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For all enquiries relating to this agenda please contact Sharon Hughes
(Tel: 01443 864281 Email: hughesj@caerphilly.gov.uk)

Date: 2nd June 2023

To Whom It May Concern,

A multi-locational meeting of the **Voluntary Sector Liaison Committee** will be held in Penallta House, and via Microsoft Teams on **Thursday, 8th June, 2023 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 on request.

Members of the public or Press may attend in person at Penallta House or may view the meeting live via the following link: <https://civico.net/caerphilly>

This meeting will be live-streamed and a recording made available to view via the Council's website, except for discussions involving confidential or exempt items. Therefore the images/audio of those individuals speaking will be publicly available to all via the recording on the Council website at www.caerphilly.gov.uk

PLEASE NOTE

Arrangements have been made for a **pre-meeting of the County Borough Members only, at 9.45 am.**

Yours faithfully,

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

Christina Harrhy
CHIEF EXECUTIVE

AGENDA

- 1 To appoint a Chair for the ensuing year.

Pages

A greener place Man gwyrddach



2 To appoint a Vice Chair for the ensuing year.

3 To receive apologies for absence.

4 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.

To receive and consider the following minutes: -

5 Voluntary Sector Liaison Committee held on 2nd February 2023.

1 - 6

6 Matters Arising.

To receive and consider the following reports: -

7 Updated Terms of Reference for the Voluntary Sector Liaison Committee.

7 - 16

8 Participatory Budgeting - Verbal Update.

9 Introduction for plans to consult on the Third Sector Partnership Agreement for Gwent - Verbal Update.

10 Grants awarded via the Grants to the Voluntary Sector Fund and the Welsh Church Acts Fund.

17 - 24

11 Update on Shared Prosperity Fund - Presentation.

12 Well-being Plan Update - Presentation.

13 Items of interest concerning the Voluntary Sector from Compact Partners.

Circulation:

Councillors M. Chacon-Dawson, R. Chapman, Mrs P. Cook, J.E. Fussell, C.J. Gordon, Ms J.G. Jones, T. Parry, D.W.R. Preece, Mrs D. Price, H. Pritchard, E. Stenner, L.G. Whittle, S. Williams and W. Williams

REPRESENTATIVES OF THE VOLUNTARY SECTOR:

Abertridwr Community Church, Barod Cymru, Blaenau Gwent and Caerphilly Care & Repair Cymru, Caerphilly and Blaenau Gwent Citizens Advice, Cruse in Gwent, GAVO, Groundwork Wales, Homestart

Cymru, Menter Iaith Sir Caerffili, Oakdale Community Centre, Parent Network, Pobl Housing, Right From The Start, SSAFA Gwent, The United Reformed Church, The Youth Centre Cefn Hengoed, Vanguard Caerphilly

And

Aneurin Bevan University Health Board

Gwent Police

South Wales Fire and Rescue Services

Caerphilly Business Forum

Town and Community Councils Representative

Natural Resources Wales

And Appropriate Officers

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Those individuals that attend committee meetings to speak/give evidence will be named in the minutes of that meeting, sometimes this will include their place of employment or business and opinions expressed. Minutes of Meetings including details of speakers will be publicly available to all via the Council website at www.caerphilly.gov.uk. except for discussions involving confidential or exempt items.

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VOLUNTARY SECTOR LIAISON COMMITTEE

MINUTES OF THE MULTI-LOCATIONAL MEETING HELD AT PENALLTA HOUSE
AND VIA MICROSOFT TEAMS ON THURSDAY, 2ND FEBRUARY 2023 AT 10.30 A.M.

PRESENT:

Vice Chair (Presiding) – Mrs L. Jones (Menter Caerffili)

Councillors:

R. Chapman, P. Cook, C. Gordon, Mrs T. Parry, D. W. R. Preece, H. Pritchard, Mrs E. Stenner, L. G. Whittle, S. Williams and W. Williams.

Also in attendance:

P. Massey (Policy Officer), H. Delonnette (Senior Policy Officer), K. Peters (Corporate Policy Manager), S. Harris (Head of Financial Services and S151 Officer), R. Hartshorn (Head of Public Protection, Community and Leisure Services), J. Reynolds (Sports and Leisure Facilities Manager), A. Griffiths (Community Wellbeing Manager), L. Hughes (Area Regeneration Co-ordinator), E. Saunders (Area Regeneration Coordinator), V. Doyle (Policy Officer) and S. Hughes (Committee Services Officer).

Together with:

Representatives of the Voluntary Sector: S. Tiley (GAVO), A. Palmer (GAVO) G. Jones (GAVO), S. Ellington (Caerphilly and Blaenau Gwent Citizens Advice), R. Evans (Oakdale Community Centre), J. Powell (SSAFA), J. Wade (The United Reformed Church), J. Pritchard (The Youth Centre, Cefn Hengoed) and M. Wade (Vanguard Caerphilly).

Compact Partners: D. Llewellyn (Aneurin Bevan UHB), L. McFarlane (Gwent Police) and H. Llewellyn (Town and Community Councils Representative).

RECORDING ARRANGEMENTS

The Chair reminded those present that the meeting would be live-streamed and a recording made available to view via the Council's website, except for discussions involving confidential or exempt items - [Click here to view](#). The Committee was advised that voting on decisions would be taken via a show of hands.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors K. Etheridge, J. E. Fussell, Mrs D. Price, J. Sadler and J. Winslade.

2. DECLARATIONS OF INTEREST

Councillor H. Pritchard declared a personal interest in relation to Agenda Item No. 5 – Draft Budget Consultation - Presentation, as an active volunteer with the local football club. As there was no requirement for him to leave the meeting, he took full part in the debate.

A question was raised as to whether representatives of the Voluntary Sector should declare any interests as some will be affected by matters discussed in relation to Agenda Item No. 5 – Draft Budget Consultation - Presentation. The Head of Financial Services and S151 Officer advised that as part of the consultation process there was no requirement for representatives of the Voluntary Sector to declare any interests and could full take full part in the debate.

3. MINUTES – 29TH SEPTEMBER 2022

The following point of accuracy was raised in relation to Item No. 6 – Gwent Wellbeing Plan Consultation - Presentation:

In line with Section 43 of the Well-being of Futures (Wales) Act 2015, the consultation period will run from 1st October 2022 and end on 31st December 2022, should state:

In line with Section 43 of the Well-being of Future **Generations** (Wales) Act 2015, the consultation period will run from 1st October 2022 and end on 31st December 2022.

It was moved and seconded that, subject to the point of accuracy, the minutes of the Voluntary Sector Liaison Committee meeting held on 29th September 2022 be approved as a correct record. By way of a show of hands this was agreed by the majority present.

RESOLVED that the minutes of the Voluntary Sector Liaison Committee held on 29th September 2022 (minute nos. 1 – 8) be approved as a correct record.

4. MATTERS ARISING

A request was made for an update on the progress of the Grants to the Voluntary Sector Panel Workshop to be included on the agenda for the next meeting.

5. DRAFT BUDGET CONSULTATION

S. Harris (Head of Financial Services and S151 Officer) delivered a presentation to provide details on the Draft Budget Proposals for 2023/24. The Voluntary Sector Liaison Committee was asked to consider and comment upon the Draft Budget Proposals for 2023/24 prior to Final Budget Proposals being presented to Cabinet and Council later in February.

A representative of the Voluntary Sector sought clarification on the Voluntary Sector Service Level Agreements (SLA) budget realignment as there was no mention of which organisations it applied to and a request was made for it be removed from the 2023/24 draft savings proposals. The Corporate Policy Manager explained that the savings proposal of £25,200 has never been used for the Service Level Agreements and that it is an amount in the total Voluntary Sector budget which has been unallocated for a number of years. The proposal will therefore not result in a cash cut to the current Service Level Agreements and the budget available to support them would be the same in the coming financial year. The Corporate Policy Manager highlighted that the details of the effect of the proposed cut were set out in more detail in the Integrated Impact Assessments that are hyperlinked to the main budget report that had been circulated prior to the meeting. The Committee was informed that the recipient organisations will be contacted very soon to discuss the Service Level Agreements for the next financial year.

The Committee raised concerns regarding the 50% reduction in the subsidy for Caretaker costs in Community Centres and it was suggested that the budget of each individual Community Centre is taken into consideration. In response to the concerns raised, the Head of Public Protection, Community and Leisure Services acknowledged that Community Centres are in different situations, in terms of how they might accommodate the savings proposal, and that some may be in a better position than others. The Committee was advised that at the moment there is a blanket service provision across all of the Community Centres and therefore some reduction is being proposed across the board. Members of the Committee were asked to note this is a part year saving that will allow work to be undertaken in the first half of the financial year with the Community Centres to introduce the proposal. During the course of discussion, further comments were made in relation to the 50% reduction and it was felt that this would mean the closure of many Community Centres across the borough. It was highlighted that Community Centres are also facing huge increases in their fuel costs and despite this many Centres are opening as warm spaces to help the less fortunate in the communities. Cost comparisons were also made with similar Council premises. In conclusion, a representative of the Voluntary Sector offered a number of solutions to help address this matter. These included asking each Community Centre Management Committee if they feel the need to close their Community Centre to help streamline costs and the number of Centres, calculating each Community Centre's caretaking costs to base it on actual usage and floor area instead of the current flat rate of 12 hours, adding details of each Community Centre's weekly programme to the Council's website, and providing each Community Centre with a copy of the three-yearly building condition survey in order for the Management Committees to prioritise improvements and repairs to keep the buildings up to standard.

Concerns were also raised regarding the proposed deletion of the Community Empowerment Fund budget. It was commented that the Community Empowerment Fund has delivered some very useful projects, especially where wards are able to collaborate, and a request was made for it to continue as it strengthens the rapport between Councillors and their wards. The Corporate Policy Manager reminded the Committee that the current proposal is that any underspend on the 2022/23 financial year will be carried forward into the 2023/24 financial year, which would be on a ward basis for the first six months and then pooled for the second six months of the financial year. In conclusion, the Committee requested the Community Empowerment Fund be continued into the future and not just monies rolled over into the next financial year.

A Councillor requested that the proposal to increase the current scale of charges for use of sports pitches by 20% be revisited in the integrated impact assessment. It was noted that the reason behind this was to minimise the impact upon individuals and target team activities, but it was argued that the proposed saving would impact on individuals as it would impact on the ability for the parents to pay for children to take part in teams sports on a regular basis. The Head of Public Protection, Community and Leisure Services clarified that the proposed fee increase relates to team sports, so the total increase would be spread across all participants taking part in team sports. An alternative proposal would be to look more broadly across sport and leisure fee charges and to introduce increases for individual users, which could be suggested as an alternative proposal which would be fed in as part of the budget consultation process.

A representative of GAVO asked how the Voluntary Sector is going to be involved in the process moving forward. In response the Head of Financial Services and S151 Officer reiterated that as part of the TeamCaerphilly Operating Model, community engagement and collaboration will take place with the Voluntary Sector when working through proposals.

Another Councillor referred to the proposed 50% reduction in the subsidy for Caretaker costs in Community Centres and to the proposed withdrawal of the £10,000 subsidy for Markham Community House and Leisure Centre. A number of concerns were raised including the age profile of members of the Management Committee and difficulties recruiting, paying staff wages and service price increases. It was felt that Markham Community House and Leisure Centre was being treated differently to other areas and the proposal would impact on the facility's ability to continue service at existing levels, which could result in the closure of the facility. The Councillor highlighted that Markham Community House and Leisure Centre is a

Council owned building and if the lease for Markham Community House and Leisure Centre is unable to continue, the Council would still be responsible for the repairs and maintenance of the building. A request was made for the reserves to be used for this savings proposal in order to keep Markham Community House and Leisure Centre open. The Head of Public Protection, Community and Leisure Services noted that a discussion has taken place with the Cabinet Member for Waste, Leisure and Green Spaces who is minded to support a change to this proposal so that it would be a £5,000 reduction for 2023/24. Further comments were made in relation to Markham Community House and Leisure Centre being an anomaly within the current Community Centre and Leisure Centre network. The Sport and Leisure Facilities Manager addressed the Committee to provide context in relation to Markham Community House and Leisure Centre and addressed the concerns and comments raised. The Committee was advised that the facility was initially put in place on the very understanding that it would be delivered by a volunteer network and that reactive and statutory maintenance on the Markham Community House and Leisure Centre site is picked up by the Council to significant amounts. It was highlighted that Sport and Leisure Services continue to support the facility by signposting activities.

RESOLVED that the comments of the Voluntary Sector Liaison Committee on the Draft Budget Proposals for 2023/24 prior to Final Budget Proposals being presented to Cabinet and Council be noted.

6. PARTICIPATORY BUDGET - PRESENTATION

D. Llewellyn (Integrated Wellbeing Networks Lead, Caerphilly – Aneurin Bevan UHB) delivered a presentation on Participatory Budgeting for community-led health and wellbeing initiatives. The Committee was informed that Participatory Budgeting is envisaged by the Integrated Wellbeing Networks (IWN) as a mechanism to empower communities to decide upon and devise initiatives to address local health and wellbeing challenges. Dedicated funding by the Health Board/IWN has been given to partners to work collaboratively to deliver Participatory Budgeting in Integrated Wellbeing Networks focus areas initially. It was explained that Participatory Budgeting is a form of citizen participation where the communities are involved in the process of deciding how public money is spent.

An update was provided by S. Tiley (GAVO) as Participatory Funding will be transferred from the Local Authority to GAVO to oversee delivery. The Committee was informed of how GAVO are involved in the project and how they are currently working with the Local Authority and health partners to reach the most vital areas to address some of the challenges around health and wellbeing.

A representative of the Voluntary Sector sought further information on the types of community led health and wellbeing initiatives, particularly in relation to speeding traffic and parking on pavements and double yellow lines. In response, D. Llewellyn (Integrated Wellbeing Networks Lead, Caerphilly – Aneurin Bevan UHB) advised the Committee that he envisaged speeding traffic and parking on pavements and double yellow lines would not be the type of project that a community would come up with to address some of their health and wellbeing issues, however he fully accepted the merit in terms of it impacting on the local communities. A number of examples were provided on the types of community led health and wellbeing initiatives that have been focussed on in other local authority areas, including men's mental health and women's health, which are the types of initiatives that are more focussed on addressing some of the health and wellbeing issues. However, it was highlighted that the health and wellbeing initiatives are decided by the community. The representative of Gwent Police offered to have a conversation with the representative of the Voluntary Sector outside of the meeting with regards to speeding, Speed Watch and Go Safe.

Further information was also sought regarding the level of expertise required to take the initiatives forward. It was explained that Participatory Budgeting is very much in the early stages, but hopefully there will be a system in place that allows for people with expertise to work with communities to see how their proposals can be improved in order to have the impact required. A Councillor raised concerns regarding the voting process and the

Committee was assured that the voting process would be transparent and done in a way that is fair and equitable as possible.

In response to comments made on the Participatory Budget funding, which will be transferred from the Local Authority to GAVO, S. Tiley (GAVO) offered to provide an update at the next Voluntary Sector Liaison Committee meeting.

The Chair thanked D. Llewellyn (Integrated Wellbeing Networks Lead, Caerphilly – Aneurin Bevan UHB) for the presentation which was noted by the Voluntary Sector Liaison Committee.

7. CAERPHILLY CARES - PRESENTATION

A. Griffiths (Community Wellbeing Manager), L. Hughes (Area Regeneration Co-ordinator) and E. Saunders (Area Regeneration Coordinator) delivered a presentation to provide an overview of Caerphilly Cares. They explained what Caerphilly Cares is and how it came about. During the presentation an overview was provided on a number of areas including collaborating and supporting the voluntary community sector, community well-being priorities, community well-being projects in progress, community well-being future plans, the cost of living priorities, the cost of living crisis projects in progress, the cost of living crisis future plans, community development priorities, training and development projects in progress, volunteering priorities, volunteering future plans and the progress of Caerphilly Cares.

In response to a question from a representative of the Voluntary Sector it was confirmed that there are approximately 21 employees in the Caerphilly Cares Team and there are also a number of vacancies.

Clarification and further information were sought in relation to the type of support provided by the Caerphilly Cares Team. The Committee was advised that the Caerphilly Cares Team are going out and about and visiting welcoming spaces, foodbanks and other community organisations to talk to people in order to understand the variety of needs an individual may face, focusing on early intervention. Caerphilly Cares provides advice and signposting to internal and external community support, ensuring people are able to receive the right support, in the right place at the right time.

The Chair thanked A. Griffiths (Community Wellbeing Manager), L. Hughes (Area Regeneration Co-ordinator) and E. Saunders (Area Regeneration Coordinator) for the presentation which was noted by the Voluntary Sector Liaison Committee.

8. ITEMS OF INTEREST CONCERNING THE VOLUNTARY SECTOR FROM COMPACT PARTNERS

There were no items of interest concerning the voluntary sector from Compact Partners.

A request was made for the Shared Prosperity Fund to be an item on the agenda for a future meeting.

The meeting closed at 12.20 pm.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 8th June 2023, they were signed by the Chair.

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VOLUNTARY SECTOR LIAISON COMMITTEE – 8TH JUNE 2023

**SUBJECT: UPDATED TERMS OF REFERENCE FOR THE VOLUNTARY
SECTOR LIAISON COMMITTEE**

REPORT BY: CORPORATE DIRECTOR EDUCATION AND CORPORATE SERVICES



1. PURPOSE OF REPORT

- 1.1 To update the terms of reference for Voluntary Sector Liaison Committee following the decision taken at full Council on the 11th of May 2023 to combine the role of the Committee with the main role of the former Grants to the Voluntary Sector Advisory Panel.

2. SUMMARY

- 2.1 The terms of reference for this committee were last considered in 2013 (appendix 2). Following a review undertaken by the Grants to the Voluntary Sector Advisory Panel into the operation of grants provided by the Council under the 'Welsh Church Acts Fund' and the small grants scheme, the 'Grants to the Voluntary Sector', a recommendation was made to Council to combine the roles of the two bodies and to disband the Advisory Panel in favour of its main functions transferring to this Liaison Committee. Save for a role for Council members only, explained in the body of this report at 5.6.
- 2.2 The effect of the changes to the terms of reference are minor and primarily centred on this Committee receiving reports on grants awarded in future.

3. RECOMMENDATIONS

- 3.1 That the Voluntary Sector Liaison Committee consider and agree the draft terms of reference appended to this report (appendix 1).

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To provide a more collaborative approach for the future reporting of grants awarded by the Council to this Liaison Committee, which includes members of the third sector.

5. THE REPORT

- 5.1 During the latter part of 2022 members of the former Grants to the Voluntary Sector Advisory Panel conducted a workshop with a view to making improvements in the operation of two grant schemes provided by the Council to the third sector, namely those offered under the Welsh Church Acts Fund and those offered under the small grants scheme, Grants to the Voluntary Sector.
- 5.2 A series of recommendations were developed, the majority of which are subject to a report to the Council's Cabinet on the 14th of June.
- 5.3 One recommendation was to disband the Grants to the Voluntary Sector Advisory Panel since, over time, its role had become limited to receiving retrospective reports of grants awarded under delegated powers, making recommendations to Cabinet on the operation of the grant schemes, considering applications from exceptional individuals (Welsh Church Acts Fund) and considering applications outside of the General Criteria (Grants to the Voluntary Sector small grants scheme).
- 5.4 The main role of the panel was to receive reports on grants awarded under delegated powers. In order to foster more collaborative working with the third sector full Council agreed, at its Annual General Meeting, that this role could be served by the Voluntary Sector Liaison Committee. The terms of reference at appendix 1 have been drafted to allow this.
- 5.5 Taking the opportunity to update the terms of reference from the 2013 set (appendix 2) revisions have also been made to reflect the latest version of the Third Sector Partnership Agreement, the role of the Gwent Public Services Board and the associated Caerphilly Local Delivery Group. Over recent years this Committee has been a consultee of the Council on plans, strategies and budgetary proposals as they relate to the third sector and so that has been included in the draft set at appendix 1.
- 5.6 The review group recommended, agreed by Council, that the role of elected members in considering applications from exceptional individuals and applications for small grants outside the general criteria should be the preserve of Council members only. As such a 'Voluntary Sector Sub-committee' will sit to consider such cases as required and subsequent to meetings of this committee. The Sub-committee will comprise the same 15 Council elected members who sit on this committee to provide continuity and greater awareness of the collaborative working in place. Previously the Grants to Voluntary Sector Panel was a different group of elected members.

5.7 Conclusion

This report formalises the wishes of full Council expressed at its Annual General Meeting. The purpose of this report is to conclude the process to combine parts of the role of the former Advisory Panel with this Committee. The primary reason being a more collaborative approach to working with the third sector.

6. ASSUMPTIONS

- 6.1 There are no assumptions made in this report.

7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT

7.1 This report considers a democratic matter only and hence an IIA is not required. However, collaboration is one of the five ways of working in the sustainable development principle under the Well-being of Future Generations (Wales) Act 2015

8. FINANCIAL IMPLICATIONS

8.1 There are no financial implications in this report. There will be some small saving in officer time in facilitating one rather than two democratic bodies.

9. PERSONNEL IMPLICATIONS

9.1 There are no personnel implications in this report.

10. CONSULTATIONS

10.1 All consultation responses have been included in the main body of the report.

11. STATUTORY POWER

11.1 Local Government Act 2000
Well-being of Future Generations (Wales) Act 2015

Author: Kathryn Peters, Service Improvement and Partnerships Manager

Consultees: Richard Edmunds- Corporate Director Education and Corporate Services
Sue Richards- Head of Transformation
Rob Tranter- Head of Legal Services and Monitoring Officer
Stephen Harris- Head of Financial Services and Section 151 Officer
Lisa Lane- Head of Democratic Services and Deputy Monitoring Officer
Alison Palmer- Deputy Chief Executive Gwent Association of Voluntary Organisations
Heather Delonnette- Senior Policy Officer

Note- chair of the Committee will be determined at the 8th of June 2023 meeting. Representatives of the sector were involved in the workshop process that developed the recommendations to full Council.

Appendices:

Appendix 1 Draft updated Terms of Reference
Appendix 2 December 2013 Terms of Reference

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TERMS OF REFERENCE

VOLUNTARY SECTOR LIAISON COMMITTEE

1 BACKGROUND

The Voluntary Sector Liaison Committee (the Committee) brings together the partners to the Third Sector¹ Partnership Agreement (the Agreement) as set out in the Membership clause below (referred to as partners in this document).

The regional Third Sector Partnership Agreement recognises the mutual benefits that can be gained from close co-operation of partners and sets out guidelines for how all partners should work together.

The regional Third Sector Partnership Agreement:-

- Contains a Partner's Commitment to agree to adhere to the values principles and broad commitments of the Agreement and to actively work together for the benefits of local people and communities.
- Sets out a Framework for managing the Agreement
- Contains Shared Values and Principles
- Sets out broad commitments of all partners to promote the Agreement.
- Contains a Conflict Resolution provision.
- Contains a Funding Code of Practice.

2 MEMBERSHIP

The Committee will consist of the following Members:-

15 Elected Members of Caerphilly County Borough Council ("the Council") nominated at the Annual General Meeting of Council each year.

25 voluntary sector representatives elected every three years (numbers may vary slightly following elections) by the Voluntary Sector Representatives sitting on the Committee (convened through Gwent Association of Voluntary Organisations (GAVO) as the local Community Voluntary Council).

One nominated representative from each of the following or a nominated substitute:-

Aneurin Bevan University Health Board
 Gwent Police
 Gwent Police and Crime Commissioners Office
 South Wales Fire and Rescue Service
 Public Health Wales
 Natural Resources Wales
 Community/Town Councils

¹ (Definition of Third Sector: *Third Sector organisations all have some important characteristics in common, being: independent, non-governmental bodies; established voluntarily by people who choose to organise; 'value-driven' and motivated by the desire to further social, cultural or environmental objectives, rather than simply to make a profit; and committed to reinvesting their surpluses to further their social, cultural or environmental objectives.*) (Welsh Government, Third Sector Scheme, January 2014)

3 ELECTION OF CHAIR

There shall be a Chair and Vice Chair, one from the Elected Members of the Council and one from the Voluntary Sector Representatives. The Chair and Vice-Chair will rotate each year unless otherwise agreed.

4 PURPOSE

The Committee will:-

Assist in the development, implementation, monitoring and evaluation of the Third Sector Partnership Agreement for the region.

Periodically monitor and review the regional Agreement making recommendations to the Gwent Public Services Board (PSB); the sponsor of the agreement.

Provide a **means** for exploring issues arising out of the Agreement and/or Gwent Well-being Plan, and where appropriate correspond on topics pertinent to the Agreement and/or the Well-being Plan.

Permit the Voluntary Sector Representatives to ask questions of any of the partners referred to in paragraph 2 above at each quarterly meeting provided the questions are provided in writing in advance of the meeting to the Council's Policy and Partnerships Manager.

Receive reports, where relevant, on grants provided by the Council to the sector.

Provide input to models of delivery provided by the third sector on behalf of the Council.

Act as a consultee body in relation to plans, strategies and the budget of the Council as those matters pertain to the third sector.

Other than the matters listed above, the Committee does not have any decision-making powers but may make recommendations to partners.

Act as a consultee to the Gwent PSB Well-being Plan and the Caerphilly Local Delivery Group action plans²

5 MEETINGS

The Committee will meet every quarter and more frequently as and when necessary to be agreed by the Chair in consultation with Council's Policy and Partnerships Manager.

6 QUORUM

A quorum for the meeting will be one quarter of the membership as a whole and must include representatives of the third sector.

7 VOTING

On occasions where the Chair of the Committee deems a vote is necessary each member of the Committee will have one vote. In the event of a tie the Chair will have a casting vote.

² (section 43 Well Being of Future Generations (Wales) Act 2015)

8 ADMINISTRATIVE SUPPORT

The Council's Service Improvement and Partnerships Unit will provide administrative support. The Council's Policy and Partnerships Manager will agree the agenda for each meeting in consultation with GAVO.

9 REPORTING MECHANISM

Agendas, minutes and reports of the Committee will be publicly available on the Council's website.

10 REVIEW

The membership of the Committee will be reviewed annually.

The Terms of Reference will be reviewed on a five yearly basis or more frequently if required.

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TERMS OF REFERENCE

VOLUNTARY SECTOR LIAISON COMMITTEE

1 BACKGROUND

The Voluntary Sector Liaison Committee (the Committee) brings together the partners to the Compact Agreement as set out in the Membership clause below (referred to as partners in this document).

The Compact Agreement recognises the mutual benefits that can be gained from close co-operation of partners and sets out guidelines for how all partners should work together.

The Compact Agreement:-

- Contains a Compact Partners Commitment to agree to adhere to the values principles and broad commitments of the Compact and to actively work together for the benefits of local people and communities.
- Sets out a Framework for Managing the Compact, which is delivered and monitored through an annual Compact Action Plan.
- Contains Shared Values and Principles for all partners to adhere to.
- Sets out broad commitments of all partners to promote the Compact Agreement.
- Contains a Conflict Resolution provision.
- Contains a Funding Code of Practice.

2 MEMBERSHIP

The Committee will consist of the following Members:-

15 elected Members of Caerphilly County Borough Council (“the Council”) nominated at the Annual General Meeting of Council each year.

25 voluntary sector representatives elected every three years (numbers may vary slightly following elections) by the Voluntary Sector Representatives sitting on the Committee (convened through Gwent Association of Voluntary Organisations (GAVO) as the Voluntary and Community Sector Compact Partner).

One nominated representative from each of the following *or* a nominated substitute:-

Aneurin Bevan University Health Board
 Gwent Police
 Gwent Police and Crime Commissioners Office
 South Wales Fire and Rescue Service
 Community/Town Councils
 Caerphilly Business Forum

3 ELECTION OF CHAIR

There shall be a Chair and Vice Chair, one from the elected members of the Council and one from the Voluntary Sector Representatives. The Chair and Vice-Chair will rotate each year unless otherwise agreed.

4 PURPOSE

The Committee will:-

Develop, implement, monitor and evaluate the Compact Agreement, which shall be revised every four years.

Seek approval of the Compact Agreement from Cabinet and the Caerphilly Local Service Board.

Produce an Annual Compact Action Plan, which sets out targets and objectives.

Monitor and review the Compact Action Plan on an annual basis.

Provide a **means** for exploring issues arising out of the Compact Agreement and or Compact Action Plan and where appropriate correspond on topics pertinent to the Compact Agreement and or the Compact Action Plan.

Permit the Voluntary Sector Representatives to ask questions of any of the partners referred to in paragraph 2 above at each quarterly meeting provided the questions are provided in writing in advance of the meeting to the Council's Policy and Research Manager.

Other than the matters listed above the Committee does not have any decision-making powers but may make recommendations.

5 MEETINGS

The Committee will meet every quarter and more frequently as and when necessary to be agreed by the Chair in consultation with Council's Policy and Research Manager.

6 QUORUM

A quorum for the meeting will be one quarter of the membership as a whole.

7 VOTING

On occasions where the Chair of the Committee deems a vote is necessary each member of the Committee will have one vote. In the event of a tie the Chair will have a casting vote.

8 ADMINISTRATIVE SUPPORT

The Council's Policy Unit will provide administrative support. The Council's Policy and Research Manager will agree the Agenda for each meeting in consultation with GAVO.

9 REPORTING MECHANISM

Minutes of the Committee will be presented to Regeneration and Environment Scrutiny Committee for information.

10 REVIEW

The terms of reference and membership of the Committee will be reviewed on a three yearly basis or more frequently if required.



VOLUNTARY SECTOR LIAISON COMMITTEE – 8TH JUNE 2023

SUBJECT: GRANTS AWARDED VIA THE GRANTS TO THE VOLUNTARY SECTOR FUND AND THE WELSH CHURCH ACTS FUND

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE SERVICES

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1. PURPOSE OF REPORT

- 1.1 To inform the Voluntary Sector Liaison Committee (VSLC) of the budget available for the Grants to the Voluntary Sector (GTVS) Fund for 2023/24 and the grants awarded in April 2023.
- 1.2 To inform the VSLC of the budget available for the Welsh Church Acts Fund (WCAF) for 2023/24 and the grants awarded in April 2023.

2. SUMMARY

- 2.1 The report advises the VSLC of the budget allocations for both the Voluntary Sector budget and the Welsh Church Acts Fund budget for 2023/24. It also provides details of applications received and approved by the Head of Financial Services & S151 Officer under delegated powers during April 2023, for each grant scheme.

3. RECOMMENDATIONS

- 3.1 That members of the VSLC note the applications received that meet the criteria for the GTVS Fund and the WCAF, which have already been approved by the Head of Financial Services & S151 Officer under delegated powers, and which are reported to the VSLC for information.

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 This is the first report to the VSLC in relation to grants awarded under the GTVS Fund and the WCAF, following the disbanding of the GTVS Panel at the Council's AGM on 11th May 2023. Update reports on grants awarded will be presented to each meeting of the VSLC in future, as the replacement for the GTVS Panel.

5.2 GRANTS TO THE VOLUNTARY SECTOR BUDGET

5.2.1 The GTVS budget for 2023/24 is shown in the table below:

| | |
|---|--------------------|
| Budget 2023/24 | £8,735.00 |
| Carry forward balance from 2022/23 | £106,351.67 |
| Total Available Budget 2023/24 | £115,086.67 |
| Total 2023/24 Grants awarded previously | £0.00 |
| Balance Remaining | £115,086.67 |

5.2.2 The GTVS budget and Discretionary Rate Relief budgets have been split for 2023-24. The GTVS budget has been calculated using the 2022/23 base and inflating by the rate agreed in the Council budget setting process (5%), which is an amount of £8,735. In addition, £106,351.67 has been carried forward from underspends in previous years, giving a total available budget for 2023/24 of £115,086.67.

5.2.3 During April 2023, 17 new General Criteria awards were made totalling **£2,960**. These have been approved by the Head of Financial Services & S151 Officer under delegated powers and are reported to the VSLC for information only. The awards are summarised in the table below:

| Ref | Name of organisation/ individual | Category | Amount awarded |
|----------|-------------------------------------|---|-------------------|
| 23-GC001 | Application from an individual | Individuals (amateur) representing Wales abroad | £250.00 |
| 23-GC002 | Application from an individual | Individuals (amateur) representing Wales abroad | £250.00 |
| 23-GC003 | Application from an individual | Individuals (amateur) representing Wales abroad | £250.00 |
| 23-GC004 | Caerphilly Veterans Support Hub | Community Group | £100.00 |
| 23-GC005 | Application from an individual | Individuals (amateur) representing Wales abroad | £250.00 |
| 23-GC006 | Application from an individual | Individuals (amateur) representing Wales abroad | £250.00 |
| 23-GC007 | Application from an individual | Individuals (amateur) representing Wales at home | £130.00 |
| 23-GC008 | Application from an individual | Individuals (amateur) representing Wales abroad | £250.00 |
| 23-GC009 | Application from an individual | Individuals (amateur) representing Wales abroad | £250.00 |
| 23-GC010 | Friends of the Eco Park | Community Group | £100.00 |

| Ref | Name of organisation/ individual | Category | Amount awarded |
|----------|-------------------------------------|---|-------------------|
| 23-GC011 | 5th Caerphilly Brownies | Boys & Girls Clubs/YMCA/Scouts/Cubs/ Brownies/ Guides/Boys Brigade/Crusaders (up to 50 members) | £100.00 |
| 23-GC012 | Glynderi Bonsai Club | Community Groups | £100.00 |
| 23-GC013 | Newbridge Women's Institute | Community Groups | £100.00 |
| 23-GC014 | Cascade Allotment Association | Allotments | £100.00 |
| 23-GC015 | Bravehearts | Community Groups | £100.00 |
| 23-GC016 | Application from an individual | Individuals (amateur) representing Wales at home | £130.00 |
| 23-GC017 | Application from an individual | Individuals (amateur) representing Wales abroad | £250.00 |
| | | Total | 2,960.00 |

5.2.4 After the awards detailed in the table above have been considered, the amount remaining in the current financial year is **£112,126.67** inclusive of the carry forward balance.

5.3 WELSH CHURCH ACTS FUND

5.3.1 The total Welsh Church Acts Fund budget available for 2023/24 is **£224,508.57**. This consists of the annual allocation from Monmouthshire County Council (**£59,841.17**) plus unallocated sums from previous years (**£164,667.40**).

| | |
|--|--------------------|
| Budget 2023/24 | £59,841.17 |
| Underspend Held By Monmouthshire CBC | £56,259.68 |
| Carry forward balances in CCBC accounts | £108,407.72 |
| Total Available Budget | £224,508.57 |
| Underspend from previously approved projects | £0.00 |
| Total available budget 2023/24 | £224,508.57 |
| Total 2023/24 grants awarded previously | £0.00 |
| Balance remaining | £224,508.57 |

5.3.2 During April 2023, five applications were received totalling **£24,195.00**. These have been approved by the Head of Financial Services & S151 Officer under delegated powers and are reported to the VSLC for information only. The awards are summarised in the table overleaf.

| Ref | Name of organisation | Description | Amount awarded |
|--------------|---------------------------------------|---|-----------------------|
| ORG23-WCF001 | Glan-y-Nant Allotments | Installation of fencing to create wildlife area | £4,700.00 |
| ORG23-WCF002 | Presbyterian Church of Wales, Oakdale | Replace main entrance doors, various repairs & decoration | £4,495.00 |
| ORG23-WCF003 | Bethel Baptist Church, Bedwas | Re-rendering of western wall of church | £5,000.00 |
| ORG23-WCF004 | Siloh Presbyterian Church, Gelligroes | New heating system | £5,000.00 |
| ORG23-WCF005 | Aber Valley YMCA | Cleaning and resealing sports hall floor | £5,000.00 |
| | | Total | £24,195.00 |

5.3.3 If all the grants awarded in previous years but not yet spent draw down the maximum amounts allocated to them, there will be a balance of **£200,313.57** remaining for new projects in 2023/24.

5.4 Conclusion

5.4.1 The report summarises all allocations made via the GTVS Fund and the WCAF during April 2023. Further allocations will be reported to the WSLC at future meetings.

5.4.2 It should be noted that before the GTVS Panel was disbanded, a full review of the grant criteria and processes for the GTVS and WCAF was undertaken, in response to a request from members of the Panel. This involved a workshop session with Panel members, Council officers and invited members of the Voluntary Sector, to allow those present to discuss areas of concern in relation to both the GTVS and the WCAF. A number of recommendations were made by Panel members and Voluntary Sector representatives across both grant schemes, and these are due to be considered by Cabinet on 14th June 2023. Should the recommendations be approved, the changes to the GTVS Fund and the WCAF will be implemented from 1st July 2023.

6. ASSUMPTIONS

6.1 There are no assumptions as the 2023/24 budget has been confirmed. The carried forward underspends from previous years are provisional, as the statement of accounts are still draft and subject to audit.

7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT

7.1 As this report is for information only a full Integrated Impact Assessment has not been undertaken.

8. FINANCIAL IMPLICATIONS

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

9. PERSONNEL IMPLICATIONS

9.1 There are no personnel implications.

10. CONSULTATIONS

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

11. STATUTORY POWER

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

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Appendices:

Appendix 1 List of Existing General Criteria

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Existing 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 |

Latest Revision 15/7/15

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