

Appendix A

Policy Template that has been used historically for reporting the Members Fund to Cabinet, and its refinement in the second term as a means of instilling brevity (with particular reference to Headings 3 &11).

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cabinet

(Date as appropriate)

Report - Head of Transformation (ELLL) Andrew Thomas

Matter for Decision

Wards Affected:

Project Proposal made to the Members Community Fund

Purpose of the Report

1. To seek Cabinet approval to fund a project proposal that requests financial support under the Members Community Fund.

Executive Summary

2. The Members Community Fund is to be used to address local needs and to support projects and initiatives that will contribute towards creating vibrant and sustainable communities.

The Project Development & Funding Unit (PDFU) within ELLL is charged with the governance of the Fund and will act as the Grant Management Organisation.

Bids can be made for projects that enhance existing Council services, assist voluntary sector provision or form part of a larger initiative that is in need of additional financial support.

Eligible projects will include those that enrich the environment, promote non - statutory education and learning, assist Health & Well Being, and promote culture and / or recreation in all its forms.

Project proposals seeking funding are to be formally submitted to the PDFU. Bids are checked for completeness, accuracy and deliverability and will be deemed 'fit for purpose' and ready for determination by Cabinet.

Background

3. The 'Background' or 'Project Specifics' pertinent to each project under evaluation are, in the second term of the Members Fund, to be presented separate from the main body of a Cabinet report by way of an Appendix. The detail on the 'Project Specifics' will expand upon the Project Description, the Applicant, the need, the community benefit and how the project costs have been arrived at.

Financial Impact

4. In order to win favour in Cabinet all projects must be sustainable. Projects must have a robust exit strategy that places no additional revenue or financial burden on the Council.

Maintenance responsibilities and the ongoing revenue commitment to keep a project functioning beyond the life of the Grant will have been

rigorously investigated to determine as to whether there are any financial burdens on NPTCBC.

Integrated Impact Assessment

5. A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010), the Welsh Language Standards (No.1) Regulations 2015, the Well - being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment has indicated that a more in - depth assessment is not required as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

Valleys Communities Impacts

6. No implications

Workforce Impacts

7. There are no workforce impacts associated with the reporting.

Legal Impacts

8. The delivery of the Members Community Fund will come within the purview of the Local Government Act 2000 which introduced well-being powers which enable every Local Authority to have capacity to do anything which it considers likely to promote an improvement to economic, social or environmental well-being in the area. Under section 56 of the Local Government (Wales) Measure 2011 sanction is given for both Executive and Non - Executive Members to invest within their own Ward.

The Council's Constitution should be referred to for explicit guidance on governance.

Risk Management

9. There are no risk management issues associated with the reporting.

Consultation

10. There is no requirement for external consultation on this item.

Recommendations

11. Cabinet is asked to approve the Officer Recommendation pertinent to each project under evaluation. The recommendation will be presented separate from the main body of the Cabinet report by way of a supporting Appendix. The detail on the 'Recommendations' will expand upon the value of the project, what the investment will realise by way of essential assets and the name of the Councillor contributing.

Reasons for Proposed Decision

12. To approve the Application for funding that has been received under the Members Community Fund. Full funding Applications can be made to the Members Community Fund until the 31.10.21. The five months to the end of March 2022 will be used to spend the grant aid and bring the project proposals to fruition by the 31.3.22.

Implementation of Decision

13. The decision is proposed for implementation after the three day call in period.

14 List of Background Papers

Each project or initiative, depending upon its origins, will come equipped with a Constitution, the Applicant's Accounts, Bank details, Quotes, a current Insurance Policy and details on tenure. These documents will have been secured and will have been entered on File for reference. The first stage Impact Assessment documentation associated with a project proposal will have also been retained.

Officer Contact

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