

EXPRESSION OF INTEREST SOUGHT for

Western Vale Integrated Childrens Centre

The Vale of Glamorgan Council is seeking expressions of interest from community based organisations to maintain provision for early years (childcare) for 0-11 year olds, youth provision 11-25 and/or community provision in Llantwit Major from the summer of 2017.

The Western Vale Integrated Children's Centre building is owned by Vale of Glamorgan Council who now propose to work in partnership with a community organisation and is offering Community Asset Transfer under a long lease arrangement for the above use.

Address: Station Road, Llantwit Major, CF61 1ST



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Interested parties are required to submit the accompanying Expression of Interest in accordance with the Council's Community Asset Transfer guidance (<http://www.valeofglamorgan.gov.uk/Documents/Our%20Council/CAT/Complete-CAT-Guidance-including-templates.pdf>) and send the Stage 1 Expression of Interest form and any other supporting documents initially to:

Andrew Tovey
Strategic Estates Group
Property Section
Vale of Glamorgan Council
Dock Offices
Subway Road
Barry
CF63 4RT

Contact email address: antovey@valeofglamorgan.gov.uk

Expressions should be submitted by **4pm on Friday 31st March 2017**

Expressions of Interests will be assessed by the Council's Community Asset Transfer Group in consultation with relevant Service Departments within the Council. A decision will be made within an estimated 6 weeks from the closing date of 31st March 2017 on whether applicants will be invited to Stage 2 of the process i.e. developing a full business plan for their proposal. Applicants invited to proceed to the Full Business Plan Stage, will be advised in writing and in accordance with the Council's CAT Guidance, will have 12 weeks from the date of notification to submit their Full Business Plan.

The Council will assess Full Business Plans in accordance with the CAT Guidance. There is no compulsion on the Council to proceed with any proposal submitted, either as a Stage 1 Expression of interest or as a Stage 2 Full Business Plan and therefore all applicants are advised that proposals are submitted entirely at applicants risk and the Council will not be held liable for any costs incurred by applicants during this process.

Background

Western Vale Integrated children's centre (WVICC), until very recently has been partly occupied by staff of Llandaff Diocese who have managed the facility by virtue of a lease agreement and provided and/or supported access to a wide range of community based services and oversaw the operation of St Illtyd's Day Nursery. The Diocese closed the day nursery in July 2015 and relinquished their interest and occupation of the building from 30 September 2015. Currently the WVICC remains open with a skeleton staff of Council employees providing access and advice on use to the small number of current users.

Historically a wider number of Council services and community groups have operated from the building or have used the site. These included:

Council functions:

- Families First,
- Adult Community Learning and
- Children's Services (contact sessions).

Community services include:

- Support groups for parents, carers, child minders, groups for young children and their families (Pyjama Drama, Hartbeeps etc), after school club, language and play, Sunshine Club, Citizen's Advice Bureau, Action for Children and a Sensory Room.

Management of the main building and services

The Vale of Glamorgan Council (VOGC) considers the building has been adapted well for the delivery of early years, youth and community purposes. However the successful applicant could reshape the provision in consultation with the VOGC. The proposal is that the future use of 'community delivery areas' and 'nursery areas' in the building should be considered separately.

It is envisaged that any lease holder (Community or voluntary group) would work with the VOGC, current users and service providers, local groups and the wider community to develop needs based services. The Council would be an active partner in supporting a joint delivery plan and would be on hand to offer support and guidance as appropriate. Under any new arrangement, all of the current groups that operate from WVICC could continue to do so, although they would need to renegotiate their current rent/room hire arrangements and access use with the lease holder.

The Council would encourage the lease holder to **engage with nursery providers to sublet use of the nursery premises and create an income stream** (with the aim of at least covering the running costs of the building). It is suggested that the building could also explore other income streams from the site, such as rental of rooms, catering, office space etc., which would further financially benefit the running of building and any associated operations – subject to planning consent.

This could be supplemented by the addition of Youth Services, Adult Community Learning and voluntary groups. The Council, via the Learning and Skills Directorate, could offer staff time to assist with the running of the premises (room bookings, management of user groups etc.) as an in-kind offer in return for the provision of accommodation for a range of community activities and support services 0-25 to operate.

The Council would not diminish its responsibility for youth provision supplied by its core services but is willing to work towards the community taking ownership of these functions if it expresses an interest to do so.

Community delivery areas:

It is important that the Community delivery areas on the ground floor seek to meet the needs of local families, groups, individuals and the voluntary sector. This includes young people's groups, hobbies and pastime clubs, self interest groups and support groups for all members of the local community. Specific priority should be given to children, young people and family groups.

In order to ensure a holistic array of services and programmes being offered in and around Llantwit Major, the VOG Council would expect expressions of interest to demonstrate how they would work with local partners from relevant childcare/children, youth and community organisations to deliver programs and services.

These might include:

Recreational Programs

- Promotion of play and physical health outcomes
- Promotion of social skill building
- Provision of opportunities to learn new skills
- Provision of after school provision

Educational Programs

- Provision of career and education support
- Support with accessing employment
- Encouraging the development of social and personal skills
- Encouraging the development of life skills
- Provision of parenting programs for parents of children and young people
- Provision of early intervention opportunities for children, young people and families

Support Services:

- Encouraging the development of coping skills and resilience
- Support for mental health, sexual health and alcohol and drug related needs
- Support for young parents
- Support provision/services for children and young people with disabilities
- Provision of family contact
- Provision of early intervention opportunities

Nursery

It is important that a range of affordable childcare is available in Llantwit Major to enable parental choice and ensure that the Local Authority meets its statutory duty. Therefore, we would be looking for the Nursery area of the building to be sub-let, by the successful organisation to a provider on the basis that they continue to provide this type of childcare facility. This could be a private provider with a track record of delivering quality child care in the area that wanted to expand their business, a provider that could bring some investment into the service or a local community group with sufficient capacity could also be considered.

A number of consultation exercises have been undertaken (see below) and these suggest that there is demand from the local community for a nursery to operate from the site, and there has been sufficient interest from potential providers.

The lease holder could **engage with nursery providers to sublet or licence use of the nursery premises and create an income stream** (with the aim of at least covering the running costs of the building).

This provides an opportunity to have a nursery in a rural setting that is close to Llantwit Major town centre and on a main bus and train route to Barry, Cardiff and Bridgend. The VOG Childcare Sufficiency Assessment Draft Report, made available for public consultation on the VOG Council website in February 2017 demonstrates the need for a well-run, quality provision in the area. This could support Welsh Government's National childcare offer from 2019/20.

There are some rural pockets of deprivation in the area and we expect there will also be a strong demand from working parents to use this provision. The St Illtyd Primary School on the adjoining site would be keen to form close links with the new provider and any applicant should consider the provision of before and after school places (wrap around care) for local families. There is room to develop holiday provision on-site as well as accommodate a large nursery of approximately 42 places.

If delivered by a private provider and not the lease holder an appropriate rental for the nursery element of the site will need to be agreed and a sub-lease arrangement will need to exist between both parties.

Expressions of interest were collected from potential nursery providers in 2015/16. This information would be given to the lease holder and it would be proposed that contact be made with each provider to assess whether interest in the site still exists, with a view to a provider taking over the nursery element of the facility during 2017

Lease

The building is owned by VOG Council and a suitable and negotiated long lease will be offered to the successful applicant. Applicants will be expected to take

independent legal advice in this respect. The terms of any lease will state that the building and grounds are to be fully maintained by the successful applicant.

A site plan for the building accompanies this document. The proposed area to be leased is outlined in green and red. The red area shows the area previously utilised for the delivery of the nursery that could be sub-let by the successful applicant to a Nursery provider.

Applications

Applications are sought to **provide/enable the provision for early years (childcare) for 0-11 year olds, youth provision 11-25 and/or community provision in Llantwit Major** from experienced, high quality voluntary, charity or community based organisations.

If you have property related enquiries please contact Lorna Cross, Operational Manager (Property). Email: antovey@valeofglamorgan.gov.uk

If you have service provision related enquires please contact Andrew Borsden, Lead Officer Social Inclusion and wellbeing (Learning and Skills). Email AMBorsden@valeofglamorgan.gov.uk

We will be offering interested parties the opportunity to inspect the building. Interested parties should contact Deb Maule, Children's Partnership Coordinator on 01446 793030 01446 709269 or by email DMAule@valeofglamorgan.gov.uk who will be arranging open afternoons and will inform all interested applicants of these times.

For further support on business planning and information of sources of funding please contact Phil Chappell, Team leader (Economic Development, Regeneration and Planning) Tel: 01446 704750, e-mail prchappell@valeofglamorgan.gov.uk

Expenditure:

We are advised that the Diocese who previously managed the facility had been paying the following amounts in outgoings on this site

The annual net running costs of the WVICC building as a whole equate to approximately £35,000 inclusive of VAT and approximately £20,000 of this is made up of non-domestic rates.

The Vale of Glamorgan Rateable Value for 2017/18 is actually set at £20,084.75

The property could benefit from rate relief of up to 100% depending on the future use of the premises and the status of the organisation running the property. A voluntary sector partner could be eligible for this type of relief if registered as an independent

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charity meaning that they could save between 80-100% on the business rates that are currently payable on the premises.

WVICC COSTS			
Service	2013/2014	2014/2015	
Gas	£1,721.22	£2,457.29	
Electricity	£2,155.67	£2,758.05	
Water	£1,692.17	£1,173.30	
Telephone	£3,283.88	£4,214.40	
Insurance	£1,596.29	£1,590.80	
Cleaning	£799.37	£713.50	(various waste bins)
Repairs and renewals	£645.18	£563.03	(fire safety, pat testing)
TV Licence	£145.00	£145.00	
	£12,038.78	£13,615.37	

NURSERY COSTS			
Service	2013/2014	2014/2015	
Gas	£6,739.35	£2,457.29	
Electricity	£2,155.68	£2,758.10	
Water	£1,154.35	£1,173.31	
Telephone	£1,464.73	£1,437.03	
Insurance	£1,596.33	£1,590.77	
Cleaning	£3,244.78	£2,950.68	(various waste bins)
Repairs and renewals	£219.66	£86.22	(fire safety, pat testing)
Subscriptions	£150.79	£186.38	(mplc)
	£16,725.67	£12,639.78	

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BREAKDOWNS			
Service	Split	Nursery cost 2014/2015	WVICC cost 2014/2015
GAS	50/50	£2,457.29	£2,457.29
ELECTRICITY	50/50	£2,758.10	£2,758.05
WATER	50/50	£1,173.31	£1,173.30
TELEPHONE			
PHONE LINES	Separate lines	£578.65	£1,971.86
INTERNET	50/50	£191.34	£191.34
VALE INTERNET	50/50	£402.87	£403.00
RED CARE LINE	50/50	£134.50	£134.51
PHOTOCOPIER	WVICC	N/A	£1,384.02
MOBILE (CLAIRE)		£108.08	£108.08
INSURANCE			
	50/50	£1,590.77	£1,590.80
CLEANING			
INITIAL	90 NURSERY/10 WVICC	£716.04	£79.56
BIFFA	75 NURSERY/25 WVICC	£2,234.64	£633.94
REPAIRS & RENEWALS			
PAT TESTING			£418.85
FIRE SAFETY		£86.22	£144.18
TV LICENCE			
	WVICC	N/A	£145.00
SUBSCRIPTIONS			
	NURSERY (MPLC)	£186.38	N/A

Consultation:

A consultation exercise was conducted with local parents and users of WVICC (service users and service providers) in December 2015 and the outcome was as follows:

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- 97.5% of survey respondents would like to see the centre remain open
- The following chart displays which services respondents would like to see provided from the centre to benefit them and their families:

