

Please ensure that you refer to the Screening Form Guidance while completing this form.

**Which service area and directorate are you from?**

Service Area: Cultural Services/Property Services

Directorate: Place

**Q1 (a) What are you screening for relevance?**

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

**(b) Please name and fully describe initiative here:**

This initiative aims to identify and define approved asset transfer principles for disposal, and provide a list of sites and the proposed leaseholders to transfer to under the principles of the Councils Community Asset Transfer Policy. Each application will require approval from the relevant Head of Service, the Head of Property Services in consultation with the relevant Cabinet Member(s).

The Council receives requests to lease sport and leisure facilities, including a non-exhaustive list of sports pitches, associated buildings for changing room space and wider community use. Such requests are typically from local clubs, associations, local democratic bodies and requested at peppercorn rent to enable investment under the Councils Community Asset Transfer Policy. All transfers will create a mutual benefit to both the Council and the Community by promoting social, economic or environmental wellbeing and supporting the aims and priorities of the Authority. Under the proposals groups, clubs and associations (Requester) seek to undertake the management of the land and associated buildings to unlock and enable investment and local control and use by the primary user group(s). In a usual scenario the requester is operated by constituted volunteer group, or more formally by trustees, or directors under differing governance models.

The purpose of the Cabinet report is to approve in principle the transfer of assets of Sporting and Leisure facilities, including more broadly any recreational land and associated buildings to community organisations, clubs and associations in accordance with the Councils Community Asset Transfer Policy, at less than best value in order to enable investment, improvement and long-term sustainability.

In line with the Community Asset Transfer Policy (2021) all transfers will create a mutual benefit to both the Council and the Community by promoting social, economic or environmental wellbeing and supporting the aims and priorities of the Authority. Under the proposals Rosehill Community FC, Penlan FC and The Friends of Coed Gwilym Park (Requesters) seek to

undertake the management of the land and associated buildings to unlock and enable investment and local control and use by the primary user group(s). The Requesters are operated by constituted voluntary groups, under differing governance models

**Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)**

|                                     | High Impact              |                          | Medium Impact                       |                          | Low Impact                          |                          | Needs further investigation |
|-------------------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|-------------------------------------|--------------------------|-----------------------------|
|                                     | +                        | -                        | +                                   | -                        | +                                   | -                        |                             |
| Children/young people (0-18)        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Older people (50+)                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Any other age group                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Future Generations (yet to be born) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Disability                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Race (including refugees)           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Asylum seekers                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Gypsies & travellers                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Religion or (non-)belief            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Sex                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Sexual Orientation                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Gender reassignment                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Welsh Language                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Poverty/social exclusion            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Carers (inc. young carers)          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Community cohesion                  | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/>    |
| Marriage & civil partnership        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |
| Pregnancy and maternity             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>    |

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement**

Engagement with ‘Requesters’ has taken place at site visits, initial meetings to discuss working arrangement and support with funding opportunities. Requesters complete Expression of Interest form, which requires details on community consultation and partnership working with local stakeholders. Guidance from Swansea Council on the consultation process, will be available.

In line with the Community Asset Transfer Policy (2021) all transfers will create a mutual benefit to both the Council and the Community by promoting social, economic or environmental wellbeing and supporting the aims and priorities of the Authority. Under the proposals Rosehill Community FC, Penlan FC and The Friends of Coed Gwilym Park (Requesters) seek to undertake the management of the land and associated buildings to unlock and enable investment and local control and use by the primary user group(s). The Requesters are operated by constituted voluntary groups, under differing governance models

An OSDN is published for each of the sites providing notice of the intention to lease the sites for the purposes set out which provides formal opportunity for members of the public to respond with their support or objections to the proposals. These responses will be considered through the decision making process via Cabinet, in either a written or verbal form. The report set out the delegation on the Head of Property and Legal to have the option to return reports on

individual sites with full disclosure of any responses, should they appear contentious or hold significant risk.

The report aims to identify and define approved asset transfer principles for disposal, and provide a list of sites and the proposed leaseholders to transfer to under the principles of the Councils Community Asset Transfer Policy. Each application will require approval from the relevant Head of Service, the Head of Property Services in consultation with the relevant Cabinet Member(s). If Cabinet grants approval in principle to the transfers set out, then the Head of Property Services will consider each individual transfer in accordance with the Council’s Land Transaction Procedure Rules.

In the event that any request is potentially contentious or requires detailed consultation due to a specific significance or any risks associated with the requester or to the Council, the relevant Head of Service will present another report to Cabinet detailing the specific considerations of the individual disposal, individual IIA for the site together with any further background information prior to any final decision.

**Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:**

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?  
 Yes  No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?  
 Yes  No
- c) Does the initiative apply each of the five ways of working?  
 Yes  No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?  
 Yes  No

**Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)**

|                                       |   |   |
|---------------------------------------|---|---|
| High risk<br><input type="checkbox"/> | Medium risk<br><input type="checkbox"/> | Low risk<br><input checked="" type="checkbox"/> |
|---------------------------------------|---|---|

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

x Yes  No  If yes, please provide details below

Parks  
 Nature Conservation  
 Play Sufficiency  
 Sports Development

**Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?**

*(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the*

*organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)*

Increasing the number of asset transfers offers community organisations the scope to develop and improve sites, by accessing funding which is unavailable to the Council. This model fosters community engagement and empowers volunteers to lead localised projects. In accordance with the CAT Policy, all asset transfers will create a mutual benefit to both the Council and the Community by promoting social, economic or environmental wellbeing and supporting the aims and priorities of the Council.

The proposals are not assumed to affect any groups/communities adversely, on the contrary it will address immediate needs expressed by the Requesters, by offering increased opportunities for engagement and improved facilities for all. The proposal also offers a sustainable approach to increasing participation in local decision-making, through the collaboration of local community groups in the day-to-day running of the listed sites. This model places the well-being of local people at the heart of the decision-making process and focusses on ways in which to enhance the listed sites for future generations.

Ongoing support will be provided to the Requesters via Cultural Services, to ensure that the community organisations encourage usage by groups of all protected characteristics, promoting access for all; community cohesion; sports and leisure opportunities; play; physical recreation; well-being and environmental initiatives.

The successful implementation of any proposal and granting of long-term lease as detailed within a business plan from the requestor, will be approved by the relevant Head of Service and will seek to achieve the following benefits as a set of key principles;

- Community cohesion through the ownership, involvement and interest in local facilities.
- Partnership working with the community in managing and safeguarding valuable community assets.
- Investment in modern, fit for purpose facilities which the Council is not in a position to provide.
- Increased access to local formal and informal sporting, cultural and recreational opportunities.
- Access to funding opportunities not available to the Council

## Outcome of Screening

**Q8 Please describe the outcome of your screening below:**

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

(Q2) The activity proposed is 'low impact' as it is expected that the experiences of all groups and communities will be enhanced. The transfer will enhance the facility provision to enable them to further develop opportunities for the local community. The OSDN will adequately capture wider consultation within the community, albeit the provision of facilities will likely remain unchanged in the short to medium term, if at all - just instead local ownership of existing spaces for the benefit of a range of community users.

Where development is considered necessary to further improve facilities post transfer, these decisions are likely to require a further set of consultations through the planning process, which can further ensure there are no wider objections to a detailed set of approvals. This is likely to apply for any fencing schemes, pitch development to 3G or extensive pathways in excess of 100m<sup>2</sup> or physical infrastructure such as buildings. A requirement of all leases will be subject to planning permission being sought for any developments which are aligned to the original business plans submitted as part of the EOI for the sites by community groups

(Q3) Requesters have consulted with their communities and listed key partners and stakeholders within the Expression of Interest forms. Relevant local consultation has been undertaken by requesting organisation on their proposal, with support from the local ward member. This may also include consultation undertaken to seek investment and funding opportunities and publication of their intentions through a number of formal and informal means.

An OSDN has been undertaken in line with the CAT policy, and the cabinet decision making process, along with the delegation to Head of Property and Legal, together with oversight of the individual business plans means that all representations can be considered at decision making stages, or prior to and heads of terms of agreement for lease being entered into.

(Q4) The proposal takes into account WFGA considerations and will work towards local and National goals. Upholding a sustainable approach to community development. The Community Asset transfer policy, as approved by Cabinet and forming part of the constitution underpins this approach, to ensure that local ownership, sustainability and improvements are enabled through the decisions taken by the council to enter into a lease on the land(s)

(Q5) The activity proposed is 'low risk' and supports the socio-economic needs of all parties. There is positive impact across a wide range of user groups, with community cohesive scoring a high- medium impact due to the nature of the decision to enable communities to work together to improve local assets and amenities for community benefit.

The transfer mandates that the following principles are adhered to;

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- 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.

- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

All of the above will become a condition of any lease and future arrangement with groups taking on the responsibility for the site(s) and will continue to be actively monitored and managed by the respective Client Dept of the Council in accordance with any final agreements.

(Q7) This proposal will not affect any groups/communities adversely, on the contrary it will address immediate needs expressed by the Requesters by offering increased opportunities for engagement and improved facilities for all. It will also provide a sustainable model for future community development across Swansea.

Any change in provision or opportunities to use or access the site are fully considered within the business proposal and captured within the IIA process for the site. Future improvements or changes to the site, access or development will be subject to a further level of scrutiny, approval and planning permission requirements, which will entail further consultation on individual schemes

In the event that the Head of Service and relevant Cabinet Member cannot support the request principles, or the business plan provided by the requester is not acceptable or robust, the Council is not obliged to undertake Community Asset Transfers and the requester will be notified accordingly of the decision

If the request can be supported under the Council's Land Transaction Procedure Rules (LTPR), the Head of Property Services must be consulted. The latter will assess the status of the property, its tenure, open market value and potential for realisation of a capital receipt and liaise with the supporting department. Property Services and Finance must be consulted prior to any decision to fully consider the financial implications of the Community Asset Transfer and to ensure it does not breach subsidy controls.

Legal, Financial and any possible Equality and Engagement Implications will also need to be considered and discussed at this stage.

In the event that any request is potentially contentious or requires detailed consultation due to a specific significance or any risks associated with the requester or to the Council, the relevant Head of Service will present another report to Cabinet detailing the specific considerations of the individual disposal, individual IIA for the site together with any further background information prior to any final decision.

(NB: This summary paragraph should be used in the relevant section of corporate report)

- Full IIA to be completed
- Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

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.

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| <b>Screening completed by:</b>                         |
| <b>Name: Jamie Rewbridge</b>                           |
| <b>Job title: Strategic Manager -Cultural Services</b> |
| <b>Date: 20 Sept 2023</b>                              |
| <b>Approval by Head of Service:</b>                    |
| <b>Name: Tracey McNulty</b>                            |
| <b>Position: HOS Cultural Services</b>                 |
| <b>Date:</b>   |

Please return the completed form to [accesstoservices@swansea.gov.uk](mailto:accesstoservices@swansea.gov.uk)