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**Date: 12th December 2019**

Dear Sir/Madam,

A meeting of the **Grants to the Voluntary Sector Panel** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach on Thursday, 19th December, 2019 at 5.00 pm** 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 meetings and you may be escorted from the premises.

Yours faithfully,

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

**Christina Harrhy**  
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 this 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

Correspondence may be in any language or format | Gallwch ohebu mewn unrhyw iaith neu fformat



To receive and note the following minutes:-

3 Grants to the Voluntary Sector held on 24th July 2019. 1 - 4

To receive and consider the following report(s) from the Head of Corporate Finance & Section 151 Officer: -

4 Applications for Financial Assistance. 5 - 12

5 Review of General Criteria Grants. 13 - 26

**Circulation:**

Councillors C. Andrews, M. Davies, A. Farina-Childs, A. Gair, R.W. Gough (Vice Chair), D.T. Hardacre, A.G. Higgs, L. Jeremiah, Mrs A. Leonard, Mrs G.D. Oliver (Chair), D.W.R. Preece, J.E. Roberts, R. Saralis, J. Taylor and A. Whitcombe

And Appropriate Officers

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## GRANTS TO THE VOLUNTARY SECTOR PANEL

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH  
ON WEDNESDAY, 24TH JULY 2019 AT 5.00 PM

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PRESENT:

Councillor Mrs G. Oliver – Chair  
Councillor R. Gough – Vice Chair

Councillors:

Mrs C. Andrews, M. Davies, A. Higgs, L. Jeremiah, D. Preece, J. Roberts, R. Saralis J. Taylor  
and A. Whitcombe.

Together with:

S. Harris (Interim Head of Corporate Finance), V. Doyle (Policy Officer) and C. Evans  
(Committee Services Officer).

### 1. TO APPOINT A CHAIR FOR THE ENSUING YEAR

It was moved and seconded that Councillor Mrs G.D Oliver be appointed as Chair of the Grants to the Voluntary Sector Panel for the ensuing year and by a show of hands this was unanimously agreed.

RESOLVED that Councillor Mrs G.D. Oliver be appointed Chair of the Grants to the Voluntary Sector Panel for the ensuing year.

### 2. TO APPOINT A VICE-CHAIR FOR THE ENSUING YEAR

It was moved and seconded that Councillor R.W. Gough be appointed as Vice Chair of the Grants to the Voluntary Sector Panel for the ensuing year and by a show of hands this was unanimously agreed.

RESOLVED that Councillor R.W. Gough be appointed as Vice Chair of the Grants to the Voluntary Sector for the ensuing year.

### 3. APOLOGIES

Apologies for absence had been received from Councillors A. Farina-Childs, Ms a. Gair, d. Hardacre and Mrs A. Leonard.

### 4. DECLARATIONS OF INTEREST

Declarations of interest were received from Councillors Mrs C. Andrews in respect of Agenda

Item No. 5 (Applications for Financial Assistance). Details are minuted with the respective item.

## **5. MINUTES – 6TH MARCH 2019**

Subject to it being noted that Councillor C. Andrews declared a personal and not prejudicial interest in Item 5 (Applications for Financial Assistance) as a friend sits on the management committee of Valleys Daffodils, the minutes of the Grants to the Voluntary Sector Panel held on 6th March 2019 (minute nos. 1 – 5.2) were received and approved as a correct record.

## **6. APPLICATIONS FOR FINANCIAL ASSISTANCE**

Councillor C. Andrews declared an interest in this item in relation to grant funding for Valley Daffodils, as a close friend sits on the management committee. It was advised that the interest was personal and not prejudicial; therefore Councillor Andrews was able to remain in the meeting and take part in the full debate and vote.

The report informed the Panel of the applications for financial assistance received between 1st February 2019 and 31st May 2019, and to summarise the total awards made during 2018-19.

The report advised the Panel of the budget allocations for both the Voluntary Sector budget and the Welsh Church Acts Fund and provided details of applications received between 1st February and 31st May 2019, also providing a summary of the number of grants and the total amounts allocated during 2018-19 for both grant schemes.

Members noted the budget available for 2019-20 is £141,159.38, which included the estimated reduction for Discretionary Rate Relief (£171,430.61) and budget carried forward from 2018-2019 (£128,952.99).

It was noted that since the last meeting held in March 2019, a total of 16 applications were received totalling £2,180.00. These applications were awarded to applicants by the Head of Corporate Finance under delegated powers.

The Panel noted that between 1st April and 31st May 2019, 34 General Criteria applications have been received, totalling £5,810.00, which were approved by the Head of Corporate Finance under delegated powers.

The Panel were asked to consider 2 applications received between 1st April and 31st May 2019, which do not meet the General Criteria, as outlined at Appendix 1 of the report, and make appropriate recommendations to the Head of Corporate Finance for approval.

The Panel discussed the merits of the applications set out in 5.1.7 of the report, which had not met the criteria as set out in Appendix 1 of the report:

- (a) Cambrian Educational Foundation for Deaf Children
- (b) Kids Cancer Charity

The Panel discussed the application from Cambrian Educational Foundation for Deaf Children and it was noted that there is no specified amount requested on the application, however an award of £200 was made in 2017. Members discussed the application at length it was unanimously agreed that further information on the service provision, particularly within the Caerphilly County Borough be sought from the applicant.

The Panel discussed the application from Kids Cancer Charity and noted that grants of £1,650 were awarded in 2014 and 2017 and £500 in 2012 for the provision of respite breaks, play

therapy, befriending and bereavement support to families across the County Borough. Following discussion it was moved and seconded that the Panel award £1,650 to Kids Cancer Charity. By a show of hands, this was unanimously agreed.

As previously agreed by the Panel, grants awarded during the 2019-20 financial year that exceed the budget allocation will be funded from the brought forward balances.

The Panel were referred to paragraph 5.2 within the report, referring to the Welsh Church Act Fund and it was noted that at the beginning of the 2018-19 financial year, the total budget available was £324,839.89 as a result of underspends from previous years.

However, between 1st February 2019 and 31st March 2019, a total of 5 applications were received totalling £30,222.40, which were approved by the Head of Corporate Finance under delegated powers and reported to the Panel for information, as outlined in 5.2.2 of the report.

It was noted that during 2018/19 a total of 42 Welsh Church Act Fund projects were approved with a total value of £216,607.03, providing a remaining balance of £108,232.86 carried forward to 2019/20.

At the previous meeting, the Panel were consulted on proposed changes to the criteria for the Welsh Church Act Fund, which have subsequently been approved by Cabinet and implemented as of the 1st April 2019.

It was noted that the total budget available for 2019/20 is £157,432.21, including the annual allocation from Monmouthshire County Council (£64,751), underspends from previous years (£108,232.86) and 2019/20 grants awarded to date (£15,731.40) as outlined at 5.2.8 of the report.

The Panel were asked to consider an application from an individual in relation to 'the advancement of education', which was an additional element added to the criteria from April 2019. The Panel were provided with details of an application for £1500 for 1 year at an education establishment, at which they are a pupil and will be undertaking GCSE's in the next academic year. The grant is to assist with school fees at a prestigious education establishment, renowned for being the best school in the UK for sport.

The Panel discussed the report and application at length, querying the terms of grant and application process, in which Members were reminded that the grant could be awarded to exceptional individuals, should it meet the relevant criteria.

Following consideration and discussion, the Panel agreed that the application met the relevant criteria and it was moved and seconded that the grant be awarded. By a show of hands, this was unanimously agreed.

RESOLVED that for the reasons contained in the Officers report the Panel support the applicants request for £1,500 grant, and refer to the Head of Corporate Finance for approval under delegated powers.

The meeting closed at 5.42 p.m.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 27th November 2019, they were signed by the Chair.

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CHAIR

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## GRANTS TO THE VOLUNTARY SECTOR PANEL – 19<sup>TH</sup> DECEMBER 2019

**SUBJECT: APPLICATIONS FOR FINANCIAL ASSISTANCE**

**REPORT BY: CORPORATE DIRECTOR FOR EDUCATION & CORPORATE SERVICES**

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### **1. PURPOSE OF REPORT**

- 1.1 To inform the Panel of the applications for financial assistance received between 1<sup>st</sup> June and 30<sup>th</sup> September 2019.

### **2. SUMMARY**

- 2.1 The report advises Panel members of the budget allocations for both the Voluntary Sector budget and the Welsh Church Acts Fund and provides details of applications received between 1<sup>st</sup> June and 30<sup>th</sup> September 2019.

### **3. RECOMMENDATIONS**

- 3.1 That Panel Members make recommendations for approval or otherwise in relation to the requests for Financial Assistance that do not meet the General Criteria. These recommendations will then be considered and approved by the Head of Corporate Finance under delegated powers.
- 3.2 That Panel members note the applications received that meet the criteria for Financial Assistance and the Welsh Church Acts Fund, which have already been approved by the Head of Corporate Finance under delegated powers, and which are reported to the Panel for information.
- 3.3 That Panel members make a recommendation for approval or otherwise in relation to a request from an individual under the Welsh Church Acts Fund. This recommendation will then be considered and approved by the Head of Corporate Finance under delegated powers.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To ensure that the applications received under this report are determined in accordance with the Council's scheme of delegation criteria.

## 5. THE REPORT

### 5.1 GRANTS TO THE VOLUNTARY SECTOR BUDGET

5.1.1 The Panel's budget for 2019-20 is as shown in the table overleaf.

Budget 2019-20	£183,637.00
Less Discretionary Rate Relief (Estimated)	£171,430.61
Remaining Budget	£12,206.39
Carry forward balance from 2018-19	£128,952.99
Total Available Budget 2019-20	£141,159.38
Total 2019-20 Grants awarded previously	£7,460.00
Balance Remaining	£133,699.38

5.1.2 The projected Discretionary Rate Relief for 2019-20 is **£171,430.61**. Allowing for the projected spend on the Discretionary Rate Relief and the amount awarded between 1<sup>st</sup> April and 30<sup>th</sup> May 2019 (including the Panel recommendation of an award of £1,650 to Kids Cancer Charity at the July meeting), the available balance for schemes is **£133,699.38**, which includes the carry forward balances.

5.1.3 Between 1<sup>st</sup> June and 30<sup>th</sup> September 2019, 17 new General Criteria awards have been made totalling **£2,790**. These have already been approved by the Head of Corporate Finance under delegated powers and are reported to the Panel for information only. The awards are summarised in the table below:

Ref	Name of organisation/ individual	Category	Amount awarded
19/GC035	Sporting individual – 8 Ball Pool	Representing Wales abroad	£250.00
19/GC036	Sporting individual – Field hockey	Representing Wales abroad	£250.00
19/GC037	Sporting individual – Hockey	Representing Wales abroad	£250.00
19/GC038	Llanbradach OAP Welfare Committee	OAP Association with own building	£300.00
19/GC039	Ystrad Mynach OAP	OAP Association without own building	£150.00
19/GC040	Pontlottyn Allotment Association	Allotments	£100.00
19/GC041	Black Vein Miners Memorial Society	Community Group	£100.00
19/GC042	Aber Valley Community FC	Sports Club (over 50 members)	£200.00
19/GC043	Sporting individual – Clay pigeon shooting	Representing Wales at home	£130.00
19/GC044	Sporting individual – Acrobatic gymnastics	Representing Wales abroad	£250.00
19/GC045	Sporting individual – Javelin	Representing Wales at home	£130.00
19/GC046	Sporting individual – Table Tennis	Representing Wales abroad – top up grant	£120.00
19/GC047	Sporting individual – Badminton	Representing Wales at home	£130.00
19/GC048	Tredomen Allotment Association	Allotments	£100.00
19/GC049	Sporting individual – Clay target shooting	Representing Wales at home	£130.00
19/GC050	The Youth Centre Cefn Hengoed	Community Group	£100.00
19/FC051	Newbridge WI	Community Group	£100.00



- 5.1.4 Panel Members will recall that at the last meeting an application was received from the Cambrian Educational Foundation for Deaf Children, with the grant amount being requested not specified. Panel Members were advised that the organisation had previously been awarded £200 in 2017.
- 5.1.5 Panel Members discussed the application at length and it was unanimously agreed that further information on the service provision (particularly within Caerphilly county borough) be sought from the applicant. Officers contacted the applicant as requested and the organisation responded with the following: "I can see from our records that over the period 2016, 2017 and 2018 we received from Caerphilly CBC £200. Over that period we have not received applications from individuals. However, in June of this year we made an award of £499 for a laptop for an individual who resides in Castle View, Caerphilly." Panel Members are asked to consider this information and make a recommendation as to whether to support the grant application and if so, the level of grant to be awarded. This recommendation will be considered and approved or otherwise under the delegated powers of the Head of Corporate Finance, in line with the agreed procedure.
- 5.1.6 Between 1<sup>st</sup> June and 30<sup>th</sup> September 2019 one further application has been received which does not meet the General Criteria as set out in Appendix 1. Panel Members are asked to consider this application and make appropriate recommendations to the Head of Corporate Finance for approval or otherwise under delegated powers. A summary of the applications received is shown below:

Ref	Name of organisation	Purpose for which grant is sought	Amount requested
19/P003	Cefn Hengoed Ladies Choir	The choir has been invited to sing at the Carnegie Hall in New York in June 2020. This is a very prestigious event singing Howard Goodall's Invictus and the event will be conducted by the composer himself. The invitation is due to the exceedingly high quality of the group and the exceptional direction of their director. The grant will be used towards the cost of the trip, estimated to be £25,000	£5,000

- 5.1.7 As previously agreed by the Panel, grants awarded during the 2019-20 financial year that exceed the budget allocation will be funded from the brought forward balances.

## 5.2 WELSH CHURCH ACTS FUND

- 5.2.1 The total Welsh Church Acts Fund budget available for 2019-20 is **£173,163.61**, including the annual allocation from Monmouthshire County Council (**£64,751**), underspends from previous years (**£108,232.86**) and amounts re-absorbed back into the funding pot from completed projects where the amount spent was less than originally allocated (**£179.75**).

Budget 2019-20	£64,751.00
Carry forward balances	£108,232.86
Adjustments within year	£179.75
Total available budget 2019-20	£173,163.61
Total 2019-20 grants awarded to date	£17,231.40
Balance remaining	£155,932.21

5.2.2 Between 1<sup>st</sup> June and 30<sup>th</sup> September 2019 a total of five additional applications have been received totalling **£26,427.99**. These have already been approved by the Head of Corporate Finance under delegated powers and are reported to the Panel for information only. The awards are summarised in the table overleaf.

Ref	Name of organisation	Description	Amount awarded
ORG19/WCF006	Croespenmaen Welfare Hall & OAP	Upgrading kitchen & toilets	£5,000.00
ORG19/WCF007	St Thomas Church, Cefn Fforest	Replacement boiler & new radiators	£5,000.00
ORG19/WCF008	Gilfach Bargoed Bowls Club	Water boiler & lockable cabinet	£1,427.99
ORG19/WCF009	Aber Valley Communities Partnership	Replacement surface for water play feature	£10,000.00
ORG19/WCF0010	Van Road United Reformed Church, Caerphilly	Replacement fire alarm system	£5,000.00

5.2.3 Panel members will note that the award to the Aber Valley Communities Partnership is for £10,000. The reason for this is that the application was originally submitted in the 2018/19 financial year when the upper limit for grants was £10,000. Had the award been limited to the current maximum grant this would have been detrimental to the organisation.

5.2.4 Between 1<sup>st</sup> June and 31<sup>st</sup> October 2019 one application has been received from an individual. A copy of the application received is attached at Appendix 2, and Panel members are asked to consider the application and make a recommendation on whether to support the applicant and if so, the level of grant to be awarded. The recommendation will then be considered and approved as appropriate by the Head of Corporate Finance under delegated powers.

5.2.5 If all grants awarded in 2019-20 but not yet drawn down spend to the maximum amounts allocated there will be a balance of **£131,004.22** remaining, less any award in relation to 5.2.4 above.

5.2.6 No previously approved applications have exceeded the 18 month time limit to claim funding (as set out in the Terms and Conditions) since the last Panel meeting.

### 5.3 Conclusion

The report summarises all allocations made under the Grants to the Voluntary Sector and Welsh Church Acts Fund budgets for the 2018-19 financial year, and to date for the 2019-20 financial year. It also asks Panel members to make recommendations in relation to Financial Assistance applications not meeting the General Criteria, and an application received in relation to the Welsh Church Acts Fund from an individual.

## 6. ASSUMPTIONS

6.1 There are no assumptions as the 2019-20 budgets have been confirmed, together with carried forward underspends from previous years.

## **7. LINKS TO RELEVANT COUNCIL POLICIES**

### **7.1 Corporate Plan 2018-2023**

- 7.1.1 The report supports Objective 5 of the Corporate Plan 2018-2023 – Creating a county borough that supports a healthy lifestyle in accordance with the Sustainable Development Principle within the Well-being of Future Generations (Wales) Act 2015.
- 7.1.2 Applications from individuals to the Grants to the Voluntary Sector budget enable them to represent the county borough at a Wales or UK level or abroad, in their chosen sporting field. Taking part in sports will enable these individuals to be physically active and help to ensure that they lead healthy lifestyles.
- 7.1.3 Voluntary and community sector organisations make an important contribution to public service provision across the county borough. Grants offered to these organisations via the Grants to the Voluntary Sector budget and the Welsh Church Acts Fund will help to ensure that they are able to provide the services required by residents within our local communities. This will ensure that residents are able to look after their own health and well-being.

## **8. WELL-BEING OF FUTURE GENERATIONS**

- 8.1 Voluntary and community sector organisations make an important contribution to public service provision across the county borough and are key participants in the 'Caerphilly We Want' Well-being Plan published on 3rd May 2018 under the Well-being of Future Generations (Wales) Act 2015. The Well-being Plan has four priorities – Positive Change, Positive Start, Positive People and Positive Places.
- 8.2 This report links to the following Well-Being Goals within the Well-Being of Future Generations (Wales) Act 2015:
- A prosperous Wales
  - A healthier Wales
  - A more equal Wales
  - A Wales of cohesive communities
  - A Wales of vibrant culture and thriving Welsh language
- 8.3 Grants awarded via the WCAF contribute to the following Well-Being Goals for Wales:-
- A prosperous Wales – grants offered to the voluntary and community sector will help these organisations and the buildings they own and manage to become more financially sustainable, and help them to provide much needed services to their local communities.
  - A healthier Wales – providing opportunities for residents to receive local services that are suited to their needs will help to improve their physical and mental well-being.
  - A more equal Wales – providing local services in community settings will help to ensure that residents are able to fulfil their own potential, regardless of their background or personal circumstances.
  - A Wales of cohesive communities – community buildings are often at the heart of the local community, which helps to ensure that our communities can thrive and there is a focal point where residents can come together.
  - A Wales of vibrant culture and thriving Welsh language – the activities that are provided by the community and voluntary sector encourage residents to participate in the arts, sports and recreational activities.

## **9. EQUALITIES IMPLICATIONS**

9.1 There are no direct equalities implications arising from this report so no Equality Impact Assessment has been undertaken.

## **10. FINANCIAL IMPLICATIONS**

10.1 The financial implications are those set out in the report.

## **11. PERSONNEL IMPLICATIONS**

11.1 There are no personnel implications.

## **12. CONSULTATIONS**

12.1 There are no consultation responses which have not been reflected in this report.

## **13. STATUTORY POWER**

13.1 Local Government Act 1972 and 2003 and the Council's Financial Regulations.

Author: Vicki Doyle – Policy Officer (doylevm@caerphilly.gov.uk)

Consultees: Stephen Harris – Interim Head of Business Improvement Services  
(harrisr@caerphilly.gov.uk)  
Andrew Southcombe – Finance Manager (southak@caerphilly.gov.uk)  
David Roberts – Principal Group Accountant (roberda@caerphilly.gov.uk)  
Huw Jones – Senior Auditor (joneshd@caerphilly.gov.uk)  
Kathryn Peters – Corporate Policy Manager (peterk@caerphilly.gov.uk)

Appendices:

Appendix 1 List of General Criteria

Appendix 2 Application from an individual in relation to the Welsh Church Acts Fund

## Appendix 1 - General Criteria

Category	New Criteria	Value
a	OAP Association with own building	£300
b	OAP Association without own building	£150
c	Individuals (amateur) representing Wales at home	£130
c1	Individuals (amateur) representing Wales Top Up Grant	£120
d	Individuals (amateur) representing Wales abroad	£250
e	Jazz Bands	£100
f	Choirs	£100
g	Junior Sports Club (up to 50 members)	£100
g1	Junior Sports Club (over 50 members)	£200
h	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (up to 50 members)	£100
h1	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (over 50 members)	£200
l	St John Ambulance (up to 50 members):- Cadets/Badgers	£100
j	St John Ambulance (over 50 members):- Cadets/Badgers	£200
m	Brass and Silver Bands	£400
n	Allotments	£100
o	Arts Society	£100
p	Writers Clubs	£100
q	Theatre Groups	£200
r	Community Groups	£100
s	Beekeepers Groups	£100
t	Garden Clubs	£150
u	Tenants & Residents Association	£100
v	Websites - Initial design stage only	£100
w	Pigeon Clubs	£200
x	Clubs run From Churches/Chapels	£200
y	Sports Club (up to 50 members)	£100
z	Sports Club (over 50 members)	£200
aa	Other - up to max	£400

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## GRANTS TO THE VOLUNTARY SECTOR PANEL – 19TH DECEMBER 2019

**SUBJECT: REVIEW OF GENERAL CRITERIA GRANTS**

**REPORT BY: CORPORATE DIRECTOR FOR EDUCATION & CORPORATE SERVICES**

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### **1. PURPOSE OF REPORT**

- 1.1 To give Panel Members the opportunity to review the agreed amounts for General Criteria grant awards according to the set categories.

### **2. SUMMARY**

- 2.1 The report offers Panel Members the opportunity to review the agreed amounts for General Criteria grant awards according to the set categories. Panel Members are also requested to consider the submission from Mr Roger Evans and make recommendations as to whether to take account of any of the suggestions in their review of the General Criteria.

### **3. RECOMMENDATIONS**

- 3.1 Panel members are requested to make recommendations as to whether all the General Criteria grant categories should be maintained moving forward and whether the grant amounts for the individual categories should be increased.
- 3.2 Panel Members are requested to consider the submission from Mr Roger Evans and make recommendations or otherwise for suggested changes to the General Criteria awards and the application process.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To ensure that the General Criteria are reviewed in accordance with the views expressed by Panel Members at the meeting held on 24<sup>th</sup> July 2019.

### **5. THE REPORT**

- 5.1 Panel Members will recall that at the last meeting of the Panel on 24<sup>th</sup> July 2019, a discussion took place in relation to the need to review the General Criteria amounts to be awarded for applications submitted by individuals and organisations via the Grants to the Voluntary Sector budget. The last time any amendments were made to the amounts awarded under the different categories was in July 2015.

- 5.2 The set amounts that can be awarded against the individual categories are shown in the table below for information.

Category	Criteria	Amount
a	OAP Association with own building	£300
b	OAP Association without own building	£150
c	Individuals (amateur) representing Wales at home	£130
c1	Individuals (amateur) representing Wales top up grant	£120
d	Individuals (amateur) representing Wales abroad	£250
e	Jazz Bands	£100
f	Choirs	£100
g	Junior sports clubs (up to 50 members)	£100
g1	Junior sports clubs (over 50 members)	£200
h	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Boys Brigade/Crusaders (up to 50 members)	£100
h1	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Boys Brigade/Crusaders (over 50 members)	£200
i	St John Ambulance (up to 50 members) – Cadets/Badgers	£100
j	St John Ambulance (over 50 members) – Cadets/Badgers	£200
m	Brass and Silver bands	£400
n	Allotments	£100
o	Arts society	£100
p	Writers clubs	£100
q	Theatre groups	£200
r	Community groups	£100
s	Beekeepers groups	£100
t	Garden clubs	£150
u	Tenants & Residents Association	£100
v	Websites – initial design stage only	£100
w	Pigeon clubs	£200
x	Clubs run from Churches/Chapels	£200
y	Sports club (up to 50 members)	£100
z	Sports club (over 50 members)	£200
aa	Other (maximum amount)	£400

- 5.3 Panel members are requested to make recommendations as to whether all the General Criteria categories should be maintained moving forward and whether the grant amounts should be increased, given that they have remained at the same level since 2015. These recommendations will be reported to Cabinet for approval, with a view to implementing the changes from 1<sup>st</sup> April 2020.

#### **Submission from Mr Roger Evans**

- 5.4 On 13<sup>th</sup> September 2019 a question in relation to the Grants to the Voluntary Sector budget was submitted for the Voluntary Sector Liaison Committee on 26<sup>th</sup> September 2019 by Mr Roger Evans. Mr Evans presented his question at the meeting, and the attendees requested that the content be brought to the attention of the Grants to the Voluntary Sector Panel.
- 5.5 Mr Evans' submission outlines where the funding for the Grants to the Voluntary Sector budget comes from, who can apply for it, where the money is spent, his conclusions and a number of recommendations. The financial information included in the submission has been gathered via a Freedom of Information request to Corporate Finance. A copy of the submission is attached at Appendix 1.



- 5.6 It should be noted that the analysis in the submission only focuses on the grants offered to organisations and does not include those given to sporting individuals who represent Wales at home or abroad, which also need to be taken account in terms of the wider context.
- 5.7 The submission makes the following recommendations:
- Improving publicity for the scheme
  - Simplifying the application process by making the form easier to fill in and making it available as a Word document online
  - Reducing the number of categories of recipient from the current 27 to 8
  - Reviewing the levels of awards in each category
  - Introducing an automatic grant scheme with an annual declaration or changing the scheme to a two-yearly one
  - Transferring grants to individuals to the Council's 'Sport Caerphilly' section
- 5.8 Panel Members are asked to consider the submission from Mr Evans and make recommendations or otherwise for suggested changes, which will be included in the report to Cabinet.

### **Conclusion**

- 5.9 The report offers Panel Members the opportunity to reconsider the level of General Criteria awards, as requested in the meeting on 24<sup>th</sup> July 2019. Panel Members are also asked to consider the submission made by Mr Roger Evans, which has been referred to the Panel from the Voluntary Sector Liaison Committee.

## **6. ASSUMPTIONS**

- 6.1 There are no assumptions as the 2019-20 budgets have been confirmed, together with carried forward underspends from previous years.

## **7. LINKS TO RELEVANT COUNCIL POLICIES**

### **Corporate Plan 2018-2023**

- 7.1 The report supports Objective 5 of the Corporate Plan 2018-2023 – Creating a county borough that supports a healthy lifestyle in accordance with the Sustainable Development Principle within the Well-being of Future Generations (Wales) Act 2015.
- 7.2 Applications from individuals to the Grants to the Voluntary Sector budget enable them to represent the county borough at a Wales or UK level or abroad, in their chosen sporting field. Taking part in sports will enable these individuals to be physically active and help to ensure that they lead healthy lifestyles.
- 7.3 Voluntary and community sector organisations make an important contribution to public service provision across the county borough. Grants offered to these organisations via the Grants to the Voluntary Sector budget and the Welsh Church Acts Fund will help to ensure that they are able to provide the services required by residents within our local communities. This will ensure that residents are able to look after their own health and well-being.

## **8. WELL-BEING OF FUTURE GENERATIONS**

8.1 Voluntary and community sector organisations make an important contribution to public service provision across the county borough and are key participants in the 'Caerphilly We Want' Well-being Plan published on 3rd May 2018 under the Well-being of Future Generations (Wales) Act 2015. The Well-being Plan has four priorities – Positive Change, Positive Start, Positive People and Positive Places.

8.2 This report links to the following Well-Being Goals within the Well-Being of Future Generations (Wales) Act 2015:

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

8.3 Grants awarded via the Grants to the Voluntary Sector budget contribute to the following Well-Being Goals for Wales:-

- A prosperous Wales – grants offered to the voluntary and community sector will help these organisations and the buildings they own and manage to become more financially sustainable, and help them to provide much needed services to their local communities.
- A healthier Wales – providing opportunities for residents to receive local services that are suited to their needs will help to improve their physical and mental well-being. Also enabling individuals to represent Wales at national and international competitions in their chosen sport, thereby improving their health and well-being.
- A more equal Wales – providing local services in community settings will help to ensure that residents are able to fulfil their own potential, regardless of their background or personal circumstances.
- A Wales of cohesive communities – community buildings are often at the heart of the local community, which helps to ensure that our communities can thrive and there is a focal point where residents can come together.
- A Wales of vibrant culture and thriving Welsh language – the activities that are provided by the community and voluntary sector encourage residents to participate in the arts, sports and recreational activities.

## **9. EQUALITIES IMPLICATIONS**

9.1 There are no direct equalities implications arising from this report so no Equality Impact Assessment has been undertaken.

## **10. FINANCIAL IMPLICATIONS**

10.1 The financial implications are those set out in the report. Should the grant amounts for the individual General Criteria categories be increased, this will have an impact on the level of spend in relation to the Grants to the Voluntary Sector budget moving forward, but it is difficult to quantify the increase, as it relies on individuals and organisations making grant applications.

## **11. PERSONNEL IMPLICATIONS**

11.1 There are no personnel implications.

## **12. CONSULTATIONS**

12.1 There are no consultation responses which have not been reflected in this report.

## **13. STATUTORY POWER**

13.1 Local Government Act 1972 and 2003 and the Council's Financial Regulations.

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Appendices:

Appendix 1 Submission from Mr Roger Evans

## CCBC Grants to the Voluntary Sector

### Where does the money come from?

A report is made to the Council's Grants to the Voluntary Sector Panel (an advisory committee) three times a year (July, November and March) specifying the initial budget (funded from the Council's core revenue budget and subject to increases for inflation and reductions for any potential savings that are agreed), from which is deducted 'Discretionary Rate Relief'; this is the relief granted to non-profit making organisations in respect of their business rate liability for the properties that they occupy and is an estimate which is only finalised at the end of each financial year. To this is added any balances brought forward from the previous year, to give a 'Total available'. These amounts (for the last six financial years) are shown in Spreadsheet 'VSGtotals - Sheet2'.

### Who can apply for it?

Grants are disbursed to (1) voluntary organisations, and (2) individuals who represent the county borough at county, national or international level. Applicants must apply by filling in a paper form, which must be requested from, and returned to, the appropriate officer. There are currently 27 different categories of voluntary organisation, and the amount awarded depends on the category of organisation (and in some cases, the number of members it has), and, as regards OAP Associations, whether they have their own building or not.

The amount awarded to individuals depends on whether they represent the county at home or abroad.

### Where has the money gone?

This report focuses on grants to organisations, although grants to individuals are included in the summary at Spreadsheet 'VSGtotals - Sheet1'.

In the last six years, 172 different organisations have received grants; the number of awards has fallen from 78 in 2013-14 to 39 in 2018-19, giving an average of 53 awards per year. The amount disbursed has fallen from £14,325 to £5,750 and the average grant has also fallen from £184 to £147. This means that the amount available (underspent) at the end of each year has risen from £90,760 to £133,901. Discrepancies in the Carry forward/ Brought forward figures each year are explained by the Council as 'The figures in the March report are as stated "to date" which do not include the March requests which are awarded/finalised in the meeting.'

Analysis of the recipients shows 'multiple' awards have been as follows:

Number of awards received	1	2	3	4	5	6	
Number of organisations	111	23	13	12	7	6	<b>Total 172</b>

Where an organisation has received only one award, it may indicate that it had no need for a further grant, or that it found the process too complex, or that the organisation no longer exists. Where organisations received multiple awards, it suggests they are clearly more aware of the scheme and assiduous in applying regularly.

Analysis by type of organisation shows awards have been as follows:

Arts, Crafts & Music groups	25
Brass bands	2
Community groups	43
Environmental, inc Allotments	10
OAP organisations	17
Sports, inc children & youth	29

Youth & children's groups	34
Other	12
<b>Total</b>	<b>172</b>

## Conclusions

GAVO, representing a range of voluntary organisations in the Council's area, is concerned at:

- the decline in the number of organisations applying for grants;
- the decline in amounts awarded (which have been fixed at current levels for a number of years); and
- the increase in the amount of annual underspend.

Each of these factors means that local voluntary organisations are being deprived of valuable funding resources which would enable them to better serve their members and communities.

## Recommendations

In order to address the above issues, GAVO recommends that the Council considers:

1. Improving publicity for the scheme;
2. Simplifying the application process by making the form easier to fill in and making it available as a 'Word' document on-line;
3. Reducing the number of categories of recipient from 27 to the eight listed above, that is, (1) Arts, Crafts & Music groups; (2) Brass bands; (3) Community groups; (4) Environmental, inc Allotments; (5) OAP organisations; (6) Sports, including children & youth teams; (7) Youth & children's groups; and (8) Other;
4. Reviewing the levels of award to each category to take account of inflation;
5. **Either**, introducing an 'automatic' grant scheme to ensure as much as possible is disbursed each year. This could be achieved by an initial registration scheme, asking each organisation to register with the Council and submit the necessary 'fixed' documentation, then making a simple annual declaration that the group is still active and claiming the grant for that year (at whatever level the Council chooses to set it);
6. **Or** changing the scheme to a two-yearly (biennial) one, to reduce the administrative burden on both the voluntary organisation and the officer operating it. This would require the amount of grant to be doubled; and
7. Transferring grants to individuals to the Council's 'Sport Caerphilly' section, which appears to be a more logical place for applicants to turn to for such support.



Voluntary Sector Grants	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
1 <sup>st</sup> Newbridge Brownies	90.00			100.00		
1 <sup>st</sup> Newbridge Rainbows	45.00					
1 <sup>st</sup> Trinant Brownies	90.00	45.00			100.00	100.00
1 <sup>st</sup> Trinant Rainbows						100.00
1 <sup>st</sup> Caerphilly Rainbows		100.00				
1 <sup>st</sup> Aber Valley Scouts			100.00			
1 <sup>st</sup> Llanbradach Girls Brigade			100.00			100.00
1 <sup>st</sup> Ystrad Mynach Guides			100.00			
1 <sup>st</sup> Ystrad Mynach Scouts			100.00			
2 <sup>nd</sup> Caerphilly Guides	45.00					
2 <sup>nd</sup> Nelson Brownies		100.00				
2 <sup>nd</sup> Caerphilly Brownies			100.00			
2 <sup>nd</sup> Caerphilly Guides						100.00
3 <sup>rd</sup> Newbridge Cubs	45.00					
3 <sup>rd</sup> Newbridge Scouts	45.00					
3 <sup>rd</sup> Caerphilly St Martin's Guides			100.00			
7 <sup>th</sup> Caerphilly Scouts		135.00				
Aber Valley FC						200.00
Aber Valley YMCA	470.00					
Aber Penaber Boxing Club	90.00					
Aber Valley CISWO Social Group			250.00			
Abertyswg St Paul's Church	410.00					
Argoed Mid Valleys East	260.00					
Argoed Mid Valleys East Art Society		100.00				
Arthritis Care	270.00					
Bargoed & District Art Society	100.00	100.00	100.00	100.00		
Bargoed Male Voice Choir	70.00		100.00	100.00		100.00
Bargoed Heol Fargoed Allotments		100.00				
Bargoed Heolddu Gymnastics		200.00	200.00			
Bargoed Shootkan Karate Club			100.00			
Bargoed Yoga Group				100.00		
Bedwas TM Brass Band?	500.00	400.00	400.00			
Bedwas Writers' Circle	100.00	100.00	100.00	100.00		100.00
Bedwas Theatre Group				200.00		200.00
Bethel Quilters		200.00		200.00	200.00	200.00
Blackwood Friends of B Communications	200.00					
Blackwood Little Theatre	500.00					
Blackwood Oasis Christian Centre	50.00	50.00				



Curly Whirlies	300.00								
Cwmcam Angling Ass		90.00							
Cwmcam Angling Organisation		100.00							
Cwmcam OAP Hall & Welfare Ass		250.00		300.00					
Cwmfeinfach Residents Ass		100.00							200.00
Dance Unity Formation Team									
Educational Foundation	200.00								
Energlyn Bowls Allotments	50.00								
Footprints Mother & Toddler Gp									100.00
Gelligaer Players' Theatre	200.00		200.00	200.00	200.00	200.00	200.00	200.00	200.00
Gelligaer Historical Society			200.00	100.00					
Gelligaer Parish Social Committee			200.00						
Gilfach Andrews Clo & Aeron PI OAP Ass	130.00	130.00	150.00	150.00	150.00	150.00	150.00	150.00	
Gilfach OAP Ass	130.00	130.00	150.00	150.00	150.00	150.00	150.00	150.00	
Gilfach Old People's Welfare Committee	250.00	250.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00
Gilfach Tuesday Club for Deaf		100.00							
Gilfach Ladies Bowling Club				100.00					100.00
Golden Oldies	500.00								
Gwent Defibbers	100.00								
Heartwise									100.00
Is Glyn Gymnastic Club	135.00								
Is Glyn Riding Club	135.00								
Junior Formation Team	45.00								
Kids Cancer Charity t/a Christian Lewis Trust		500.00							
Llanbradach AFC	270.00								
Llanbradach School St Allotments	50.00								
Llanbradach Aged Persons Welfare Comm	250.00	250.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00
Lower Machen Festival		200.00							
Maesywmmmer Heritage Gp									100.00
Maesywmmmer OAP Ass		300.00							
McLaren FC	100.00	100.00							
Mega Allsorts Special Olympic Team	750.00								
Melody Makers		70.00							
Music in Hospitals		250.00							
Nelson Cavaliers AFC	100.00	200.00							
New CLURV		100.00							
Newbridge Ashfield Rd Allotments	50.00	50.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Newbridge Online	100.00								
Newbridge Tab Baptist Church	250.00								
Newbridge Comm Theatre Group		250.00							







	2013-14		2014-15		2015-16	
	July	November	March	July	November	March
Initial budget	251,448	251,448	251,448	255,220	229,048	229,048
Less Discretionary Rate R:	212,626	214,114	217,481	221,966	247,407	252,088
Remaining budget	38,822	37,334	33,967	33,254	-18,359	-23,040
Bal B/F from previous FY	74,245	74,245	74,245	83,258	90,974	90,974
Total available	113,067	111,579	108,212	116,512	72,615	67,934
Grants awarded to date	0	9,990	17,452	0	0	14,500
Amount remaining	113,067	101,589	90,760	116,512	72,615	53,434

	2016-17		2017-18		2018-19	
	July	November	March	July	November	March
Initial budget	173,048	173,048		175,817	179,333	179,333
Less Discretionary Rate R:	154,860	151,517		158,516	155,586	171,689
Remaining budget	18,188	21,531	0	17,301	23,747	7,644
Bal B/F from previous FY	90,974	90,974		90,423	140,507	140,507
Total available	109,162	112,505	0	107,724	164,254	148,151
Grants awarded to date	0	9,690		0	0	14,250
Amount remaining	109,162	102,815	0	107,724	164,254	133,901

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