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Date: 20th February 2019

Dear Sir/Madam,

A meeting of the **Cabinet** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Wednesday, 27th February, 2019** at **10.30 am** to consider the matters contained in the following agenda. You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

All Committee meetings are open to the Press and Public, observers and participants are asked to conduct themselves with respect and consideration for others. Please note that failure to do so will result in you being asked to leave the meeting and you may be escorted from the premises.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'CHARRY'.

Christina HARRY
INTERIM CHIEF EXECUTIVE

AGENDA

- | | Pages | |
|---|-----------------------------------|--|
| 1 | To receive apologies for absence. | |
| 2 | Declarations of Interest. | |

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on the agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

A greener place Man gwyrddach



To approve and sign the following minutes: -

- | | | |
|---|-----------------------------------------|-------|
| 3 | Cabinet held on the 13th February 2019. | 1 - 6 |
|---|-----------------------------------------|-------|

To receive and consider the following reports on which executive decisions are required: -

- | | | |
|---|-----------------------------------------------------------------------------------|---------|
| 4 | Bedwellty School Playing Fields. | 7 - 32 |
| 5 | Review of CCBC Regeneration Grants. | 33 - 60 |
| 6 | Funding for the installation of energy efficient lighting throughout Ty Penallta. | 61 - 64 |
| 7 | Cabinet Forward Work Programme. | 65 - 76 |

Circulation:

Councillors C.J. Cuss, N. George, C.J. Gordon, Mrs B. A. Jones, P.A. Marsden, S. Morgan, L. Phipps, D.V. Poole and Mrs E. Stenner.

And Appropriate Officers.

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CABINET

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN ON WEDNESDAY, 13TH FEBRUARY 2019 AT 10.30 A.M.

PRESENT:

Councillor D. Poole – Chair

Councillors:

C. Cuss (Social Care and Wellbeing), N. George (Neighbourhood Services), C.J. Gordon (Corporate Services), Mrs B.A. Jones (Finance, Performance and Governance), P. Marsden (Education and Achievement), S. Morgan (Economy, Infrastructure and Sustainability), L. Phipps (Homes and Places) and E. Stenner (Environment and Public Protection).

Together with:

C. Harry (Interim Chief Executive), M. S. Williams (Interim Corporate Director - Communities), R. Edmunds (Corporate Director – Education and Corporate Services) and J. Williams (Assistant Director – Adult Services).

Also in Attendance:

N. Scammell (Head of Corporate Finance and Section 151 Officer), R. Kyte (Head of Regeneration and Planning), R. Tranter (Head of Legal Services and Monitoring Officer), D. Lucas (Team Leader Strategic and Development Planning), E. Sharma (Research Officer) and A. Dredge (Committee Services Officer).

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from D. Street (Corporate Director – Social Services and Housing).

2. DECLARATIONS OF INTEREST

There were no declarations of interest received at the commencement or during the course of the meeting.

3. CABINET – 30TH JANUARY 2019

RESOLVED that subject to it being recorded that M. S. Williams (Interim Director – Communities) had not been in attendance, the minutes of the meeting held on 30th January 2019 were approved and signed as a correct record.

MATTERS ON WHICH EXECUTIVE DECISIONS WERE REQUIRED

4. BUDGET PROPOSALS FOR 2019/20 AND MEDIUM TERM FINANCIAL PLAN 2019/20 TO 2023/2024

The report sought Cabinet's endorsement of the 2019/20 budget proposals and to note the updated Medium Term Financial Plan (MTFP) covering the five year period 2019/20 to 2023/24, prior to final determination at Special Council on the 21st February 2019. A report providing details of draft budget proposals based on the Welsh Government (WG) Provisional 2019/20 Local Government Financial Settlement had been presented to Cabinet on the 14th November 2018. That report provided details of draft savings proposals along with a higher than forecast council tax rise of 6.95% that would deliver a savings target of £15.6m for 2019/20, to enable the Authority to set a balanced budget.

The current report provides an updated position based on the Final 2019/20 Local Government Financial Settlement announced by WG on the 19th December 2018. The report details those savings that after assessing consultation responses and considering changes contained in the Final settlement that Cabinet propose should be removed for the 2019/20 financial year. The consultation had been undertaken over an eight week period (feedback from the consultation process was set out in Appendix 7). Cabinet were advised that the Final Settlement showed an overall cash increase in CCBC's AEF compared to the Provisional Settlement of the equivalent of £1.9m of cash funding. This set against the original cash reduction in AEF of £560k, gives £1.37m of funding towards all of the Authority's pay, non-pay and growth pressures for 2019/20. After adjusting for the transfer in of new responsibilities, along with other RSG transfers in/out the available funds will reduce to £549k.

The Head of Corporate Finance and Section 151 Officer summarised the proposals that were set out in the report. Members noted that the budget proposals include growth for Schools in 2019/20 to cover all pay related, non-pay and demographic growth pressures. There is no longer a requirement in the Final Settlement to protect Schools. Appendix 2 proposes a savings target for schools of £2.1m. This in effect equates to a real terms cut of circa 2% and this needs to be considered alongside the need to deliver savings of £13.4m for 2019/20. Schools spend is approximately 30% of net available budgetary spend. The £2.1m savings proposal i.e. 15% of the total savings required does provide relative protection to schools from the full extent of savings required to deliver a balanced budget. Members were referred to paragraph 4.2.3. in the report that sets out the whole Authority cost pressures totalling £14.992m. It is incumbent upon the Council to set a realistic budget each year and details of the 2019/20 inescapable service commitments/pressures that have been identified are set out in paragraph 4.2.11. in the report.

Cabinet were advised that the updated 2019/20 savings proposals include total proposed savings of £13.921m. These comprise £10.649m of permanent savings and £3.272m of temporary savings with a proposed Council Tax increase of 6.95% will allow for savings in advance of £475k and provide a balanced budget position for 2019/20. The savings in advance of £475k presents an opportunity to create a 'one off' revenue contribution to capital. It is proposed that the £475k is allocated for Band B match funding for the 21st Century schools programme. This will lead to £1.4m of spend on the programme. The Officer's advice to Cabinet and Council in light of the significant savings required in future years as detailed in the revised MTFP, would be to take as many savings as possible to generate savings in advance.

Reference was then made to the General Fund Balances (details of which are set out in appendix 4). The Officer advised Cabinet that in light of the worsening financial outlook, that General Fund balances are retained at a higher level than in previous years. This position can be reviewed when the provisional settlement is announced for 2020/21 (October 2019). In terms of the Council Tax implications within this report, an increase of 6.95% is proposed in Council Tax for the 2019/20 financial year. This will increase the Caerphilly CBC Band D

precept from £1,057.70 to £1131.21 i.e. an annual increase of £73.51 or weekly increase of £1.41.

Cabinet were advised that the Final settlement for 2019/20 identified additional capital grant for 2018/19 of £2.794m, 2019/20 of £1.639m and 2020/21 of £1.107m. Details of the Capital Programme are set out in appendix 5. At its meeting on the 30th January 2019, Cabinet considered a report on the use of Reserves and agreed that unallocated reserves of £16m could be released and used for capital expenditure. The remaining £9.8m to be earmarked for future capital schemes. The Officer explained that further reports will need to be prepared and presented to Cabinet in respect of options to allocate the additional capital grant (referred to in paragraph 4.6.2) along with the £9.8m of unallocated capital earmarked reserves.

An update was provided in respect of the revised Medium-Term Financial Plan. There is currently no indicative allocation for 2020/21 provided by WG. It has been assumed that the AEF will reduce by 0.5% for the following 4 years after 2019/20. The revised MTFP assumptions now require savings to be achieved of £44m from 2020/21 to 2023/24, with £15.7m required for 2020/21. Cabinet were reminded that the savings target is the highest that Caerphilly has faced since 1996 and it is anticipated that this will be higher next year. The Officer referred to paragraph 4.7.2. and 4.7.3. and again stressed that difficult decisions will have to be made by Officers and Members in future years. Officers are looking to develop proposals to address the significant financial challenges going forward as it is widely accepted that the Council cannot continue as it is. The Council is required to put in place a sound and prudent financial framework to support service delivery.

Cabinet thanked the Officers within Corporate Finance and the Finance Teams within each of the Directorates for the volume of work that has contributed to the report to provide a balanced budget. Members acknowledged the advice provided in terms of the budget proposals and the prudent approach proposed by Officers to defer savings given the level of uncertainty of funding in future years. Clarification was sought in relation to the amount of Reserves held by the Authority and if these could be utilised to balance the budget. The Officer confirmed that this issue has been covered during Members' Seminars and at Scrutiny Committee Meetings. At which time Members have been advised that the Reserves held by the Authority are proportionate to its size and are not the highest held by any Authority in Wales. She emphasised that Reserves should only be used for one-off payments and should never be used to balance the budget.

Members referred to (Note 1) in paragraph 4.3.2 and confirmed that they have listened to residents following the consultation process. By deferring these proposals will allow a period of time for the Community Centres and the groups involved with the events, to find alternative funding or consider alternative delivery models that do not involve funding by CCBC. Cabinet expressed their gratitude to WG for the additional one-off funding contribution of £832K of the £20m awarded to Local Authorities. This sum will assist the Council in protecting the most vulnerable residents and the services provided by the Council. The Chair added that had this funding not been received then the budget cuts would have impacted further on services. He emphasised that the reduction in funding allocation and impact on budgets is 'killing' the services provided by Local Authorities and this must be fed back to WG and Central Government.

Following consideration and discussion, it was moved and seconded that the recommendation in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that subject to the reasons contained in the Officer's Report: -

- (i) the proposal that the grants transferred/passported into the Financial Settlement and the funding for new responsibilities are passed directly to those Services set out in paragraph 4.2.10, be supported;

- (i) the proposed savings for 2019/20 totalling £13.921m as set out in paragraph 4.3.1, 4.3.2, Appendix 2 and 3, be endorsed;
- (ii) the Revenue Budget proposals for 2019/20 of £337.745m as set out in the report and summarised in Appendix 1, be endorsed;
- (iii) the proposal to allocate £5m to 21st Century Schools match funding as set out in paragraph 4.6.3, be supported;
- (iv) the proposal to allocate £1.2m to the Regeneration Project Board as set out paragraph 4.6.3, be supported;
- (v) the proposal to allocate the £475k savings in advance to the 21st Century Schools Band B programme as set out in paragraph 4.3.5, be supported;
- (vi) the proposed Capital Programme for the period 2019/20 to 2021/22 as set out in Appendix 5, be endorsed;
- (vii) the Updated Medium-Term-Financial Plan detailed in Appendix 6 of this report and the indicative savings requirement of £44m for the following 4 financial years (2020/21 to 2023/2024), be noted;
- (viii) the proposal to increase Council Tax by 6.95% for the 2019/20 financial year to ensure that a balanced budget is achieved (Council Tax Band D being set at £1131.21), be supported.

5. WALES STALLED SITES FUND, THE SELF-BUILD FUND AND PLOT SHOP

Cabinet were advised that insufficient housing is being built in Wales (and in Britain generally) and the need for new housing is now more acute than it has ever been. WG has committed to developing 20,000 new affordable homes by the end of the current term of Government. In addition to this an increase in the numbers of market houses is also required to address the housing shortfall. Whilst the volume house builders can assist in increasing housing numbers, it will also require an increase in Small and Medium Sized Builders (SME Builders) housing developments. WG is seeking an increase in house building through 2 separate schemes.

Officers explained that WG has introduced the Stalled Sites Fund, which provides loans to SME Builders. This could potentially help unlock around 400 stalled sites, and provide up to 7,600 new dwellings. The Development Bank of Wales will offer SME Builders loans of up to £4 million over a period up to 4 years with the loan repaid at the end of the period. The loans are aimed at providing finance to address the issues that SME Builders have in obtaining appropriate finance for such sites. WG have recently announced that they were introducing a Self-Build Fund, which provides loans to facilitate local people building their own home. This would be supported by a database of housing sites suitable for self-build development called the Plot Shop. The Self-Build fund will be administered by the Development Bank of Wales who will provide loans that will cover the majority of land and build costs for the proposed self-build dwelling with the loan being repaid once the self-builder has mortgaged the completed dwelling at the end of the loan period.

Initially the Plot Shop is for local authority owned sites. Local Authorities will need to identify sites suitable for self-build housing and make them ready for development. WG has announced that part of the self-build fund is being made available to Local Authorities, on an interest free basis, to fund bringing forward the sites.

The report sought Cabinet approval to the principle of progressing sites for the Plot Shop initiative. In addition, the report sought approval for the principle of capital receipts raised in respect of the sale of plots on Plot Shop sites being placed back into a ring-fenced budget.

This would provide a rolling programme of funding to bring further sites forward and pay back any initial loan payment that the Council may seek. The Officer advised that the exception to this is Housing Revenue Account (HRA) sites. In relation to HRA sites there is a requirement for the capital receipt to be paid back into the Housing Revenue Account to support the Council house building programme. The financial implications of progressing HRA sites will also be considered in the subsequent report to be presented to Cabinet that will also list the proposed sites.

Cabinet were pleased to support the report and recommendations contained therein. This is considered a good news report that will increase housing, help small to medium businesses and encourage self building. It was noted that Officers of the City Deal Housing work stream had been the driving force behind this idea and WG are now moving the initiative forward.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that subject to the reasons contained in the Officer's Report: -

- (i) the information in the report in respect of the Stalled Sites Fund, be noted;
- (ii) the information in the report in respect of the Welsh Government Self-Build Fund/Plot Shop be noted and the principle of bringing sites forward for the Plot Shop under the Self Build Fund, be agreed;
- (iii) a further report will be presented to Cabinet, once the relevant sites have been identified, seeking approval to take them forward for Plot Shop and to address the financial implications associated with it;
- (iv) in principle, the capital receipts from the sale of plots on Plot Shop be paid into a ring-fenced budget to provide a rolling fund to cover the cost of bringing further sites forward and to repay any potential loan at the end of the scheme, with the exception of Housing Revenue Account sites, be approved.

6. REGENERATION BOARD UPDATE

The report updated Cabinet on the work of the newly constituted Regeneration Project Board and recommended an initial list of priority schemes for Development Funding. At its meeting on 30th May 2018, Cabinet agreed that a Regeneration Project Board would be set up with a cross party political representation of Councillors and key Officers and the terms of reference were approved on 30th May 2018. The Board is chaired by the Cabinet Member for Economy, Infrastructure, and Sustainability. The Project Assessment Panel met on the 3rd October 2018 and agreed the Membership and Terms of Conditions of the Panel. The first formal Assessment Panel was held in January 2019 where they considered the first suite of projects which have been identified by the Board to move to Assessment Stage.

Cabinet were referred to paragraph 4.15. in the report that sets out an initial list of priority schemes that sought Cabinet's agreement for Development Funding. Officers advised that this will result in a pipeline of prioritised projects that will be the focus of the Council's initial regeneration priorities in the short to medium term and is anticipated to attract inward investment. The pipeline of projects will be reported to Cabinet on a six monthly basis and be updated accordingly as schemes progress. Members welcomed the report that could bring millions of pounds of investment to the borough, create job opportunities and improve life for Caerphilly borough residents.

Following consideration and discussion, it was moved and seconded that the recommendation in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer's report, £290,000 of the Regeneration Project Board Development Fund of £300,000 be allocated to the Tranche 1 Priority schemes identified by the Regeneration Project Board as set out in paragraph 4.15 of the cabinet report.

7. REVIEW OF CCBC REGENERATION GRANTS

The Chair gave permission for this item to be withdrawn from the agenda so that further information can be included and the report be rescheduled at a future meeting. By a show of hands this was unanimously agreed.

8. EXEMPT MATTER

Members considered the public interest test certificate from the Proper Officer and concluded that on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information and it was

RESOLVED that in accordance with Section 100A(4) of the Local Government Act 1972 the public be excluded from the remainder of the meeting because of the likely disclosure to them of exempt information as identified in paragraph 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

9. BRYN BRITHDIR, OAKDALE BUSINESS PARK – RENEWAL OF CCBC AND WG JOINT VENTURE AGREEMENT FOR FIVE YEARS

The report sought Cabinet approval to renew the joint venture agreement for Bryn Brithdir, Oakdale Business Park with Welsh Government (WG) for 5 years under revised terms.

Following consideration and discussion, it was moved and seconded that the recommendation in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that subject to the reasons contained in the Officer's Report, the recommendations at paragraphs 10.1. and 10.2, be endorsed.

The meeting closed at 11:45am.

Approved and signed as a correct record subject to any corrections made at the meeting held on the 27th February 2019.

CHAIR



REPORT TO CABINET – 27TH FEBRUARY 2019

SUBJECT: BEDWELTY SCHOOL PLAYING FIELDS

REPORT BY: INTERIM CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To seek views from Cabinet on the proposed disposal of two football fields situated within the grounds of the former Bedwellty Comprehensive School, Aberbargoed (shown hatched red on the Plan attached at Appendix 1) for residential development.

2. SUMMARY

- 2.1 At its meeting on 25th April 2018, Cabinet resolved that the playing fields would be declared surplus at the end of the season (20th May 2018). The process of complying with the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Measure 2010 and Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015 would commence. This report now sets out the findings of the consultation process and makes a recommendation to Cabinet in respect of disposal.

3. LINKS TO STRATEGY

- 3.1 The Well-being of Future Generations (Wales) Act 2015 is about improving the social, economic, environmental and cultural well-being of Wales. It requires public bodies to think more about the long term, working with people and communities, looking to prevent problems and take a more joined up approach. This will create a Wales that we all want to live in, now and in the future. The Act puts in place seven wellbeing goals and the contents of this report links into two i.e. "A Wales of Vibrant Culture and Thriving Welsh Language, a Globally Responsive Wales"

4. THE REPORT

- 4.1 Bedwellty County Secondary School was officially opened in 1937. In 1973 the school became a Comprehensive and it was closed in 2005 and subsequently demolished. Although initially the two school football fields were unused they were brought back into beneficial use by the Parks Department in 2015 to provide facilities for Fleur-de-Lys AFC.
- 4.2 In January 2018, the Authority sold the site of the former school, outlined in blue on the site plan in Appendix 1, for residential development. The pavilion that supported the playing pitches was situated on the land sold for residential development. As the purchaser required vacant possession by the end of May 2018, the pavilion (a modular style building) was subsequently removed from the site and scrapped. Members should note that the pavilion was not fit for purpose and had been sited at several other locations.

- 4.3 In addition to the pavilion, parking at the site is particularly problematic and inevitably nuisance parking on the main road and surrounding streets would continue if the site were to be retained.
- 4.4 At its meeting on 25th April 2018, Cabinet resolved that the playing fields would be declared surplus at the end of the season (20th May 2018). The process of complying with the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Measure 2010 and Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015 would commence. This report now sets out the findings of the consultation process.
- 4.5 The consultation process commenced on the 4th October and ran until 5.00 p.m. on the 22nd November 2018, for a period of 7 weeks. Disposal Notices and plans were displayed at the site and letters hand delivered to local residents. E-mail communication was sent to all key stakeholders (Play Wales, Open Spaces Society, Sports Council for Wales, Fields in trust and the only known user). Disposal Notices were also circulated for two consecutive weeks (9th and 16th October) in the South Wales Argus. The consultation was also live on the Council's website and copies of all the documents were available for inspection at main reception at Penallta House during normal office hours.
- 4.6 Three responses were received from local residents, all of who were supportive of the site being disposed of. One local resident expressed concerns over congestion from car parking during fixtures. A joint response was received from Sport Wales and Fields in Trust who both objected to the potential loss of the facility. The objection centres on the fact that Fleur-de-Lys AFC will be sharing facilities with Fleur-de-Lys RFC and one pitch cannot be considered equivalent provision. In terms of local provision, there are 7 playing fields located within the local vicinity (Two adjacent to Hanger 81, Aberbargoed, one in Pengam and four within Cefn Fforest). Consequently, there is no shortage of provision within the locality and all the local teams are/can be accommodated (this is demonstrated on the plan attached at Appendix 3). Within the objection, reference is also made to the relocation of the pavilion, which should have been considered prior to the sale of the adjoining land. As the request to be relocated to Trelyn Park came from Fleur-de-Lys AFC, this was already considered. As set out in a previous report, the pavilion was not fit for purpose and potential relocation costs and parking provision were estimated at circa £90K for which the Council has no budget.
- In 2015, an extensive review of existing outdoor recreational facilities was undertaken and no shortfall of provision within this locality was identified. However, the Council has capital monies and propose to invest in improving the playing surface (drainage etc.) at The Ynys, which will bring the field back into beneficial use. This field can then be utilised by either Fleur-de-Lys AFC, Fleur-de-Lys RFC or any other clubs. It is anticipated that these works will be completed by the start of the 2020 playing season.
- 4.7 In addition, despite positive dialogue with Fleur-de-Lys AFC, written representation was received in relation to the facilities at Trelyn Park. The points raised regarding the condition of the pitch can be addressed by undertaking an enhanced maintenance programme (e.g. rolling, chain harrowing, verti draining etc.) which has already commenced.
- Reference was also made to safeguarding concerns within the pavilion. Officers have already met both clubs on site to consider options to amend/restrict access inside the pavilion. If there are any other concerns, officers will continue to work with the club(s) to resolve any issues (copies of the written responses are attached as Appendix 2).
- 4.8 At its meeting on the 3rd October, Cabinet resolved to dispose of the site (assuming the site is declared surplus) and to allow the Interim Head of Property Services, in conjunction with the Cabinet Member for Homes and Places to negotiate a sale to Llanmoor Developments. However, if the current market value cannot be achieved then the site will be sold on the open market via a competitive tender process. In either case, the sale will include a contractual commitment that 15% of the homes are affordable.
- 4.9 If Cabinet are minded to endorse the recommendation at 10.1, the Authority must:-

1. Publish, on two consecutive weeks in at least one newspaper circulating in the Authority's area, a notice informing the public of:
 - (a) The Authority's decision to dispose of the playing field; and
 - (b) Informing the public of the place or places and times at which the Decision Report may be inspected and the period in which it would be possible to do so. The minimum period is 6 weeks after the date the notice is first published in a newspaper;
2. Make the Decision Report available for inspection during normal office hours at the Authority's principal office (if it has one) and, if reasonably practicable, at one or more other places in its area.
3. No later than the day on which the decision notice is first published:
 - (a) Display a copy in at least one place on or near the playing field to which the disposal relates and, in any event, at each official entrance to the playing field, for not less than 6 weeks;
 - (b) Place a copy on its website (where it has one) for not less than 6 weeks; and
 - (c) Send a copy of the notice and Decision Report to any person from whom the Authority received a substantive representation on the proposed disposal which the Local Authority considered in accordance with Regulation 6.
4. Provide a copy of the Decision Report to any other person or body who requests it. The Local Authority may provide a copy free of charge, or for a reasonable charge as determined by the Authority.
5. Under Regulation 8(8), an Authority may not proceed with a proposed disposal until a period of 12 weeks has elapsed from the day on which the notice is first published. This is intended to provide a reasonable minimum period in which objectors may initiate a legal challenge to the Authority's decision.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 This report contributes to the wellbeing goals as set out in the Links to Strategy section above. The proposal is consistent with the five ways of working set out within the sustainable development principal contained in the Act. In particular, relevant stakeholders have been involved in developing this proposal. In addition the recommendation takes a long term view in recognising that more suitable alternative playing provision is available.

6. EQUALITIES IMPLICATIONS

- 6.1 Following the completion of the consultation process, the Equalities Impact Assessment (EIA) has been updated in accordance with the Council's Strategic Equality Plan and supplementary guidance. A copy of the revised EIA is attached at Appendix 3. No potential for unlawful discrimination and/or low level or minor negative impact has been identified.

7. FINANCIAL IMPLICATIONS

- 7.1 If the playing fields are sold for residential development, a capital receipt of circa £500K could be achieved. However, this will very much depend on the prevailing market appetite. Since the facility was declared surplus at the end of the 2017/18 playing season, there have been

marginal savings in relation to materials such as grass seed, grass cutting, line marking compound etc.

8. PERSONNEL IMPLICATIONS

8.1 There are no personnel implications associated with this report.

9. CONSULTATIONS

9.1 This report reflects the views of the listed consultees.

10. RECOMMENDATIONS

10.1 That the playing fields shown hatched red on the plan attached at Appendix 1 are sold for residential development.

11. REASONS FOR THE RECOMMENDATIONS

11.1 To enable existing assets to be utilised to their full potential and thus reduce maintenance expenditure. To enable the Authority to receive a capital receipt and to release the land for residential development that would include affordable homes.

11.2 To fulfil the requirements of the statutory process required where a Local Authority proposes to dispose of a playing field.

12. STATUTORY POWER

12.1 Local Government Act 2000.
Playing Fields (Community Involvement in Disposal Decisions) (Wales) Measure 2010.
Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015.

Author: Michael Headington, Green Spaces & Transport Services Manager
(headim@caerphilly.gov.uk)

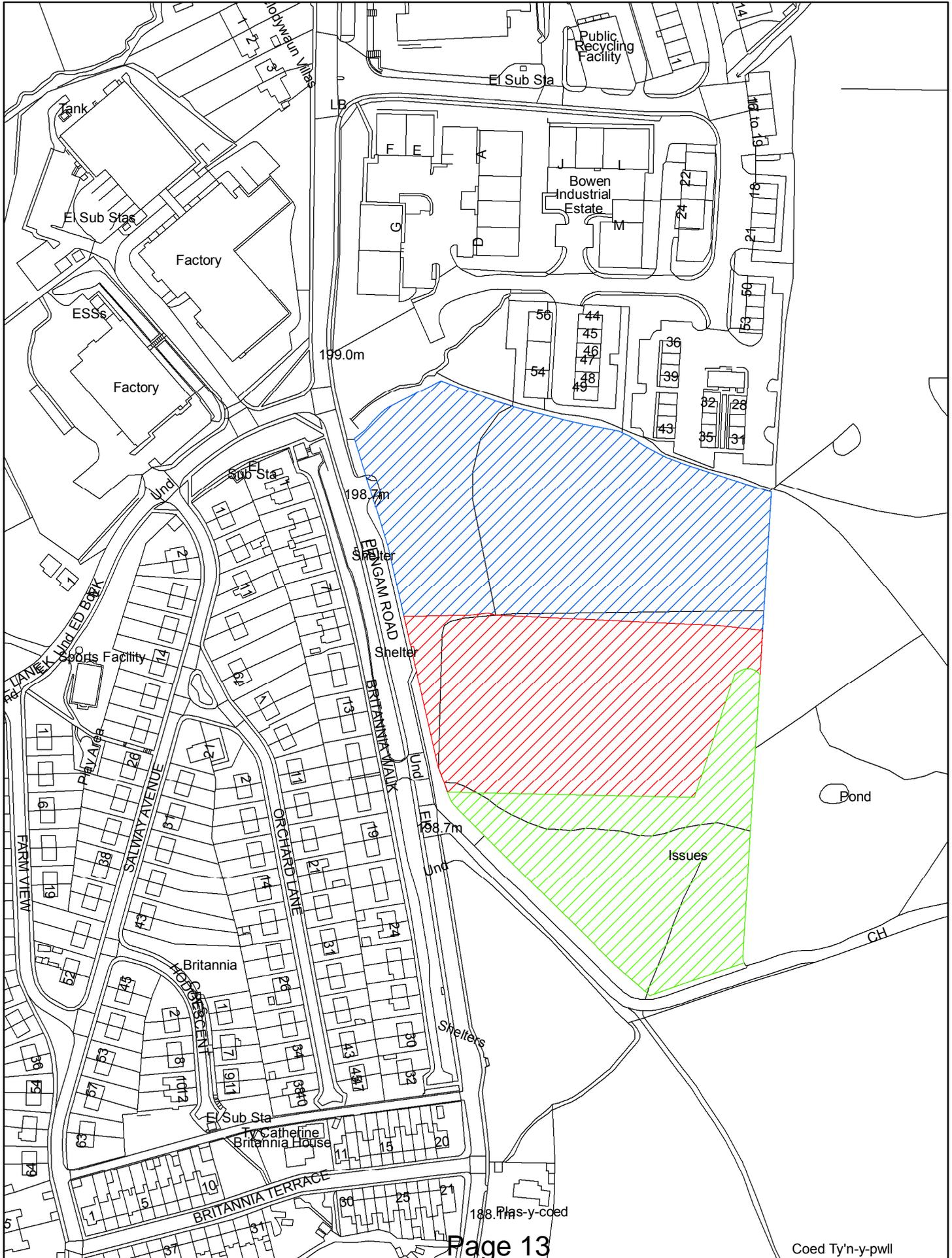
Appendix 1 Site Plan
Appendix 2 Copies of Written Responses to Consultation
Appendix 3 Updated Equalities Impact Assessment
Appendix 4 Plan Highlighting Existing Provision

Background Papers: Welsh Government Statutory Guidance – on the Playing Fields (Community Involvement in Disposal Decisions) (Wales) (Regulations) 2015

Consultees: Mark S. Williams, Interim Corporate Director - Communities
(willims@caerphilly.gov.uk)
Robert Hartshorn, Head of Public Protection, Community & Leisure Services
(hartsr@caerphilly.gov.uk)
Nicole Scammell, Head of Corporate Finance & Section 151 Officer
(scammn@caerphilly.gov.uk)
Mark Williams, Interim Head of Property Services (willim17@caerphilly.gov.uk)
Councillor Nigel George, Cabinet Member for Neighbourhood Services
(georgn@caerphilly.gov.uk)
Richard Crane, Principal Solicitor (cranerk@caerphilly.gov.uk)
Anwen Cullinane, Senior Policy Officer – Equalities, Welsh Language &

Consultation (cullima@caerphilly.gov.uk)
Robert Tranter – Head of Legal Services/Monitoring Officer
(trantrj@caerphilly.gov.uk)

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Dear Mike

Thank you for the email providing notification of the above consultation. Sport Wales and Fields in Trust are both statutory consultees on proposed disposals of playing fields, working closely on such cases and would like to submit the following comments.

In assessing proposals, the criteria set out in Planning Policy Wales is referenced which states that that playing fields should be protected except where:

- facilities can best be retained and enhanced through the redevelopment of a small part of the site;
- alternative provision of equivalent community benefit is made available; or
- there is an excess of such provision in the area.

The proposed disposal does not comply with the first exception as the whole site will be lost. With regard to the second exception, there is no proposed replacement and although the users of the fields, Fleur-De-Lys AFC, have been moved to Trelyn Park, they will be sharing with Fleur-De-Lys RFC and only have use of one pitch which cannot be considered equivalent provision.

In order to justify the disposal therefore, evidence is requested showing there is an excess of provision in the area ideally in the form of an up to date playing pitch strategy which has taken account of, and seeks to balance, supply and demand.

Fleur-De-Lys AFC, which has several teams, has been moved from their two pitches at Bedwellty to one pitch at Trelyn Park. Is this provision sufficient for their needs? What about other clubs and groups in the locality? Is there sufficient provision so that there is no need to retain Bedwellty?

It is noted that the pavilion at Bedwellty was situated on the land already sold and its relocation would be costly and would mean that one of the pitches would be lost. The need to retain the pavilion to support the continuing use of the pitches should have been considered before the land was sold.

Until evidence can be provided showing there is sufficient provision in the area both Sport Wales and Fields in Trust would like to object to the proposed disposal.

Kind regards

Jon Radcliffe
(Sport Wales)

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Wednesday 21st November 2018

To whom it may concern,

Thank you for the opportunity to raise comments on behalf of Fleur De Lys AFC related to the Bedwellty Playing Fields Consultation.

In relation to the report for Cabinet – 25th April.

1. For clarification, we do not currently run any senior sides but are a grassroots club providing football for over 100 boys and girls in our mini and junior sections, played across both Saturday and Sunday.
2. Point 2.2 suggests that the pavilion would need to be removed or relocated. Caerphilly County Borough Council (CCBC) did not offer the option of the pavilion being relocated.
3. Point 4.3 claims that the pavilion is no longer fit for purpose. However, it subsequently became apparent that the pavilion was in fact relocated to another playing field in the borough, despite CCBC informing us that the pavilion would not be able to be relocated due to its age and condition. The fact that the pavilion has been relocated calls into question the cost of circa £40,000 that the report claims it would cost to re-site the pavilion and connect it to services.
4. Point 6.1 states that the facilities at Trelyn Park have improved changing facilities. It is true that the changing rooms themselves offer more space but they are in a poorer state of repair than the changing rooms offered by the previous pavilion. Whilst we can appreciate the facilities are purpose built and is not a portacabin, the facilities are known generally through the borough as being in poor state of repair. In addition, there is the complicating issue of sharing the facility with the rugby club, especially in relation to the crossover between adults and children, which was raised as a safeguarding concern by the rugby club.

General Comments

Fleur De Lys AFC invested heavily in both The Ynys and Bedwellty Playing Fields over the past 10 years. Investment included installation of barriers at The Ynys (circa £5,000) and installation of water and electric into a cabin located at Bedwellty Playing Fields, again at a cost of several thousand pounds. All this work took place with the consent of the council, yet the full cost of the losses when we have been forced to move have been borne by the club, and, ultimately, by the parents and sponsors. By way of example, CCBC agreed and gave consent to install a cabin at Bedwellty School Fields to serve as a kitchen, which came at a cost in excess of £3,000, fundraised by club members. Having been installed for less than one year, the club was forced to decide whether abandon the cabin or relocate it to Trelyn Park by a deadline imposed by the council with the full cost borne by the club.

It is true to say that we entered into the discussions regarding the move to Trelyn Park positively, welcoming the opportunity to return to the village having been removed from Trelyn Park by the

council earlier in our history. However, the facility is not a like-for-like replacement. We have gone from two pitches to one, which means when we have two home games, that we have to arrange games to take place earlier and later to follow on from each other. As well as the wear and tear on the pitch, opposing clubs are often reluctant to kick off later, leading to games being postponed. Later kick offs also bring us into the territory of dual use of the pavilion when the rugby team are home. In addition to this, whilst we are happy to return to the village and play at Trelyn Park, the field, at the insistence of the council, has been made a dual-purpose rugby/football pitch, retaining posts for both sports. We therefore do not have use of a pitch exclusively for use for football.

The condition of the pitch has also been a disappointment. After many years as a second rugby pitch used mainly for training it was in a neglected state. Despite receiving assurances that the pitch would be made ready for football for the new season, little or no preparatory work appears to have been done. Fresh molehills continue to appear on the pitch and there are a large number of ruts and divots which have resulted in several minor injuries from players 'rolling' their ankles.

In Sport,

Shane Needs
Secretary

Phil Bowden
Chairman

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EQUALITY IMPACT ASSESSMENT FORM

THE COUNCIL'S EQUALITIES STATEMENT

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

NAME OF NEW OR REVISED PROPOSAL *	Disposal of two playing fields within the grounds of the former Bedwellty Comprehensive School.
DIRECTORATE	Communities
SERVICE AREA	Community & Leisure Services
CONTACT OFFICER	Michael Headington

***Throughout this Equalities Impact Assessment Form, 'proposal' is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

INTRODUCTION

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities and Welsh Language issues have been proactively considered throughout the decision making processes governing work undertaken by every service area in the Council as well as work done at a corporate level.

It also helps the Council to meet its legal responsibilities under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011, the Welsh Language (Wales) Measure 2011 and supports the wider aims of the Well-being of Future Generations (Wales) Act 2015. There is also a requirement under Human Rights legislation for Local Authorities to consider Human Rights in developing proposals.

Specifically, Section 147 of the Equality Act 2010 is the provision that requires decision-makers to have 'due regard' to the equality implications of their decisions and Welsh Language Standards 88-97 require specific consideration of Welsh speakers under the Welsh Language Standards (No.1) Regulations 2015.

The Council's work across Equalities, Welsh Language and Human Rights is covered in more detail through the [Equalities and Welsh Language Objectives and Action Plan 2016-2020](#).

PURPOSE OF THE PROPOSAL

1	<p>What is the proposal intended to achieve? <i>(Please give a brief description of the purpose of the new or updated proposal by way of introduction.)</i></p> <p>The Council has identified the need to dispose of two football fields situated within the grounds of former Bedwellty Comprehensive School, Aberbargoed.</p> <p>Bedwellty Comprehensive School was closed in 2005 and subsequently demolished. The playing fields were fallow however; in 2015 these were brought back into beneficial use by CCBC for use by Fleur-de-Lys AFC as the ground conditions at their previous home ground were unsatisfactory.</p>
2	<p>Who are the service users affected by the proposal? <i>(Who will be affected by the delivery of this proposal? e.g. staff members, the public generally, or specific sections of the public i.e. youth groups, carers, road users, people using country parks, people on benefits etc.)</i></p> <p>The disposal of these playing fields would impact on the following:</p> <ul style="list-style-type: none"> • Fleur-de-Lys AFC who are the current and sole users of the facility; • The local residents; • The local community.

IMPACT ON THE PUBLIC AND STAFF

3	<p>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals?</p> <p><i>(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)</i></p> <p>The current users of the facility have indicated that they would like to return to playing sport within the heart of their community i.e. at Fleur-de-Lys. This can be accommodated by ensuring that underutilised facilities at Trelyn Park, Fleur-de-Lys are brought back into beneficial use for the community as a whole.</p> <p>In October 2018, formal consultation including key stakeholders and local residents was undertaken in accordance with the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015 and associated Regulations. Three responses were received from local residents who were all supportive of the site being disposed of. One local resident expressed concerns over congestion from car parking during fixtures.</p> <p>A joint response was received from Sport Wales and Fields in Trust who both objected to the potential loss of the facility. The objection centres on the fact that Fleur-de-Lys AFC will be sharing facilities with Fleur-de-Lys RFC and one football pitch cannot be considered equivalent provision. In terms of local provision, there are 2 pitches in Aberbargoed (adjacent to Hanger 81), 1 in Pengam and four within Cefn Fforest. Consequently, there is no shortage of provision within the locality and all the local teams are/can be accommodated. Also reference is made to the relocation of the pavilion, which should have been considered prior to the sale of the adjoining land. As the request to be relocated to Trelyn Park came from Fleur-de-Lys AFC, this was already considered. As set out in initial report to Cabinet on 25th April 2018, the pavilion was not fit for purpose and potential relocation costs and car parking provision were estimated to circa £90K, for which the Council has no budget.</p> <p>In 2015, an extensive review of existing recreational facilities was undertaken and no shortfall in provision within this locality was identified. However, the Council has capital monies and proposes to invest in improving the playing surface (drainage works etc.) at The Ynys, which will bring a further field back into beneficial use. This can then be utilised by either Fleur-de-Lys AFC or Fleur-de-Lys RFC or any other club.</p> <p>Despite positive dialogue with Fleur-de-Lys AFC, a written response was also received but related to the facilities at Trelyn Park and not those at Bedwellty. The points raised related to the condition of the playing surface can be addressed by undertaking an enhanced maintenance programme of rolling, chain harrowing, verti-draining etc., which has already commenced.</p> <p>Reference was also made to safeguarding concerns within the pavilion. Officers have already met both clubs on site to consider options to restrict access inside the pavilion. If there are other concerns officers will continue to work with the clubs to</p>
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	resolve any issues where it can.
	<p>Actions required:-</p> <ol style="list-style-type: none">1. Undertake improvement works to the playing surface on the dual use field at Trelyn Park.2. Undertake improvement works to The Ynys, which can then be utilised as an additional facility for any club.3. Continue to work with both clubs in respect of any potential safeguarding issues identified within the pavilion at Trelyn Park.4. Continue to undertake enhanced maintenance of the dual use pitch at Trelyn Park to improve the condition of the ground.

4. What are the impacts of the proposals?					
Protected Group		Positive Impact?	Negative Impact?	No Specific Impact	What will the impact be? If the impact is negative how can it be mitigated? (action)
Gender	Male	X			
	Female	X			There is potential for the club to expand and be fully inclusive regardless of gender.
	Transgender	X			The Council is sensitive to issues around changing facilities, but has not had any representations' or engagement on this issue to date.
Religion				X	There is no evidence available currently to suggest that there will be a negative impact on any of these protected characteristics. Following the consultation process, this will be reviewed and updated and any impact identified will be mitigated.
Race				X	
Disability				X	
Sexual Orientation				X	
Age	Older People				
	Children and Younger People (Under 25)	X			The relocation of Fleur-de-Lys AFC from Bedwellty School Playing fields to Trelyn Park can only have a positive impact on younger people who participate in sport. The facilities are enhanced and would give opportunities to access other sporting activities such as rugby, which is an integral part of the sport currently played at the park. Having the football club relocated to Trelyn Park could also increase local participation in sport.
Marriage & Civil Partnership				X	There is no evidence available to the Council currently to suggest that there will be a negative impact on any of these protected characteristics. Following the consultation process this will be reviewed and updated and any impact identified will be mitigated,
Pregnancy & Maternity				X	No direct impact.
Socio-economic Background		X			The relocation of Fleur-de-Lys AFC to Trelyn Park could have a positive impact on the local economy. There are opportunities for the two clubs to form a Sport Association and access funding not only to enhance facilities at the park but to grow both clubs and bring more spectators etc. to the locality. In addition, if the land at Bedwellty is sold for affordable housing development, this could bring employment opportunities to the locality and thus enhance the local economy.

	Positive Impact?	Negative Impact?	No Specific Impact	Impact on the seven well-being goals
Well Being of Future Generations (Wales) Act 2015	X			<p>The seven well-being goals show the kind of Wales we want to see. Together they provide a shared vision for public bodies to work towards.</p> <p><u>A Prosperous Wales</u> If sold for residential development, the disposal of the playing fields will increase employment opportunities for the area and enhance affordable housing provision. This will also have a positive impact on the local and surrounding economy.</p>
	X		X	<p><u>A Resilient Wales</u> The proposed disposal of the playing fields would not have any detrimental impact on the bio-diversity of the surrounding environment. Trees etc. would be protected via the planning process.</p>
	X			<p><u>A Healthier Wales</u> The re-location of the sole known users of the facility would have a positive impact on physical activity and well-being. This would present a significant number of opportunities for both clubs using the facilities at Trelyn Park.</p>
	X			<p><u>A More Equal Wales</u> The disposal and relocation of the sole users would have a positive impact. This would create opportunities for the clubs to form an overarching sports association and access grants to enhance and improve the clubs and the existing facilities e.g. the pavilion.</p>
	X			<p><u>A Wales of Cohesive Communities</u> More users at Trelyn Park will ensure that the underutilised facilities are brought back into beneficial use for the community.</p>

	X			<p>This in itself will create a more attractive and safe environment. If both clubs work closer together and form an overarching sporting association, this will also generate community links.</p> <p><u>A Wales of Vibrant Culture and Thriving Welsh Language</u> There is no evidence to suggest that the disposal of the playing fields would have any detrimental effect on culture, heritage or the use of the Welsh language. However the re-location of Fleur-de-Lys AFC to Trelyn Park could encourage participation in sport and recreation.</p> <p><u>A Globally Responsible Wales</u> The proposed disposal of the playing fields will have a positive impact and make significant contributions to the well-being of residents. If the site is sold for residential development, it will bring employment opportunities to the local area, increase affordable housing levels and thus enhance the local economy. It will also provide opportunities for both clubs to increase participation in sport and physical activity and with increased users at Trelyn Park, create a safer and enhanced environment.</p>
	X			

5	<p>In line with the requirements of the Welsh Language Standards. (No.1) Regulations 2015, please note below what effects, if any (whether positive or adverse), the proposal would have on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language.</p> <p><i>(The specific Policy Making Standards requirements are Standard numbers 88, 89, 90, 91, 92 and 93. The full detail of each Standard is available on the Equalities and Welsh Language Portal)</i></p> <p>The disposal of the two playing fields at the former Bedwellty Comprehensive School will not have any effects on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language.</p>
	Actions required: None

INFORMATION COLLECTION

6	<p>Is full information and analysis of users of the service available?</p> <p><i>(Is this service effectively engaging with all its potential users or is there higher or lower participation of uptake by one or more groups? If so, what has been done to address any difference in take up of the service? Does any savings proposals include an analysis of those affected?)</i></p> <p>This proposal only effects the known users of the facility i.e. Fleur-de-Lys AFC.</p>
	Actions required: None

CONSULTATION

7	<p>What consultation has taken place?</p> <p><i>(What steps have been taken to ensure that people from various groups have been consulted during the development of this proposal? Have the Council's Equalities staff been consulted? Have you referred to the Equalities Consultation and Monitoring Guidance?)</i></p> <p>Full public consultation has been undertaken in accordance with the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015 and associated Regulations.</p>
	Actions required: None

MONITORING AND REVIEW

8	<p>How will the proposal be monitored? <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community, or that the savings proposals are achieving the intended outcomes with no adverse impact? Are comments or complaints systems set up to record issues by Equalities category to be able analyse responses from particular groups?)</i></p> <p>A 'decisions report', has been formulated and summarise all representations received. This will then be presented to Cabinet on 27th February 2019, who will decide whether the playing fields should be disposed of or not. This EIA has been updated accordingly.</p>
	<p>Actions required:</p> <p>If Cabinet are minded to approve the disposal of the playing fields, there are strict measures and timescales (which are set out within the report at paragraph 4.9), which must be followed.</p>
9	<p>How will the monitoring be evaluated? <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <p>This will be monitored via the questions included within the consultation.</p>
	<p>Actions required: None</p>
10	<p>Have any support / guidance / training requirements been identified? <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equalities or Welsh Language training of some sort?)</i></p> <p>No</p>
	<p>Actions required: None</p>
11	<p>Where you have identified mitigating factors in previous answers that lessen the impact on any particular group in the community, or have identified any elsewhere, please summarise them here.</p> <p>All responses received via the consultation process have been considered and mitigated against (see below) to lessen any potential impact:-</p>

Summary of Proposed Actions:-

1. Undertake improvement works to the playing surface on the dual use field at Trelyn Park.
2. Undertake improvement works to The Ynys, which can then be utilised as an additional facility for any club.
3. Continue to work with both clubs in respect of any potential safeguarding issues identified within the pavilion at Trelyn Park.
4. Continue to undertake enhanced maintenance of the dual use pitch at Trelyn Park to improve the condition of the ground.
5. If Cabinet are minded to approve the disposal of the playing fields, there are strict measures and timescales (which are set out within the 'decisions report' at paragraph 4.9), which must be followed.

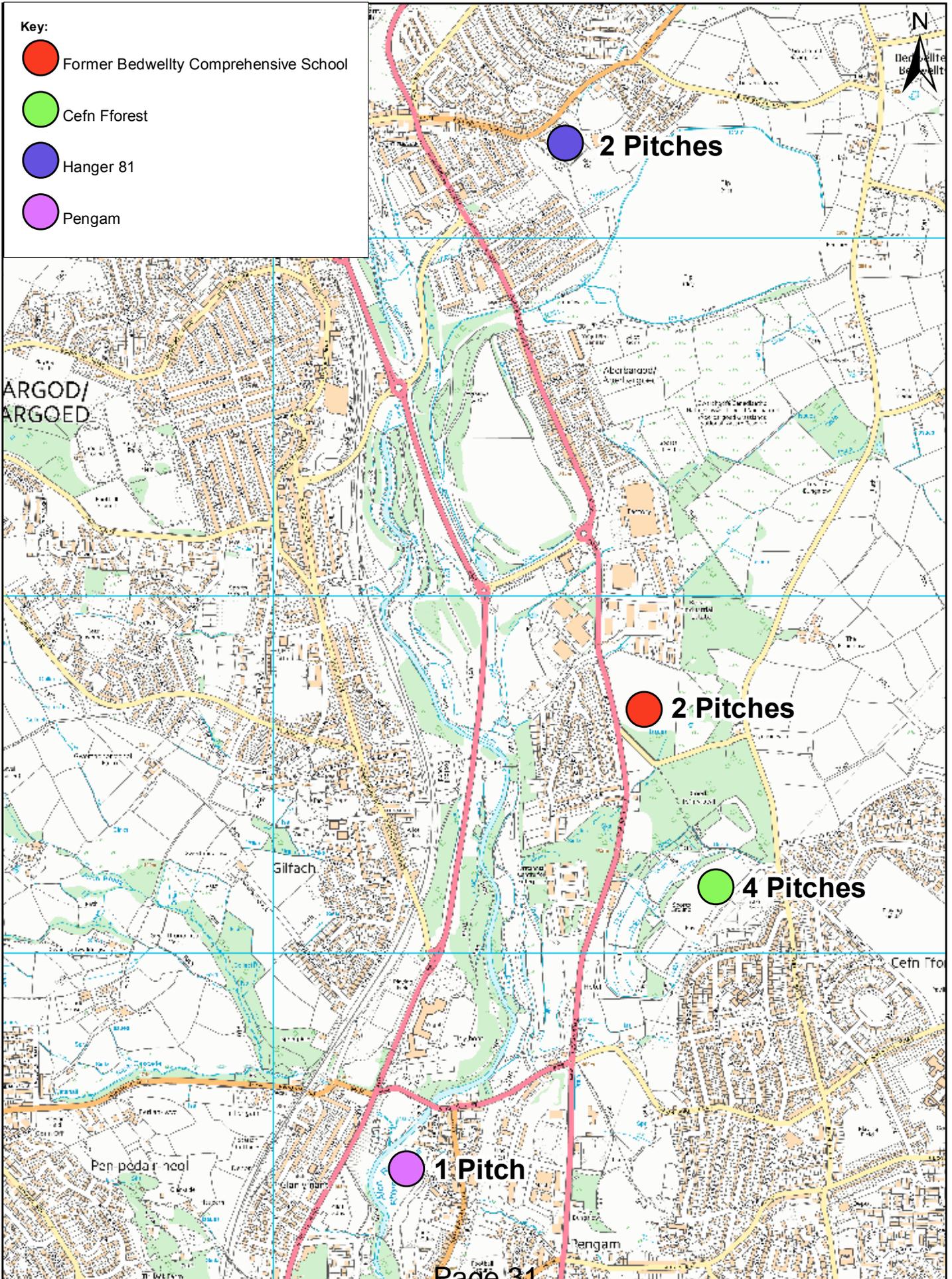
12 What outcome does this Equality Impact Assessment suggest you take? You might find that more than one applies. Please explain why you have come to this decision.

Outcome 1	X	No major change needed – the EIA hasn't identified any potential for discrimination or negative impact and all opportunities to advance equality have been taken
Outcome 2		Adjust the policy to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?
Outcome 3		Continue the policy despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are: <ul style="list-style-type: none"> • sufficient plans to stop or minimise the negative impact • mitigating actions for any remaining negative impacts • plans to monitor the actual impact.
Outcome 4		Stop and rethink the policy when the EIA shows actual or potential unlawful discrimination.

	<p>Our Assessment is Outcome 1 – No major change needed</p> <p>We have reached this conclusion as no negative impacts have been identified during the process. There are a number of actions proposed and this assessment will be kept under continuing review throughout the process.</p>
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Completed by:	Michael Headington
Date:	3 rd January 2019
Position:	Green Spaces & Transport Services Manager

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CABINET – 27TH FEBRUARY 2018

SUBJECT: REVIEW OF CCBC REGENERATION GRANTS

REPORT BY: INTERIM CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 Following a review undertaken on the revenue and capital grant schemes currently administered by the Council's Regeneration Division, it is recommended that existing grants be amalgamated into a combined "**Caerphilly Enterprise Fund**" that focuses delivery on developing business growth and creating employment opportunities. To accommodate this officers propose merging several grant programmes including the Community Regeneration Fund and focusing their budgets into the Caerphilly Enterprise Fund. Approval to consult more widely on these proposals is being sought from Cabinet.

2. SUMMARY

- 2.1 The current grant schemes are administered by both the Urban Renewal and the Business Support & Funding Teams within the Regeneration Division and offer financial support to both the commercial/business sectors and community/voluntary sectors. The current grant schemes are as follows:

Business Grants

- Commercial Improvement Grant (CIG)
- Business Development Grant (BDG)
- Business Start Up Grant (BSUG)

Administered By

- Urban Renewal Team
- Business Support & Funding Team
- Business Support & Funding Team

Community / Voluntary Grants

- Community Regeneration Fund (CRF) Business Support & Funding Team
- Oakdale Community Benefit Fund (OCBF) Business Support & Funding Team

- 2.2 The above are a mixture of revenue and capital funded grants and as such there is a requirement to manage and keep them separate.

- 2.3 This Report provides an evaluation of the current grant schemes and outlines the potential to combine the grants into a single "**Caerphilly Enterprise Fund**" with a refocus towards offering improved support to start up businesses, stimulating economic growth, filling identified supply chain voids and supporting job creation. The report requests further consultation with the voluntary sector and community groups on the proposals within the report.

3. LINKS TO STRATEGY

- 3.1 The scheme supports the Well-being Objectives set out in the Caerphilly County Borough Council Corporate Plan 2018-2023, specifically “Enabling Employment”.
- 3.2 The scheme supports the Council’s Anti Poverty Strategy, whilst supporting and encouraging economic growth and business development which are themes running through the Council’s Regeneration Strategy entitled ‘A Foundation for Success 2018-2023’.
- 3.3 The grants programme will have a positive impact upon the social, economic and environmental well-being of the area and community it serves. In particular the grants contribute to the following goals within the Well-being of Future Generations Act (Wales) 2015:
- A resilient Wales
 - A sustainable Wales
 - A prosperous Wales
 - A Wales of cohesive communities
 - A Wales of vibrant culture and thriving Welsh Language

4. THE REPORT

Background

- 4.1 Grants are administered by the Urban Renewal Team and Business Support & Funding Team within the Regeneration and Planning Division. Urban Renewal administers a Commercial Improvement Grant Scheme (CIG), which is a capital budget targeted towards retail and commercial property improvements in towns and villages within the County Borough. The Business Support and Funding Team administer the Business Start Up Grant (BSUG) which is revenue funded and Business Development Grant (BDG) to the business sector which is made up of a capital and revenue budget.
- 4.2 Two additional grants are aimed at the community/voluntary sector, namely: the Community Regeneration Fund (CRF) which is a mixture of capital and revenue funding along with the Oakdale Community Benefit Fund (OCBF) which also consists of revenue and capital monies.
- 4.3 Officers have undertaken a comprehensive review of the current regeneration grant regimes, including the option to merge the grants into a single, targeted grant with the aim of offering a greater focus on: supporting start up businesses; encouraging economic growth; filling identified supply chain voids and stimulating and supporting job creation within the County Borough.

Overview of current Regeneration Grant Schemes

- 4.4 The following existing grant schemes are funded by the Council’s internal capital and revenue annual budget allocations. There are no conditions which would preclude changes or mergers of the Commercial Improvement Grants or Business Support Grants. However, the Community Grants Programmes will require Cabinet Approval to revise (see also paragraph 7.6).

Commercial Improvement Grants (Urban Renewal Team)

- 4.5 Financial assistance is offered for improvements to commercial, retail and industrial premises located in town and village centres within the County Borough. Eligible works include the

conversion, extension, improvement or modification of existing commercial buildings, and the conversion of other buildings into commercial, industrial or community use. The scheme offers a grant rate of up to 50%, with the maximum amount of grant offered to any one property not exceeding £15,000. In recent years the annual budget allocation for the CIG scheme has been £50,000 per annum. There are currently over 50 expressions of interest for this fund.

Business Support Grants- (Business Support & Funding Team)

- 4.6 Targeted at both existing businesses and new start ups. ***The Business Development Grant (BDG)*** currently supports established businesses to purchase capital equipment, IT equipment, software, marketing and web site development and some internal building works to upgrade their premises. Grant funding of up to 45% of the project cost is offered to a maximum of £2,000 per project. The annual budget for 2018/19 is £51,251 although it is expected to reduce by £25,000 for one year only in 2019/20.
- 4.7 ***The Business Start Up Grant (BSUG)*** is designed to help residents of the County Borough set up a full time business for the first time. Grant funding of up to 50% of the eligible project costs, to a maximum of £500 is offered. The annual budget for 2018/19 is £5,000. Applications are invited all year round for both BDGs and BSUGs subject to budget availability and are assessed with a recommendation for grant award or refusal as and when the full assessment has been completed by the case officer. This is not a CCBC core budget and is funded by TATA steel who provides the Council with this benefit fund.

Community Regeneration Fund (Business Support & Funding)

- 4.8 This fund enables community and voluntary sector organisations in the County Borough to bid for capital and/or revenue funding to take forward initiatives they have developed as part of the community planning process. Funding is available up to a maximum of 80% of the total project costs. Applicants can apply for a maximum of £25,000 in capital. Revenue funding for one year can be offered, subject to the availability of resources, up to a maximum of £30,000. The annual budget for 2018/19 is £199,057 (£100,057 revenue and £99,000 Capital). This allocation will reduce in 2019/20 due to the need to establish MTFP savings.
- 4.9 Applications are invited up to five times a year, subject to the availability of resources where applications are discussed and assessed at a Grants Panel meeting.

Oakdale Community Benefit Fund (OCBF)

- 4.10 The Oakdale Community Benefit Fund was established during the development of two 2MW wind turbines amounting to circa £10,000 per annum for the duration of the lease period (25 years). The purpose of the OCBF is to support and benefit viable and sustainable communities within 1.5 miles of the turbines, which comprises the communities of Argoed, Croespenmaen, Kendon, Oakdale, Penmaen, Pentwyn and Trinant. A grant of up to 80% of total project costs is available with the maximum grant available limited to £3,000 capital and/or £3,000 revenue in a single year. It should be noted that this is not a CCBC core budget and as such it will be restricted to the terms and condition imposed by the developer who provides the Council with the benefit fund.

Evidence of Impact

- 4.11 This section outlines how the grants have been used over the last 3 years, identifies the positive impact of the various programmes and considers the appropriate level of funding support under the proposed "Caerphilly Enterprise Fund":

Commercial Improvement Grants (CIG)

- 4.12 In the financial 5 year period between 2013 and 2018 a total of 16 CIG were awarded for improvement works to properties in towns and villages throughout the County Borough. Although the maximum grant award is £15,000 under this programme, the average grant award was £9,100. Evidence therefore suggests that reducing the maximum grant approval to £10,000 will still stimulate economic activity and will also allow more applications to be processed per annum.

Business Grants (BDG & BSUG)

- 4.13 Evidence from the 3 previous years suggests that BDG grants at a maximum of £2,000 do help create jobs in small businesses. When compared against the recent LIF programme, (which had an average grant rate of nearly £6,000) the evidence shows that the BDG regime appear to be better value for money. Although it could be argued that a more targeted approach with a maximum grant to £10,000 would help deliver greater impact to fewer businesses, the facts show that awards at a lower level do help business growth and create more jobs overall than a more targeted approach.
- 4.14 Small BSUG grants have been offered at a maximum rate of £500 per application. Feedback from officers administrating the grant suggests that this level of support is ideal to help start lifestyle micro businesses. With a small budget of £5,000 which is derived from an annual donation from TATA Steel, it appears illogical to increase the grant level as this would dramatically reduce the number of new businesses that could be supported. Also by retaining the core elements of the grant this will also help any future awards to comply with the terms and conditions imposed by TATA Steel.

Community Regeneration Grants

- 4.15 This fund enables community and voluntary sector organisations in the County Borough to take forward valuable projects that have a positive impact on the community. Since 2011 a wide range of groups have received grant aid at up to 80% intervention rate. Churches, sports clubs, scout groups, OAP groups and local community partnerships are regular recipients of the grant with bigger organisations such as GAVO and Inside Out also receiving monies from the fund.
- 4.16 The Voluntary sector and community organisations play a large and critical role in helping local communities develop and grow. They are able to access external funding that the Council cannot bid into and have been very successful in the Caerphilly county borough council area at securing external funding for a myriad of projects. It must be noted that large numbers of local people have and do currently benefit from projects supported by the Community Regeneration Fund. The Voluntary Sector and community organisations have traditionally utilised this budget to add value to the community. The Community Regeneration Fund has enabled third sector organisations to grow and thrive. Significant match funding has been levered in from other sources: between 2011/12 and 2016/17 a total of £1,897,312 was awarded via the Community Regeneration Fund, which levered in match funding of £3,351,769 from a variety of sources. However, the projects do not have an economic focus and the review of past spend shows that only a small proportion were targeted at employment, training, skills or personal development.
- 4.17 With an underlying climate of financial cut backs to the Regeneration service area, officers would recommend that Cabinet consider refocusing the Community Regeneration Grant budget towards projects with an economic focus. In an age of austerity, it is imperative that the resources that the Council has available to it are channelled to give the greatest long-term sustainable impact.

Oakdale Community Benefit Fund

- 4.18 This fund derives from an annual contribution from the private company who operate wind turbines in the area. It enables community and voluntary sector organisations in the Oakdale area (as defined in paragraph 4.10 above) to bid for funding to take forward projects delivering a social, economic or environmental impact on the area or community concerned. Since 2014, many small community groups have benefited from the Fund, receiving grant aid at up to 80% intervention rate.
- 4.19 As with the Community Regeneration Fund, although valuable to communities, most of the funding does not have a demonstrable impact on the local economy. However, if changes are made that impact on the Community Regeneration Fund budget, then it will be desirable to continue with this fund and possibly extend the geographic reach to provide wider community benefits.

Proposed New Grant Regime

- 4.20 It is proposed that a new grants regime should concentrate more activity on developing business growth and creating employment opportunities within the County Borough. It is recommended that the primary focus of a new **Caerphilly Enterprise Fund** should be on:
- Business Start Ups in all sectors (less than 12 months trading);
 - Underutilised/empty town centre commercial properties
 - Small and Medium Sized Enterprises (e.g. those with less than 250 employees, with turnover not exceeding €50 million (approx. £45 million) and / or a balance sheet not exceeding €43 million (approx. £38.7 million);
 - Established Community Groups or Social Enterprises;
 - Filling identified supply chain voids identified by CCBC Procurement;
 - Projects that help create or safeguard jobs - contributing to the Council's Well Being Goals.
- 4.21 The Council's Corporate Plan 2018-2023 outlines a number of core Well Being objectives that the Council will strive to deliver. Objective Two is Enabling Employment. The new grant regime outlined in this report will be a key tool that will allow the Council to influence / improve the levels of employment in the county borough. It is therefore considered appropriate to re focus the 'grant' budget allocated to Regeneration and Planning towards business growth and job provision in the county borough.
- 4.22 Following a review and critical appraisal of the current grant regimes, it is clear that there is scope to amalgamate the existing business-focused grant schemes, based on the clear commonality of their main economic objectives and administrative processes. If Cabinet are minded to progress with a standardisation of current regeneration grants, it is recommended that the three business focused grants (CIG; BSUG and BDG) are combined into a single fund, namely the **Caerphilly Enterprise Fund** with the OCDF continuing to be administered separately.
- 4.23 More radically, officers propose discontinuing the Community Regeneration Fund programme and focusing it's budget into the Caerphilly Enterprise fund. The good work that the voluntary sector and community groups undertake is fully recognised and greatly appreciated but it is apparent that there are a number of external funding mechanisms that they are able to bid into to secure monies for localised community projects. Larger funding bodies such as the Big Lottery, Garfield Weston Trust and Coalfields Community Grants offer substantial grants to such groups. At this current moment in time, It has been established that there are upwards of

twenty external grants available to these groups (See Appendix 1) and even though it is proposed that the CRF fund is closed, officers will continue to offer support and guidance to groups looking for funding and will actively signpost them to suitable available external grants.

- 4.24 The proposed new **Caerphilly Enterprise Fund** will prioritise those projects that can demonstrate job creation, safeguarding of existing jobs and which can lever in private sector investment. It will be aimed predominantly at businesses looking to grow within the county borough. Although the grant regime will be open for community groups and social enterprises they will need to evidence that their projects focus on economic activity.
- 4.25 It is proposed that from 2019/20, the new Caerphilly Enterprise Fund will offer funding support under two categories; the first being Business Support and the second being Property Improvement:

- **Fund 1 – Business Support Grants** that will operate in a very similar manner to the BDG and BSUG and will utilise the Council's core revenue allocation to offer grants of up to £500 to micro businesses and up to £2,000 to help create jobs and economic growth in small businesses, social enterprises and community groups. As this is predominantly targeted at supporting small businesses it is intended to offer grant to businesses that can prove they require it. There are concerns that small grants are being awarded to businesses with very large turnovers and that the grants have little impact on such large companies. Therefore grant applicants will need to provide financial evidence of the 'need' of the grant based on turnover, cashflow and the liquidity of the business.

The Council's Procurement Division have identified that there are opportunities for business growth to fill voids in the Council's supply chain. It is envisaged that this fund will be used as a tool to try and encourage the local business community to fill these gaps in provision.

This fund will be open to community businesses, in particular social enterprises to bid into.

- **Fund 2 – Property Improvement Grants** that will operate in a very similar manner to the existing CIG regime outlined above, with a focus on bringing empty or underutilised buildings back into beneficial use. This thematic will operate using a capital allocation and will offer capital grants of up to £10,000.

- 4.26 It is proposed that the existing Business Development Grant budget will form the core of the Fund 1 budget. The annual budget for 2018/19 is £51,251 with a similar budget allocation in 20/21.

Please note that under the current budget proposals, this budget is expected to reduce by £25,000 for one year only in 2019/20.

- 4.27 As part of the MTFP savings for 2019/20 it is proposed that the indicative Community Regeneration Grant **revenue** budget allocation is reduced from £100,000 to £50,000. It is further proposed that the remaining indicative £50,000 be allocated from the CRF to the Caerphilly Enterprise Fund to be refocused on economic outputs under Theme 1 – Business Support.

Please note that under the current budget proposals the residual £50k outlined above has been identified as a temporary 'one year only' cut in order to balance the budget for 2019/20.

- 4.28 Likewise it is recommended that the 2019/20 £99k indicative **capital** allocation for the Community Regeneration fund be vired to the Caerphilly Enterprise Fund Theme 2 – Property Improvements. This would result in the Community Regeneration Fund having a zero budget which would therefore effectively end that programme.
- 4.29 Section 7 of this report sets out in more detail the proposed allocations to be made to the new Caerphilly Enterprise fund and its two sub-categories for 2019/20.
- 4.30 With extreme pressure on senior managers to make savings for MTFP, it is likely that these grants programmes will come under scrutiny. It is therefore imperative that available resources are aligned to make the greatest impact and help take forward the Council’s Corporate Objectives.
- 4.31 The Evidence of Impact section (4.11 – 4.19 above) outlines key evidence that has led officers to propose the maximum grant available under each of the priority funding categories as outlined in Table 1 below:

Table 1: Proposed Grant Limits and Intervention Rates

Fund	Proposed Grant Available	Intervention Rate
Caerphilly Enterprise Fund - Theme 1 “Business Support”	£200- £2,000 revenue	Up to 45%
Caerphilly Enterprise Fund - Theme 2 “Property Improvement”	Up to £10,000 capital	Up to 50%
Oakdale Community Benefit Fund	Up to £3,000 capital Up to £3,000 revenue	Up to 80%

- 4.32 It is further recommended that any grant funded project would need to demonstrate that it will contribute to improving the economic, social, environmental and cultural well being of the County Borough:

Economic

There will need to be evidence of job creation (at least one job) where grants of up to £5,000 are awarded. Where larger grants are awarded additional job creation will need to be evidenced.

Environmental

Property Improvement Grants must deliver environmental enhancements. Projects to refurbish empty, vacant or underutilised commercial premises will be prioritised.

Social/Cultural

Social enterprises/businesses must demonstrate how their project will contribute to their future growth and development.

- 4.33 It is proposed that the existing geographical boundary for the Oakdale Community Benefit Fund is extended from 1.5 miles to 2 miles. This would add the communities of Markham, Cefn Fforest, Blackwood, part of Newbridge and Crumlin to the existing eligible communities of Argoed, Croespenmaen, Kendon, Oakdale, Penmaen, Pentwyn and Trinant. It also brings in the communities of Llanhilleth, Brynithel and Aberbeeg in Blaenau Gwent and it should be

noted that a number of similar schemes across the UK cut across local boundaries. However it is not suggested that communities outside Caerphilly CBC should have access to this fund. As this fund is provided from a contribution from a private company then they would need to agree to the expansion of the boundary.

Approval Process – Options

- 4.34 Two options for the grants approval process have been considered as part of this review:
- **Written Procedure** via Case Officer Grants Approval Report (Report certified by Case Officer, Line Manager, Grants Manager, Head of Service in consultation with Cabinet Member)
 - **Panel Meeting and Assessment** – Case Officer Recommendations discussed at regular Panel meetings with designated Panel members (including Case Officer, Grants Manager, Head of Service, minimum quorum required)
- 4.35 On balance, it is recommended that the current written procedure process is retained for all new business grants under the Caerphilly Enterprise Fund that require grant funding of less than £5,000. This approach has worked for a number of years and has been effective and more responsive to business focused grants, as it allows projects to be assessed in a timely manner, on a rolling basis as they are received. It should also be noted that this process has been subjected to detailed external audits when the EU supported Local Investment Fund was delivered (up to April 2015).
- 4.36 It is acknowledged, however, that more scrutiny may be required for grant awards above £5,000. It is therefore recommended that a grants panel is established to assess grant applications over this £5,000 threshold both for revenue and capital bids. Grant panel membership would consist of:
- Project Officer presenting report
 - Section/Team Manager
 - Grants Manager, Corporate Finance
 - Cabinet Member for Economy, Infrastructure, Sustainability & Wellbeing of Future Generations
 - Head of Regeneration and Planning
- 4.37 All grant applications will undergo a stringent review, both those that go to panel and those under £5,000 that will be awarded directly. There are already review procedures in place for the existing grants and officers have developed these to be applicable for the grant regime.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 This proposal contributes to the Well-being Goals as set out in Links to Strategy above. It is consistent with the five ways of working as defined within the sustainable development principle in the Act and is aimed at improving the economic well being of the County Borough.
- 5.2 As such the proposals align with the following well being goals:
- **A Prosperous Wales** – financial contributions to targeted business sectors will support opportunities for development of a skilled population in an economy which generates wealth and employment opportunities;
 - **A resilient Wales** – targeted grant support will foster social, economic resilience and the capacity to adapt to change;
 - **A more Equal Wales** – the grant programmes encourage applications from a wide range of sectors and organisations, community, voluntary or business, and reflect a broad

opportunity for participation.

- **A Wales of cohesive communities** – the grant programmes support measures to provide attractive and well connected communities through financial support to community based projects and environmental improvements.
- **A globally responsible Wales** – the grant programmes support measures which improve the economic, social and environmental well being of the County Borough.

6. EQUALITIES IMPLICATIONS

- 6.1 An EIA screening has been completed in accordance with the Council’s Strategic Equality Plan and supplementary guidance and some potential negative impact has been identified affecting one or more of the target equality groups.
- 6.2 A full EQLA has been carried out and is appended to the report. Please see Appendix 2.

7. FINANCIAL IMPLICATIONS

- 7.1 The review has highlighted that up until 2018/19 that community focused grants have had an overall budget of nearly **three** times that of the funding targeted at the business community. Even the latest 2018/19 budget is nearly twice that of business orientated grants. This report seeks to alter this balance. Proposed budget allocations for 2019/20 are set out in table 2 below.
- 7.2 In order to meet MTFP targets it has been proposed that several of the grant allocations are reduced from 2019/20 onwards and amalgamated into the two Enterprise Funds identified in section 4.25. Table 2 outlines those proposed for 2019/20.
- 7.3 The 2018/19 approved budgets for CRF are £100,057 revenue and £99K capital. The proposal in this report is that the CRF be closed and the £100K revenue budget be split between a £50K MTFP saving and a £50K virement into the Caerphilly Enterprise Fund Thematic 1.

As noted above, under the current budget proposals, the residual £50k has been identified as a temporary ‘one year only’ cut in order to balance the budget for 2019/20. Likewise there will be a ‘one year only’ £25k reduction in the BDG allocation.

- 7.4 The Community Regeneration capital budget of £99k will be redirected towards the property focused category of the proposed Caerphilly Enterprise Fund.
- 7.5 These proposals are reflected in Table 2 below. In short, this report recommends the closure of the Community Regeneration Fund, with monies being refocused towards delivering tangible economic outputs.

Table 2: Proposed Grant Structure and Core Allocations

Proposed Grant Regime	Proposed Core Allocations		
	Revenue	Capital	Total
Caerphilly Enterprise Fund - Fund 1 <i>Small businesses</i>	£101,251 £26,251 for 19/20	£0	£101,251 £26,251 for 19/20

Proposed Grant Regime	Proposed Core Allocations		
	Revenue	Capital	Total
Caerphilly Enterprise Fund - Fund 1 <i>Micro businesses</i>	£5,000	£0	£5,000
Caerphilly Enterprise Fund - Fund 2 <i>Property Grants</i>	£0	£149,000	£149,000
Total for Business Grants	£106,251 <i>£31,251 for 19/20</i>	£149,000	£255,251 <i>£180,251 for 19/20</i>
Community Regeneration Grant	£0	£0	£0
Oakdale Community Benefit Fund	£10,000	£0	£10,000
Total for Community Grants	£10,000	£0	£10,000

7.6 It should be noted that any decisions relating to the CRF grants programme, will need to be viewed against the existing relationship between the Council and the Voluntary Sector. The Compact / Partnership Agreement is currently being renewed and will be presented in its final form to the Voluntary Sector Liaison Committee. Via the Compact Agreement, the Voluntary Sector Liaison Committee is a consultee on changes to third sector funding and should be included in the consultation process. It is therefore suggested that the recommendations in this report be presented to the voluntary sector and community groups (probably through consultation with the Voluntary Sector Liaison Committee) as part of a consultation process before implementation.

8. PERSONNEL IMPLICATIONS

- 8.1 Currently Business Support and Funding Team officers are the primary contact for the business growth grants with enquires relating to property improvements directed to the Urban Renewal team.
- 8.2 The restructuring of the Regeneration and Planning Department will identify roles and responsibilities for officers with regards to this new grants model, should it be implemented.

9. CONSULTATIONS

- 9.1 A wider consultation process is proposed with the voluntary sector and community organisations before implementation of the new grants programme. The results of this consultation will be reported back to Cabinet. The views and comments of consultees to date have been reflected in the report and certain concerns are outlined below. A response to each concern is outlined in italics below each bullet point.
- 9.2 The Community Regeneration Fund was previously administered by the Council's Policy Section. They are extremely concerned at the proposals to amalgamate the funds and refocus all of them on enterprise and job creation/employment. So rather than reflect their views and comments within the body of the report, it is considered prudent to summarise their views on the proposed refocusing of the current grant regime below.

- The Community Regeneration Fund has enabled third sector organisations to grow and thrive. The report fails to mention the significant match funding that the community grant programmes lever in from other sources. Between 2011/12 and 2016/17 a total of £1,897,312 was awarded via the Community Regeneration Fund, which levered in match funding of £3,351,769 from a variety of sources, which is a massive amount of economic benefit for the county borough as a whole.

Regeneration Officer Comments - *The proposed grant regime is not being established to deter community groups from applying but with the overall budget being cut year on year the grant regime needs to have a clear focus. This focus, as outlined in the report, will be on stimulating the local economy and as such the grants regime will concentrate on more defined economic outcomes. The voluntary sector and community groups do have access to a range of alternative funding bodies outside of this grants programme that they can apply to and expertise exists within the Council to continue to help signpost organisations and groups to these funding sources.*

- It appears very unjust that the focus is moving from supporting our local communities to only supporting businesses. The proposals in the report will make the majority of third sector organisation ineligible for the funding and, those that are will have to compete with the business sector. External grant sources such as EU funding were used to top up Council budgets to great effect. Many of the projects funded via the community grant schemes also included employing staff, so to suggest that the proposed changes will give a greater economic focus is not fully accurate.

Regeneration Officer Comments - *The recommendations in this report must be viewed in the wider context. Budgets for discretionary grants have seen severe cutbacks and although it is acknowledged that the CRF has had some positive economic benefits, its primary focus has always been around supporting community orientated projects. With dwindling resources, there is a need to make the process more competitive and it has been determined that there should be a refocus on projects that bolster the local economy. Groups who have traditionally accessed the CRF fund will still be able to bid into the fund but with more focused projects. Again it is worth re-iterating that all voluntary and community groups would acknowledge that there are numerous alternative funding mechanisms for community group support. Circa twenty alternative funding sources exist that these groups will still have access too and officers will signpost towards. Although budgets are being cut there will still exist a very strong and well staffed Community Regeneration Team offering support to these communities on a daily basis.*

- The report suggests that most of the CRF funding does not have a demonstrable impact on the local economy, and this is not the case. Had it not been for the seed funding provided by the Community Regeneration Fund, development projects like Newbridge Memo, Van Road Church in Caerphilly, Rudry Village Hall and many others simply may not have happened.

Regeneration Officer Comments - *This report does acknowledge the positive impact that the grants have had over time, but it also clearly argues that the Council must prioritise its reducing resources. It is believed that the best return on this budget will be to take a more focused economic approach to its distribution in order to bolster the robustness of local communities.*

- There is a need to consult with the voluntary sector in relation to the proposed changes. This is enshrined in the Compact agreement, which the Council is a primary signatory to. The Compact / Partnership Agreement is currently being renewed, having been approved in principle by the Public Services Board in September and will be presented in its final form to the Voluntary Sector Liaison Committee in due course. CCBC is a prime

signatory to the Compact and the Funding Code of Practice. Via the Compact Agreement, the Voluntary Sector Liaison Committee is a consultee on changes to third sector funding and should be included in your consultation. It is suggested that this report be presented to the Voluntary Sector Liaison Committee as part of the consultation process

Regeneration Officer Comments - *A full consultation process with the voluntary sector and community groups will be undertaken as part of the wider consultation process before the new grants regime goes live. This engagement will also allow the Council to highlight replacement funding opportunities available to these groups.*

- The report makes reference to the Well-being of Future Generations Act. The Act requires that all public bodies consider the social, economic, environmental and cultural benefits of everything that they do, so a focus purely on economic benefits would not be in keeping with the spirit of the Act. The vast majority of the projects previously funded via the CRF have impacts on multiple benefits, including economic.
- **Regeneration Officer Comments** - *The Well Being of Future Generations Act has been considered in delivering this report. Focusing the impact of grants towards maximising local economic activity will, it is believed, have the most profound effect on local communities well being. Stimulating more favourable economic conditions and new employment opportunities will have a plethora of positive outputs and outcomes on the local community as people's overall financial security/stability and well-being improves.*
- The report requires a full EQLA be carried out as many CRF funded projects are aimed specifically at these targeted groups. These target groups need to be fully consulted before the report is approved by Cabinet.

Regeneration Officer Comments - *This has been undertaken as part of the Cabinet report consultation mechanism. The full EQLA is attached at Appendix 2.*

- In a wider context Community Asset Transfer is becoming more of a focus for the Council in the current financial climate. With ever diminishing resources it is unlikely that Council will be able to maintain the range of community venues within the county borough such as community centres, sporting facilities, changing rooms etc. It will be difficult to expect community organisations to take on these sorts of facilities if the Council cannot offer financial support with grant funding. External funding sources that they can be signposted to and offered support.

Regeneration Officer Comments - *The CRF is a discretionary grants regime. Community and voluntary groups would be advised not to look to build support from this funding source into their building management or financial management models as further cuts are very probable.*

10. PROPOSAL SUMMARY

- 10.1 The report advocates the merging of the current Commercial Improvement Grant, the Business Development Grant, the Business Start Up Grant and the Community Regeneration Fund into the Caerphilly Enterprise Fund which will concentrate more activity on developing business growth and creating employment opportunities within the County Borough. The proposals will simplify the grants application process and seek to standardise grants administration throughout the Regeneration Division. Officers seek approval to undertake a consultation exercise with community groups and the voluntary sector over the proposals; in

particular the recommendation to effectively discontinue the Community Regeneration Fund and refocus its budget into delivering this new grants programme.

11. RECOMMENDATIONS

- 11.1 That Cabinet note the content of the report and the principles set out in it.
- 11.2 That Cabinet approve officers conducting a wider consultation exercise with the voluntary sector and community groups on the contents of the report.
- 11.3 That following consultation, a further report be presented to Cabinet.

12. REASONS FOR THE RECOMMENDATIONS

- 12.1 Primarily to allow officers to consult more widely on proposals to offer improved support to businesses and to maximise economic growth.

13. STATUTORY POWER

- 13.1 Sections 70 and 71(1) of the Government of Wales Act 2006 and sections 126-128 of the Housing Grants, Construction and Regeneration Act 1996.

Author: Allan Dallimore, Team Leader, Urban Renewal

Consultees: Cllr Sean Morgan, Deputy Leader and Cabinet Member for Economy, Infrastructure, Sustainability & Wellbeing of Future Generations
Christina HARRY – Interim Chief Executive
Mark S Williams, Interim Corporate Director (Communities)
Rhian Kyte, Head of Regeneration and Planning
Antony Bolter, Group Manager (Strategy Funding & Support)
Glenn Cooper, Project Officer, Urban Renewal Team
Clair Vokes, Grants Officer (Strategy Funding and Support)
Tina McMahon, Community Regeneration Manager
Dave Roberts, Principal Group Accountant
Nadeem Akhtar, Group Accountant, Corporate Finance
Kath Peters, Corporate Policy Manager
Alison Palmer, Community Planning Co-Ordinator
Vicki Doyle, Policy Officer, Statistics and Funding
Anwen Cullinane, Senior Policy Officer – Equalities and Welsh Language
Shaun Watkins, Principal Personnel Officer

Appendices:

Appendix 1 – Voluntary Sector/Community Group: Sources of External Grants
Appendix 2 – Equalities Impact Assessment

Appendix 1

GRANT SCHEME NAME	PROVIDER	GRANT DESCRIPTION	WHO CAN APPLY	CAPITAL / REVENUE	GRANT AMOUNT	MATCH FUNDING REQUIRED
Technical Assistant Grant	CCBC	To support charities and voluntary organisations in Caerphilly undertaking a capital project with costs associated with technical assistance	Voluntary or Charitable organisations in Caerphilly	Capital	Up to £4800 including VAT	Not stated
Welsh Church Fund	CCBC	To promote the activities of voluntary organisations that benefit the people of Caerphilly and enrich local communities	Registered voluntary charities, movements and institutions which contribute towards community life, community organisations, community based projects, churches and chapels	Capital	Smaller Projects up to £5,000 or larger projects up to a maximum of £10,000	Up to £5000 fully funded for larger projects of over £5000, the remaining amount will be subject to a grant rate of 75% up to a maximum grant of £10,000
Health & Wellbeing Grant	Aneurin Bevan University Health Board	The purpose of the Health, Social Care and Wellbeing Grant is to support voluntary organisations working within the Caerphilly County Borough area on projects related to improving the health and wellbeing of residents.	Voluntary or community organisation, charity, community interest company or social enterprise operating in Caerphilly County Borough	Capital & Revenue	Max £4000	fully funded or match funded
GAVO Cash 4 U Grant	GwirVol Partnership	The purpose of the Cash 4 U Grant is to fund exciting and worthwhile projects that create more Volunteering opportunities for young people aged 14-25.	Voluntary organisations	Capital & Revenue		

Garfield Weston Foundation	Garfield Weston Foundation	Supports a wide range of charitable activity in the UK in areas such as arts, community, education, environment, youth, faith, health, welfare, museums and heritage	UK registered charities, Charitable Incorporated Organisations, Educational establishments including schools & universities, Churches, Housing Associations, Museums and Galleries	Capital & Revenue	Regular grants of up to £100,000 or Major Grants of £100,000 and above	Match Funding required. Capital projects 10% of total project cost. Revenue projects 10-20% of organisations total income/salary. Like to see evidence of 50% funding before applying for grant
Coalfields Community Grants - Wales	The Coalfields Regeneration Trust	The programme is for community and voluntary organisations that can clearly demonstrate that a grant will impact positively on people living in the former Coalfield Communities of Wales	Community & Voluntary Organisations	Capital & Revenue	From £500 up to £7000	Fully funded up to £7,000 or can be used to match fund
Gwent High Sheriffs' Community Fund	Community Foundation in Wales	Funding is available for community-based initiatives and projects that reduce crime and improve community safety in Gwent. The fund aims to provide a safer and better quality of life for the people of Gwent	Community groups, voluntary organisations and local charities in Gwent, ie the local authority areas of Newport, Blaenau Gwent, Torfaen, Monmouthshire and Caerphilly.	Capital	Max £5000	
National Lottery Awards for All - Wales	Big Lottery Fund	Grants are available for community organisations, schools and statutory bodies in Wales to help improve local communities and the lives of people most in need	Voluntary and community organisations, including: registered charities, constituted groups and clubs, not-for-profit companies and community interest companies, social enterprises, schools, statutory bodies including town, parish, and community council.	Capital & Revenue	Grants between £300 and £10,000	Fully funded up to £10,000 or match funded

Wales - People and Places	Big Lottery Fund	People and Places aims to support people and communities working together and using their strengths to make positive impacts on the things that matter to them the most	Voluntary or community organisation, registered charities, constituted groups or clubs, community interest companies, social enterprises, schools, statutory bodies including town, parish or community council	Capital & Revenue	Medium grant offers from £10,001 to £100,000 for projects lasting up to 5 years and Large grant offers from £100,001 to £500,000 for projects lasting up to 5 years	Funding is available for all eligible costs of the project but applicants are encouraged to seek funding from other sources
People's Postcode Trust	People's Postcode Lottery	Provides project based funding for up to 12 months in length ranging from £500 - £20,000 to organisations within Great Britain. The current themes of the Trust are: Poverty Prevention, Employability Programmes and Human Rights through combatting discrimination	Registered charity, CIO/SCIO, Constituted voluntary or community group, social enterprise, community interest company, not-for-profit organisation, local club or other constituted community group	Capital & Revenue	£500 - £20,000	
Tesco Bags of Help	Tesco / Groundwork	Bags of Help is Tesco's local community grant scheme where the money raised by the carrier bag charge in tesco stores is being used to fund thousands of community projects across the UK. The projects must meet the criteria of bringing benefits to the community.	voluntary or community organisations including registered charities/companies, schools, health bodies, NHS Hospital Trust, Foundation Trust, Parish/Town Councils, Local authorities and social housing providers	Capital	From £1000 to £4000 can be awarded	Fully funded or match funded if larger project
Tudor Trust	Tudor Trust	Core funding, unrestricted funding, project grants, capital grants	organisations/charities seeking support for work that has a charitable purpose	Capital & Revenue	No limit set	Fully funded

Local Community Projects Fund	Greggs Foundation	The Local Community Projects Fund awards grants of up to £2000 to enable not for profit organisations to do something they otherwise couldn't afford to.	Organisations supporting people in need. Any not for profit organisation can apply, however larger organisations with a turnover in excess of £300,000 will be unsuccessful	Capital	£2,000	Fully funded
Esmee Fairbairn Foundation	Esmee Fairbairn Foundation	Grants available to organisations doing legally charitable work in the UK that focuses on the Foundation's funding priorities in the arts, children and young people, the environment, food or social change	Charities and not-for-profit organisations with a regular annual turnover of at least £50,000	Capital & Revenue	Max £500,000	Match funding is not required however, it may help to have funding commitments from other sources and a credible investment raising plan
Tampon Tax Community Fund	Department for Digital, Culture, Media and Sport	Grants are available to local not-for-profit organisations for local projects that improve the lives of disadvantaged women and girls in local communities across the UK	Registered UK charities, constituted community groups, companies limited by guaranteed with charitable aims, community interest companies, co-operatives, credit unions, social enterprises	Revenue	£10,000	Fully funded or match funded
Trusthouse Charitable Foundation	The Trusthouse Charitable Foundation	Grants are available to smaller charitable and not-for-profit organisations in the UK to fund community support, arts, education and heritage projects in areas of extreme urban deprivation or remote, socio-economically deprived rural areas	Established charitable organisations including CICs, social enterprises, not-for-profit registered companies, voluntary organisations	Capital & Revenue	Max £60,000	Applicants must have secured a minimum of 50% of the total project cost before applying for both capital & revenue projects

Co-op Local Community fund	Co-op Membership	Helps pay for local projects that co-op members care about through 1% of own brand sales and carrier bag charges	Charities, local community groups or not-for-profit organisations	Capital & Revenue		
ACT Foundation (ACT)	ACT Foundation	Provides grants to individuals and other UK charities with the aim of enhancing the quality of life for people in need, specifically the mentally and physically disabled and the aged.	UK registered charities	Not specified	No upper limit but most grant awards are for under £10,000	
Armed Forces Covenant Fund Trust - Veterans Community Centres Programme	Ministry of Defence	The funding is to be used to improve existing community centres used by veterans.	Registered charity or CIC that already supports the Armed Forces Community	Capital	£30,000	Fully Funded
Baily Thomas Charitable Fund	Baily Thomas Charitable Fund	The Charity aims to support work for the aid and relief of those affected by learning disability	Voluntary organisations which are registered charities or are associated with a registered charity	Capital or Revenue	two grant schemes - small grants from £250 up to £10,000 or general grants over £10,000	Can be match funded
Improving Lives Grant Programme	The Henry Smith Charity	Grants for small and medium sized organisations in the UK to support projects and the running costs of organisations	Charities and not-for-profit organisations including social enterprises	Capital & Revenue	£20k - £60k	

EQUALITY IMPACT ASSESSMENT FORM

October 2018

THE COUNCIL'S EQUALITIES STATEMENT

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

The Council is required to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not.

The Act explains that having due regard for advancing equality involves:

- removing or minimising disadvantages experienced by people due to their protected characteristics
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- encouraging people with protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

The protected characteristics are:

- | | |
|----------------------------------|----------------------------------|
| • Age | • Race |
| • Disability | • Religion, Belief or Non-Belief |
| • Gender Re-assignment | • Sex |
| • Marriage and Civil Partnership | • Sexual Orientation |
| • Pregnancy and Maternity | • Welsh Language* |

* The Welsh language is not identified as a protected characteristic under the Equality Act 2010, however in Wales we also have to treat Welsh and English on an equal basis as well as promoting and facilitating the use of the Welsh language.

Further advice on completing impact assessments can be found on the equalities pages of Corporate Policy Unit Portal.

THE EQUALITY IMPACT ASSESSMENT

NAME OF NEW OR REVISED PROPOSAL*	Establishment of a new Caerphilly Enterprise Fund which combines all of the current grant funding programmes run under the Regeneration Department.
DIRECTORATE	Communities
SERVICE AREA	Regeneration & Planning – Urban Renewal and Business Support & Funding Teams
CONTACT OFFICER	Allan Dallimore Urban Renewal Team Leader dallia@caerphilly.gov.uk 01443 866441
DATE FOR NEXT REVIEW OR REVISION	N/A

***Throughout this Equalities Impact Assessment Form, ‘proposal’ is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities and Welsh Language issues have been proactively considered throughout the decision making processes governing work undertaken by every service area in the Council as well as work done at a corporate level.

The Council’s work across Equalities, Welsh Language and Human Rights is covered in more detail through the [Equalities and Welsh Language Objectives and Action Plan 2016-2020](#).

When carrying out an EIA you should consider both the positive and negative consequences of your proposals. If a project is designed for a specific group e.g. disabled people, you also need to think about what potential effects it could have on other areas e.g. young people with a disability, BME people with a disability.

There are a number of supporting guidance documents available on the [Corporate Policy Unit Portal](#) and the Council’s Equalities and Welsh Language team can provide advice as the EIA is being developed. Please note that the team does not write EIAs on behalf of service areas, the support offered is in the form of advice, suggestions and in effect, quality control.

Contact equalities@caerphilly.gov.uk for assistance.

PURPOSE OF THE PROPOSAL

1	<p>What is the proposal intended to achieve? <i>(Please give a brief description and outline the purpose of the new or updated proposal by way of introduction.)</i></p> <p>A draft cabinet report presents a proposal to combine the existing regeneration grants into a single “Caerphilly Enterprise Fund” with a refocus towards offering improved support to start up businesses, stimulating economic growth, filling identified supply chain voids and supporting job creation. Officers have undertaken a review of the current regeneration grant regimes, and have recommended merging the grants into a single, targeted grant regime with an economic output focus. This Caerphilly Enterprise Fund will look to streamline the existing grants processes and have one point of access, making it easier to navigate for applicants.</p> <p>The Cabinet report proposes the refocusing of all regeneration grants towards economic outputs under a streamlined grants protocol. The report advocates that part of the Community Regeneration Fund (CRF) budget be identified as a possible MTFP saving and the remainder re-focused towards supporting business and property grants that the department operates. The current 2018/19 approved budgets for CRF are £100,057 revenue and £100,000 capital. Likewise, it is proposed that the Community Regeneration Fund capital budget be re-directed towards the property focused category of the proposed Caerphilly Enterprise Fund.</p> <p>Effectively the report recommends the closure of the current CRF programme of grant funding as it operates at present. Whilst the purpose of the Community Regeneration Fund (CRF) has been to foster and enhance viable and sustainable communities within Caerphilly county borough, it is acknowledged that with reduced internal resources, the focus of grant activity should be focused on economic outputs. It is further acknowledged that there are external grants bodies who offer similar funding for local projects. The new Caerphilly Enterprise Fund will not exclude community groups from bidding into it, but the focus of the grants will be much narrower. It is acknowledged that the new grant regime may mean that some community groups will no longer be able to bid in for funding.</p>
2	<p>Who are the service users affected by the proposal? <i>(Who will be affected by the delivery of this proposal? e.g. staff members, the public generally, or specific sections of the public i.e. youth groups, carers, road users, people using country parks, people on benefits etc. Are there any data gaps?)</i></p> <p>The proposed Caerphilly Enterprise Fund will offer improved support to start up businesses and will offer a streamlined grants application process to existing SME's that will be easier to access, be more responsive to the needs of the business community and help stimulate economic growth. Local businesses and entrepreneurs will benefit from a more focused and better funded grants programme.</p> <p>The Enterprise fund will harmonise the existing Regeneration grants processes under one umbrella. The current CRF is used by voluntary and community groups to deliver community based projects that must have one of more of the following aims:</p> <ul style="list-style-type: none">• they will enhance employment prospects and skills of local people, particularly the young and those at a disadvantage, and promote equality of opportunity• they will protect and improve the local environment and infrastructure, and bring land and buildings into effective use• they will enhance the quality of life of people through social, cultural and recreational opportunities• they will promote and encourage local people to secure a sustainable future for local communities and/or encourage regeneration.

	<p>With the proposed new regime, community groups and social enterprises will only be able to submit bids aimed at the first of the bullet points above, specifically at economic outputs</p> <p>In 2017-18, £129K revenue and £167K capital was allocated to 17 projects in 5 bidding rounds. The ability to fund third sector projects for anything other than economically focused projects would be lost if the current funding levels were identified as MTFP savings or vired to the new Caerphilly Enterprise Fund.</p> <p>The existing CRF Fund has traditionally enabled community and voluntary sector organisations in the county borough to bid for funding to take forward initiatives they have developed for the benefit of the local community or service users. Since its inception in 2011 a wide range of groups have received grant aid at up to 80% intervention rate. Churches, sports clubs, scout groups, Older people groups and local community partnerships are regular recipients of the grant with bigger organisations such as GAVO and Inside Out also receiving monies from the fund. These groups will still be able to bid into the enterprise fund but will need to have more focused projects. In addition, Council officers will continue to work with these groups to signpost them to the various external grant bodies that they can access</p> <p>A wider consultation process will be conducted with the voluntary sector and community groups</p>
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IMPACT ON THE PUBLIC AND STAFF

<p>3</p>	<p>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals? <i>(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)</i></p> <p>The proposed Caerphilly Enterprise Fund will be delivered using protocols and processes that comply with the Council’s Strategic Equality Plan and the Welsh Language Measure. All documentation will be bi-lingual.</p> <p>The application will include questions regarding Welsh language and equalities and how the grantee will pay due regard to both.</p> <p>The application process will be easier to navigate for potential grant applicants. The programme will be open, transparent and more streamlined</p> <p>The creation of the Caerphilly Enterprise Fund will effectively bring a single application process for applicants to bid into for projects. The Voluntary Sector and community groups will be advised on how best to bid under this fund and will also be signposted to other funding opportunities for projects.</p> <p>A wider consultation exercise is advocated before the proposals are implemented</p>
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4	Is your proposal going to affect any people or groups of people with protected characteristics? <i>(Has the service delivery been examined to assess if there is any indirect effect on any groups? Could the consequences of the policy or savings proposal differ dependent upon people's protected characteristics?)</i>	
Protected Characteristic	Positive, Negative, Neutral	Relevance of the Policy or Practice
Age	negative	Some grants have been awarded to help these groups. Possible negative impact if they are discontinued
Disability	negative	Some grants have been awarded to help these groups. Possible negative impact if they are discontinued
Gender Reassignment	neutral	
Marriage & Civil Partnership	neutral	
Pregnancy and Maternity	neutral	
Race	neutral	
Religion & Belief	negative	Some grants have been awarded to help these groups. Possible negative impact if they are discontinued
Sex	neutral	
Sexual Orientation	neutral	

5	<p>In line with the requirements of the Welsh Language Standards. (No.1) Regulations 2015, please note below what effects, if any (whether positive or adverse), the proposal would have on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language.</p> <p><i>(The specific Policy Making Standards requirements are Standard numbers 88, 89, 90, 91, 92 and 93. The full detail of each Standard is available on the Corporate Policy Unit Portal. Although it is important that what is outlined in the proposal is available in Welsh and English, please consider wider impacts on Welsh speakers.)</i></p> <p>Consideration has been given to the how the project will be delivered having due regard for the Welsh language.</p> <p>All information and promotional material made available to the public will be in line with the requirements of the Welsh Language Standards and is produced bilingually. All application forms under the proposed Caerphilly Enterprise Fund will also be available bilingually. Officers will ensure that the Welsh Language Standards which relate to Grants are adhered to as part of the process.</p>
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INFORMATION COLLECTION

6	<p>Please outline any evidence and / or research you have collected which supports the proposal? This can include an analysis of service users. <i>(Is this service effectively engaging with all its potential users or is there higher or lower participation of uptake by one or more protected characteristic groups? If so, what has been done to address any difference in take up of the service? Does any savings proposal include an analysis of those affected?)</i></p> <p>Commercial Improvement Grants In the financial 5 year period between 2013 and 2018 a total of 16 CIG were awarded for improvement works to properties in towns and villages throughout the County Borough. Although the maximum grant award is £15,000 under this programme, the average grant award was £9,100. Evidence therefore suggests that reducing the maximum grant approval to £10,000 will still stimulate economic activity and will also allow more applications to be processed per annum. The Council holds a very large database for property owners who have submitted an Expression of Interest. To date there are over 60 expressions of interest,</p> <p>Business Grants (BDG & BSUG) Evidence from the 3 previous years suggests that BDG grants at a maximum of £2,000 do help create jobs in small businesses. When compared against the recent LIF programme, (which had an average grant rate of nearly £6,000) the evidence shows that the BDG regime appear to be better value for money. Although it could be argued that a more targeted approach with a maximum grant to £10,000 would help deliver greater impact to fewer businesses, the facts show that awards at a lower level do help business growth and create more jobs overall than a more targeted approach. Evidence shows that the full budget is fully expended 'year on year' with strong demand for the grants programme.</p> <p>Small BSUG grants have been offered at a maximum rate of £500 per application. Feedback from officers administrating the grant suggests that this level of support is ideal to help start lifestyle micro businesses. With a small budget of £5,000 which is derived from an annual donation from TATA Steel, it appears illogical to increase the grant level as this would dramatically reduce the number of new businesses that could be supported. Also by retaining the core elements of the grant this will also help any future awards to comply with the terms and conditions imposed by TATA Steel.</p> <p>Current Community Regeneration Fund Since 2011 a wide range of groups have received grant aid at up to 80% intervention rate. Churches, sports clubs, scout groups, OAP groups and local community partnerships have been regular recipients of the grant with bigger organisations such as GAVO and Inside Out also receiving monies from the fund. Between 2011/12 and 2016/17 a total of £1,897,312 was awarded via the Community Regeneration Fund, which levered in match funding of £3,351,769 from a variety of sources, However in 2017/18 the fund was under-subscribed.</p> <p>It has been established that there are circa twenty external bodies who offer grant support to the voluntary sector and community groups and it is proposed that CCBC groups use these to a greater extent than they have to date.</p> <p>Information will be gathered during the consultation period with the voluntary sector and community groups and will be reflected in the final report to Cabinet on this proposal.</p>
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CONSULTATION

7	<p>Please outline the consultation / engagement process and outline any key findings. <i>(Include method of consultation, objectives and target audience. What steps have been taken to ensure that people from various groups have been consulted during the development of this proposal? Have you referred to the Equalities Consultation and Monitoring Guidance?)</i></p> <p>Before implementing the move towards an overarching Caerphilly Enterprise Fund that concentrates on economic outputs it is proposed that the new grants protocol will go to the Voluntary Sector Liaison Committee (and or the voluntary sector/community groups individually) The VSLC is a consultee on changes to third sector funding and as such will have a chance to comment on the proposals from this stance. In addition, the Cabinet report recommends that Cabinet approve wider consultation with community groups and voluntary sector organisations on the proposals within the report.</p>
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MONITORING AND REVIEW

8	<p>How will the proposal be monitored? <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community, or that the savings proposals are achieving the intended outcomes with no adverse impact? Are comments or complaints systems set up to record issues by Equalities category to be able analyse responses from particular groups?)</i></p> <p>The Caerphilly Enterprise Fund grants, like the current business grants, will have an inbuilt monitoring protocol.</p> <p>Officers within the Regeneration team will have the specific role of monitoring not only who grants have been awarded to but also the impact off the grants on those businesses/organisations who they are awarded to.</p>
9	<p>How will the monitoring be evaluated? <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <p>Officers monitor the grants and evaluate them using a set of criteria that the grants are awarded against. The criteria currently do not include for impact on protected characteristics.</p> <p>However the Council will ensure that residents of Caerphilly are potentially able to benefit from the economic impacts of grant award and that grant applications are encouraged from all geographic locations.</p>
10	<p>Have any support / guidance / training requirements been identified? <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equalities or Welsh Language training of some sort?)</i></p>

Officers need to encourage collaborative working and encourage all grant applicants and recipients to work to sustainable development principles (I-CLIP – involvement, collaboration, long term, integration, prevention) and use the medium of Welsh where possible and practicable.

Officers from within the Council's Community Regeneration and Economic Development section will continue to offer support and advice to community and voluntary groups as to how best to take projects forward and benefit from external grant bodies

11 If any adverse impact has been identified, please outline any mitigation action.

Officers will ensure that all partners and local organisations are aware of the new Caerphilly Enterprise Fund and are encouraged to submit applications.

There are a large number of external community and voluntary sector grants programmes and vehicles that the Council can help signpost groups to, that will help alleviate any negative impact of the CRF fund being withdrawn

12 What wider use will you make of this Equality Impact Assessment?
(What use will you make of this document i.e. as a consultation response, appendix to approval reports, publicity etc. in addition to the mandatory action shown below?)

The assessment will underpin delivery of the Caerphilly Enterprise fund to ensure that all communities, groups, their protected characteristics are given the same opportunity to access the funding.

The EIA will be appended to the Cabinet report

13	<p>An equality impact assessment may have four possible outcomes, through more than one may apply to a single proposal. Please indicate the relevant outcome(s) of the impact assessment below.</p> <p style="text-align: right;">Please tick as appropriate:</p> <p>No major change – the impact assessment demonstrated that the proposal was robust; there was no potential for discrimination or adverse impact. All opportunities to promote equality have been taken. <input type="checkbox"/></p> <p>Adjust the proposal – the impact assessment identified potential problems or missed opportunities. The proposal was adjusted to remove barriers or better promote equality. <input type="checkbox"/></p> <p>Continue the proposal – the impact assessment identified the potential problems or missed opportunities to promote equality. The justification(s) for continuing with it have been clearly set out. (The justification must be included in the impact assessment and must be in line with the duty to have due regard. Compelling reasons will be needed for the most important relevant proposals.) <input checked="" type="checkbox"/></p> <p>Stop and remove the proposal – the impact assessment identified actual or potential unlawful discrimination. The proposal was stopped and removed, or changed. <input type="checkbox"/></p>
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Completed by:	Allan Dallimore
Date:	20.11.18
Position:	Team Leader, Urban Renewal
Name of Head of Service:	Rhian Kyte – Head of Regeneration and Planning

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CABINET 27TH FEBRUARY 2019

SUBJECT: FUNDING FOR THE INSTALLATION OF ENERGY EFFICIENT LIGHTING THROUGHOUT TY PENALLTA

REPORT BY: INTERIM CORPORATE DIRECTOR (COMMUNITIES)

1. PURPOSE OF REPORT

- 1.1 The report seeks Cabinet approval of funding arrangements for the installation of energy efficient lighting throughout Ty Penallta offices.

2. SUMMARY

- 2.1 The existing florescent lights within Ty Penallta are to be replaced with modern energy efficient LED fittings. This £175,000 project will reduce the annual electricity bill by £24,000 and reduce the Authority's carbon footprint by 83 tonnes per annum. The upgrade project is approved for funding via the Local Authority Energy Financing (LEAF) invest to save loan scheme and work can start in February 2019. However, it is proposed that a portion of the projected Miscellaneous Finance underspend be utilised to pay off the loan in 2018/19 which will allow the annual energy cost saving to be declared as a recurring MTFP saving. The released LEAF funds will be diverted to other energy reduction projects on or within Authority buildings.

3. RECOMMENDATIONS

- 3.1 It is recommended that Cabinet approve the use of a portion of the projected Miscellaneous Finance underspend to fund the Ty Penallta lighting upgrade project costing £175,000 and that the associated energy cost saving of £24,000 be declared as a recurring MTFP saving.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 The recommendation allows in year underspends to be used to invest in a project which will deliver recurring revenue cost savings with a payback period of approximately 7 years.

5. THE REPORT

5.1 The lighting to the main office areas within Ty Penallta is based on a now outdated technology. The lights within the west wing of the first floor were replaced with modern movement and light sensitive LED fittings in 2018. These new lights use 75% less energy than the previous fittings but as they dim on brighter days and are movement activated the actual energy saving will be greater. This trial was successful and the upgrade is now intended to be rolled out to the rest of the building. A £175,000 project was approved for Local Authority Energy Financing (LEAF) invest to save funding and following a competitive tender process the contract was awarded with work to commence in February 2019.

5.2 The LEAF funding is a loan which is normally repaid over many years so a recurring revenue cost saving arising from the reduced electricity costs would not be realised and it is now proposed that a portion of the projected Miscellaneous Finance underspend is used to pay off the loan in 2018/19. The £24,000 annual reduction in electricity charges would then be offered as a recurring MTFP saving.

5.3 Conclusion

Given the availability of funds, it is recommended the project is fully funded by the Authority in 2018/19 and the consequential electricity cost saving declared as a recurring MTFP saving thereafter.

6. ASSUMPTIONS

6.1 The projected electricity cost saving is based on 2018/19 unit electricity charges and operational experience relating to operating hours. It is likely that electricity costs will increase and therefore the projected saving is considered conservative.

7. LINKS TO RELEVANT COUNCIL POLICIES

7.1 The reduction in carbon emissions resulting from reduced energy consumption links to the Public Service Board Well Being Plan and its “Cleaner and Greener” priority.

7.2 The resultant recurring revenue saving links to the Authority’s medium term financial plan and the need to reduce revenue expenditure in future years.

7.3 In this regard the savings directly link to the Authority’s medium term financial plan principle aimed at limiting the impact of cuts on front link services by reducing expenditure elsewhere.

8. WELL-BEING OF FUTURE GENERATIONS

8.1 The recommendation within this report links to the well being goal “A Globally responsible Wales” as a result of reducing the Authority’s carbon footprint.

8.2 The recommendation within this report is consistent with the five ways of working as defined within the sustainable development principle in the Act and in particular the importance of balancing short-term needs with the need to safeguard the ability of future generations to meet their long-term needs.

8.3 The recommendation within this report secures a recurring revenue saving which will reduce financial pressure on other areas and is therefore consistent with long term aim of the Well-being of Future Generations (Wales) Act to improve the social, economic, environmental and cultural well-being of Wales.

9. EQUALITIES IMPLICATIONS

9.1 There are no equalities implications associated with the recommendations within this report.

10. FINANCIAL IMPLICATIONS

10.1 The recommendation within this report requires that £175,000 of the projected Miscellaneous Finance underspend is diverted to fund the lighting upgrade project but will give rise to a recurring revenue saving of £24,000 per annum.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications arising from the recommendations within this report.

12. CONSULTATIONS

12.1 The views of the consultees listed below have been incorporated in this report.

13. STATUTORY POWER

13.1 Local Government Acts 2000.

Author: Mark Williams – Interim Head of Property Services –
willim17@caerphilly.gov.uk

Consultees: Cllr Lisa Phipps – Cabinet Member for Homes and Places
lisaphipps@caerphilly.gov.uk
Nicole Scammell – Head of Corporate Finance & Section 151 Officer
scammn@caerphilly.gov.uk
Paul Rossiter – Energy Water & Conservation Officer
rossip@caerphilly.gov.uk
Rob Tranter – Head of Legal Services/Monitoring Officer
trantrj@caerphilly.gov.uk
Mark S Williams – Interim Corporate Director(Communities)
willims@caerphilly.gov.uk

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CABINET – 27TH FEBRUARY 2019

SUBJECT: CABINET FORWARD WORK PROGRAMME

REPORT BY: CORPORATE DIRECTOR – EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

1.1 To seek Cabinet endorsement of the Forward Work Programme for the period February to May 2019.

2. SUMMARY

2.1 The report outlines a proposed Forward Work Programme of future Cabinet reports.

2.2 The Forward Work Programme is updated on a weekly basis to reflect any amendments that are made to it since it was first agreed on 22nd January 2014.

3. LINKS TO STRATEGY

3.1 The Council is required to publish a Cabinet Forward Work Programme to assist in open and transparent decision-making.

3.2 The Forward Work Programme contributes to the following Well-being goals within the Well-being of Future Generations Act (Wales) 2015, by ensuring that decision making is made against the following goals:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales

4. THE REPORT

4.1 The Cabinet Forward Work Programme sets out the key reports that Cabinet expects to receive in the coming months. It is a legal requirement that such programmes are published. The programme is an important way of tracking progress against targets set in the Council's Improvement Plan.

4.2 Appendix 1 to this report sets out details of the Cabinet Forward Work Programme for the period February to May 2019.

4.3 It should be noted that urgent and unanticipated reports could be added to the Cabinet Work Programme.

- 4.4 Members will be aware that, following the Scrutiny review and recommendations approved by Council on 6th October 2015, that it was agreed that the format of the Forward Work Programme will be reviewed so that it gives more detailed narratives. This has been undertaken and presented at Appendix 1.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 This report contributes to the Well-being Goals as set out in Links to Strategy above. It is consistent with the five ways of working as defined within the sustainable development principle in the Act in that it ensures that the Cabinet Forward Work Programme is regularly published and publically available, thus informing the public and stakeholders of upcoming reports and key issues and offering them the opportunity to attend and observe executive decisions, thus promoting openness and transparency.

6. EQUALITIES IMPLICATIONS

- 6.1 The principles of good governance are directly linked to the Council's Strategic Equality Objectives, stemming from duties under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Welsh Language (Wales) Measure 2011. Equalities Implications are a standard part of all committee reports in order to ensure that due consideration has been given to the views of individuals and groups from the communities of Caerphilly county borough, regardless of their backgrounds and circumstances.

7. FINANCIAL IMPLICATIONS

- 7.1 There are no financial implications associated with this report.

8. PERSONNEL IMPLICATIONS

- 8.1 There are no personnel implications associated with this report.

9. CONSULTATIONS

- 9.1 There are no consultation responses that have not been reflected in this report.

10. RECOMMENDATIONS

- 10.1 It is recommended that Cabinet approve the Forward Work Programme as outlined in Appendix 1.

11. REASONS FOR THE RECOMMENDATIONS

- 11.1 To satisfy legislative requirements and to ensure more transparent and effective decision-making.

12. STATUTORY POWER

- 12.1 Local Government Acts 1972 and 2000.

Author: Cath Forbes-Thompson, Interim Head of Democratic Services
Consultees: Corporate Management Team

Appendices:
Appendix 1 Cabinet Forward Work Programme

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Cabinet - Cabinet & PDM Forward Work Programme - 27/02/2019

Title	Key Issues	Author	Cabinet Member	Time	Attendees
Bedwelty School Playing Fields	To seek the views of Cabinet on the disposal of two football fields situated within the grounds of the former Bedwelty Comprehensive School, Aberbargoed following the completion of the consultation process outlined within the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015	M Headington	Cllr. Lisa Phipps		
Review of CCBC Regeneration Grants	To make recommendations to Cabinet following a review undertaken on the revenue and capital grant schemes currently administered by the Council's Regeneration Division. The report outlines proposals to amalgamate the grants into a combined "Caerphilly Enterprise Fund" and to focus their delivery to areas where they will have the biggest impact.	R. Kyte	Cllr. Sean Morgan		
Funding for the installation of energy efficient lighting through Ty Penallta	The report seeks Cabinet approval of funding arrangements for the installation of energy efficient lighting throughout Ty Penallta offices.	Mark Williams	Cllr. Lisa Phipps		
Cabinet Forward Work Programme	For discussion and update	Catherine Forbes-Thompson			

Cabinet - Cabinet & PDM Forward Work Programme - 13/03/2019

Title	Key Issues	Author	Cabinet Member	Time	Attendees
Hafodyrynys Air Quality Feasibility Study	To present for approval for public consultation the draft Final Plan prepared in response to the Air Quality Direction issued by Welsh Government in respect of compliance with the EU Air Quality Directive at Hafodyrynys	Rob Hartshorn	Cllr. Eluned Stenner		
Education Attainment Strategy		Richard Edmunds	Cllr. Phillipa Marsden		
EAS Business Plan		EAS	Cllr. Phillipa Marsden		
Post 16/ Single Sex Review Terms of Reference		Richard Edmunds	Cllr. Phillipa Marsden		
Food Hygiene Rating (Wales) Act 2013- Proposed Increase in Re-Rating Fee	To seek Cabinet approval for an increase in the food hygiene re-rating visit fee.	Rob Hartshorn			
Schools Capital Programme	To make recommendations to Cabinet on the allocation of the Schools Capital Programme	Sue Richards	Cllr. Phillipa Marsden		
Flexible Retirement	Formal agreement for the period of flexible retirement to be changed	L Donovan	Cllr. Colin Gordan		

Cabinet - Cabinet & PDM Forward Work Programme - 27/03/2019

Title	Key Issues	Author	Cabinet Member	Time	Attendees
Community Asset Transfer Principles	To seek the views of Cabinet on the adoption of a set of principles in relation to the transfer of playing fields and sporting organisations	Mike Headington	Cllr. Lisa Phipps		
New Community Resource Centre at Ty Sign	To seek Cabinet support in principle for the development of a new Community Resource Centre in Ty Sign, Risca	Rob Hartshorn	Cllr. Nigel George		
Publication of the Gender Pay Gap Data 2018	To meet the statutory obligation to publish CCBC data by the 30th March each year in accordance with the Equality Act 2010	Lynne Donovan	Cllr. Colin Gordan		
Non-Residential Social Services Charging	To propose changes to the current non-residential charging model to ensure equity for all service users.	Jo Williams	Cllr. Carl Cuss		
Caerphilly 2022		Steve Harris	Cllr. Colin Gordan		
Welsh Church Fund	To provide an update on the revised grant levels and criteria approved by Cabinet on 28th March 2018 and to determine whether further revisions are required.	Stephen Harris	Cllr. Barbara Jones		

Cabinet - Forward Work Programme

Wednesday - 10/04/2019

Title	Key Issues	Author	Cabinet Member	Time	Attendees
Newbridge Leisure Centre Fitness Suite	To seek Cabinet approval for improvements to the fitness suite at Newbridge Leisure Centre	Rob Hartshorn	Cllr. Nigel George		
Pontllanfraith Leisure Centre	To consider the Future of the Leisure	Mark S Williams	Cllr. Nigel George		
Children's Centre.	To consider the building of a new Children's centre in the County Borough and to highlight the issues of joint funding between CCBC and the Aneurin Bevan University Health Board.	J. Williams	Cllr. Carl Cuss		
Chartist Gardens Development, Pontllanfraith		Mark S. Williams/Dave Street	Cllr. Lisa Phipps		

Wednesday - 24/04/2019

Corporate Asset Management Strategy		Mark Williams			
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Wednesday - 15/05/2019

2019 Property Review Report	Annual Report to be approved by Cabinet	Mark Williams			
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Wednesday - 29/05/2019

Wednesday - 12/06/2019

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