checked="" type="checkbox"/> (M) | <input type="checkbox"/> (M) | <input type="checkbox"/> (L) |

Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING...

| | High Impact (H) | Medium Impact (M) | Low Impact (L) | Don't know (H) |
|--------------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|
| Children/young people (0-18) → | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Older people (50+) → | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Any other age group → | <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"/> |
| Race (including refugees) → | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Asylum seekers → | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Gypsies & travellers → | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Equality Impact Assessment Screening Form – Appendix A

| | | | | | |
|------------------------------|---|--------------------------|--------------------------|-------------------------------------|--------------------------|
| 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"/> |
| Gender reassignment | → | <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"/> |
| 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"/> |

Q4 WHAT ENGAGEMENT / CONSULTATION / CO-PRODUCTIVE APPROACHES WILL YOU UNDERTAKE?

Please provide details below – either of your planned activities or your reasons for not undertaking engagement

To date there has been discussions with Penllergare Valley Woods and the Swansea Environment Centre regarding the project, and this will be expand to other 3rd Sector, community, and private organisations

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

| | | |
|---|---|---|
| High visibility <input type="checkbox"/> (H) | Medium visibility <input type="checkbox"/> (M) | Low visibility <input checked="" type="checkbox"/> (L) |
|---|---|---|

(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION? (Consider the following impacts – legal, financial, political, media, public perception etc...)

| | | |
|---|---|---|
| High risk <input type="checkbox"/> (H) | Medium risk <input type="checkbox"/> (M) | Low risk <input checked="" type="checkbox"/> (L) |
|---|---|---|

Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes No If yes, please provide details below

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 an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.

This project seeks to reduce wood waste in the county, The public will not need to change their behaviour in any way.

Equality Impact Assessment Screening Form – Appendix A

There will be future element of sale of products which the public can take advantage if they choose to.

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: Lisa Richards |
| Job title: Contracts and Project Manager |
| Date: 17/01/19 |
| Approval by Head of Service: |
| Name: Chris Howell |
| Position: Head of Waste, Parks and Cleansing |
| Date: 17/01/19 |

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