



**COFNOD O BENDERFYNIAD WEDI'I DDIRPRWYO GAN SWYDDOG  
RECORD OF DELEGATED OFFICER DECISION**

**Penderfyniad Allweddol | Key Decision** ✓

**PWNC / SUBJECT:** RCT Together, Community Asset Transfer of Bryncae Community Centre to Llanharan Community Council.



**DIBEN YR ADRODDIAD | PURPOSE OF REPORT:**

To approve the grant of a 25 year lease of Bryncae Community Centre to Llanharan Community Council.

In accordance with the Council's Scheme of Delegation, this report has been prepared to accompany the intended officer decision of the Director of Corporate Estates and the Director of Public Health, Protection & Community Services.

**PENDERFYNIAD WEDI'I DDIRPRWYO | DELEGATED DECISION: (13/12/21)**

To approve the grant of a 25 year lease of Bryncae Community Centre to Llanharan Community Council as set out in Paragraph 3 of the accompanying officer report.

 <b>Llofnod y Prif Swyddog</b> Chief Officer Signature	Louise Davies <b>Enw (priflythrennau)</b> Print Name	24.01.22 <b>Dyddiad</b> Date
 <b>Llofnod y Prif Swyddog</b> Chief Officer Signature	Dave Powell <b>Enw (priflythrennau)</b> Print Name	24.01.22 <b>Dyddiad</b> Date

**Mae'r penderfyniad yn cael ei wneud yn unol ag Adran 15 o Ddeddf Llywodraeth Leol 2000 (Swyddogaethau'r Corff Gweithredol) ac yn y cylch gorchwyl sy wedi'i nodi yn Adran 5 o Ran 3 o Gyfansoddiad y Cyngor.**

The decision is taken in accordance with Section 15 of the Local Government Act, 2000 (Executive Functions) and in the terms set out in Section 5 of Part 3 of the Council's Constitution.

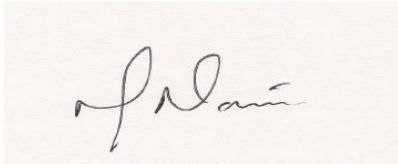
**YMGYNGHORI |CONSULTATION**



24.01.22

**LLOFNOD YR AELOD YMGYNGHOROL O'R CABINET  
CONSULTEE CABINET MEMBER SIGNATURE**

**DYDDIAD / DATE**



24.01.22

**LLOFNOD YR AELOD YMGYNGHOROL O'R CABINET  
CONSULTEE CABINET MEMBER SIGNATURE**

**DYDDIAD / DATE**



24.01.22

**LLOFNOD YR AELOD YMGYNGHOROL O'R CABINET  
CONSULTEE CABINET MEMBER SIGNATURE**

**DYDDIAD / DATE**



**RHEOLAU'R WEITHDREFN GALW-I-MEWN | CALL IN PROCEDURE RULES.**

**A YW'R PENDERFYNIAD YN UN BRYD A HEB FOD YN DESTUN PROSES GALW-I-MEWN GAN Y PWYLLGOR TROSOLWG A CHRAFFU?:**

**IS THE DECISION DEEMED URGENT AND NOT SUBJECT TO CALL-IN BY THE OVERVIEW AND SCRUTINY COMMITTEE:**

**NAC YDY | NO ✓**

**Rheswm dros fod yn fater brys | Reason for Urgency:**

*Os yw'n cael ei ystyried yn fater brys - llofnod y Llywydd, y Dirprwy Lywydd neu Bennaeth y Gwasanaeth Cyflogedig yn cadarnhau cytundeb fod y penderfyniad arfaethedig yn rhesymol yn yr holl amgylchiadau iddo gael ei drin fel mater brys, yn unol â rheol gweithdrefn trosolwg a chraffu 17.2:*

*If deemed urgent - signature of Presiding Member or Deputy Presiding Member or Head of Paid Service confirming agreement that the proposed decision is reasonable in all the circumstances for it being treated as a matter of urgency, in accordance with the overview and scrutiny procedure rule 17.2:*

.....  
**(Llywydd | Presiding Member)**

.....  
**(Dyddiad | Date)**

**DS - Os yw hwn yn benderfyniad sy'n cael ei ail-ystyried yna does dim modd galw'r penderfyniad i mewn a bydd y penderfyniad yn dod i rym o'r dyddiad mae'r penderfyniad wedi'i lofnodi.**

**NB - If this is a reconsidered decision then the decision Cannot be Called In and the decision will take effect from the date the decision is signed.**

.....  
**(Mayor)**

.....  
**(Dated)**

**NB - If this is a reconsidered decision then the decision Cannot be Called In and the decision will take effect from the date the decision is signed.**



AT DDEFNYDD Y SWYDDFA YN UNIG | FOR CABINET OFFICE USE ONLY

**DYDDIADAU CYHOEDDI A GWEITHREDU | PUBLICATION & IMPLEMENTATION DATES**

**CYHOEDDI | PUBLICATION**

**Cyhoeddi ar Wefan y Cyngor | Publication on the Councils Website:-** 31.01.2022

**DYDDIAD | DATE**

**GWEITHREDU'R PENDERFYNIAD | IMPLEMENTATION OF THE DECISION**

**Nodwch: Fydd y penderfyniad hwn ddim yn dod i rym nac yn cael ei weithredu'n llawn nes cyn pen 3 diwrnod gwaith ar ôl ei gyhoeddi. Nod hyn yw ei alluogi i gael ei "Alw i Mewn" yn unol â Rheol 17.1, Rheolau Gweithdrefn Trosolwg a Chraffu.**

**Note:** This decision will not come into force and may not be implemented until the expiry of 3 clear working days after its publication to enable it to be the subject to the Call-In Procedure in Rule 17.1 of the Overview and Scrutiny Procedure Rules.

**Yn amodol ar y drefn "Galw i Mewn", caiff y penderfyniad ei roi ar waith ar / Subject to Call implementation date will be**

04.02.2022  
**DYDDIAD / DATE**

**WEDI'I GYMERADWYO I'W GYHOEDDI: ✓ | APPROVED FOR PUBLICATION :✓**



## Rhagor o wybodaeth | Further Information

Cyfadrn   Directorate:	Public Health, Protection & Community Services
Enw'r Person Cyswllt   Contact Name:	Clair Ruddock
Swydd   Designation:	Community Development Officer, RCT Together Team
Rhif Ffôn   Telephone Number:	07786523652



## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **DELEGATED OFFICER DECISION**

**13TH DECEMBER 2021**

#### **RCT TOGETHER, COMMUNITY ASSET TRANSFER OF BRYNCAE COMMUNITY CENTRE TO LLANHARAN COMMUNITY COUNCIL**

#### **REPORT OF THE DIRECTOR OF CORPORATE ESTATES AND THE DIRECTOR OF PUBLIC HEALTH, PROTECTION & COMMUNITY SERVICES**

**Author(s):** Dave Powell - Director of Corporate Estates and Clair Ruddock, Community Development Officer, RCT Together Team

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

- 1.1 To approve the grant of a 25 year lease of Bryncae Community Centre to Llanharan Community Council on terms to be agreed to the satisfaction of the Council.
- 1.2 In accordance with the Council's Scheme of Delegation, this report has been prepared to accompany the intended Officer decision of the Director of Corporate Estates and the Director of Public Health, Protection and Community Services.

#### **2. RECOMMENDATIONS**

It is recommended:

- 2.1 To endorse the grant of a 25 year lease of Bryncae Community Centre to Llanharan Community Council on terms to be agreed to the satisfaction of the Council.

#### **3. REASONS FOR RECOMMENDATIONS**

- 3.1 Two costed business plans were submitted by the following organisations for the proposed leasehold transfer of Bryncae Community Centre:-
  - **Llanharan Community Council** – key focus to sustain and expand current delivery programme at the Centre including sustaining Llanharan Community Development Project's existing sessional usage of the building. Will explore enhancing or expanding the centre in the future if desirable.



- **Llanharan Community Development Project**

**Phase 1** - focus is to change the current use of the community centre into a “Care Inspectorate Wales” registered full day nursery provision which would result in the displacement of current user groups.

**Phase 2** - plans consider securing additional venue space on the leased site to offer existing and new users space to deliver their services.

3.2 At the Strategic Community Asset Transfer Panel meeting on 9<sup>th</sup> November 2021, it was recommended to award the lease transfer to **Llanharan Community Council** based on the following reasons:

- Llanharan Community Council are considered to have a more robust financial standing to sustain the successful management of a popular and valued community asset, having access to Community Infrastructure Levy Funding and an annual precept;
- Their proposal is supported by the existing Voluntary Management Committee at Bryncae Community Centre, who have indicated that they will remain under the management of Llanharan Community Council should the lease transfer be granted. As a result, an experienced Voluntary Management Committee will be retained to support delivery of the Community Council’s vision;
- The proposal offers continuity with no current venue hirers being displaced whilst providing opportunity to increase usage and diversify provision to meet identified need (including evenings and weekends);
- Will explore expanding the centre’s physical footprint in the future if desirable and feasible.

#### **4. BACKGROUND**

4.1 The Council’s RCT Together Approach for progressing Community Asset Transfers was agreed by Cabinet at its meeting on 30<sup>th</sup> October 2014. This approach will see the Council working with communities and partner agencies to sustain delivery of services that the Council may no longer be able to deliver on its own.

4.2 Applications are considered from “not for personal profit” voluntary and community groups, social enterprises and Town and Community Councils for activities, services and facilities that benefit residents within Rhondda Cynon Taf.



- 4.3 At the Cabinet meeting on 19<sup>th</sup> May 2016, it was agreed that applications for the asset transfer could now be dealt with under the Council's Delegated Decision framework. High Level Asset Transfers will need to be reported to Cabinet if Officers and the appropriate Cabinet Member feel that this is required.
- 4.4 A review of RCT Together was undertaken and approved by Cabinet at its meeting on 21<sup>st</sup> November 2018 to ensure any future Community Asset Transfers that are progressed, align with the Council's Community Hub development programme and can deliver the Council's strategic service requirements. Each Hub will support a neighbourhood network of preventative community services and activities that will support people living in our communities to improve their independence, resilience, health and well-being.

### **Overview of Llanharan Community Council**

- 4.5 Llanharan Community Council has been in existence since 1974 comprising 14 elected and co-opted Members covering each Community Ward, representing the community, providing local views on planning, listening to and advising residents as well as providing a link with the local authority. Representative Councillors have an active interest in their communities and work in partnership with residents, local groups and collaborate with other Community Councils when necessary.
- 4.6 The Community Council adheres to the Accounts and Audit (Wales) Regulations 2014, which sets out the timetable for the preparation and approval of the annual accounts. The Annual Governance Statement is an assessment by the Council that it conducted its business in accordance with the law and proper standards, safeguarded and properly accounted for public monies.
- 4.7 The Community Council has a long history of strong and responsible financial management, employs a Responsible Financial Officer and has robust governance arrangements.

### **The Proposal**

- 4.8 Bryncae Community Centre is currently managed by a Voluntary Management Committee through its arrangement with RCT CBC's Leisure Services Department and is well used by the local community. The Voluntary Management Committee have indicated that, should Llanharan Community Council's request for a lease be successful, they would be happy to maintain their roles, reporting to the Community Council in place of RCTCBC, although this would not be the case with any other successful bidder.





- 4.9 Llanharan Community Council intend to retain the existing Voluntary Management Committee, harnessing their experience and working together to limit voids in venue usage. This would ensure consistency and continuity for the provision of community based services.
- 4.10 The Community Council aim to assure the long term security of provision of services to the local community in the area by ensuring that the Community Centre is available, maintained and operated to a high standard, working with local partners, to provide a facility for varied community services in addition to providing a secure and appropriate venue for childcare.
- 4.11 Representatives from the Community Council and the Voluntary Management Committee have committed to work with Partners and the RCT Together Team to conduct a local needs assessment to inform and expand their delivery programme to meet existing and emerging need.
- 4.12 Defined emerging need, particularly in relation to childcare, will inform future considerations for building expansion to accommodate the growing community.

#### **Review of Llanharan Community Council's Business Plan**

- 4.13. Llanharan Community Council are considered to have clear, robust governance, staffing resources and sound financial standing. The Community Council intend to manage the Bryncae Community Centre via an 'arm's length' sub-group, to which the existing voluntary management committee will report, therefore retaining existing skills and experience in relation to operational management of the venue.
- 4.14 **Clear delivery plans in place** – The Community Council intend to re-introduce/retain all classes and services (subject to Covid risk assessments and compliance with any restrictions). This will continue to meet existing community need and expansion will be considered, taking a flexible approach to meet emerging need. In particular, maximising weekend hiring of the hall to promote the centre as an accessible and valuable community asset. Results of the planned needs assessment (conducted with Partners and RCT Together Team) will inform the medium/long term delivery programme
- 4.15 The Community Council conveys a sound financial standing to maintain and expand services, demonstrating sustainability without over reliance upon external funding sources. The Community Council will carry out all works and improvements as identified in the March 2021 RCTCBC building condition survey in accordance with the following target timescales:



Year1	Year2	Year3	Year4	Year5	Year 5+	Total years 1-5
£4850	£13750			£35850	£18000	£72,450

*NB The £18,000 identified for year 5+ is to replace all lights with LED units, equating to a total of £72,450 and improving energy efficiency within the building.*

- 4.16 **Arrangements and capacity to manage the premises** - The Community Council employs a Clerk/Responsible Financial Officer, an Assistant Clerk/Project Officer and 2 maintenance staff. Together with the existing voluntary management committee, it has the professional expertise, competencies, and local knowledge to responsibly manage and enhance the Bryncae Community Centre for the benefit of the Community over the long term.
- 4.17 **Market Appraisal** - The Community Council have outlined a marketing plan with particular emphasis on increasing weekend usage and making the booking system more customer friendly. Data demonstrates that, prior to Covid, the hall was well utilised throughout the week. Currently there is additional capacity of 24 hours per week where additional income could be realised. Recent consultation has identified that there is potential demand for services that could fill this gap.
- 4.18 Given the increase in population expected over the coming years due to the Llanilid former opencast coal site housing development (and others), it is anticipated that the demand for services, to include childcare will increase. To this end the Community Council would look to potentially expand the building within its current footprint and work with partners such as Llanharan Community Development Project in order to provide additional childcare provision for the community.
- 4.19 **Financial Appraisal** - The Community Council currently collects an annual precept and is in receipt of Community Infrastructure Levy funds with further funding expected over the coming years (dependant on planned housing developments proceeding). Consequently, the Community Council conveys a sound financial standing to maintain and expand services, demonstrating sustainability without reliance upon external funding sources. Contingency funds would be supplied from the current capital reserves of circa £10k, any additional contingency can be met from CIL funding or general precept funds.
- 4.20 **Risk Assessment and Management** – The Community Council have acknowledged the following risks and have identified appropriate mitigation measures:



- The prime day time hirers of the building are Llanharan Community Development Project (LCDP), providing childcare services. LCDP have submitted a competitive Community Asset Transfer application for Bryncae Community Centre. The risk is LCDP may seek an alternative venue. This risk is currently deemed low as there are limited alternative local buildings available;
  - Venue is under-utilised and projected income is impacted will be addressed by ensuring ongoing marketing and consultation is undertaken and usage reflect the needs of the community;
  - Unforeseen maintenance costs will be pre-empted by monthly inspections of the facility and by ensuring adequate insurance cover is in place;
  - Ongoing Covid restrictions forcing closure of the centre will be addressed by accessing relevant Covid focussed funding.
- 4.21 **Partnership Engagement** - The Community Council is committed to meeting local need and has recently carried out consultation with the local community with regards to improvements to services, the aim being to identify opportunities to expand services from within the Community Centre or introduce new services to better serve the community and to increase revenue.
- 4.22 **Outcomes** - The Community Council aims to support the long term security of service provision to the local community by ensuring that the Community Centre is available, maintained and operated to a high standard. Improved booking system arrangements will enable provision of 'real time' data to measure usage and capacity and inform the marketing plan.
- 4.23 Working together with local partners, the centre will provide a facility for leisure and recreational services and classes but also provide a secure and appropriate venue for childcare to service current and future residents. In particular, the potential expansion of the building in the future will provide the space to accommodate increased childcare provision for the growing community.
- 4.24 Securing the long term future of the venue will maintain and improve the facilities for locals which will impact on the wellbeing, fitness and health outcomes for its users. Outcomes will be measured by monitoring and working to reduce voids in the community centre timetable, aiming for a target of 100% utilisation.
- 4.25 Capital investment will be provided by the Community Council thus ensuring a valuable community asset remains so, continuing to provide



the 'as is' in terms of services at a reduced cost to RCT Council whilst securing opportunity for growth.

## **5. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY**

- 5.1 An Equality Impact Assessment screening form has been prepared for the purpose of this report. It has been found that a full report is not required at this time. The screening form can be accessed by contacting the author of the report or the Cabinet Business Officer.

## **6. WELSH LANGUAGE IMPLICATIONS**

- 6.1 Llanharan Community Council advise the service provision at Bryncae Community Centre will consider Welsh language needs as defined by the customers who use the centre. The facility will be available for use by a diverse range of Groups and individuals who may wish to deliver services via the medium of Welsh e.g. Welsh classes, Meithrin etc and usage will be considered without bias.
- 6.2 A recent survey conducted by the RCT Together Team identified that, overall, 42% of people would like more opportunities to learn, use or practice Welsh language in the community. This data will be localised and used to inform the ongoing needs assessment for consideration within the delivery programme.

## **7. CONSULTATION / INVOLVEMENT**

- 7.1 Consultation was conducted via an online survey posted in local facebook hubs with paper copies posted in the Council's notice boards. 48 responses were received, approximately 70% of which were from users of the community centre. The survey asked two key questions:-
- **What services or classes would you like to see held at the centre?** - responses summarised as predominantly requesting exercise classes and childcare facilities.
  - **Do you have any other comments or suggestions regarding the centre** – responses were varied. However, there were a number of comments alluding to providing better visibility to the public of availability of the hall and making it easier to book.
- 7.2 Llanharan Community Council will incorporate the results of this recent survey into their delivery programme. Routine consultation will be conducted to ensure community needs continue to be met in addition to evaluating the effectiveness and impact of service provision.



- 7.3 The Community Council works closely with the RCT Together Community Development Team and are part of the Neighbourhood Network for the South West Taf Ely area. Although in its infancy, this network will expand to incorporate key stakeholders within the community, providing opportunity to democratically identify and assess need, prioritise solutions and improvements and promote better informed decision making. The Community Council are committed to continuing this arrangement, strengthening a holistic approach to build community resilience and vibrancy and are contributing to the local needs assessment currently being undertaken by community partners and the RCT Together Team.

## **8. FINANCIAL IMPLICATION(S)**

- 8.1 There will be no ongoing cost implications to the Council associated with the leasehold transfer of Bryncae Community Centre. Llanharan Community Council will be responsible for all future capital and revenue costs associated with the operation of the building. This will include repair, maintenance and statutory compliance responsibilities.
- 8.2 The Community Council would request continuation of existing arrangements to ensure statutory compliance in the short term, with RCT Council overseeing the relevant testing (with a recharge back to the Community Council) to ensure knowledge and experience is gained in this field.
- 8.3 The transfer will give Llanharan Community Council the ability to fully invest in terms of refurbishment requirements, building capacity in asset management & maintenance and the generation of income.
- 8.4 The Community Council currently collects an annual precept and is in receipt of significant Community Infrastructure Levy funds. Consequently, the Community Council conveys a sound financial standing to maintain and expand services, demonstrating sustainability without over reliance on external funding sources.

## **9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 9.1 The Council's property legal team completed an examination of the Council's title deed for the building (report on title). There is nothing apparent within the deed wallet restricting the proposed use.
- 9.2 Under Section 123 of the Local Government Act 1972, Councils can dispose of land and buildings provided that best consideration is achieved. An "Open Market Rent" will be charged for use of this building.



## 10. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.

10.1 Llanharan Community Council's proposals align with a raft of national and local objectives and priorities thus re-enforcing the public benefit that is delivered through the project, in turn contributing to the Council's vision:

*"To be the best place in Wales to live, work and play, where people and businesses are independent, healthy, and prosperous."*

10.2 Executing proposals will also deliver against the three main priorities outlined within the Council's Corporate Plan "Making A Difference" 2020-2024:

- *Ensuring **People**: are independent, healthy and successful;*
- *Creating **Places**: where people are proud to live, work and play;*
- *Enabling **Prosperity**: creating the opportunity for people and businesses to be innovative; be entrepreneurial; and fulfil their potential and prosper.*

10.3 Along with 44 public bodies across Wales, the Council is subject to the statutory requirements of the Well-being of Future Generations (Wales) Act 2015, which sets a common vision for the long-term well-being of people and communities through seven national well-being goals and provides a framework for public services to work differently through five sustainable development principles. The principles include thinking about the **long-term** impact of our actions, seeking to **prevent** issues from occurring in the first place or from worsening, **involving** people and communities in decisions made that affect them, working together **collaboratively** with other organisations and **integrating** our work to understand the knock-on effects of what we do. Llanharan Community Council aim to contribute towards these well-being goals and sustainable principles by:

- Working collaboratively as part of the Neighbourhood Network in South West Taf Ely to undertake an audit of community assets and regular engagement and consultation events to ensure community partners can meet the needs of local residents and build community resilience.
- Leasing Bryncae Community Centre, will enable the Community Council to secure the long term provision of services for the community and will provide a facility for leisure, recreational, educational and social interaction purposes and will positively impact the health and well-being of users.
- Investing funding in the fabric of the Bryncae Community Centre over the next 5 years to increase the energy efficiency of the building by replacement of all lighting with lower energy and low maintenance



LED lighting. This will lead to significant reduction in energy costs and the carbon footprint of the building.

- 10.4 The Council is approaching this principle in different ways and has launched RCT Together as a means of engaging and involving residents in how services are best sustained in communities:

*“The Council’s vision is to develop a new relationship with residents that enables them to be independent and resilient and to take on greater responsibility for their local communities. This is not about the Council shifting its responsibility – it is about recognising that residents want to be more involved in what happens in their community”.*

- 10.5 The ‘RCT Together’ approach, now aligning with the Council’s developing Community Hub and Neighbourhood Network approach will further strengthen the involvement of local residents and community groups in determining the best use of its assets to enable the community to strengthen its resilience and wellbeing.

## **11. CONCLUSION**

- 11.1 Llanharan Community Council’s proposal offers a more viable and sustainable opportunity to retain and improve a valued community asset to meet the identified needs of the local community and beyond. It will enable the Community Council to retain the skills and experience of the existing voluntary management committee whilst exploring opportunities to expand the current delivery programme. This recommendation will ensure no displacement of current user groups.
- 11.2 The benefits of transferring an asset to a Community Group on a long term leasehold transfer are substantial and varied, unlocking community enterprise, encouraging volunteer commitment, helping utilise local intelligence and allowing the organisation to attract the necessary capital investment to create a thriving community facility.
- 11.3 A lease transfer will increase the sense of ownership, enabling local people to protect a valuable asset, empowering the community to design and deliver services to meet local need.
- 11.4 The Council encourages both Llanharan Community Council and Llanharan Community Development Project to continue to work together to explore the opportunity to extend the current building to be able to accommodate the anticipated demand in extra childcare provision needed as further housing is developed in the area over the coming years.



**RHONDDA CYNON TAF**

- 11.5 The recommendation is therefore to approve the grant of a 25 year lease to Llanharan Community Council as the preferred tenant for managing this much valued community asset.





**LOCAL GOVERNMENT ACT 1972**  
**AS AMENDED BY**  
**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**  
**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**  
**DELEGATED OFFICER DECISION**  
**13<sup>TH</sup> DECEMBER 2021**  
**REPORT TO ACCOMPANY A DECISION OF THE DIRECTOR OF**  
**CORPORATE ESTATES AND THE DIRECTOR OF PUBLIC HEALTH,**  
**PROTECTION AND COMMUNITY SERVICES**  
  
**RCT TOGETHER, COMMUNITY ASSET TRANSFER OF BRYNCAE**  
**COMMUNITY CENTRE TO LLANHARAN COMMUNITY COUNCIL**

**Background Papers:**

- Cabinet – 30<sup>th</sup> October 2014;
- Cabinet - 19<sup>th</sup> May 2016;
- RCT Together – Review of the Community Asset Transfer Process;  
Cabinet – 21<sup>st</sup> November 2018.

**Officer to contact:**

Clair Ruddock, Community Development Officer