

Council

You are hereby summoned to attend a Meeting of the **Council of the City and County of Swansea** to be held in the Multi-Location Meeting - Council Chamber, Guildhall / MS Teams on Thursday, 1 September 2022 at 5.00 pm.

Watch Online: <https://bit.ly/3dEzWtO>

The following business is proposed to be transacted:

1. **Apologies for Absence.**
2. **Disclosures of Personal and Prejudicial Interests.**
www.swansea.gov.uk/disclosuresofinterests
3. **Minutes.** 1 - 13
To approve & sign the Minutes of the previous meeting(s) as a correct record.
4. **Written Responses to Questions asked at the Last Ordinary Meeting of Council.** 14 - 17
5. **Announcements of the Presiding Member.**
6. **Announcements of the Leader of the Council.**
7. **Public Questions.**
Questions can be submitted in writing to Democratic Services democracy@swansea.gov.uk up until noon on the working day prior to the meeting. Written questions take precedence. Public may attend and ask questions in person if time allows. Questions must relate to items on the open part of the agenda and will be dealt within a 10 minute period.
8. **Governance & Audit Committee Annual Report 2021-2022.** 18 - 41
9. **Democratic Services Committee Annual Report 2021-2022.** 42 - 52
10. **Scrutiny Annual Report 2021-2022.** 53 - 97
11. **Councillors' Questions.** 98 - 109
12. **Notice of Motion - Funding Formulas.** 110

Webcasting: This meeting may be filmed for live or subsequent broadcast via the Council's Internet Site. By participating you are consenting to be filmed and the possible use of those images and sound recordings for webcasting and / or training purposes.

You are welcome to speak Welsh in the meeting.

Please inform us by noon, two working days before the meeting.

Next Meeting: Thursday, 6 October 2022 at 5.00 pm



Huw Evans
Head of Democratic Services
Guildhall,
Swansea.

Tuesday, 23 August 2022

To: All Members of the Council

Agenda Item 3.



City and County of Swansea

Minutes of the **Council**

Multi-Location Meeting - Council Chamber, Guildhall / MS

Teams

Thursday, 7 July 2022 at 5.00 pm

Present: Councillor J P Curtice (Chair) Presided

Councillor(s)

C Anderson
M Bailey
S Bennett
P N Bentu
P M Black
A Davis
P Downing
C R Doyle
M Durke
C R Evans
C M J Evans
V M Evans
E W Fitzgerald
R Fogarty
N Furlong
L S Gibbard
K M Griffiths
H J Gwilliam
T J Hennegan
V A Holland
C A Holley

Councillor(s)

P R Hood-Williams
L James
D H Jenkins
A J Jeffery
J W Jones
L R Jones
M H Jones
M Jones
S M Jones
S Joy
S E Keeton
E J King
E T Kirchner
H Lawson
A S Lewis
M B Lewis
R D Lewis
W G Lewis
M W Locke
N L Matthews
P M Matthews

Councillor(s)

P N May
J D McGettrick
H M Morris
F D O'Brien
A J O'Connor
D Phillips
C L Philpott
J E Pritchard
S Pritchard
A Pugh
S J Rice
K M Roberts
B J Rowlands
R V Smith
R C Stewart
L G Thomas
W G Thomas
M S Tribe
L V Walton
R A Williams
T M White

Officer(s)

Huw Evans	Head of Democratic Services
Ben Smith	Director of Finance / Section 151 Officer
Allison Lowe	Democratic Services Officer
Rhodri Jones	Head of Achievement & Partnership Service
Jeremy Parkhouse	Democratic Services Officer
Helen Morgan-Rees	Director of Education
Martin Nicholls	Interim Chief Executive
Debbie Smith	Deputy Chief Legal Officer

Apologies for Absence

Councillor(s): A M Day, R Francis-Davies, F M Gordon, J A Hale, B Hopkins, D H Hopkins, O G James, P Lloyd and A H Stevens

16. Disclosures of Personal and Prejudicial Interests.

The Chief Legal Officer gave advice regarding the potential personal and prejudicial interests that Councillors and / Officers may have on the agenda.

The Head of Democratic Services reminded Councillors and Officers that the "Disclosures of Personal and Prejudicial Interests" sheet should only be completed if the Councillor / Officer actually had an interest to declare. Nil returns were not required. Councillors and Officers were also informed that any declarable interest must be made orally and in writing on the sheet.

In accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea the following interests were declared:

- 1) Councillors C Anderson, J P Curtice, H J Gwilliam, C A Holley, J W Jones, M H Jones, A S Lewis, M B Lewis, J E Pritchard & S Pritchard declared a Personal Interest in Minute 11 "Councillors ICT Allowances Policy – May 2022 & Beyond".
- 2) Councillor F D O'Brien declared a Personal Interest in Minute 18 "Councillors' Questions" – Question 4.
- 3) Councillor S Bennett, P M Black, C M J Evans & J D McGettrick declared a Personal Interest in Minute 18 "Councillors' Questions" – Question 8.
- 4) Councillor C R Doyle declared a Personal Interest in Minute 18 "Councillors' Questions" – Question 16.

Officers

- 1) Martin Nicholls declared a Personal & Prejudicial Interest in Minute 14 "Proposals for Recruitment to Chief Executive" and withdrew from the Meeting prior to its consideration.
- 2) Helen Morgan-Rees, Martin Nicholls & Ben Smith declared a Personal Interest in Minute 15 "Proposals for Recruitment to Director of Corporate Services".

17. Minutes.

Resolved that the following Minutes be approved and signed as a correct record:

- 1) Ceremonial Meeting of Council held on 20 May 2022.
- 2) Annual Meeting of Council held on 24 May 2022.

18. Written Responses to Questions asked at the Last Ordinary Meeting of Council.

The Chief Legal Officer submitted an information report setting out the written responses to questions asked at the last Ordinary Meeting of Council.

19. Announcements of the Presiding Member.

a) Queen's Birthday Honours 2022

The Presiding Member congratulated the Citizens of Swansea who received awards in the Queen's Birthday Honours.

a) Commander of the Order of the British Empire (CBE)

- i) Professor Uzomaka Linda Iwobi. Services to racial equality and to championing diversity and inclusion.

b) Member of the Order of the British Empire (MBE)

- i) Rocio Cifuentes – Chief Executive, Ethnic Minorities & Youth Support Team Wales. Services to the Community in Wales.
- ii) Dr. Umakant Ramchandra Dave. Consultant Physician, Swansea Bay University Health Board. Services to NHS.
- iii) Emma Jayne Lewis. Chair, Roots Foundation Wales. Voluntary Services to Young People in Swansea.
- iv) Lynette Margaret Sanders. Chief Executive, Swansea Women's Aid. Services to victims of domestic abuse in Swansea.
- v) Gaynor Sullivan (Bonnie Tyler). Services to Music.

c) British Empire Medal (BEM)

- i) Gerald Gabb. Services to historical research in Swansea.

b) Constructing Excellence in Wales Award for Integration and Collaboration

The Presiding Member stated that the YGG Tan-y-Lan project had recently won the Constructing Excellence in Wales Award for Integration and Collaboration. Congratulations to those involved with the project especially Claire Lewis (Education), Alex Harries & Jeff Pope (Building Services), the School, Kier and Stride Treglown. The outcome is a fantastic building for pupils and staff.

c) Adam Hill, Director of Resources / Deputy Chief Executive - Resignation

The Presiding Member reminded Council of the resignation of Adam Hill, Director of Resources / Deputy Chief Executive. His final day with the

Authority being 18 July 2022. She called on the Political Group Leaders to lead the tribute and thanks for his service.

The four Political Group Leaders led the tribute to Adam Hill for his dedication and service within the role.

d) Corrections / Amendments to the Council Summons.

a) Item 14 - Conferring Title of Honorary Alderman / Honorary Alderwoman

The Presiding Member stated that Former Lord Mayor & Former Councillor Lawrence D Bailey was greatly honoured by the intention of Council to confer him with the title Honorary Alderman; however, he was respectfully declining the title at this time.

The report is therefore amended to remove Former Lord Mayor & Former Councillor Lawrence D Bailey's nomination from the recommendation.

b) Item 18 – Membership of Committees

The Presiding Member stated that the Uplands Political Group have asked that some further amendments are made.

i) Democratic Services Committee

Remove Councillor Sandra Joy.
Add Councillor Peter May.

ii) Organisational Transformation Corporate Delivery Committee

Remove Councillor Peter May.
Add Councillor Sandra Joy.

20. Announcements of the Leader of the Council.

The Leader made no announcements.

21. Public Questions.

No public questions received.

22. Swansea Pupil Voice Manifesto. (Presentation)

Thirty two pupil representatives from Secondary Schools throughout Swansea gave a presentation outlining the "Swansea Pupil Voice Manifesto 2022 – What Matters to us!"

They outlined a range of innovative and positive ideas that Swansea Council should consider as a means to help improve the communities of Swansea. These ideas formed their "Pupil Voice Manifesto". The Manifesto covered these areas:

Safety & Feeling Safe in our Community.
Improved Sports, Equality & Facilities.
Mental Health.
Climate Change & Environmental Awareness.
Black, Asian, Minority, Ethnic – Equality.
LGBTQ+
Substance Abuse & Vaping.
Visible & Invisible Disability Awareness & Equality.

The Political Group Leaders and Cabinet Members thanked the pupils for their presentation.

23. Standards Committee Annual Report 2021-2022. (For Information)

Jill Burgess, Chair of the Standards Committee submitted the Standards Committee Annual Report 2021-2022 for information. She outlined the work of the Committee over the period.

The Leader of the Council and Leader of the Largest Opposition Political Group thanked Jill Burgess for the report and also thanked her for her work on the Committee during the previous 10 years noting that her Term of Office would end in October 2022.

24. Policy Commitments Statement.

The Leader of the Council submitted a report that outlined the Council's Policy Commitments for the next 5 years. The Commitments would help to deliver the Council's overall vision and key priorities within its Corporate Plan.

Resolved that the Policy Commitments Statement as set out in Appendix A of the report be adopted.

25. Corporate Plan 2022/23.

The Economy, Finance & Strategy Cabinet Member submitted a report that sought to publish a refreshed Corporate Plan 2022-23 following an annual review as set out within the Well-Being of Future Generations (Wales) Act 2015 and statutory guidance relating to Public Bodies.

Resolved that the Corporate Plan 2022-23 be approved and adopted.

26. Councillors ICT Allowances Policy – May 2022 & Beyond.

The Head of Democratic Services & Head of Digital and Customer Services jointly submitted a report that sought to amend the Policy in relation to the Mobile Phone Allowance and Data & Telephone Allowance.

Resolved that:

- 1) Paragraph 4.5 of the Councillors ICT Allowance Policy – May 2022 & Beyond as outlined in Appendix A of the report be deleted:

~~“4.5 The Telephone element of the Councillors / Co-opted Members’ Data & Telephone Allowance, shall only be paid once per Councillor / Co-opted Member household (i.e. if there are 2 or more Councillors / Co-opted Members living at the address then the only one person shall receive the Telephone element of the Allowance).”~~

- 2) Paragraph 5.3 of the Councillors ICT Allowance Policy – May 2022 & Beyond be amended as outlined below:

~~“5.3 There are 12 Qualifying Councillors are: Cabinet Members, Presiding Member and the Leader of the Largest Opposition Group. The Councillors’ Mobile Phone Allowance is currently set at £25 per Qualifying Councillor per month. **Note:** Job Share Cabinet Members will receive this payment in full and not pro-rata.”~~

- 3) The Policy be re-numbered accordingly.

27. Contribution Towards Costs of Care & Personal Assistance (CPA) for Councillors and Statutory Co-opted Members. (For Information)

The Head of Democratic Services submitted an information report that promoted the Independent Remuneration Panel for Wales’ (IRPW) determination in relation to the Contribution towards Costs of Care & Personal Assistance (CPA) and at encourage take up of the contribution.

28. Conferring Title of Honorary Alderman / Honorary Alderwoman.

The Head of Democratic Services submitted an amended report that sought to agree in principal to confer the title of “Honorary Alderman” or “Honorary Alderwoman” on the former Councillors identified below in line with Council Criteria.

Resolved that:

- 1) Council agree in principal to confer the title of “Honorary Alderman” or “Honorary Alderwoman” on the former Councillors June E Burtonshaw, Mark C Child, D Gareth Sullivan and Des W W Thomas, in recognition of their eminent service rendered to the City and County of Swansea and its predecessor Authority’s.
- 2) A Ceremonial Meeting of Council be arranged to confer the titles on those former Councillors named above.

29. Proposals for Recruitment to Chief Executive.

The Corporate Services & Performance Cabinet Member submitted a report that sought approval for the proposal to appoint to the role of Chief Executive.

Resolved that the recruitment process for a permanent Chief Executive at the existing remuneration by September 2022 be commenced.

30. Proposals for Recruitment to Director of Corporate Services.

The Corporate Services & Performance Cabinet Member submitted a report that sought approval for the proposal to appoint to the role of Director of Corporate Services.

Resolved that:

- 1) The options contained within Paragraph 2 of the report in relation to the Deputy Chief Executive and Director of Corporate Services post be considered.
- 2) Option 2, as set out in the report to delete the Deputy Chief Executive and Director of Corporate Services post and create a Director of Corporate Services post with the Role Profile attached at Appendix A of the report with a salary range of £107,257 to £121,756 be approved.
- 3) An interim Director of Corporate Services be appointed via a contract for services whilst a recruitment exercise is undertaken in respect of Paragraph 2 of the report.
- 4) Delegated authority be given to the Interim Chief Executive and Chief Legal Officer to take any further action necessary to give effect to the content of the report.

31. Amendments to the Council Constitution. (For Information)

The Monitoring Officer submitted an information that updated the Terms of Reference of the Governance & Audit Committee within the Council Constitution following legislative change.

32. Membership of Committees.

The Cabinet Member for Corporate Services & Performance submitted a report that sought approval of the nominations / amendments to various Council Bodies.

The report also listed a change to the Outside Bodies that the Leader of the Council had made.

Swansea Bay City Region Joint Scrutiny Committee

Removed Councillor P Downing.

Added Councillor V A Holland.

Resolved that the membership of the Council Bodies listed below be amended:

- 1) **Climate Change Corporate Delivery Committee**
Remove Councillor L V Walton.
Add Councillor O G James.
- 2) **Democratic Services Committee**
Remove Councillor S A Joy.
Add Councillor P N May.
- 3) **Organisational Transformation Corporate Delivery Committee**
Remove Councillor P N May.
Remove Councillor S A Joy.

33. Councillors' Questions.

1) Part A 'Supplementary Questions'

Nine (9) Part A 'Supplementary Questions' were submitted. The relevant Cabinet Member(s) responded by way of written answers contained in the Council Summons.

Those supplementary questions required a written response are listed below.

Question 1

Councillor P M Black asked for the terms of reference of the newly formed Project Teams together with guidelines as to how Councillors could request them to do work.

The Cabinet Members for Community stated that the information would be forwarded to all Councillors in due course.

Question 3

- a) Councillor P N May stated that he understood that a live feed was only given to street light columns during the hours of darkness. He asked a number of questions:
 - i) Is this city wide?
 - ii) What is the percentage of street light columns that only receive a live feed during the hours of darkness?
 - iii) Will this prevent street light columns being utilised as charging points?
 - iv) What actions will the Council undertake to alleviate this potential problem?
- b) Councillor S J Rice asked for the remit and timeframe of the consultants and their cost.

The Leader of Council stated that the Cabinet Member for Service Transformation would provide a written response.

The Cabinet Member for Delivery & Operations stated that a written response would be provided.

Question 7

Councillor L R Jones asked if a wood skip could be placed in Clyne Civic Amenity Site and then moved to Gorseinon Civic Amenity Site prior to be taken to the Bailing Plant, Llansamlet. This approach would reduce the need for vehicles to travel to Llansamlet thereby reducing greenhouses gases.

The Cabinet Members for Community stated that a written response would be provided.

2) Part B 'Questions not requiring Supplementary Questions'

Seven (7) Part B 'Questions not requiring Supplementary Questions' were submitted.

34. Notice of Motion - Rwanda Deportation Policy.

Proposed by Councillor A Pugh and Seconded by Councillor R C Stewart.

"This Council deplores the immoral and unethical policy of the Tory U.K. Government of deporting men, women and children, who may be fleeing conflict or persecution, to Rwanda

Similar policies have previously been found to be unworkable and ineffective when employed by Governments in Israel and Denmark.

The U.K. must honour its obligations under international law and support refugees and those seeking asylum.

In addition to the immorality of deporting refugees and asylum seekers, the decision to choose Rwanda, which is a country with a poor record on human rights, and which retains draconian policies on female rights and a women's right to choose, and gay rights, we find it completely unacceptable and deplorable. This is not a country where many of the modern and progressive laws of the U.K. or EU apply and will leave many individuals at significant risk.

The suggestion made by senior U.K. Government Ministers that the U.K. could withdraw from the European Court of Human Rights (ECHR), which was set up after the atrocities of the Second World War, is a further worrying example of this Governments disregard for the rules of international law and looks like an attempt to undermine the principles of freedom, liberty, and equality.

Therefore, we call on the U.K. Government to

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Cont'd

- *Immediately stop this immoral and unethical policy and instead explore effective ways of preventing people trafficking.*
- *Engage with European partners and international crime prevention organisations to work together to break the people trafficking and exploitation networks.*
- *To work with Local Authorities and communities, including people with lived experience to build a fairer and more effective asylum system.*
- *Invest in immigration services and properly fund the immigration system.*
- *Restate the U.K. commitment to remain a member of the ECHR.*
- *Request the Leader (and supporting Group Leaders) write to the Prime Minister and Home Secretary to outline our opposition to this policy, and to call for its immediate discontinuation.”*

In accordance with Council Procedure Rule 30 “Voting” a recorded vote was requested. The voting on the amendment was recorded as follows:

For (55 Councillors)		
Councillor(s)	Councillor(s)	Councillor(s)
C Anderson	V A Holland	P M Matthews
M Bailey	CA Holley	P N May
S Bennett	L James	J D McGettrick
P N Bentu	A J Jeffery	H M Morris
P M Black	D H Jenkins	D Phillips
J P Curtice	J W Jones	C L Philpott
A Davis	M H Jones	J E Pritchard
P Downing	M Jones	S Pritchard
C R Doyle	S M Jones	A Pugh
M Durke	S A Joy	S J Rice
C R Evans	S E Keeton	K M Roberts
C M J Evans	E J King	R V Smith
V M Evans	E T Kirchner	R C Stewart
R A Fogarty	H Lawson	L G Thomas
N Furlong	A S Lewis	L V Walton
L S Gibbard	M B Lewis	T M White
K M Griffiths	W G Lewis	R Andrew Williams
H J Gwilliam	M W Locke	-
T J Hennegan	N L Matthews	-

Against (0 Councillor(s))		
Councillor(s)	Councillor(s)	Councillor(s)
-	-	-

Abstain (6 Councillors)		
Councillor(s)	Councillor(s)	Councillor(s)

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L R Jones	A J O'Connor	W G Thomas
F D O'Brien	B J Rowlands	M S Tribe

Withdrawn from meeting due to declarable interest (0 Councillors)		
Councillor	Councillor	Councillor
-	-	-

Resolved that the Notice of Motion outlined above be adopted.

The meeting ended at 8.10 pm

Chair



City and County of Swansea

Minutes of the Ceremonial Council

Multi-Location Meeting - Council Chamber, Guildhall / MS

Teams

Friday, 22 July 2022 at 2.00 pm

Present: Councillor A M Day (Chair) Presided

Councillor(s)

C Anderson
P M Black
J P Curtice
P Downing
M Durke
E W Fitzgerald
R Francis-Davies
L S Gibbard
K M Griffiths
T J Hennegan
C A Holley
B Hopkins
D H Hopkins
J W Jones
L R Jones
M H Jones

Councillor(s)

M Jones
E J King
E T Kirchner
H Lawson
A S Lewis
M B Lewis
R D Lewis
W G Lewis
D Phillips
C L Philpott
S Pritchard
K M Roberts
B J Rowlands
R C Stewart
W G Thomas
G D Walker

Councillor(s)

L V Walton
T M White
R Fogarty
P N Bentu
C M J Evans
H J Gwilliam
V A Holland
S E Keeton
M W Locke
N L Matthews
A J O'Connor
J E Pritchard
M S Tribe
R A Williams
A J Jeffery

Officer(s)

Tracey Meredith
Allison Lowe
Samantha Woon
Martin Nicholls

Chief Legal Officer / Monitoring Officer
Democratic Services Officer
Democratic Services Officer
Interim Chief Executive

Apologies for Absence

Councillor(s): A Davis, C R Evans, N Furlong, P R Hood-Williams, D H Jenkins, J D McGettrick, H M Morris, F D O'Brien, R V Smith, A H Stevens and L G Thomas

35. Disclosures of Personal and Prejudicial Interests.

The Chief Legal Officer gave advice regarding the potential personal and prejudicial interests that Councillors and / Officers may have on the agenda.

The Head of Democratic Services reminded Councillors and Officers that the

“Disclosures of Personal and Prejudicial Interests” sheet should only be completed if the Councillor / Officer actually had an interest to declare. Nil returns were not required. Councillors and Officers were also informed that any declarable interest must be made orally and in writing on the sheet.

In accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea no interests were declared.

36. To Confer the Honorary Freedom of the City and County of Swansea to the Swansea Branch of the Merchant Navy Association.

The Lord Mayor welcomed the Lord Lieutenant, High Sheriff, Civic Dignitaries, Distinguished Guests, Members of the Council and the Swansea Branch of the Merchant Navy Association to the Ceremonial Meeting of Council.

The Leader of the Council referred to the meeting of Council held on 10 September 2020 whereby Council resolved to confer the Honorary Freedom of the City and County of Swansea to the Swansea Branch of the Merchant Navy Association.

The Leader of the Largest Opposition Political Group, the Leader of the Conservative Group and the Armed Forces Councillor Champion spoke in support of the motion.

Resolved that the Honorary Freedom of the City and County of Swansea be conferred on the Swansea Branch of the Merchant Navy Association.

The Lord Mayor then presented the Swansea Branch of the Merchant Navy Association the Honorary Freedom Scroll, granting it the Freedom of the City and County of Swansea.

Captain Roy Griffiths of the Swansea Branch of the Merchant Navy Association responded by thanking the Council for the honour.

The meeting ended at 2.22 pm

Chair

Agenda Item 4.



Report of the Chief Legal Officer

Council – 1 September 2022

Written Responses to Questions asked at the Last Ordinary Meeting of Council

The report provides an update on the responses to Questions asked during the Meeting of Council held on 7 July 2022.

For Information

1. Introduction

- 1.1 It was agreed at Council on 8 April 2010 that a standing item be added to the Council Summons entitled “Written Responses to Questions Asked at the Last Ordinary Meeting of Council”.
- 1.2 A “For Information” report will be compiled by the Democratic Services Team collating all written responses from the last Ordinary Meeting of Council and placed in the Agenda Pack;
- 1.3 Any consequential amendments be made to the Council Constitution.

2. Responses

- 2.1 Responses to questions asked during the last ordinary meeting of Council are included as Appendix A.

Background Papers: None

Appendices: Appendix A (Questions & Responses)

**Providing Council with Written Responses to Questions asked at Council
7 July 2022**

1.	<p>Councillor P M Black</p> <p>In relation to Minute 33 - Councillors Questions – Question 1</p> <p>Requested the terms of reference of the newly formed Project Teams together with guidelines as to how Councillors could request them to do work.</p> <p>Response of the Cabinet Member for Community (Services)</p> <p>The Cleansing Project Teams deal with more intensive works that would not normally be undertaken by Operatives on cleansing rounds, and include, but not limited to:</p> <ul style="list-style-type: none"> • Deep clean in areas of leaf fall • Support mechanical brushes during leaf fall by brushing out from corners, behind utility boxes, between parked cars etc. • Clear fly tipping from land in unknown ownership, if there is an impact on Council owned land • Remove detritus (soil/leaves) built up at build outs, pedestrian islands, crossing points and bus shelters etc. • Remove excessive weed growth which won't blow away after spraying • Periodic city centre deep cleans • Clearance of trapped litter • Cut back where ownership of land cannot be established. <p>We are in the process of reviewing the best way to receive the non-routine requests these teams deal with however for now if you have a request for your ward that is not routine and wish to be considered by the Project Teams then please email it to parks.section@swansea.co.uk.</p>
2(i).	<p>Councillor P N May asked a number of questions</p> <p>In relation to Minute 33 - Councillors Questions - Question 3</p> <p>Joint Response of the Cabinet Member for Service Transformation and Cabinet Member for Environment & Infrastructure</p> <p>Is this city wide?</p> <ul style="list-style-type: none"> • Yes, as there are 25,933 lighting columns across Swansea. <p>What is the percentage of street light columns that only receive a live feed during the hours of darkness?</p> <ul style="list-style-type: none"> • 81% of the street lighting infrastructure has only a live feed during the hours of darkness. <p>Will this prevent street light columns being utilised as charging points?</p> <ul style="list-style-type: none"> • Yes the infrastructure required for charging points is not possible off the existing cable network due to the type of underground cable system, the suitability of the lighting column and the contract we have at present for purchasing energy is on an un-metered agreement.

	<p>What actions will the Council undertake to alleviate this potential problem?</p> <ul style="list-style-type: none"> • There are no plans at present for utilising street lighting columns for charging points.
2(ii).	<p>Councillor S J Rice</p> <p>In relation to Minute 33 - Councillors Questions - Question 3</p> <p>Requested the remit and timeframe of the consultants and their cost.</p> <p>Joint Response of the Cabinet Member for Service Transformation and Cabinet Member for Environment & Infrastructure</p> <p>There are no plans at present for utilising street lighting columns for charging points. However, the Council is currently reviewing future options in relation to EV charging and the results of this review will be reported in due course.</p>
3.	<p>Councillor L R Jones</p> <p>In relation to Minute 33 - Councillors Questions - Question 7</p> <p>Could a wood skip be placed in Clyne Civic Amenity Site and then moved to Gorseinon Civic Amenity Site prior to be taken to the Bailing Plant, Llansamlet. This approach would reduce the need for vehicles to travel to Llansamlet thereby reducing greenhouses gases.</p> <p>Response of the Cabinet Member for Community (Services)</p> <p>As stated previously, one of the original key reasons for diverting all wood to Llansamlet was the intention of the regulator, Natural Resources Wales (NRW) to impose a requirement to separate out hazardous waste wood. The regulators (NRW) have now provided an updated, but interim, position that gives a current definition for hazardous wood with instructions that this material needs to be separately collected and disposed. The interim position runs to 2024 and is subject to annual reviews. Until NRW's review process is concluded it remains possible that the Council would need to reverse any changes to the current arrangement for wood waste. Also the removal of the wood skips has allowed space at the sites to either: provide standby skips to be used when a main skip fills; or for the site to provide additional containers to collect a wider range of recyclable items. While all wood waste is now brought to Llansamlet, the other HWRC improvements has reduced the chance of residents being diverted to another site to dispose of other materials.</p> <p>Placing a wood skip part time at Clyne Recycling Centre, and then moving part time to Garngoch Recycling Centre would unfortunately both take up space at each site, and lead to an inconsistent position, confusion for residents around where to take wood on any particular day, and lead to wasted journeys. Disposal of large amounts of non-commercial wood should be a relatively infrequent requirement for most residents.</p> <p>It is felt that the existing arrangement of only accepting wood at Llansamlet Recycling Centre, which both allows increased provision for other waste</p>

	streams at the other Recycling Centres, and reduces any risks of future changes by the Regulator, currently provides the best balanced solution.
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Agenda Item 8.



Report of the Chair of the Governance and Audit Committee

Council – 1 September 2022

Governance and Audit Committee Annual Report 2021-2022

Purpose:	This report provides the Governance and Audit Committee Annual Report for the 2021/22 municipal year.
Policy Framework:	None
Consultation:	Legal, Finance and Access to Services.
Report Authors:	Paula O'Connor, Simon Cockings, Jeremy Parkhouse
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar
For Information	

1. Introduction

1.1 The Governance and Audit Committee Annual Report for the 2021/22 Municipal Year is attached in Appendix 1. As the Chair of the Committee, I am pleased to present this report prepared by the Chief Auditor and Democratic Services that reflects on the work of the Governance & Audit Committee

2. Integrated Assessment Implications

2.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.

- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

2.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

2.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

2.2 The completion of the Integrated Impact Assessment Screening revealed that:

- The Governance and Audit Committee Annual Report has a low positive impact across all groups.
- It has been subject to consultation with Legal, Access to Services and the Chair of the Governance and Audit Committee.
- All Well-being of Future Generations Act considerations are positive and any risks identified are low.
- The overall impact of the Governance and Audit Committee Annual Report is positive as it will support the Authority in its requirement to protect public funds.

3. Financial Implications

3.1 There are no financial implications associated with this report.

4. Legal Implications

4.1 Part of the role of the Governance and Audit Committee as set out by the Local Government (Wales) Measure 2011 is to make reports and recommendations in relation to the authority's financial affairs, including an assessment of the risk management and corporate government arrangements and the adequacy and effectiveness of those arrangements.

Background Papers: None

Appendices: Appendix 1 - Governance and Audit Committee Annual Report 2021/22
Appendix 2 – Integrated Impact Assessment



Governance and Audit Committee Annual Report 2021/22

City & County of Swansea

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1. Foreword by Mrs Paula O'Connor, Chair of the Audit Committee

- 1.1 The Council has continued to face significant challenges during 2021/22 with the ongoing impact of the COVID virus. Once again I pay tribute to all staff and officers of the Council in dealing admirably with the challenges brought about by the COVID pandemic. Throughout this year officers of the Council as well as the Council's Partners were fully committed to meeting their responsibilities. I also acknowledge that the Council continued its efforts to maintain continuity of governance.
- 1.2 I am pleased to present this report prepared by the Chief Auditor and Democratic Services that reflects on the work of the Governance & Audit Committee.
- 1.3 This report provides an overview of the Governance & Audit Committee's work in the municipal year 2021/22. On 9th June 2021 the Governance & Audit Committee considered the election of Chair for 2021/22 Municipal Year where it was resolved that I be re-elected as Chair. At the meeting on 13th July 2021 Councillor P R Hood-Williams was elected Vice-Chair for the 2021/22 Municipal Year. In addition, at the September 2021 meeting the Committee considered the requirements of the Local Government and Election (Wales) Act 2021 (the Act) that states that the Governance & Audit Committee shall consist of one third Lay Members. The Committee was asked to consider its new size and the implication that one third would be Lay Members. The recommendation made by Members to Council was to opt for 15 members consisting of 10 Councillors and 5 Lay Members. The Council approved this and in March 2022 progress was made in recruiting for three Lay Members.
- 1.4 As a result of the Act the Governance & Audit Committee Terms of Reference was amended to reflect the new membership plus the additional roles of the Committee. The new Act requires careful coordination between the Governance & Audit Committee and the Scrutiny Committee as both embark on the new co-ordinated responsibilities. It is a benefit at this time that the Scrutiny Committee Chair is also a Member of the Governance & Audit Committee. I have also ensured that the Work Programme of the Scrutiny Committee is appended to every meeting of the Governance & Audit Committee. With regard to the Governance & Audit Committee's responsibility to review the annual Self-Assessment Report and also the Panel Performance Assessment Report, I have liaised with the Chair of the Performance Committee who has agreed to attend the Governance & Audit Committee when these reports are presented.
- 1.5 The Committee's terms of reference form part of each Agenda as an aide to ensure that Members are sighted of the Committee's effectiveness in satisfying its role. I have continually reviewed Committee Agendas in consultation with Democratic Services to ensure they meet the requirements of the Terms of Reference. In addition, I have liaised with the Deputy Chief Executive to establish a formal Training Programme for Members to include the new areas of responsibility plus a clear understanding of the roles of the

Performance Committee and Scrutiny Committees that also consider these subject matters.

- 1.6 Part 5 of the Local Governance and Elections (Wales) Act 2021 provided for the establishment through regulations of Corporate Joint Committees (CJCs). This resulted in the establishment of the South West Wales Corporate Joint Committee. At the September 2021 Governance & Audit Committee further insight was given to Members as to the current status and progress of the CJC and then in December 2021 the Governance & Audit Committee were informed of progress and next steps being taken in establishing a formal governance framework. The status and progress of the work of the CJC will be brought back to the Governance & Audit Committee during the early part of 2022 where consideration will be given to any further changes to the Terms of Reference of the Governance & Audit Committee.
- 1.7 Changes were taking place with the Management Structure in February 2021 and these changes remained under consideration and consultation during 2021/22. The Governance & Audit Committee have continued to express concern around the absence of the Workforce Strategy and the challenges placed on resource throughout 2021/22. In February 2022 the Strategic HR&OD Manager confirmed that a proposed Workforce Strategy had been developed for the financial year April 2022-2025. It was also confirmed that the Strategy took into consideration the Council's Corporate Plan "Delivery of a Successful and Sustainable Swansea" as well as the provisions of the Well-Being of Future Generations (Wales) Act 2015. Subject to any final changes the Strategy was to be launched in March 2022.
- 1.8 The Committee has previously reported on the shortfall in assurances being received around the Council's Risk Management arrangements. However, I have ensured that the Service Directors have attended the Governance & Audit Committee during the year to provide assurance to the Committee that individual functions are exercised effectively and there is economic, efficient and effective use of resources and effective governance.
- 1.9 The development and roll out of the new electronic risk management system continued into early 2021 and improvement had been made in the reporting format of the Risk Register. However, during the majority of 2021 the content of the Risk Report still required improvement. A Risk Report was presented to the Committee in September 2021, November 2021 and February 2022. It should be noted that additional Training had been undertaken along with Video Training access and towards the end of 2021/22 some improvement was recognised in the February 2022 report.
- 1.10 The new Act has placed responsibility on the Governance & Audit Committee to review the Council's draft response to the Panel Performance Assessment report, any Audit Wales recommendations arising from the Council's performance as well as the Council's draft annual Self-Assessment report. The Governance & Audit Committee Work Programme has been updated to reflect the presentation of these reports in 2022.

- 1.11 The Annual Complaints report was presented to the Governance & Audit Committee in December 2021. The Committee welcomed the report but noted that it was important not to overlap the work of Scrutiny Committee. The Chair of Scrutiny Committee confirmed that the Complaints report was due to be considered by Scrutiny in March 2022 but this meeting was cancelled.
- 1.12 The Committee has reviewed the work programme at each meeting, taking account of risks and priorities and in particular pandemic issues and Internal Audit Moderate Assurance reports issued.
- 1.13 I attended a further meeting of the All Wales Audit Committee Chairs network in September 2021 where there was opportunity to network, share ideas and problem solve with peers performing similar roles. The event was dedicated to understanding Governance and Audit Committee 'performance' responsibilities resulting from the Local Government Elections (Wales) Act 2021, to support us to discharge our new responsibilities effectively. Presentations were given by the Welsh Local Government Association and also the Public Service Ombudsman for Wales. An interactive section was also facilitated by Audit Wales to consolidate some of the learning from the Act.
- 1.14 The Governance & Audit Committee terms of reference states that the Committee “oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place”.
- 1.15 The Committee received the 2021/22 Internal Audit Plan and Charter on 20th April 2021 and has received reports regularly during the year from the Chief Internal Auditor. I expressed my gratitude to the Chief Auditor in progressing with the plan alongside the pressures of the pandemic and also for responding to a request to enhance the detail in the reports to provide further understanding of the work undertaken and the risks identified. During 2021/22 the Chief Auditor reported a number of Moderate Assurance audit reports that resulted in those responsible attending Governance & Audit Committee to give assurance that appropriate action was being taken where significant weaknesses in control were identified. During the year the Chief Internal Auditor updated the Governance & Audit Committee of those audit assignments that had to be deferred as a result of the pandemic impacts. The final Chief Internal Auditor opinion was presented to the Audit Committee in May 2021.
- 1.16 In March 2021 the Chief Internal Auditor presented the Draft Internal Audit Plan for 2021/22 and methodology applied. The Committee was able to support approval of the Plan to Council with the caveat that assurances had been obtained from the Chief Internal Auditor that the Plan was risk based and complied with the Public Sector Internal Audit Standards. The Committee would seek to gain further understanding of the scope of the reviews during 2021/22.

- 1.17 Audit Wales presented their 2021 Audit Plan to the Governance & Audit Committee on 20th April 2021, and has provided the Committee with regular updates to their work. The most recent update to the Quarter ending 31 December 2021 was presented on 8th March 2022. In 2017/18 and continuing to date the committee suggested that consideration be given to developing a tracker to give focus to improved completion of external audit recommendations. This work is yet to be completed, but I acknowledge the attempts being made to develop an electronic system to track action against recommendations. However in the interim the Scrutiny Committee has the opportunity to challenge non implementation of recommendations as well as the Governance & Audit Committee.
- 1.18 I have met during the period with the Deputy Chief Executive, S151 Officer, Monitoring Officer, Chief Internal Auditor and Audit Wales. When necessary during the year I have been in communication with the Chief Executive.
- 1.19 On 20th April 2021 the Committee received the 2021/22 Fraud Function Annual Plan. The 2020/21 Anti-Fraud Annual Report was received at the meeting in July 2021.
- 1.20 An additional report was presented to provide the Governance & Audit Committee with an update against progress being made against recommendations in the Audit Wales report 'Raising our Game - Tackling Fraud in Wales', in March 2021 with an update on progress in November 2021. The Committee noted that some further work was required to address all those recommendations.
- 1.21 Cllr Lesley Walton is the Governance & Audit Committee Representative on the Council's Governance Group. The Governance Group was established to review the production of the Annual Governance Statement (AGS) during the year. The Group met in March 2022 to discuss the draft AGS for 2021/22. The draft AGS was presented to Corporate Management Team before being presented to the Governance & Audit Committee on the 31st May 2022.
- 1.22 I attended the Scrutiny Panel Conference 12th October 2021. The Governance & Audit Committee also received the Scrutiny Committee's Annual Report and Work Programme.

2. Role of the Governance and Audit Committee

- 2.1 The Local Government & Elections (Wales) Act became law in January 2021. The Act has amended the Local Government (Wales) Measure 2011. The Act also extended the remit of the Governance and Audit committee, with Members now having additional responsibility to review and assess the Council's performance management and complaints handling procedures.
- 2.2 The Measure requires the Governance and Audit Committee to:
- Review and scrutinise the Council's financial affairs.

- Make reports and recommendations in relation to the Authority's financial affairs.
 - Review and assess the risk management, internal control and corporate governance arrangements of the Authority.
 - Make reports and recommendations to the Authority on the adequacy and effectiveness of those arrangements.
 - Oversee the Council's internal and external audit arrangements and review the financial statements prepared by the Authority.
 - Review the Council's draft response to the Panel Performance Assessment Report, and make any appropriate recommendations for changes.
 - Review and assess the authority's ability to handle complaints effectively and to make any associated reports and recommendations in relation to the authority's ability to handle complaints effectively.
- 2.3 The Local Government & Elections (Wales) Act 2021 also stipulates that at least one third of the Governance and Audit Committee must be Lay Members. The current Chair of the Committee is a Lay Member and a second Lay Member was appointed to the Committee in November 2020. The Council is currently in the process of recruiting additional Lay Members to ensure the requirements of the Act are met for the new Municipal Year.
- 2.4 The work of the Governance and Audit Committee is structured so that the Committee can gain assurance over the areas identified above and to comply with its terms of reference as amended to reflect the changes introduced by the Local Government and Elections (Wales) Act 2021. The Terms of Reference of the Committee can be found in Appendix 1.
- 2.5 This draft report describes the assurance that has been gained by the Governance and Audit Committee from various sources during 2021/22 and also outlines a number of other areas where briefings have been provided to the Committee.
- 2.6 The draft Governance and Audit Committee Annual Report 2021/22 was presented to the Governance and Audit Committee in May 2022 to provide Members with the opportunity to give their views on the assurances received and to identify the key messages arising from the work of the Committee during the year which should be reported to full Council.

3. Work of the Governance and Audit Committee in 2021/22

- 3.1 The Governance and Audit Committee has received regular reports in relation to standard agenda themes and received reports of interest based on risk, governance and internal control. Each aspect is reported on below.

Standard Items

Internal Audit Assurance

- 3.2 The Governance and Audit Committee approved the Internal Audit Charter 2021/22 as required by the Public Sector Internal Audit Standards.
- 3.3 The Committee also approved the Internal Audit Annual Plan 2022/23 and has received quarterly monitoring reports from the Chief Auditor showing progress against the 2021/22 Audit Plan.
- 3.4 The quarterly monitoring reports identified any audits that received a moderate or limited level of assurance along with an outline of the issues which led to the audit receiving the negative assurance level. A second quarterly report has also been presented to the Committee to allow members to review and monitor the implementation of the recommendations made in the internal audit reports that had been issued.
- 3.5 From April 2018 the relevant Head of Service and Service Manager (or Headteacher and Chair of Governors) have been required to attend the Governance and Audit Committee following a moderate or limited audit report being issued in order to provide an update to members as to what action is being taken to address the issues that have been highlighted by the audit.
- 3.6 The Internal Audit Annual Report for 2020/21 was reported to the Committee in May 2021. The report included a review of actual work completed compared to the Annual Plan.
- 3.7 The Internal Audit Annual Report for 2020/21 also included the Chief Auditor's opinion on the internal control environment which stated that, based on the audit testing carried out, reasonable assurance could be given that the systems of internal control were operating effectively and that no significant weaknesses were identified which would have a material impact on the Council's financial affairs.
- 3.8 However, it should be noted that the Committee has continued to raise concerns in relation to risk management arrangements across the Council. In addition, the Committee has also commented upon the weaknesses in internal control that are continuing to emerge as a result of staff resource pressures and reductions.
- 3.9 The Internal Audit Annual Report of School Audits 2020/21 was presented to the Governance and Audit Committee in July 2021. This report summarised the findings of the thematic audits and a small number of school

audits undertaken during the year and identified some common themes across the schools that had been included in the audits undertaken.

Annual Governance Statement 2020/21 and 2021/22

- 3.10 The draft Annual Governance Statement for 2020/21 was presented to the Committee in May 2021 and the draft Annual Governance Statement for 2021/22 was presented to the Committee in May 2022, prior to the statements being reported to Council for approval.
- 3.11 A Governance Group was established by the Council in 2018/19 comprising of the Deputy Chief Executive, the Director of Finance & Section 151 Officer, Monitoring Officer, Strategic Delivery and Performance Manager and the Chief Auditor (in an advisory capacity). A member of the Governance and Audit Committee is also a member of the Group. The Group is tasked with overarching responsibility for ensuring existing corporate governance arrangements are effective across the Council.
- 3.12 The presentation of the draft Annual Governance Statements gave the Committee the opportunity to review and comment upon the Statements to ensure they properly reflected the assurances provided to the Committee.

Annual Statement of Accounts 2020/21

- 3.13 The Director of Finance & Section 151 Officer presented the draft Statement of Accounts 2020/21 for the Council in August 2021. Officers answered a number of queries raised by members of the Committee.
- 3.14 Following completion of the audit of the Statement of Accounts 2020/21, Audit Wales presented its ISA 260 reports on the audit of financial statements of the Council to the Governance and Audit Committee prior to the report going to full Council. The report presented the detailed findings of the audit and stated that Audit Wales's view was that the accounts gave a true and fair view of the financial position of the Council.

External Audit Assurance

- 3.15 As well as the Audit of the Statement of Accounts (ISA 260) reports mentioned above, Audit Wales also provided an update report at a number of the scheduled meetings. The reports outlined the progress being made in financial and performance audit work to the Committee.
- 3.16 Audit Wales also provided assurance to the Governance and Audit Committee by presenting the following reports:
- Audit Wales - ISA 260 Report - City and County of Swansea.
 - Audit Wales - Financial Sustainability Assessment - City and County of Swansea Council.
 - Audit Wales Work Programme and Timetable – City and County of Swansea Council – December 2021.
 - Audit Wales Work Programme and Timetable – City & County of Swansea Council – March 2022.

- Audit Wales Report – City & County of Swansea Annual Audit Summary 2021.

3.17 The Audit Wales Annual Audit Summary 2021 Report (ISA 260) was presented to the Governance and Audit Committee in August 2021. The report summarised the work undertaken by Audit Wales as part of their annual audit of the financial statements for 2020/21, which also highlighted the high quality of the draft statement of accounts. The auditors gave a qualified opinion on the Council's financial statements on 2nd September 2021, in line with the statutory deadline.

3.18 The report also outlined the findings of the additional financial sustainability assessment that Audit Wales completed in 2020/21. The review examined the financial sustainability of each Council in Wales, and concluded that the Council was well placed to maintain its financial sustainability and had a plan in place to strengthen some aspects of its financial management.

Implementation of Audit Recommendations

3.19 An important role undertaken by the Governance and Audit Committee is monitoring the implementation of agreed audit recommendations arising from both internal and external audit.

3.20 The implementation of any Internal Audit recommendations arising from fundamental audits is reported to the Governance and Audit Committee in the Recommendations Tracker Report. For 2020/21, the results of the tracker exercise showed that 76% of agreed recommendations had been implemented by September 2021.

3.21 The implementation of any high or medium risk recommendations arising from non-fundamental audits that received a moderate or limited level of assurance are subject to follow up visits by Internal Audit to confirm they have been implemented. The results of the follow up audits are reported to the Governance and Audit Committee in the Quarterly Internal Audit Monitoring Reports.

3.22 The Internal Controls Report presented to the Governance and Audit Committee by the external auditors includes any recommendations made as a result of their work and the action taken by management to implement the recommendations.

Governance and Risk Management

3.23 The Local Government & Elections (Wales) Act 2021 makes the overview of risk management a function of the Governance and Audit Committee

3.24 The Strategic Delivery & Performance Manager provided regular updates to the Committee in relation to Risk Management throughout the year via the Quarterly Overall Status of Risk Reports.

3.25 A new Risk Management System was introduced in December 2019. Following the introduction of the new system, work was undertaken to

embed the new risk management processes across the Council. The Strategic Delivery and Performance Manager began presenting reports outlining the contents of the new Risk Management System from February 2021 and work has continued in year to enhance the reporting functionality of the system. Members have also highlighted concerns in relation to the lack of assurance that could be taken from some of the control measures that were recorded against the risks on the new system. Whilst progress has been made in this area in year, further improvements would be welcomed. This remains one of the key areas of focus for the Governance and Audit Committee in 2022/23.

Relationship with Scrutiny Function

3.26 The Governance and Audit Committee has continued to develop a relationship with the Scrutiny function. The relationship is intended to ensure the following:

- Mutual awareness and understanding of the work of Scrutiny and the Governance and Audit Committee.
- Respective workplans are coordinated to avoid duplication / gaps.
- Clear mechanism for referral of issues if necessary.

3.27 The Chair of the Scrutiny Programme Committee last attended the Governance and Audit Committee to provide an update on the work of Scrutiny in October 2021. The Chair of the Scrutiny Committee, Cllr. Peter Black, is also a member of the Governance and Audit Committee and it is proposed that Cllr. Black will update the Committee on the work of Scrutiny in the new Municipal year.

3.28 The Chair of the Governance and Audit Committee has also attended the Scrutiny Programme Committee and provided an update on the work of the Committee in October 2021. The Chair will also attend one of the Scrutiny Committee meetings in the new Municipal Year.

Anti-Fraud

3.29 A Corporate Fraud Function was established during 2015/16 within the Internal Audit Section. The Corporate Fraud Annual Plan 2021/22 was presented to the Committee in April 2021. The Corporate Fraud Function Annual Report 2020/21 was presented to the Governance and Audit Committee in July 2021. The Fraud Function Annual Report for 2021/22 is due to be presented later in the 2022/23 Municipal Year. The Governance and Audit Committee also received a new Mid-Year Fraud Function Update Report in November 2021.

Governance and Audit Committee Briefings

3.30 The Governance and Audit Committee received a number of briefings during 2021/22 as noted below:

- Fraud Function Annual Report 2020/21
- Draft Governance and Audit Committee Training Programme

- Follow Up Review of Corporate Safeguarding Arrangements - Children in Swansea Council
- Corporate Risk Overview 2021/22 – Quarter 1
- Education Directorate: Internal Control Environment 2021/2022.
- Update Report South West Wales Corporate Joint Committee.
- Absence Management Audit Report 20/21.
- Service Centre – Accounts Receivable Update.
- Lay Members on the Governance & Audit Committee.
- Employment of Agency Staff Audit Report 2019/20 - 2021 Update.
- Scrutiny Annual Report 2020-21 & Scrutiny Work Programme.
- Auditor General for Wales Review of Town Centre Regeneration.
- Corporate Risk Overview 2021/22 – Quarter 2.
- (Directorate): Internal Social Services Department Control Environment 2021/22.
- Annual Report Corporate Safeguarding 2020-21.
- Update on Swansea Achieving Better Together.
- Impact of the Corporate Insolvency and Governance Act 2020.
- Annual Complaints Report 2020-21.
- City and County of Swansea Administered Trust Funds.
- Update Report South West Wales Corporate Joint Committee – January 2022.
- Service Centre – Accounts Receivable Update.
- Corporate Risk Overview – Quarter 3 2021/22.
- Place: Internal Control Environment 2021/22.
- Workforce Strategy.
- Draft Internal Audit Annual Plan 2022/23.
- Internal Audit Annual Plan Methodology.
- Absence Management Audit Report 20/21.
- Draft Internal Audit Charter 2022/23.
- Internal Audit Strategy & Annual Plan 2022/23.
- Corporate Risk Overview – Quarter 4 2021/22.
- Achieving Better Together – Recovery Plan.
- Governance and Audit Committee Training Programme.

Governance and Audit Committee Training

- 3.31 Following discussions with Democratic Services, it was agreed that repeated annual training in core areas was no longer necessary. Instead, Members agreed that specific training should be arranged based on training needs. The Governance & Audit Committee Training Plan 2022/23 was approved by the Committee on 12 April 2022.

4. Looking Forward

- 4.1 Looking ahead to 2022/23 the Governance & Audit Committee's membership and responsibilities will need to have careful consideration and support. The Deputy Chief Executive has confirmed that following the May 2022 local elections it will be his intention to enact the Training Programme to support the work of the Committee in all new areas of responsibility. Also, this programme will reflect the needs of all new Councillor and Lay Members.

4.2 The Committee’s concerns expressed during the 2021/22 Municipal year will be appropriately reflected in the Annual Governance Statement and will include the absence of the Workforce Strategy, the further improvements to embedding the risk management arrangements and enhanced reporting and the Moderate or Limited Assurance Internal Audit reports where audit recommendations remain outstanding.

5. Committee Membership & Attendance

5.1 The membership of the Governance & Audit Committee at the start of the 2021/22 Municipal Year consisted of two Lay Members and 12 Non Executive and 1 Executive Councillor elected by Council. Independent Members are appointed for no more than two administrative terms with Council Members reappointed annually.

5.2 The Committee is serviced by Council Officers, principally the Director of Finance & Section 151 Officer, Chief Legal Officer, Strategic Delivery & Performance Officer, Chief Auditor and Democratic Services. Representatives from Audit Wales also attend Committee meetings.

5.3 During 2021/22 the Committee has followed a structured workplan which covered all areas of the Committee’s responsibilities with the aim of obtaining assurance over the areas included in its terms of reference. The Committee includes 2 Lay Members and will have to amend its membership in 2022 as required by the Local Government and Elections (Wales) Act 2021. One Lay Member is also the Chair of the Committee.

5.4 The Governance and Audit Committee met on 11 occasions throughout the Municipal period 2021/22 on the following dates: 9th June 2021, 13th July 2021, 24th August 2021, 14th September 2021, 12th October 2021, 9th November 2021, 14th December 2021, 12th January 2022, 8th February 2022, 8th March 2022 and 12th April 2022. The meeting agendas, minutes and recordings can be located at:

<https://democracy.swansea.gov.uk/ieDocHome.aspx?bcr=1&LLL=0>

5.5 Committee Member attendance in 2021/22 is shown in the following table:

Attendance 2021/22	Possible	Actual
Independent Lay Members		
Mrs Paula O’Connor (Chair)	11	11
Julie Davies	11	11
Non-Executive Councillors		

Councillor Paxton Hood-Williams (Vice Chair)	11	9
Councillor Cyril Anderson	11	10
Councillor Peter Black	11	10
Councillor David Helliwell	11	9
Councillor Terry Hennegan	11	4
Councillor Oliver James	10	7
Councillor Jeff Jones	11	8
Councillor Hannah Lawson	1	0
Councillor Mike Lewis	11	10
Councillor Clive Lloyd	11	6
Councillor Sam Pritchard	11	11
Councillor Jen Raynor	11	8
Councillor Lesley Walton	11	10
Councillor Mike White	11	10

6. Future Governance and Audit Committee Meetings

- 6.1 As agreed by the Head of Democratic Services, the Council Diary for the current municipal year includes Governance and Audit Committee meetings on a monthly basis.
- 6.2 Additional/special meetings may need to be held at certain times of the year to ensure the smooth delivery of the Committee's work programme. The Committee also has the ability to call additional meetings when required.

7. Governance and Audit Committee Contact Details

Paula O'Connor Chair of Governance and Audit Committee	Chair.Audit@swansea.gov.uk
Councillor Paxton Hood-Williams Vice Chair of Governance and Audit Committee	Cllr.Paxton.Hood-Williams@swansea.gov.uk 01792 872038
Ben Smith Director of Finance & Section 151 Officer	Ben.Smith@swansea.gov.uk 01792 636409
Jeff Dong Deputy Chief Finance & Section 151 Officer	Jeffrey.Dong@swansea.gov.uk 07810438119/ 07811847582

Simon Cockings Chief Auditor	Simon.Cockings@swansea.gov.uk 01792 636479
Gillian Gillett Audit Wales	Gillian.Gillett@audit.wales
Tracey Meredith Monitoring Officer & Chief Legal Officer	Tracey.Meredith@swansea.gov.uk 01792 637521
Richard Rowlands Strategic Delivery & Performance Manager	Richard.Rowlands@swansea.gov.uk 01792 637570

Background Papers: None

Appendices: Appendix A - Governance and Audit Committee Terms of Reference

Governance & Audit Committee Terms of Reference

Governance & Audit Committee

Statement of Purpose

The Governance and Audit Committee is a key component of the City and County of Swansea's corporate governance. It provides an independent and high level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

The purpose of the Governance and Audit Committee is to provide independent assurance of the adequacy of the risk management framework, the internal control environment and the performance assessment of the Council. It provides an independent review of the governance, performance assessment, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place.

Membership

The Local Government (Wales) Measure 2011 provides that two thirds of the members of the Committee are to be members of the council and one third must be lay members. Only one member of the Cabinet or Assistant to the Cabinet may sit on the Committee, and that person must not be the Leader. The Chair must be a lay member and the vice chair must not be a member of the Cabinet or an Assistant to the Cabinet.

Governance, Performance, Risk and Control

- a) To review the Council's corporate governance arrangements against the good governance framework and consider annual governance reports and assurances.
- b) To review the Council's draft annual Self-Assessment Report, and make any appropriate recommendations for changes to the conclusions or actions the Council intends to make.
- c) To review the Council's draft response to the Panel Performance Assessment Report, and make any appropriate recommendations for changes.
- d) To review the Council's draft response to any Auditor General's recommendations arising from a special inspection in respect of the Council's performance requirements and to make any appropriate recommendations for changes.
- e) To review and assess the authority's ability to handle complaints effectively and to make any associated reports and recommendations in relation to the authority's ability to handle complaints effectively.

- f) To review the Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances.
- g) To consider the Council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.
- h) To consider the Council's framework of assurance and ensure that it adequately addresses the risks and priorities of the council.
- i) To monitor the effective development and operation of risk management in the Council.
- j) To monitor progress in addressing risk related issues reported to the Committee.
- k) To consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions.
- l) To review the assessment of fraud risks and potential harm to the Council from fraud and corruption.
- m) To monitor the counter fraud strategy, actions and resources.
- n) To review any proposals in relation to the appointment of external providers of internal audit services and to make recommendations.
- o) To review the governance and assurance arrangements for significant partnerships or collaborations.

Internal Audit

- p) To approve the internal audit charter and resources.
- q) To approve the risk-based internal audit plan, containing internal audit's resource requirements, the approach to using other sources of assurances and any work required to place reliance upon those other sources.
- r) To approve significant interim changes to the risk based internal audit plan and resource requirements.
- s) To make appropriate enquiries of both management and the Chief Internal Auditor to determine if there are any inappropriate scope or resource limitations.
- t) To consider the Chief Internal Auditor's annual report and opinion, and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements.
- u) To consider the Chief Internal Auditor's annual report.

- v) To consider reports from the Chief Internal Auditor on Internal Audit's performance during the year including the performance of external providers of internal audit services.
- w) To consider a report on the effectiveness of internal audit to support the Annual Governance Statement, where required to do so by the Accounts and Audit Regulations.
- x) To consider any impairments to independence or objectivity arising from additional roles or responsibilities outside of internal auditing of the Chief Internal Auditor. To approve and periodically review safeguards to limit such impairments.
- y) To consider summaries of specific internal audit reports as requested.
- z) To receive reports outlining the action taken where the Chief Internal Auditor has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.
- aa) To consider reports dealing with the management and performance of the providers of internal audit services.
- bb) To consider a report from internal audit on agreed recommendations not implemented within a reasonable timescale.
- cc) To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.
- dd) To contribute to the Quality Assurance and Improvement Programme and in particular the external quality assessment of internal audit that takes place at least once every five years.
- ee) To provide free and unfettered access to the Governance and Audit Committee Chair for the Chief Internal Auditor, including the opportunity for a private meeting with the Committee.

External Audit

- ff) To consider the external auditor's annual letter, relevant reports, and to those charged with governance.
- gg) To consider specific reports as agreed with the external auditor.
- hh) To comment on the scope and depth of external audit work and to ensure it gives value for money.
- ii) To commission work from external audit.

- jj) To advise and recommend on the effectiveness of relationships between external audit and other inspector agencies or relevant bodies

Financial Reporting

- kk) To review the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.
- ll) To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.

Accountability Arrangements

- mm) To report to full Council on a regular basis on the Committee's performance in relation to the terms of reference and the effectiveness of the Committee in meeting its purpose.
- nn) To report to Council on an annual basis and to publish an annual report on the Committee's work, its performance in relation to the Terms of Reference, and its effectiveness in meeting its purpose.
- oo) To raise the profile of probity generally within the Council and to report on matters of concern to the individual Cabinet Member, relevant Scrutiny Committee, Cabinet or to Council as necessary and appropriate.
- pp) To work in synergy with the Scrutiny Committees of the Council and liaise with other Council Committees as and when appropriate to avoid duplication in work programmes.
- qq) To report to those charged with governance on the committee's findings, conclusions and recommendations concerning the Appendix 1 adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements, and internal and external audit functions
- rr) To publish an annual report on the work of the committee.

Training and Development

- ss) To attend relevant training sessions including specialist training tailored for Members of the Governance and Audit Committee.

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Internal Audit

Directorate: Resources

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

Review of the Governance and Audit Committee Annual Report 2021/22.

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Integrated Impact Assessment Screening Form

Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement

Consultation undertaken with the Director of Finance, Legal, Access to Services and the Chair of the Audit Committee.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan's Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

Q5 What is the potential risk of the initiative? (*Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...*)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes No If yes, please provide details below

Q7 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

To ensure an effective Governance and Audit Committee is in place for the City and County of Swansea as set out by the Local Government (Wales) Measure 2011 and the Local Government and Elections (Wales) Act 2021 to make reports and recommendations in relation to the authority's financial affairs, including an assessment of the risk management and corporate government arrangements and the adequacy and effectiveness of those arrangements.

Integrated Impact Assessment Screening Form

Outcome of Screening

Q8 Please describe the outcome of your screening below:

The completion of the Integrated Impact Assessment Screening revealed that:

- The Governance and Audit Committee Annual Report has a potentially low positive impact across a number of identified groups.
- It has been subject to consultation with the Director of Finance, Legal, Access to Services and the Chair of the Audit Committee.
- All WFG considerations are positive and any risks identified are low.
- The overall impact of the Annual Report is positive as it will support the Authority in its requirement to ensure an effective Governance and Audit Committee is in place as set out by the Local Government (Wales) Measure 2011 and the Local Government and Elections (Wales) Act 2021 and to protect public funds.

(NB: This summary paragraph should be used in the relevant section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Simon Cockings
Job title: Chief Auditor
Date: 02/03/22
Approval by Head of Service:
Name: Ben Smith
Position: Director of Finance & S151 Officer
Date: 02/03/22

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 9.



Report of the Head of Democratic Services

Council – 1 September 2022

Democratic Services Committee Annual Report 2021-2022

Purpose:	To provide Council with the Democratic Services Committee Annual Report 2021-2022 for the period 20 May 2021-23 May 2022. The report outlines the work of the Committee during that period.
Report Authors:	Huw Evans & Allison Lowe
Finance Officer:	Ben Smith
Legal Officer:	Tracey Meredith
Access to Services Officer:	Rhian Millar
For Information	

1. Introduction

- 1.1 The Local Government (Wales) Measure 2011 required each Principal Council to establish a Democratic Services Committee. The Annual Meeting of Council held on 24 May 2012 originally established the Democratic Services Committee.
- 1.2 Council elected Councillor Lynda James as Chair of the Democratic Services on 2 July 2020 and at the Annual Meeting of Council on 20 May 2021.
- 1.3 The Democratic Services Committee is serviced by the Head of Democratic Services, Huw Evans.
- 1.4 The Democratic Services Annual Report 2021-2022 is attached at Appendix A.

2. Integrated Assessment Implications

- 2.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

2.2 The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

2.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

2.4 There are no integrated assessment implications associated with this report.

3. Financial Implications

3.1 There are no financial implications associated with this report.

4. Legal Implications

4.1 There are no legal implications other than those set out in the body of the reports.

Background Papers: None.

Appendices:

Appendix A - Democratic Services Committee Annual Report 2021-2022



Democratic Services Committee Annual Report 2021-2022

City & County of Swansea



**Democratic Services Committee Annual Report 2021-2022
(20 May 2021 to 23 May 2022)**

Table of Contents	
1	Foreword by the Chair of the Democratic Services Committee
2	Membership of the Democratic Services Committee
3	Dates of the Democratic Services Committee Meetings
4	Democratic Services Committee - Terms of Reference
5	Activities of the Democratic Services Committee
6	Member Development
7	Democratic Services Team 20 May 2021 to 23 May 2022
8	General Information

1. Foreword by the Chair of the Democratic Services Committee

- 1.1 During 2021-2022, the Democratic Services Committee undertook a considerable amount of preparation work in advance of the Local Government Election 2022. It also provided advice and guidance to Councillors on the work of the Independent Remuneration Panel for Wales via their Annual Report for 2022-2023.
- 1.2 The Committee met 5 times during the 2021-2022 Municipal Year.
- 1.3 I would like to extend my thanks and appreciation to the whole Committee for their time, dedication and support during this very busy period.
- 1.4 A number of officers have helped considerably with the work of the Committee. In particular, I would like to thank Huw Evans, Head of Democratic Services, Allison Lowe, Democratic Services Officer and the whole Democratic Services Team for their support and professionalism.

Councillor Lynda James
Chair of Democratic Services Committee

2. Membership of the Democratic Services Committee

2.1 The membership of the Democratic Services Committee for the period 20 May 2021 to 23 May 2022:



Councillor Lynda James
Chair



Councillor June Burtonshaw



Councillor Nick Davies



Councillor Mike Durke



Councillor Joe Hale



Councillor Matthew Jones



Councillor Susan Jones



Councillor Erika Kirchner



Councillor Wendy Lewis
Vice Chair



Councillor Brigitte Rowlands



Councillor Gloria Tanner



Councillor Linda Tyler-Lloyd



Councillor Lesley Walton

2.2 Councillor Lynda James was re-elected Chair of the Democratic Services Committee at Council on 20 May 2021.

3. Dates of the Democratic Services Committee Meetings

3.1 The Democratic Services Committee met remotely via Microsoft Teams on the following dates in 2021-2022:

19 July 2021	27 September 2021
8 November 2021	10 January 2022
14 February 2022	

4. Democratic Services Committee - Terms of Reference

4.1 The remit of the Democratic Services Committee is set out in **Section 11 of the Local Government (Wales) Measure 2011** and is to:

4.2 Exercise the function of the local authority under section 8(1) (a) Local Government (Wales) Measure 2011 (designation of Head of Democratic Services).

4.3 Review the adequacy of provision by the authority of staff, accommodation and other resources to discharge Democratic Services functions, including:

- a) Achievement of the Welsh Local Government Association's (WLGA) Member Support and Development Charter;
- b) Councillor Training;
- c) Improvements and innovations such as electronic voting, web casting etc.

4.4 Make reports and recommendations to the authority in relation to such provision.

4.5 It is for a Democratic Services Committee to determine how to exercise those functions.

4.6 To determine whether or not the Councillors period of family absence should be cancelled in accordance with Regulation 34 of the Local Government (Wales) Measure 2011.

4.7 To determine whether or not to withhold a Councillor's Remuneration should they fail to return following a period of family absence on the date specified in the notice provided.

5. Activities of the Democratic Services Committee

5.1 During the municipal year 2021-2022 the Democratic Services Committee considered the following:

5.2 Councillor Induction & Training Programme 2022

5.2.1 The Committee considered the training requirements for Councillors following the 2022 Local Government Election.

5.2.2 A Working Group was set up to consider any additional requirements.

5.2.3 A final report was presented and approved by Council on 4 November 2021

5.3 Councillor Questionnaire

5.3.1 The Committee considered a councillor questionnaire seeking feedback on remote attendance at committee meetings during the Covid-19 pandemic.

5.3.2 The results of the questionnaire were utilised in order to develop a Hybrid meeting policy.

5.4 Interim Statutory Guidance on Multi-Location Meetings

5.4.1 The Committee considered the Interim Statutory guidance published by Welsh Government which would be utilised in order to prepare a Multi-Location Meetings Policy for Swansea Council.

5.5 Democratic Services Committee Annual Reports 2019-2020 & 2020-2021

5.5.1 The Committee approved the Annual Reports for 2019-2020 and 2021-2022 which had recently been reformatted.

5.5.2 Both reports were presented to Council “for information” on 7 October 2021.

5.6 Councillors ICT Allowances Policy – May 2022 & Beyond

5.6.1 The Committee considered an updated version of the previous Councillors ICT Allowances Policy to ensure it was up to date and fit for purpose.

5.6.2 The updated version was approved by Council on 27 January 2022.

5.7 Diversity in Democracy Action Plan

5.7.1 The Committee considered and amended a Diversity in Democracy Action Plan, which set out how the Council could support the Diversity in Democracy Programme.

5.7.2 The Diversity in Democracy Action Plan was presented to and adopted by Council on 2 December 2021.

5.8 Councillor Safety & Support

5.8.1 Due to recent unfortunate incidents involving politicians in the UK, the Committee considered a report in order to provide support to all Councillors in discharging their role, by agreeing in principal to the council funding appropriate security measures where councillors were at personal risk or significant threat.

5.8.2 The report was approved by Council on 2 December 2021.

5.9 Independent Remuneration Panel for Wales (IRPW) - Draft Annual Report 2022-2023 - Consultation

5.9.1 The Committee considered the draft Annual Report published by the Independent Remuneration Panel for Wales and provided a draft response, which was considered by Council prior to submission to the IRPW.

5.10 Review of Councillors Handbook

5.10.1 The Committee considered an amended version of the Councillors Handbook, in advance of the Local Government Elections 2022.

6. Member Development

6.1 The following member training was provided in 2021-2022:

Date	Training
29 June 2021	Member Seminar – Economic Recovery Strategy
20 & 22 July 2021	Violence against Women, Domestic Abuse & Sexual Violence (VAWDASV)
11 January 2022	Member Seminar – Swansea Bay University Health Board “Changing for the Future”

6.2 All Members are encouraged to complete various e-learning training, including mandatory Safeguarding training via the Learning Pool platform.

7. Democratic Services Team 20 May 2021 – 23 May 2022

7.1 The Team Structure for Democratic Services and Scrutiny for the period 2021-2022 are set out below. The Posts are all 1 Full Time Equivalent (fte) unless otherwise stated.

7.2 Democratic Services Team

Job Title	Officer Name
Head of Democratic Services	Huw Evans
Democratic Services Officer (0.5 fte)	Samantha Woon (F/T from 21 March 2022)
Democratic Services Officer (0.5 fte)	Kate Jones (up to 16 March 2022)
Democratic Services Officer	Gareth Borsden

Democratic Services Officer	Jeremy Parkhouse
Democratic Services Officer	Allison Lowe
Democratic Services Support Officer	Caroline Davies
Democratic Services Administrative Assistant	Karen Thomas
Democratic Services Support Assistant	Diane Clatworthy

7.2.1 The Democratic Services Team supports Full Council and all its Committees and the formal decision-making and good governance of the Council. This includes the preparation and publication of agendas, minutes & reports packs using the Modern.Gov committee administration system and booking rooms for meetings and pre-meetings. Support is provided to the following meetings.

- Council and Cabinet.
- Regulatory: Planning, General and Statutory Licensing Committees including Sub Committees.
- Governance: Appeals & Awards Committee, Appointments Committee, Audit Committee, Chief Executive's Remuneration & Appraisal Committee, Constitution Working Group, Corporate Parenting Board, Democratic Services Committee, Pension Fund Committee, Standards Committee.
- Joint Committees: Local Pension Board, Swansea Bay City Region Joint Committee, Swansea Public Services Board Joint Committee.
- Other: Armed Forces Covenant Signatories Panel, Community / Town Councils Forum, Corporate Briefing, Development Advisory Group, Gower Area Outstanding Natural Beauty Partnership Steering Group, Joint Consultative Committee, Sustainable Development Fund Panel and Trustees Panel.

7.2.2 The Democratic Services Team arrange suitable dates, prepare agendas, co-ordinate report approval, circulate documents, draft minutes, record decisions and attendances and publish appropriate information on the various websites.

7.2.3 The team also co-ordinates the delivery of the audio visual and webcasting facilities for Cabinet, Council, Audit Committee, Gower Area of Outstanding Natural Beauty Partnership Steering Group, Planning Committee, Pension Fund Committee, 5 x Policy Development Committees, Scrutiny Programme Committee, Swansea Bay City Region Joint Committee, Swansea Public Services Board Joint Committee.

7.2.4 All of the above meetings are streamed live and a recording placed on the Council's website once each meeting has concluded.

8. General Information

- 8.1 The Democratic Services Committee is keen to see members of the public attending its meetings. With the exception of confidential items, all business is held in public. All of the public papers are published online www.swansea.gov.uk/democracy
- 8.2 Further information can be provided by Democratic Services: Democratic.Services@swansea.gov.uk or on 01792 636923



Agenda Item 10.



Report of the Chair of the Scrutiny Programme Committee

Council – 1 September 2022

Scrutiny Annual Report 2021-2022

Purpose:	To provide a report on the work of scrutiny for the previous municipal year 2021/22.
Policy Framework:	Council Constitution
Consultation:	Finance, Legal, Access to Services
Report Authors:	Councillor Peter Black / Brij Madahar
Finance Officer:	Amanda Thomas
Legal Officer:	Debbie Smith
Access to Services Officer:	Catherine Window
For Information	

1. Introduction

- 1.1 Every year Council requires that an annual report is produced for the work of scrutiny for the previous municipal year.
- 1.2 The Scrutiny Annual Report is used to:
 - Highlight the work carried out by scrutiny
 - Show how scrutiny has made a difference
 - Support continuous improvement for the scrutiny function
- 1.3 The report is produced as a simple scorecard. This approach is intended to highlight a small number of key indicators that illustrate four performance questions. These questions, which are intended to reflect a 'results based' approach, are:
 - How much scrutiny did we carry out?
 - How well did we do?
 - How did scrutiny impact on the business of the Council?
 - What were the outcomes of scrutiny?

- 1.4 Charts have been added that show comparative data with previous years where available. Arrows on the main scorecard have also been added to indicate the direction of change for each measure. As well as data, the report highlights stories about the impact made by scrutiny, and a reflection on efforts to improve and develop scrutiny.
- 1.5 The annual report was agreed by the Scrutiny Programme Committee on 16 August 2022.
- 1.6 Any comment made by Council will be considered by the Committee to inform future annual reports.

2. Financial Implications

- 2.1. There are no specific financial implications raised by this report.

3. Legal Implications

- 3.1. The Council Constitution requires that a scrutiny annual report is produced each year although the style and content of the annual report is not prescribed.

4. Integrated Assessment Implications

- 4.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
 - Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
 - Deliver better outcomes for those people who experience socio-economic disadvantage.
 - Consider opportunities for people to use the Welsh language.
 - Treat the Welsh language no less favourably than English.
 - Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
- 4.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

4.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

4.2 An IIA screening has been undertaken noting there are minimal impact assessment implications associated with this report (IIA can be viewed in **Appendix 2**). The Annual Report summarises the work of Scrutiny carried out in the previous municipal year, promoting the difference made, and supporting continuous improvement of the scrutiny function in Swansea. The work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views. The work of Scrutiny involves examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers). We ensure that public views can feed into the Scrutiny process.

Background Papers: None

Appendices:

Appendix 1 – Scrutiny Annual Report 2021/22

Appendix 2 – IIA Screening Form



Scrutiny Annual Report 2021/22



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A - Scrutiny Dispatches Impact Reports 2021/22

B - The Work of Scrutiny 2017-22

1. Chair's Foreword

Councillor Peter Black, Chair of the Scrutiny Programme Committee



I am proud to present the Scrutiny Annual Report, reflecting on the final year of the 2017-2022 Council term, as Chair of the Scrutiny Programme Committee. This report covers the work of scrutiny between May 2021 and May 2022.

We continued with delivering the eighteen-month Scrutiny Work Programme agreed in October 2020 and covered most of the areas of focus, although implications from the continuing pandemic and impact on resources did affect some plans. Scrutiny activity has continued to be responsive and flexible taking into account the pressures on the organisation.

Scrutiny is a vital part of local democracy and good governance. The work covered by this report ensures the Council remains accountable and transparent, effective and efficient. Questioning and providing challenge to decision-makers also helps the Council to achieve its objectives and drive improvement. We appreciate the engagement of Cabinet Members in scrutiny and Officers for their support. Our report focuses on how scrutiny has made a difference in Swansea, and our efforts to support continuous improvement and good practice.

Measuring the performance of scrutiny in a meaningful way can be challenging, however we have taken a 'results based' approach to tell you about:

- How much scrutiny we carried out
- How well we did it
- How scrutiny impacted on the business of the Council
- What the outcomes of scrutiny were

However, please note that comparison with the previous year, which was untypically short, is not meaningful.

We hope that each Annual Report provides you with assurance and confidence that councillors involved in scrutiny are contributing to better services, policies and decision making in Swansea.

Being the last year of a Council term, we've also provided a summary of the work carried out over the past five years showing the main topics that have been examined by scrutiny during that time.

Finally, I would like to give my thanks to all of the councillors who have contributed over the past year, in particular those who have led on scrutiny activity. We look forward to the new Council term, welcoming new councillors and encouraging their involvement in scrutiny.

A handwritten signature in black ink, appearing to read 'Peter Black', written in a cursive style.

Councillor Peter Black

2. Swansea Scrutiny Results Scorecard 2021/22

Scrutiny Practice	A. How much scrutiny did we carry out?	B. How well did we do?
	<ol style="list-style-type: none"> 1. Number of Committee meetings = 10 ↑ (7) 2. Number of Panel & Working Group meetings = 56 ↑ (31) 3. Number of in-depth inquiries completed = 1 ↑ (0) 4. Number of Working Group topics completed = 2 ↔ (2) 	<ol style="list-style-type: none"> 5. Average councillor attendance at scrutiny meetings = 78% ↓ (86%) 6. Backbench councillors actively involved in scrutiny = 70% ↑ (66%) 7. Meetings with public observers = 17% ↓ (24%) 8. Meetings with public input = 17% ↑ (13%) 9. Meetings attracting media coverage = 29% ↓ (32%)
Scrutiny Outcomes	C. How did scrutiny impact on the business of the Council?	D. What were the outcomes of scrutiny?
	<ol style="list-style-type: none"> 10. Number of Chairs' Letters sent to Cabinet Members = 66 ↑ (46) 11. Average time for Cabinet Member response letter = 18 days ↓ (24) 12. Letters responded to within 21 day target = 71% ↑ (52%) 13. Number of scrutiny reports to Cabinet = 0 ↔ (0) 14. Cabinet action plans agreed = 0 ↔ (0) 15. Follow ups undertaken = 1 ↔ (1) 16. Number of Cabinet reports subject to pre decision scrutiny = 4 ↑ (3) 17. Number of Cabinet reports subject to Call-in = 0 ↔ (0) 18. Cabinet Members who attended at least one Scrutiny meeting = 100% ↔ (100%) 	<ol style="list-style-type: none"> 19. Scrutiny recommendations accepted or partly accepted by Cabinet = n/a (n/a) 20. Recommendations signed off by scrutiny as completed = 39% (n/a)

(Last year in brackets) ↓↑ = notable change, ↓↑ = small change, ↔ no change

3. About the Indicators

A. How much scrutiny did we carry out?

3.1 Number of Committee meetings = 10

The Council has a single overarching Scrutiny Committee, called the Scrutiny Programme Committee, which is scheduled to meet every 4 weeks, with extra meetings added as necessary. During 2021/22 the Committee met 10 times (not including the meeting following Council Annual General Meeting to elect the Committee chair/vice-chair).

The Committee is responsible for developing and managing the overall Scrutiny Work Programme. Overarching priorities were shaped by the work planning conference which took place in October 2020 (open to all non-executive councillors), that heard a range of perspectives on what should be included. All councillors can suggest particular topics of concern for possible scrutiny.

The councillor-led Scrutiny Work Programme is guided by the overriding principle that the work of scrutiny should be strategic and significant, focussed on issues of concern, and represent a good use of scrutiny time and resources.

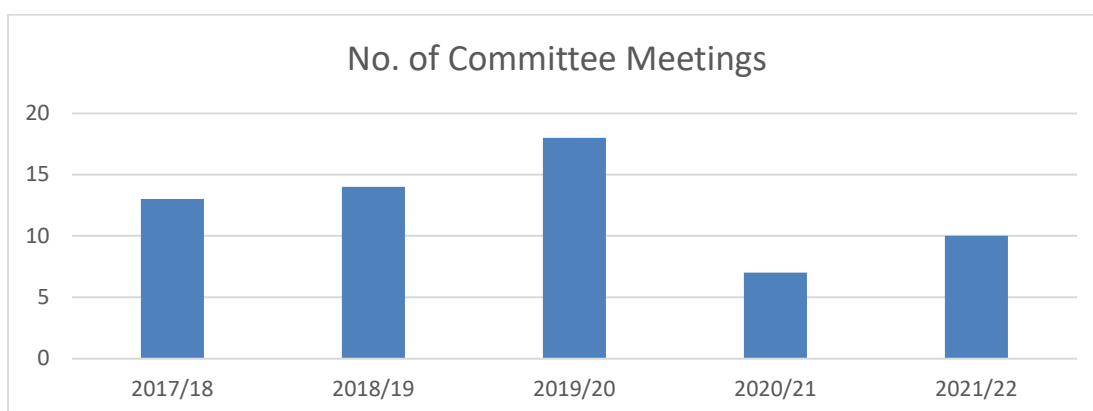
In November 2020, because of the short 2020/21 municipal year, the Committee agreed a work programme that would cover eighteen months, rather than a year, i.e., until the end of the 2017-22 Council term. Specific scrutiny activities included in the work programme are carried out either by the Committee or by establishing informal Panels and Working Groups. All meetings are held in public.

Formal Committee meetings gave councillors the opportunity to hold Cabinet Members to account and provide challenge on a range of policy and service issues of concern, relevant to their portfolio responsibilities, and its work addressed any gaps in the scrutiny work programme to ensure good coverage of scrutiny across all Cabinet portfolios. The Committee is also the Council's designated Committee for statutory scrutiny of Swansea Public Services Board, and Crime & Disorder Scrutiny of the Safer Swansea Community Safety Partnership.

The following topics were also examined by the Committee:

- Recovery & Transformation Plan
- Brexit and the wider 'Levelling Up' Agenda
- The City Centre
- Delivering the Swansea Bay City Deal - Supporting Innovation and Low Carbon Growth Programme
- Swansea Bay and West Wales Metro Programme.
- Highways and Engineering
- Infrastructure Repairs and Maintenance
- Tourism, Destination Management, and Marketing
- Business and City Promotion
- Energy Policy (incl. Generation, Supply & District Heating)
- Litter and Community Cleansing
- Parking Policy, Control & Enforcement
- Annual Corporate Safeguarding Report
- Delivery of Corporate Priority – Tackling Poverty
- Follow Up on Tourism Scrutiny Working Group Recommendations
- Corporate Complaints Annual Report 2020/21

Comparison with previous years:



3.2 Number of Panel & Working Group meetings = 56

It is important that the Scrutiny Work Programme strikes a balance between community concerns and strategic issues. The Committee considers what specific topics should feature in the programme so that it is focussed on the right things.

Most of the work of scrutiny is delegated to informal topic based Panels and Working Groups. Scrutiny Panels and Working Groups are established by the Scrutiny Programme Committee, with an appointed convener (chair), to carry out specific scrutiny activities.

There are two types of panels:

Inquiry Panels - these undertake in-depth inquiries into specific and significant areas of concern on a task and finish basis, usually around six months, and will produce a final report at the end of the inquiry with conclusions and recommendations for Cabinet (and other decision-makers), informed by the evidence gathered.

Topics examined	Convener	Activity
<ul style="list-style-type: none"> Procurement Key Question: What is the Council doing to ensure it procures locally, ethically, and greenly while being cost effective and transparent in its practices? 	Cllr. Chris Holley	Final report presented to Cabinet on 16 June 2022

See para. 3.15 for previous inquiries followed up

Performance Panels - these provide in-depth performance / financial monitoring and challenge for clearly defined service areas.

Performance Panels 2021/22	Convener
<ul style="list-style-type: none"> Service Improvement & Finance (monthly) Education (monthly) Adult Services (6-weekly) Child & Family Services (6-weekly) Development & Regeneration (every two months) Natural Environment (every two months) 	Cllr. Chris Holley Cllr. Lyndon Jones Cllr. Sue Jones Cllr. Paxton Hood-Williams Cllr. Jeff Jones Cllr. Peter Jones

Performance Panels are expected to have on-going correspondence with relevant cabinet members in order to share views and recommendations, arising from monitoring activities, about services. Performance Panels will hold relevant Cabinet Members to account with clear opportunities for questioning, to explore their work, looking at priorities, actions, achievements and impact. Performance Panel conveners provide a regular update to the Committee to enable discussion on key activities and impact.

Working Groups are one-off meetings established to enable a 'light-touch' approach to specific topics of concern, to consider a specific report or information, resulting in a letter to the relevant Cabinet Member(s) or report to Cabinet with views and recommendations.

Four one-off Working Groups were included in the work programme, to be completed as time and resources allow. The following Working Group meetings were held during 2021/22:

Working Groups	Convener
<ul style="list-style-type: none"> • Workforce • Bus Services 	Cllr Cyril Anderson Cllr Lyndon Jones

3.3 Number of in-depth inquiries completed = 1

The Procurement Inquiry which was originally delayed during 2020/21 was re-convened at the start of the 2021/22 municipal year and completed in March 2022.

3.4 Number of Working Group topics completed = 2

Work on the following topic(s) was completed through meetings of Working Groups:

- Workforce

Original meeting held in March 2021 with agreement to hold a further meeting. This was held in February 2022, completing this Working Group.

- Bus Services

Meeting held in July 2021 with agreement to hold follow up meeting to enable follow up on the Group's recommendations and see what changes / improvements had been made. Meeting held in March 2022 to complete this work.

NOTE: There are also regional scrutiny arrangements that Swansea is involved in, which have enabled scrutiny councillors to look at the work of:

- Education Through Regional Working (ERW) and consider the development of the new regional School Improvement Consortia, Partneriaeth, through a Joint Scrutiny Councillor Group.
- Delivery of the Swansea Bay City Deal programme, through the Swansea Bay City Region Joint Scrutiny Committee.

B. How well did we do?

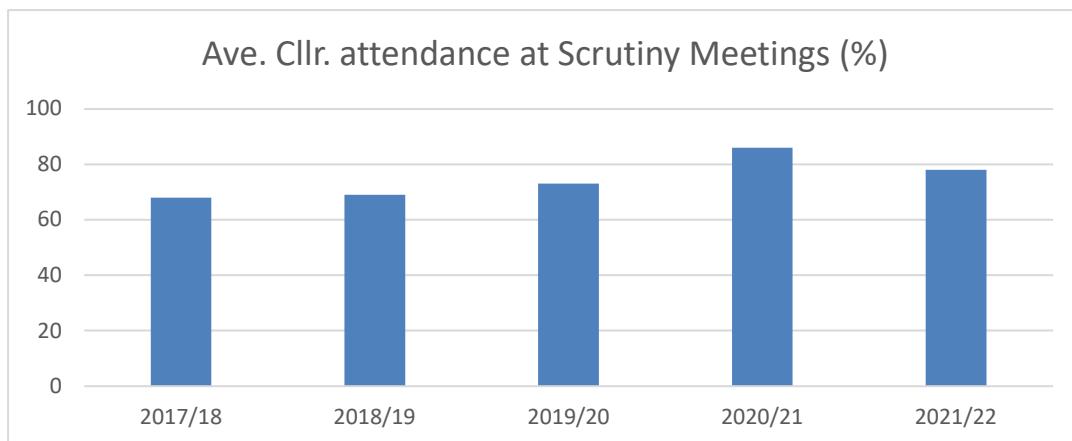
3.5 Average councillor attendance at scrutiny meetings = 78%

The rate of councillor attendance measures an important aspect of effectiveness as it reflects the engagement of councillors in the scrutiny process.

Council determines the membership of the Scrutiny Programme Committee. However, membership of the various informal Panels and Working Groups is based on interest shown by councillors in the topics under scrutiny. Based on expressions of interest the membership of Panels and Working Groups is determined by the Committee.

Attendance figures for councillors are collected by the Council's Democratic Services Team and published on the Council's website. Our figure is an overall attendance figure that includes the Scrutiny Programme Committee, Panel meetings and Working Groups and was 78%. Attendance at the Committee meetings was 85%. Both healthy figures of engagement.

Comparison with previous years:

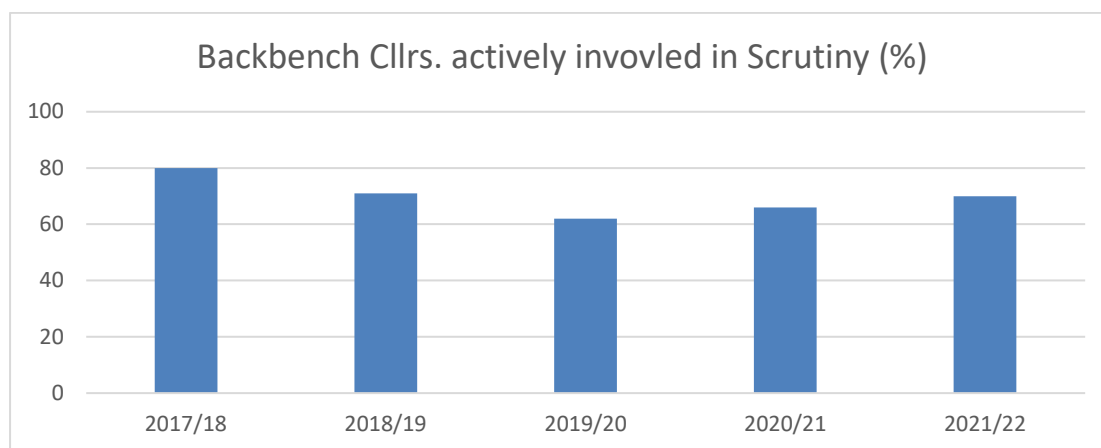


3.6 Backbench councillors actively involved in scrutiny = 70%

All backbench councillors have the opportunity to participate in scrutiny work regardless of committee membership. New scrutiny topics, once agreed, were advertised to all non-executive councillors and expressions of interest sought to lead and/or participate in these activities. It enables councillors to participate based on interest, and enables them to build up specialist expertise.

The majority of backbench councillors were involved in scrutiny, through either the Scrutiny Programme Committee, Panels or Working Groups.

Comparison with previous years:



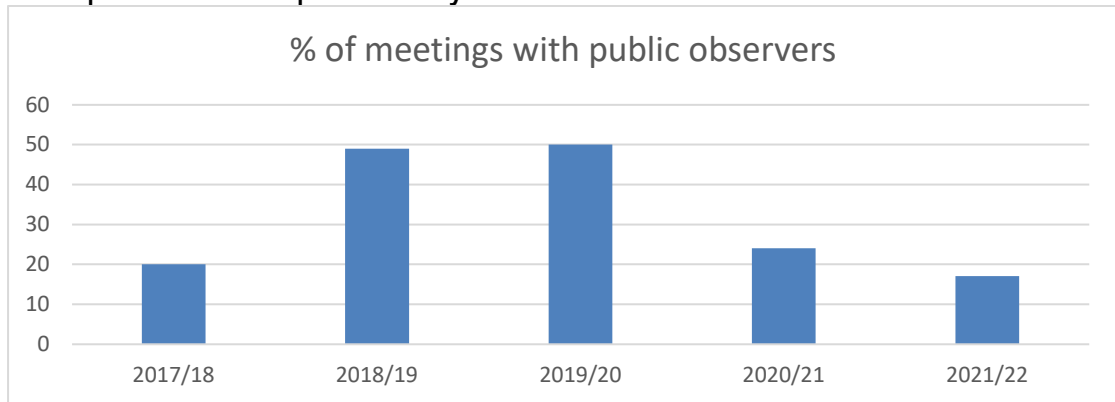
3.7 Meetings with public observers = 17%

Scrutiny is important as a mechanism for community engagement. The extent to which the public observes meetings may indicate whether there is a significant focus of scrutiny on matters of public interest. All scrutiny meetings, whether the Committee or Panels and Working Group, are conducted in public, subject to specific items of business that on rare occasions may contain exempt information. With the move to remote meetings over the past two years, people are now able to watch video recordings of meetings, which has impacted on the number of observers watching live. 11 of the 66 scrutiny meetings held were observed by members of the public who joined the remote meeting on request or in order to ask a question.

Committee meetings were live-streamed, however Panel / Working Group meetings were not. However all meetings were recorded, with video subsequently published on the Council's website / YouTube account for viewing. The move to remote meetings during the pandemic has affected our ability to report accurately on the number of public observers, other than those we know to have been specifically invited into meetings. A scan of YouTube views, however, shows Committee meetings seem to attract on average 40 viewers, significantly more people than who would have watched meetings pre-COVID from the public gallery. There are similarly good figures across other scrutiny meetings, with Development &

Regeneration Performance Panel meetings appearing to attract the biggest interest.

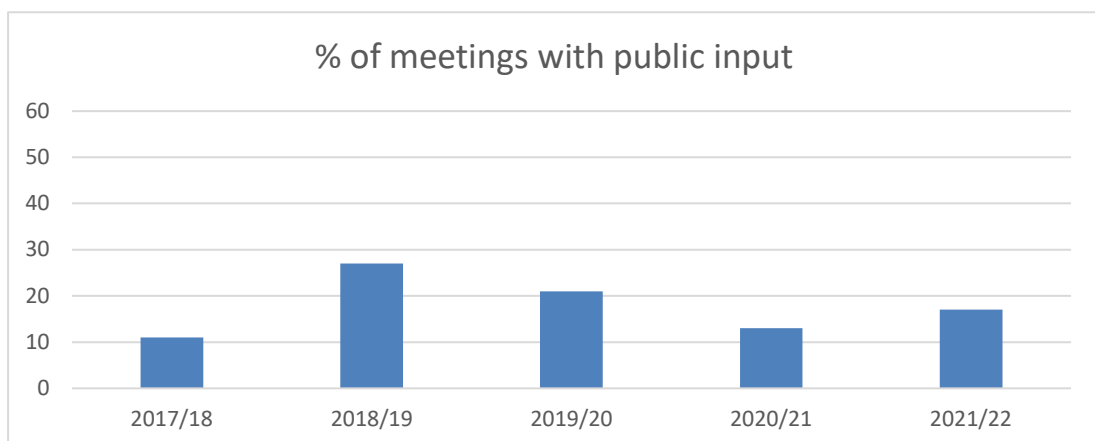
Comparison with previous years:



3.8 Meetings with public input = 17%

As well as attracting interest and observers to listen to what is being discussed, councillors are keen to increase active public involvement in the work of scrutiny. 17% of all scrutiny meetings had some form of such engagement and public input. This input can take various forms, including submission of questions for scrutiny sessions with Cabinet Members, making suggestions for the scrutiny work programme, contributing evidence to specific items under scrutiny - whether in person or reflected in the meeting agenda.

Comparison with previous years:

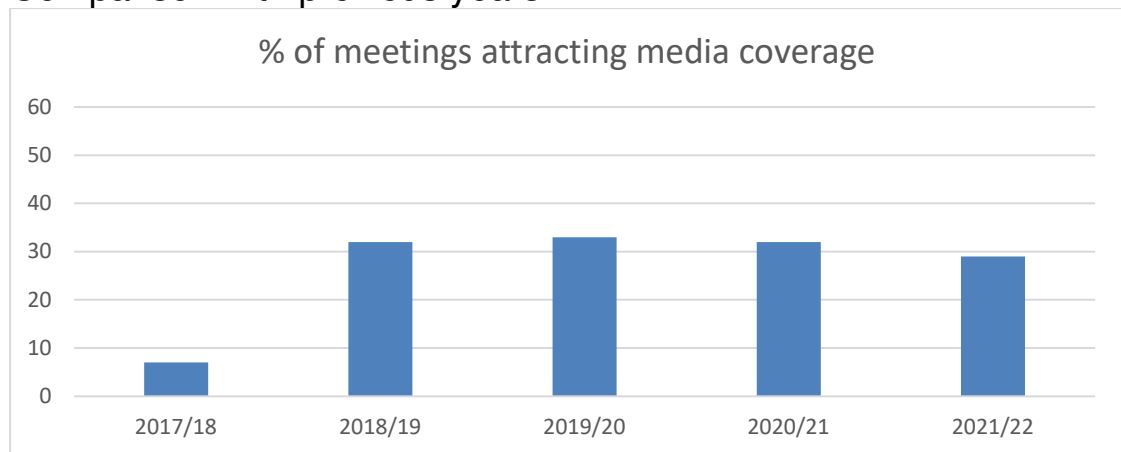


3.9 Meetings attracting media coverage = 29%

As well as attracting interest from individuals and getting members of the public to engage directly, a measure of whether scrutiny is focussed on the right things and is making an impact is the amount of media coverage that scrutiny is attracting. We found that almost a third of scrutiny meetings made the news, e.g. in print in the South Wales Evening Post or Western Mail, and/or on websites including WalesOnline, BBC etc. Across all activities there were at least 21 scrutiny discussions reported in the local press (print and on-line).

Issues which generated coverage included scrutiny discussion on: looked after children; residential social care; trees (ash dieback); City Deal; developments, including Tidal Lagoon plans, pollution control; tackling poverty; parking services; recycling & waste; potholes, violence against women, complaints performance, and pupils educated other than at school.

Comparison with previous years:

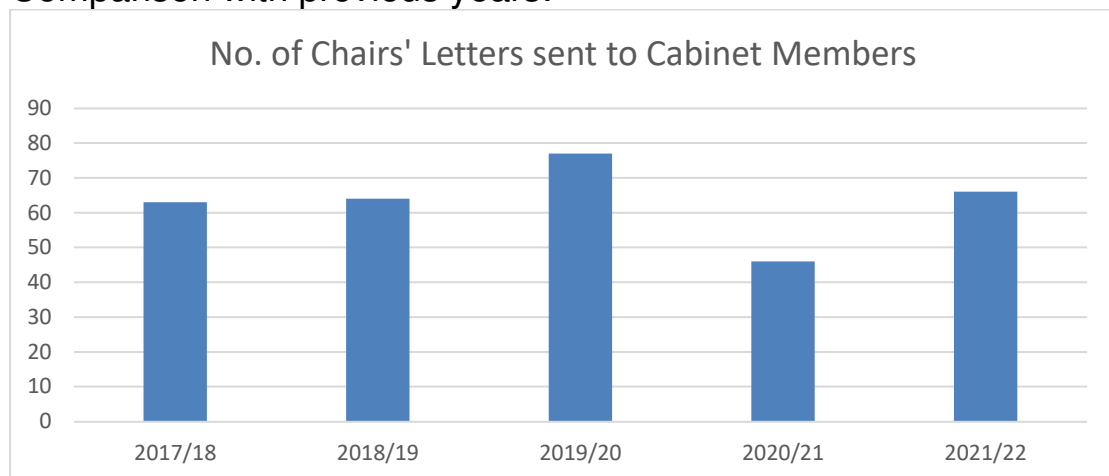


C. How did scrutiny impact on the business of the Council?

3.10 Number of Chairs' Letters sent to Cabinet Members = 66

Chairs letters are an established part of the scrutiny process in Swansea. They allow the Committee and Panel meetings / Working Groups to communicate quickly and efficiently directly with relevant Cabinet Members. They will send letters to raise concerns, recognise good practice, ask for further information and make recommendations for improvement, reflecting the discussion at Committee / Panel / Working Group meetings. Letters are effectively 'mini-reports' with conclusions and proposals from scrutiny – and where necessary require a response. 66 letters were sent to Cabinet Members.

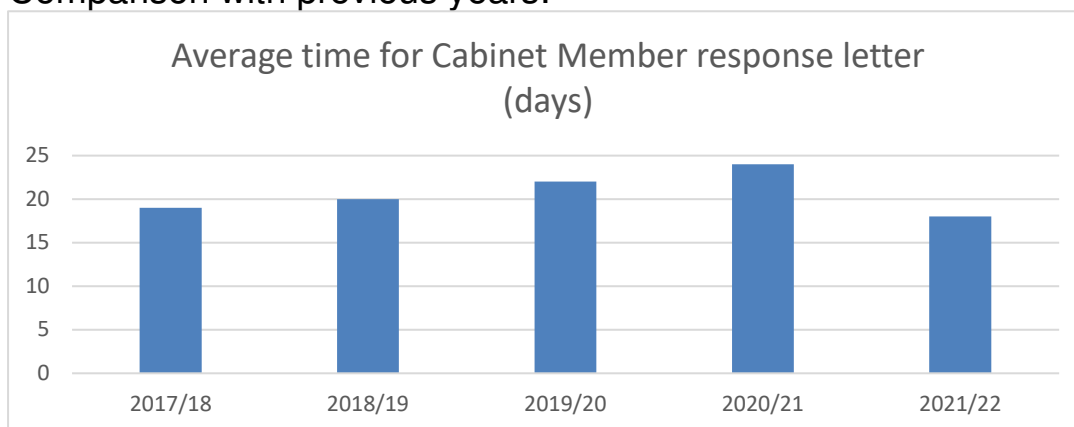
Comparison with previous years:



3.11 Average time for Cabinet Member response letter = 18 days

When scrutiny letters are sent to Cabinet Members and require a response, Cabinet Members are required to respond within 21 calendar days. The average response time for letters sent was 18 days, which is a significant improvement on the 24 days taken in 2020/21, and indicates that scrutiny is getting a timely response to views, concerns, and any suggested action for Cabinet Members.

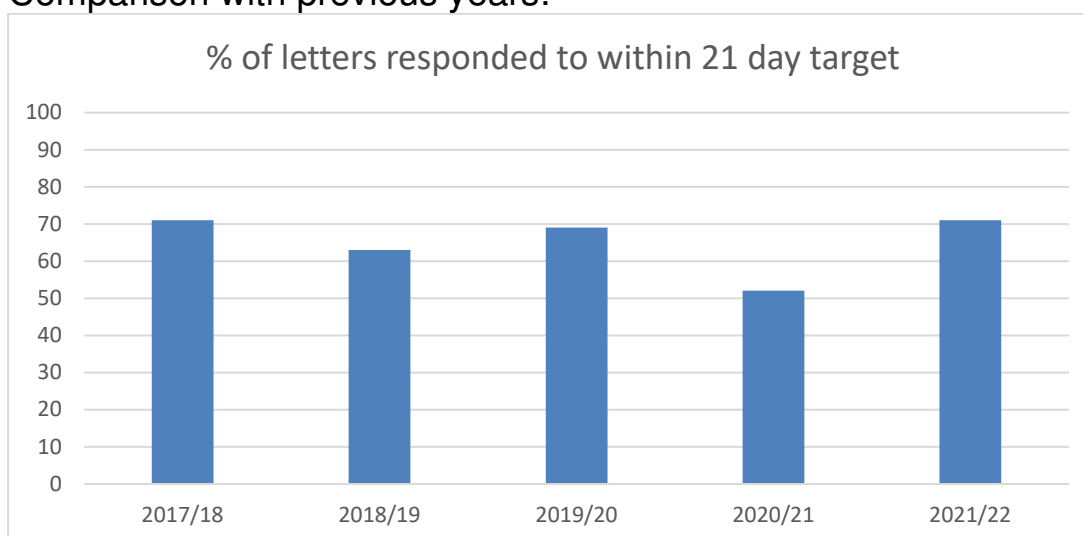
Comparison with previous years:



3.12 Letters responded to within 21 day target = 71%

Whilst the response to scrutiny letters was on average 18 days, some did take longer. The number of letters responded to within the 21 day target was 71% (17 out of 24 letters), again a significant improvement on previous.

Comparison with previous years:

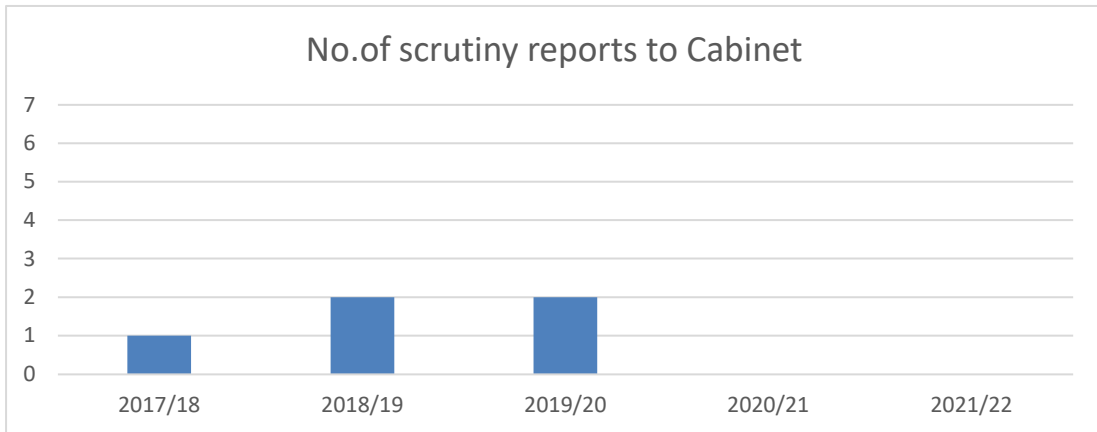


3.13 Number of Scrutiny reports to Cabinet = 0

In-depth inquiries are reported to Cabinet for a response to the recommendations agreed by scrutiny and its action plan on how the recommendations will be implemented. Scrutiny Working Groups also have the option of either writing a letter to relevant Cabinet Member(s) or report to Cabinet, depending on outcomes from discussion. There were no inquiry reports presented to Cabinet

during 2020/21, however see para. 3.16 for pre-decision scrutiny feedback reports to Cabinet.

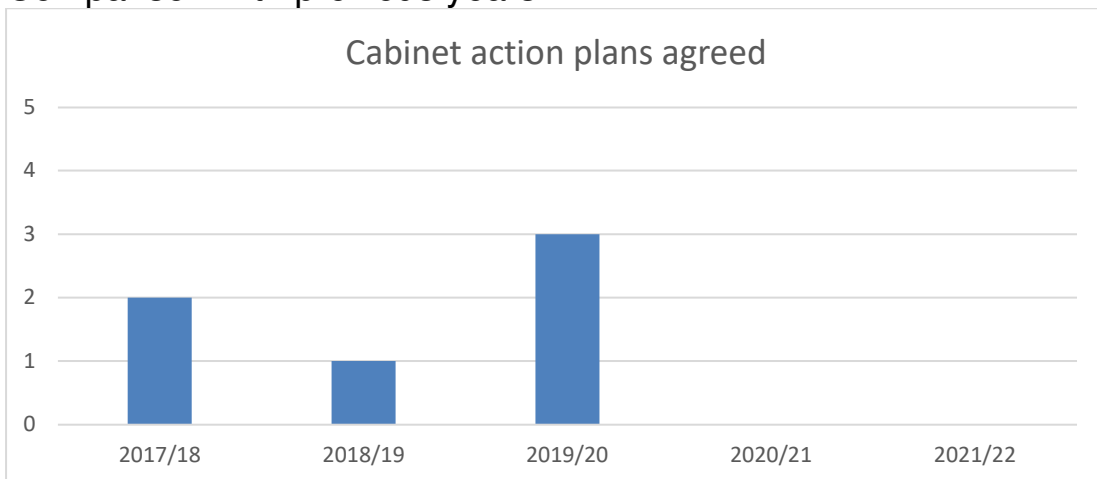
Comparison with previous years:



3.14 Cabinet action plans agreed = 0

Once recommendations and an action plan have been agreed by Cabinet, scrutiny will follow up on progress with implementation and impact. 2021/22 did not feature any action plans being published and agreed by Cabinet, but the Procurement Scrutiny Inquiry progressed during 2021/22, reporting to Cabinet early in the new 2022/23 municipal year.

Comparison with previous years:



3.15 Follow ups undertaken = 1

Inquiry Panels reconvene to follow up on the implementation of agreed recommendations and Cabinet action plans, and assess the impact of their work. A meeting will usually be held 6-12 months

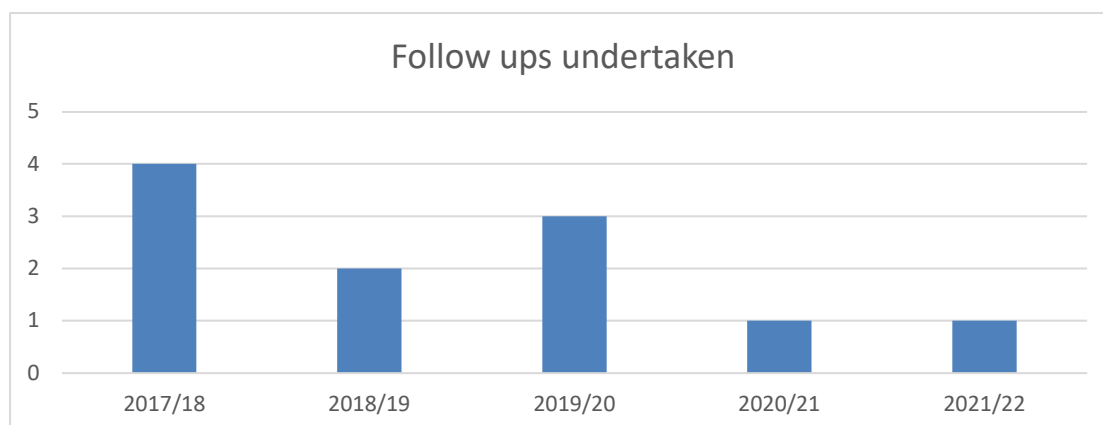
following Cabinet decision, with a further follow up arranged if required.

In order to check whether the agreed action plans have been carried out, scrutiny will ask for follow up reports from Cabinet Members. If councillors are satisfied they can then conclude the work for that inquiry. Previous scrutiny inquiries that required a follow up were followed up:

Inquiry	Convener	Cabinet Action Plan agreed	Monitoring Status
Equalities Key Question: How effectively is the Council meeting and embedding the requirements under the Equality Act 2010 (Public Sector Duty for Wales)?	Cllr. Lyndon Jones	November 2019	Complete - second follow up meeting held Jan 2022

The Scrutiny Programme Committee will, ordinarily, follow up any Working Group reports to Cabinet.

Comparison with previous years:



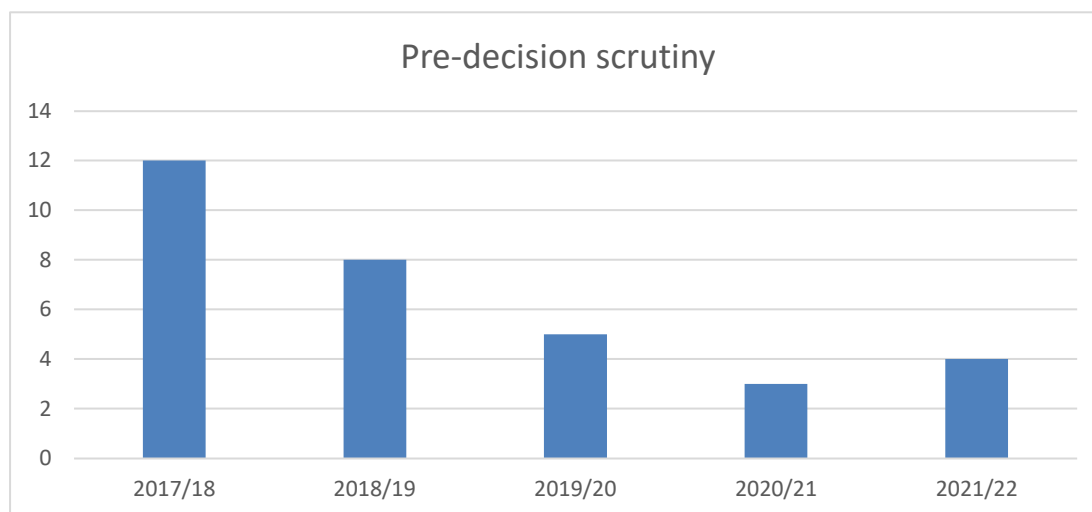
3.16 Number of Cabinet reports subject to pre-decision scrutiny = 4

Pre-decision scrutiny involves scrutiny councillors considering Cabinet reports before Cabinet makes a final decision. Considering strategic impact, public interest, and financial implications, the following three Cabinet reports were subject to pre-decision scrutiny

(carried out by the Committee or relevant Performance Panels), with views reported to Cabinet before decisions were taken:

Report	Cabinet Member	Cabinet Meeting	Undertaken by
Update Management Report on Swansea Airport	Delivery & Operations	16 Nov 2021	Service Improvement & Finance Panel
Leasehold Acquisition and Redevelopment FPR7 – 279 Oxford Street/25-27 Princess Way	Economy & Strategy (Leader)	14 Dec 2021	Committee
Covid Recovery and Investment	Economy & Strategy (Leader)	18 Jan 2022	Committee
Annual Budget	Economy & Strategy (Leader)	15 Feb 2022	Service Improvement & Finance Panel (with contribution from other Panels)

Comparison with previous years:



3.17 Number of Cabinet reports subject to Call-in = 0

During 2018-19, the Council agreed new call-in arrangements with scrutiny at the centre of the process. Any valid call-in of Cabinet decisions leads to the calling of a special meeting of the Scrutiny Programme Committee. A call-in can be made by the Chair or Vice-Chair of the Scrutiny Programme Committee or by any four

councillors by giving notice in writing to the Head of Democratic Services within a specific call-in period. With the increase in pre-decision scrutiny seen over the last few years a large number of call-ins are not anticipated. There were no Cabinet decisions 'called in' over the past year.

3.18 Cabinet Members who attended at least one Scrutiny meeting – 100%

Cabinet Members attend scrutiny meetings to answer questions and provide information to assist scrutiny and account for their work. Cabinet attendance at scrutiny meetings is a good indicator that the 'holding to account' role of scrutiny is functioning well. It ensures that scrutiny provides regular challenge to decision-makers.

to explore the work of Cabinet Members, looking at priorities, actions, achievements and impact. Aside from a regular Q & A session with the Leader of the Council, there is targeted approach within the Committee, calling in Cabinet Members as and when required to report on specific portfolio responsibilities and issues, with emphasis on Performance Panels to hold relevant Cabinet Members to account with clear opportunities for questioning. All Cabinet Members were engaged with scrutiny, whether with the Committee, Panel or Working Group, over the last year. The range of issues discussed within the Committee alone involved six Cabinet Members.

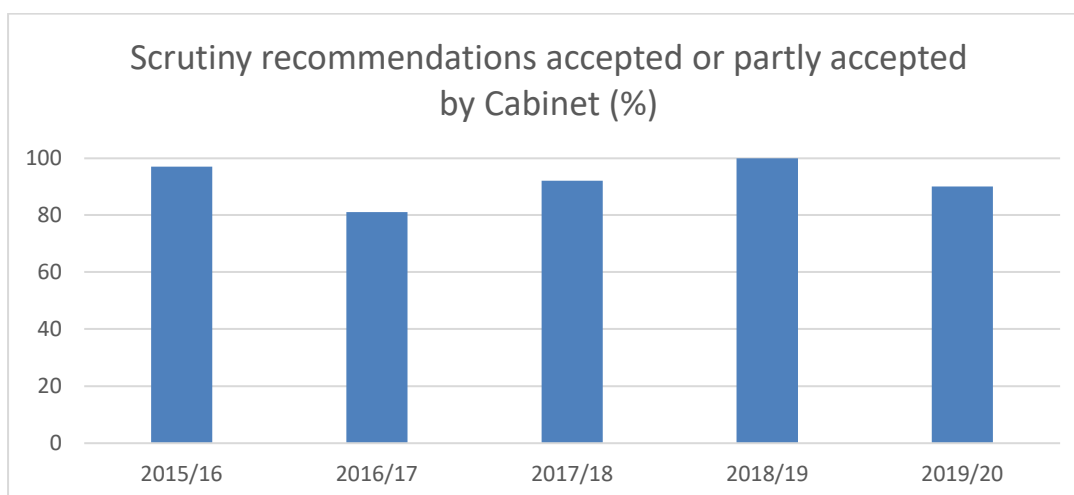
Although there are 10 Cabinet Portfolios, during 2021/22 there were 11 councillors in Cabinet positions. The Supporting Communities portfolio operating under a job share system between two councillors sharing the responsibilities. Our target is always 100%.

D. What were the outcomes of scrutiny?

3.19 Scrutiny recommendations accepted or partly accepted by Cabinet = n/a

The rate that Cabinet accept scrutiny recommendations is a good indicator of whether scrutiny is making strong recommendations based on robust evidence. We cannot report on this for 2021/22 as there were no outstanding scrutiny reports to Cabinet requiring a formal response. The same applied to 2020/21.

Comparison with previous years:



3.20 Recommendations signed off by scrutiny as completed = 39%

When follow up reports are presented to scrutiny (usually within 12 months following original Cabinet decision) they detail which of the recommendations from the in-depth inquiry (or other scrutiny report) have been completed in line with the agreed cabinet member's action plan and which have not. In the case of in-depth inquiries scrutiny councillors consider whether they agree with the assessment about implementation of recommendations, taking into account the evidence they are presented with about the changes that have happened following scrutiny and its impact. This indicator would represent the percentage of recommendations accepted by scrutiny as being completed for the year.

The Equalities Inquiry, which made 18 recommendations, was formally responded to by Cabinet in November 2019 and was followed up by the Panel in January 2021. Although some notable progress was reported, such as the creation of the new Strategic Equality and Future Generations Board, which will take forward

actions and recommendations within the Council's Strategic Equality Plan and the Scrutiny Inquiry, and associated support to drive improvement, the pandemic had impacted on the Council's ability to focus on this work. The Panel agreed that there has been positive progress with the recommendations and work done so far should provide a good foundation for moving forward in the medium and longer term. The Panel agreed to meet again for a second follow up to look in more detail at the progress made and impact of the inquiry, when a full assessment of the implementation of scrutiny recommendations and agreed Cabinet action plan will be made. The Inquiry Panel met in January 2022 and following discussion concluded formal monitoring of the inquiry recommendations and impact.

The Panel were happy with the progress made to date and were pleased with the positive impact that the inquiry, and the commitment to it by the Cabinet Member for Supporting Communities and officers, has made in helping to move this important agenda forward in Swansea. They heard for example that a new Strategic Equality Plan had been developed and published, a new Strategic Equality and Future Generation Board had been created, the Council's website has been updated and the mandatory equalities training refreshed, amongst other things.

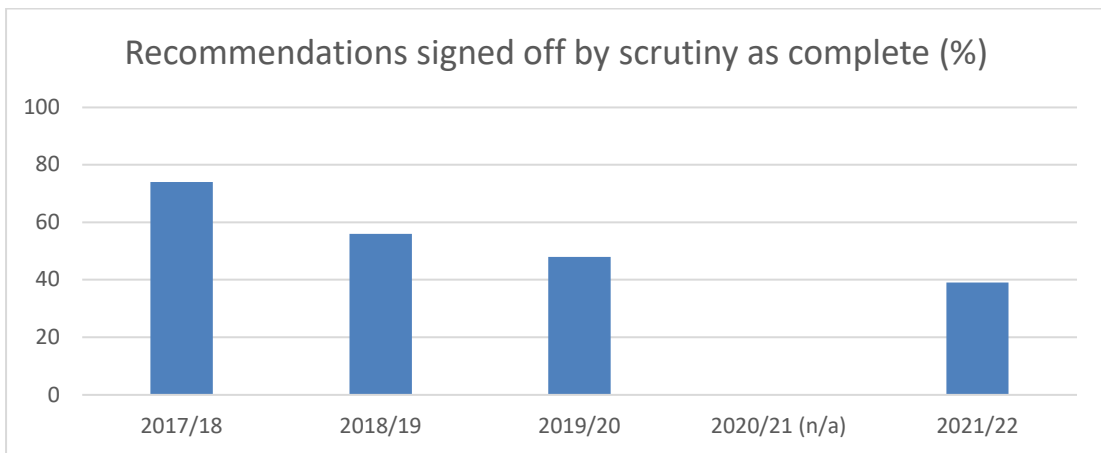
The Panel recognised the Covid-19 pandemic continues to bring challenges to the Council and that many officers have had to shift focus to ensure that Council services were maintained and those most vulnerable were supported during the crisis. The Panel were pleased to see the huge amount of work completed throughout that time, with and for, our local communities.

The Panel agreed to finish their formal follow up involvement with the inquiry after satisfying themselves that good progress has been made with all the recommendations. They heard that seven of the recommendations are now complete and that good progress has been made with those recommendations that are outstanding. They were reassured to hear that all the necessary pieces are in place to ensure ongoing improvement in those areas where the recommendations are incomplete.

The Panel decided to refer one area to the Scrutiny Programme Committee for potential follow up in the new municipal year. This related to Recommendation 13 - Build upon the development of a Co-production Strategy with inclusion of a Toolkit for use by staff across the authority.

It should be noted that in many cases implementation of scrutiny recommendations continues beyond the process of formal monitoring.

Comparison with previous years:



4. Impact

4.1 How Scrutiny Councillors have made a difference

4.1.1 Scrutiny Councillors make a difference by:

- Ensuring that Cabinet Members (and other decision-makers) are held to account through public question and answer sessions
- Making evidence based proposals on topics of concern through task and finish Scrutiny Inquiry Panels, and other scrutiny activities, that report to Cabinet
- Monitoring and challenging service performance and improvement through standing Scrutiny Performance Panels
- Addressing issues of concern through one off working groups
- Acting as a 'check' on the key decisions through pre-decision scrutiny and call-in
- Communicating concerns and proposals for improvement through regular publication of scrutiny letters and reports

4.1.2 The Scrutiny Programme Committee produces a summary of the headlines from the work of scrutiny for Council and the public, which focuses on impact and how scrutiny is making a difference. The Chair of the Scrutiny Programme Committee reports the summary, known as Scrutiny Dispatches, to Council.

4.1.3 It is important to know that the work and the efforts of scrutiny councillors are having a positive impact and are delivering effective scrutiny. We make sure that the recommendations we make, in whatever scrutiny forum, are followed up to check on implementation and assess the impact of this work.

4.1.4 The difference made and impact of the overall work of scrutiny is also communicated via:

- press releases to the local media;
- regular posts to our Swansea Scrutiny blog;
- an email monthly subscription newsletter, and
- use of social media, including Twitter.

4.1.5 A selection of stories from the past year of scrutiny from Scrutiny Dispatches, which demonstrate the impact made, are **appended**.

This includes reference to:

- **Focussing on the importance of efficient bus services in Swansea** (*Bus Services Working Group*)
- **Holding Cabinet Members to account** (*Scrutiny Programme Committee*)
- **Continuing to monitor council performance in relation to the natural environment** (Natural Environment Performance Panel)
- **Evidence gathering for in-depth reviews** (*Procurement Scrutiny Inquiry*)
- **Contributing to future arrangements for regional education scrutiny** (*reference to Education Through Regional Working Scrutiny Councillor Group and transition to new partnership arrangements and establishment of Partneriaeth*)
- **Making sure Safeguarding is everyone's business** (*Scrutiny Programme Committee's Scrutiny of the Council's Corporate Safeguarding arrangements*)
- **Monitoring how Social Services are managing through the pandemic and ensuring Health & Social Care staff are supported well** (*reference to Adult Services Performance Panel*)
- **Monitoring the Council's Recovery and Transformation Plan** (*Scrutiny Programme Committee*)
- **Continuing to monitor corporate performance** (*Service Improvement & Finance Performance Panel*)

5. Feedback and Improvement

5.1 Improving Scrutiny

5.1.1 It is good practice for those involved in the scrutiny function to undertake regular self-evaluation of this work. Taking into account characteristics of effective scrutiny and experiences, it is important for the continuous improvement of the function that any issues identified about current scrutiny practice are discussed and addressed. Annual review discussions are usually held within the Scrutiny Programme Committee and Scrutiny Performance Panels towards the end of each municipal year, to reflect on the year's work and scrutiny experience, specifically considering, for example, how well they have worked, whether they have focussed on the right things, and what lessons had been learnt.

5.1.2 The Scrutiny Programme Committee carried out an Annual Work Programme Review in May 2022, reflecting on the past year, the work of the Committee and work programme, to identify any improvement and development issues. As well as reviewing previously agreed improvement objectives, councillors were encouraged to identify areas of improvement in relation to the work programme and scrutiny practice, so that it is even more effective.

The following were raised:

- Current scrutiny arrangements are well-established.
- Having to prioritise activity because of limited time and resources can be frustrating.
- We need to ensure that the structure of Scrutiny and activities under the Scrutiny Programme Committee align well with Council / Cabinet priorities with good level of scrutiny across all Cabinet Portfolios and is focussed on cabinet decision-making.
- The Committee has done well in plugging any gaps in the work programme and held Cabinet members to account for specific portfolio responsibilities and issues, rather than a 'broad brush' approach looking at overall responsibilities.
- The Committee's co-option of Performance Panel Conveners is good.
- We need to consider whether the Committee could hold at least two sessions per year on Crime & Disorder / Safer Swansea Partnership performance, rather than an annual session.

- We need to ensure scrutiny takes in a range of perspectives on issues.
- It is important to balance local scrutiny with regional / joint scrutiny and ensure scrutiny is effectively co-ordinated and complements well, which will from 2022/23 include the newly established South West Wales Corporate Joint Committee.
- We should encourage more people to participate in scrutiny and councillors to actively participate in questioning.
- We need a training programme which will include helping scrutiny councillors to improve how they question and do scrutiny better.
- Although the Council has Policy Development Committees it should be remembered that scrutiny councillors can also inform and influence the development and revision of policy through their work.
- Holding a Work Planning Conference to inform the development of a scrutiny work programme is important.

5.1.3 Feedback from Scrutiny Performance Panels

As well as discussion about future work, the following general observations can be noted:

- Overall, Panels were pleased with how the year had gone and felt they have made a positive difference to the working of Council departments and services, and citizens, through ongoing monitoring and challenge, despite the ongoing impacts from the pandemic which had in some cases affected reporting or affected the ability to hold visits or meeting people face-to-face.
- There has been excellent cross-party working within Panels - all have engaged well, with every opportunity to ask questions and contribute.
- There are positive relationships with Cabinet Member and officers, who have attended meetings and provided reports / information when requested. Panels have felt well supported.
- Panels have been flexible and understanding in the face of pressures on the organisation and specific service areas working in the most challenging circumstances. Covid has sharpened the focus of Scrutiny.
- Panels should keep a close eye on Cabinet / Cabinet Members' response to scrutiny, and follow up on agreed action(s).
- Panels could engage in peer review with other Councils to assess how well they are working.

5.1.4 Internal Audit Review of Scrutiny – There has been praise for our Scrutiny arrangements. An internal audit of scrutiny was carried out in 2021, the outcome of which was a high level of assurance and no recommendations, with no key issues / risks found. The audit looked at the role of Scrutiny, its work programme and reporting lines, the relationship between the scrutiny and audit committees, scrutiny of partnership arrangements, coverage of corporate risks in the risk register, examination and follow-up of external reviews, and compliance with the Wales Audit Office discussion paper - Six Themes to Make Scrutiny Fit for the Future. The outcome was reported to the Governance & Audit Committee in June 2021.

5.2 Scrutiny Improvement Objectives

5.2.1 A number of scrutiny improvement objectives and action plan were agreed by the Committee in January 2019. This included actions to address the three proposals for improvement made by the Wales Audit Office following its review of the Council's scrutiny arrangements in 2018. This was a co-ordinated and comprehensive single improvement plan for scrutiny, for the issues that matter most.

WAO Proposals for Improvement

- 1) The Council should consider the skills and training that scrutiny members may need to better prepare them for current and future challenges, and develop and deliver an appropriate training and development programme, including providing additional training on the Well-Being of Future Generations (Wales) Act.
- 2) The Council should strengthen its evaluation of the impact and outcomes of its scrutiny activity.
- 3) The Council should further clarify the distinction between scrutiny and Policy Development Committee activity in relation to policy development.

Councillor Improvement Issues

- 1) We need more of our work to be reported to Cabinet so that there is more formal consideration of scrutiny conclusions and recommendations.
- 2) We need to be involved at an earlier stage in proposed Cabinet decisions so that our input can be more meaningful.
- 3) We need to increase opportunities for participation so that more councillors can get involved in the work of scrutiny.
- 4) We need to strengthen follow up of all scrutiny recommendations so that the response and difference made can be assessed.
- 5) We need more coverage in the media so that people are more aware of our work.

5.2.2 The Committee has regularly reviewed and considered progress against the action plan and did so last in March 2022. The review of the current improvement plan showed only a small number of outstanding actions:

- Development and delivery of a scrutiny training and development programme (as suggested by Wales Audit Office) – it was agreed that this would be arranged post-May 2022 at an appropriate time during the new Council, in addition to the Scrutiny Induction Session that will be held around June 2022. It is anticipated this will include areas such as: Chairing Skills; Questioning Skills, Public Participation, as well as improving understanding around the Well-being of Future Generations Act and how scrutiny can support its impact on local services, policies and decision-making. Any planned programme will be refined subject to further feedback / indications from scrutiny councillors.
- Developing a method of direct post-meeting evaluation from those attending scrutiny meetings (Cabinet Members, officers, external persons etc.) that will help strengthen our evaluation of the impact and outcomes of scrutiny activity – this was developed and tested during 2021-22. We are now inviting post-meeting feedback from scrutiny participants, i.e., Cabinet Members, officers, external invitees, and public attendees, about their experience and satisfaction. They will be invited to complete a short anonymous survey shortly after each scrutiny meeting. This will provide us with valuable information that will help us to evaluate the quality and effectiveness of scrutiny practice and inform the improvement and development of scrutiny in Swansea.
- Developing a specific Facebook page for scrutiny that should improve visibility of the work of scrutiny and sharing of stories, and active public engagement – following discussion with the Corporate Director it was agreed that the Council’s Facebook page could be used to post information and stories about Scrutiny, rather than a setting up a separate account, which should ensure a bigger audience. This has been utilised and is available for future use.

5.2.3 The Committee was content with progress against scrutiny improvement objectives and thought will be given to improvement objectives for the new Council term.

For further information:

Making the work of scrutiny more transparent and accessible

All scrutiny agenda packs are now available on the Council's '[agenda and minutes](#)' webpage. There you can also find all scrutiny letters sent to cabinet members following meetings and responses. All scrutiny meetings are open to the public and anyone living or working in Swansea can [suggest a topic for scrutiny](#). There are also opportunities to [suggest questions, and submit views](#). If you would just like to keep an eye on what's going on we have webpages, a [blog](#) and a [newsletter](#), you could even [follow us](#) on Twitter.

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Scrutiny Dispatches

City & County of Swansea – 2021/2022 (No.1)

‘How scrutiny councillors are making a difference’

Focussing on the importance of efficient bus services in Swansea

The Bus Services Working Group met to look at bus network coverage and levels of service, community transport provision and integration with other forms of transport. Representatives of First Cymru and Cardiff Bus were invited to participate.

(Lead: Councillor Lyndon Jones)

Scrutiny Working Groups are one-off meetings where scrutiny councillors focus on one particular item and produce a letter with comments and recommendations to the relevant Cabinet Member.

The Bus Services Working Group met early in July with Councillor Mark Thomas, Cabinet Member for Environment Enhancement and Infrastructure Management.

The Working Group talked about the importance of getting a regular bus service to all areas in Swansea to tackle residents’ isolation and to start to shift away from car use to using public transport. People who have given up driving need to be able to access public transport otherwise they become prisoners in their own home. Funding for active travel has been used to make it easier for people to cycle or walk, but not everyone is able to do this and accessibility has to be the main point for the elderly.

The Working Group emphasised the importance of bus companies and public transport more generally contributing to carbon emission reduction.

The Working Group recommended that regular meetings are held between Members and First Cymru to raise and discuss issues and felt it was very important for the Authority and bus companies to listen to people who currently do not use buses in Swansea, as well as people who do, to help shape current and future bus services.

The importance of joining up bus and rail times so services are more co-ordinated and the introduction of cross ticketing between bus and rail were also issues emphasised by the Working Group.

A follow up meeting of the Working Group is anticipated in around six months to see what changes / improvements have been made, as it is vitally important to see positive changes taking place that will benefit Swansea residents.

Holding Cabinet Members to account

The Scrutiny Programme Committee continues to hold cabinet members to account through regular question sessions. Acting as a 'critical friend' Scrutiny Councillors explore Cabinet Members' priorities, actions, achievements and impact in relation to specific areas of responsibility. The Committee recently met with Councillor Robert Francis-Davies, Cabinet Member for Investment, Regeneration & Tourism.

(Lead: Councillor Peter Black)

The Committee questioned the Cabinet Member on specific areas of his portfolio responsibilities, namely Tourism, Destination Management & Marketing and Business & City Promotion. The Panel heard about the value of tourism to the local economy and the impact of Covid-19 on the tourism industry.

Committee Members were informed of strategic priorities outlined in The Tourism Recovery Action Plan (TRAP), developed as part of the recovery strategy for the Tourism Sector and forms an integral part of Swansea Council's wider Economic Recovery. The vision of TRAP is to 'Create a world class tourism destination, which delivers a high-quality visitor experience in a pleasant, clean and well-maintained environment.'

The Committee also discussed the specific effect of the pandemic on the city centre and recovery plans. Committee Members discussed the large number of empty units in the Quadrant and heard that work is ongoing with the owners of the Quadrant and new lettings were due to come on board. Committee Members heard that a 'City Centre Repurposing Strategy' report is scheduled to go to Cabinet in September.

Continuing to monitor council performance in relation to the natural environment

The Natural Environment Performance Panel has continued to examine performance indicators on issues relating to the natural environment including climate change, air quality and Ash Dieback disease affecting local trees.

(Lead: Councillor Peter Jones)

The Panel recently considered progress on the Council's response to Ash Dieback and future aims. Ash Dieback is a disease that affects Ash Trees and causes trees to become brittle over time with branches breaking away from the main body of the tree. If they are not dealt with, trees are at risk of collapsing, presenting an immediate danger to the surrounding area. The Council have surveyed trees on council land and categorised them in four categories with category three and four being at highest risk. Hundreds of trees that cause a risk to the public such as on highways, parks and cemeteries have been felled.

The Panel questioned Councillor Mark Thomas, Cabinet Member for Environment Enhancement & Infrastructure Management on what the council is doing in terms of re-planting and which trees are being re-planted. Panel Members heard that should a single ash tree be removed within a cluster or woodland, then nature is allowed to take its course and no replanting at that site would be carried out. To offset the removal of trees the Council has a replacement programme in place where trees that are planted will be of a natural native and mixed species to ensure that any other future diseases that may naturally come along, only affect individual trees within a cluster.

Panel Members queried if there is currently any engagement ongoing to inform members of the public why trees are being felled. Officers explained that extensive communication via social media, media outlets and its' website has occurred and that notice boards are used where large tree felling operations are carried out. Panel Members felt that permanent signage maybe more suitable so that information is also available post the felling operations. Panel Members put forward ideas to get members of the public engaged more and recommend that information on large felling operations should be circulated with all Councillors for awareness.

Commencing of Procurement Scrutiny Inquiry

The Procurement Scrutiny Inquiry has commenced and is currently in the evidence gathering stage. The key question of the Inquiry is: *'What is Swansea Council doing to ensure it procures locally, ethically and greenly while being cost effective and transparent in its practices?'*

(Lead: Councillor Chris Holley)

The inquiry is looking at procurement in relation to the provision of council functions. It will consider what the Council does well and what can be improved in this area. This will include:

1. Legislation/policy including national, local and European influences on our procurement practice
2. Positive social/local procurement
3. Environmentally and ethical procurement practices
4. Equalities Duty
5. Systems/processes and consistency of approach
6. Joint procurement activities and working with others
7. Measuring success

Panel Members met the Council's Chief Auditor to answer a set of key questions on how procurement is audited internally. To understand what the departmental perspectives are on procurement activities the Panel have already met with the Director of the Place Directorate and are due to meet with Social Services and Education services.

The Panel recognise the importance of ensuring probity, transparency and value for money in its procurement practices. They are keen to look at how we embed social value and sustainability in what we do.



Chair's Round up

This is my first roundup of the work of scrutiny for 2021/22, as Chair of the Scrutiny Programme Committee.

Scrutiny Work Programme

The work of scrutiny continues in accordance with the Work Programme agreed in November 2020, which will take us up to the end of this Council Term. We are making progress on scrutiny priorities. The in-depth inquiry focusing on Procurement, which originally started before the pandemic, re-convened in June 2021 and will report around March 2022. Continuing from the previous municipal year, our six Performance Panels are meeting on a regular basis and we are working through a list of one-off Working Groups. I am grateful to the conveners for their leadership in delivering scrutiny activities and councillors across all parties coming together to participate in this important work. We continue of course to ensure the work programme, and demands of scrutiny, remain flexible whilst still in the midst of the pandemic.

Looking back at 2020/21

Our Annual Report for 2020/21 is out. We have reflected on what was a relatively short municipal year, affected by the pandemic, but it nevertheless shows a good level of scrutiny. Councillors have worked hard in both supporting and challenging the organisation, contributing to better services, policies, decisions, and a better Swansea. I presented the report to Council on 2 September.

Praise for our Scrutiny arrangements

I am pleased to report that an internal audit of scrutiny was carried out earlier this year, the outcome of which is a high level of assurance and no recommendations, with no key issues / risks found. The audit looked at the role of Scrutiny, its work programme and reporting lines, the relationship between the scrutiny and audit committees, scrutiny of partnership arrangements, coverage of corporate risks in the risk register, examination and follow-up of external reviews, and compliance with the Wales Audit Office discussion paper - Six Themes to Make Scrutiny Fit for the Future. The outcome was reported to the Governance & Audit Committee in June. Credit to all involved!

Committee Work Plan

As well as monitoring the delivery of the work programme, the Committee has a varied work plan looking at a broad range of service / policy matters, targeting specific issues of concern and focused on addressing any gaps in the overall scrutiny work programme. The Committee will call in Cabinet Members as and when required to account for delivery of objectives, performance, and service improvement. We have already questioned Cllr. Mark Thomas, Cabinet Member for Environment Enhancement & Infrastructure Management, on the Council's work and his responsibilities relating to Highways & Engineering, Infrastructure Repairs & Maintenance, and Litter & Community Cleansing. Similarly, the Committee has met with Cllr. Robert Francis-Davies on Tourism, Destination Management & Marketing, and Business & City Promotion, and Cllr. Andrea Lewis on Energy Policy (including Generation, Supply & District Heating).

We invite the public and all scrutiny councillors to contribute ideas to ensure the Committee asks the right questions. We publish a summary of each scrutiny session and views of scrutiny in a letter to relevant Cabinet Members, ensuring a clear and ongoing conversation between scrutiny and the executive to have an influence.

Future Committee meetings will include looking at: Recovery & Transformation Plan Progress, Annual Corporate Safeguarding Report, Delivery of Corporate Priority – Tackling Poverty, Scrutiny of Public Services Board, Parking Policy, Control & Enforcement, Q & A with the Leader of the Council, Crime & Disorder, and Children & Young People's Rights Scheme Annual Progress Report.

Regional Education Scrutiny

With the winding down of the Education Through Regional Working (ERW) regional school improvement consortium and establishment of a new South West Wales Education Partnership consisting of Swansea Council, Carmarthenshire Council and Pembrokeshire Council, new scrutiny arrangements are to be developed. Those involved in the scrutiny of ERW, which has seen an informal regional Scrutiny Councillor Group operating since 2016, have been able to feed their views into the process as the new Partnership is developed. We await the legal agreement between the Councils will confirm the terms of the partnership and governance arrangements, for details on future scrutiny.

Making the work of scrutiny transparent and accessible

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Scrutiny Dispatches

City & County of Swansea – 2021/2022 (No.2)

‘How scrutiny councillors are making a difference’

Making sure Safeguarding is everyone’s business

Safeguarding people from harm is considered to be the Council’s number one priority. Councillors considered the Annual Report on Corporate Safeguarding to review the implementation of the Council’s Corporate Safeguarding policy, which promotes a “Safeguarding as everyone’s business” approach.

(Lead: Councillor Peter Black)

The Council’s Scrutiny Work Programme is closely aligned to Council priorities to ensure it is focused on the most important issues and can influence improvement. Monitoring and challenging performance in delivering on Safeguarding has been a standing item in the work plan of the Scrutiny Programme Committee since 2016 and it has reviewed progress and achievements against objectives.

An Annual Report was considered by the Committee in October 2021, which reflected on seven key areas of activity during 2020/21, under the headings of: Safe Governance, Safe Employment, Safe Workforce, Safe Practice, Safe Partnerships, Safe Voice, all contributing to Delivering Safe Performance.

The Committee recognised the extraordinary circumstances with the pandemic and workforce pressures and were concerned about risks to safeguarding. Councillors gained assurance that despite difficulties at no stage did the Council or partners lose focus and dedicated safeguarding teams have continued to provide support and come up with solutions to protect those in urgent need.

The Committee commended the continuing efforts of the Corporate Safeguarding Group across the Council to make safeguarding everyone’s business – not just a matter for Social Services and Education.

Among the issues raised the Committee will be closely watching action on:

- the Council’s effectiveness in ensuring that all contractors, companies and individuals carrying out work on behalf of the Council whether voluntary or paid are compliant with the Council’s Safeguarding Policies.
- the Council being able to provide access to its own safeguarding training materials to external providers.
- ensuring DBS checks for contractors are completed in line with the new DBS Policy and Risk Assessment.

The Committee will also be following up on other work identified for the year ahead within the Annual Report.

Monitoring how Social Services are managing through the pandemic and ensuring Health & Social Care staff are supported well

The Adult Services Scrutiny Performance Panel continue to monitor the performance of the Directorate including how the department is managing through the Covid pandemic and have recently focussed on the Workforce Support Programme in place for Adult Services.

(Lead: Councillor Susan Jones)

In terms of management of the pandemic the Panel heard that whilst the Directorate is still manging, it remains a struggle and the third wave is having a very significant impact. Fragility of Domiciliary Care has hit the Directorate worst, particularly the workforce.

The Panel heard that whilst the waiting list for long term domiciliary care has reduced, the situation is still far from ideal. The list includes individuals who do have care but not the right type of care, the Directorate is working with families and carers to come up with alternatives up until February 2022. Panel Members heard that a small number of individuals are having to consider residential care as the Authority is unable to provide the domiciliary care they need.

The Panel heard that having realised there was an issue with sickness, Social Services were the first to trial a dedicated Human Resources Officer to support staff to return to work and support staffing pressures within teams. Panel Members were pleased to hear that this has led to a reduction in sickness levels in Social Services but expressed concern that the private sector suffered similar problems with staffing and queried if the Authority has shared its practices. Panel members were reassured that although private homes have their own governance arrangements in place, they can turn to our commissioning services for advice and that the Authority ensures that when recruiting, staff are not taken from private homes.

Panel Members praised and expressed their thanks and appreciation to all members of staff, who continue to have a huge burden placed upon them and are doing an amazing job in very difficult circumstances.

Monitoring the Council's Recovery and Transformation Plan

Councillors are keeping a watching brief on the Council's Recovery and Transformation Plan, 'Swansea Achieving Better Together', monitoring progress against key objectives and milestones, and challenging the Leader of the Council on action.

(Lead: Councillor Peter Black)

Members of the Scrutiny Programme Committee heard that whilst there is a focus on recovery, there are challenging times ahead given that the pandemic is still with us causing continued pressure on services and therefore the Phases and timelines noted within the Plan are fluid. Nevertheless, it was reported that the Council's position on recovery and transformation was strong in comparison with other Councils and has been held up by the Welsh Local Government Association as good practice.

Numerous examples were given to the Committee in relation to work on recovering, restarting & adapting Council services, and the strategic response to support the city to emerge and grow from the pandemic and deliver corporate priorities.

The Committee raised some issues, including the need to:

- streamline the process for Economic Recovery Fund applications, grants to businesses, etc. to avoid undue delay in the processing and ensure the Council is dealing with applications as swiftly as possible.
- ensure good communications with all councillors on recovery and transformation work, to ensure it is well understood, including opportunities to engage in the delivery of the Plan and specific work streams.

Continuing to monitor corporate performance

Councillors on the Service Improvement and Finance Scrutiny Performance Panel have continued to keep a close eye and challenge performance in relation to relevant indicators across the authority. They have recently reviewed the Quarter 1 2021/22 Performance Monitoring Report presenting the performance results in delivering the Council's Well-being Objectives and priorities.

(Lead: Councillor Chris Holley)

Overall Council performance reports are routinely considered by the Scrutiny Panel. It is recognised that the ongoing Covid-19 pandemic has brought huge challenges and changes to the Council, its services and workforce. This will have impacted on performance across the Council.

However, the Panel heard that, overall, during Q1, 81% of indicators have improved or stayed the same and the Council's response to the pandemic, whilst not necessarily reflected in the established corporate performance indicators, has been extraordinary.

The Panel queried some indicators and why they have improved in such adverse circumstances, asking how indicators are selected. Officers explained that the indicators help to measure priorities within the Corporate Plan and are selected specifically for that purpose.

Amongst questions raised, Panel Members heard that in Q1 2020/21 the Council was in the height of the pandemic and saw less family homeless presentations due to the suspension of evictions. This had a direct impact on Council data and the comparable indicators.

Panel Members queried measures for, and the use of the term, 'tackling poverty' and suggested this description be reviewed in the future to better reflect Council objectives.

The Panel noted the statistic regarding 'Number of data breaches which has resulted in an enforcement or monetary penalty notice being issued by the Information Commissioners Office' – and these results being zero, Panel Members felt was an impressive reflection on the Council.



Chair's Round up

This is my second roundup of the work of scrutiny for 2021/22, as Chair of the Scrutiny Programme Committee.

Scrutiny Work Programme

The work of scrutiny continues in accordance with the Work Programme agreed in November 2020, which will take us up to the end of this Council Term. We are making progress on scrutiny priorities. The in-depth inquiry focusing on Procurement has now completed evidence gathering, and the Panel, led by Cllr. Chris Holley will be reflecting on the evidence and findings. You can expect the Panel's final report with conclusions and recommendations by March 2022.

Our six Performance Panels are meeting on a regular basis however some adjustment has been made to the work plans of the Adult Services and Child & Family Services Panel as scrutiny continues to ensure that it is flexible and responsive to pressures whilst still in the midst of the pandemic. Both Panels will keep close focus on how the service is managing those pressures and its impact on performance.

For similar reasons, we have had to put back a planned Healthy City Working Group. A further meeting of the Bus Services Working Group, following a meeting in July 2021, will however be held before the end of this municipal year to follow up on their recommendations and see what changes / improvements have been made.

Committee Work Plan

As well as monitoring the delivery of the work programme, the Committee has a varied work plan looking at a broad range of service / policy matters, targeting specific issues of concern and focused on addressing any gaps in the overall scrutiny work programme. The Committee will call in Cabinet Members as and when required to account for delivery of objectives, performance, and service improvement.

Since my last update we have asked questions on the Council's Recovery & Transformation Plan, Corporate Safeguarding, and Delivery of the Corporate Objective on Tackling Poverty. We have also questioned Cllr. Mark Thomas, Cabinet Member for Environment Enhancement & Infrastructure Management, on the Council's work and his responsibilities relating to Parking Policy, Control & Enforcement.

Future Committee meetings will include looking at: Scrutiny of Public Services Board, Q & A with the Leader of the Council, Crime & Disorder / Safer Swansea Partnership, and Children & Young People's Rights Scheme Annual Progress Report.

Developing a Strong Scrutiny / Audit Relationship

Although Scrutiny and Audit have distinctive roles, there are common aims in terms of good governance, improvement in performance and culture, and financial management, so a regular conversation between Committee Chairs and Members will help to ensure we are working together effectively. I addressed the Governance & Audit Committee on this in October and we also heard from Paula O'Connor, Chair of the Governance & Audit Committee, at the Scrutiny Programme Committee that month. We are making sure that there is good awareness of each other's work, avoiding duplication and gaps in work programmes, and are able to refer issues between Committees. Some of the areas that will benefit from co-ordination between Committees include the new responsibilities arising from the Local Government and Elections (Wales) Act 2021 around Council performance, and around the systematic reporting of external audit reports, and respective role in considering and monitoring these.

Regional Education Scrutiny

Following approval of a legal agreement by each Council in the new Education Partnership, Partneriaeth, a Joint Scrutiny Councillor Group, comprising of Education Scrutiny Chairs and Vice Chairs or equivalent from each of the three Councils, will be set up to scrutinise the work of the regional Partnership. This will support the delivery of school improvement and ensure greater public accountability over decisions made. Scrutiny will seek reassurance and consider if the Partnership is operating according to the Joint Committee Agreement, and its Business Plan, and is being managed effectively. Responsibility for Scrutiny Support, as well as responsibility for other functions, will be determined in due course by the Partneriaeth Joint Committee, comprising the Leaders of the three Councils, as the strategic decision-making body.

Improving Scrutiny

Leading by example, we are always looking to improve how we work as scrutiny councillors and the effectiveness of scrutiny meetings. We are now inviting post-meeting feedback from scrutiny participants, i.e., Cabinet Members, officers, external invitees, and public attendees, about their experience and satisfaction. They will be invited to complete a short anonymous survey shortly after each scrutiny meeting. This will provide us with valuable information that will help us to evaluate the quality and effectiveness of scrutiny practice and inform the improvement and development of scrutiny in Swansea.

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Appendix B – The Work of Scrutiny 2017-22

Scrutiny Programme Committee (every 4 weeks) (Overall work programme development & management; discussion of broad range of policy and service issues)			
1. Cabinet Member Q & A Sessions on overall Portfolio Responsibilities 2. Crime & Disorder – Safer Swansea Partnership 3. Annual Corporate Safeguarding Report 4. Children & Young People’s Rights Scheme – Annual Compliance Progress Report 5. Oceana Building Demolition 6. Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates	7. Scrutiny of Specific Cabinet Member Portfolio Responsibilities: - Highways and Engineering - Infrastructure Repairs and Maintenance - Tourism, Destination Management, and Marketing - Business and City Promotion - Energy Policy (incl. Generation, Supply & District Heating) - Litter and Community Cleansing - Parking Policy, Control & Enforcement	8. Consultation on Draft Homelessness Strategy and Action Plan 2018-2022 9. Housing Commissioning Review Progress 10. Swansea Public Services Board 11. COVID-19 Pandemic - Update on Impact and Response 12. West Glamorgan Regional Partnership - Overview of the Regional Response to COVID focussed on Care Homes	13. Council’s Recovery & Transformation Plan 14. Active Travel Consultation Process 15. Delivery of Homelessness Strategy 16. Delivery of Corporate Priority – Tackling Poverty 17. Co-ordination with the Governance & Audit Committee 18. Follow Up on Scrutiny Working Group Recommendations 19. Complaints Annual Report 2020/21
Inquiry Panels (time-limited in-depth scrutiny – one per year)	Performance Panels (regular meetings to provide ongoing in-depth performance / financial monitoring & challenge)	Working Groups (light-touch scrutiny / one-off meetings)	
1. Regional Working 2. Natural Environment 3. Equalities 4. Procurement Inquiries pre 2017/18 followed up: <ul style="list-style-type: none"> • School Governance • Building Sustainable Communities • School Readiness • Child & Adolescent Mental Health Services • Tackling Poverty 	1. Service Improvement & Finance (corporate performance & financial monitoring, budget scrutiny, specific service performance / improvement reports) 2. Adult Services (Adult Social Services performance) 3. Education (formerly Schools) (schools performance / standards, pupil attainment, local education authority priorities & support to learning) 4. Child & Family Services (Child and Family Social Services and Poverty and Prevention performance) 5. Development & Regeneration (monitoring Council development and regeneration programme, Swansea Bay City Deal – local projects) 6. Public Services Board (ended 2020 – work added to Committee work plan) (performance of multi-agency Swansea Public Services Board and difference it is making) 7. Natural Environment (commenced 2019) (natural resources, biodiversity, climate change issues)	1. Emergency Planning & Resilience 2. Car Park Charges 3. Tethered Horses 4. Roads & Footway Maintenance 5. Local Flood Risk Management 6. Renewable Energy 7. Homelessness 8. Community Cohesion & Hate Crime 9. Air & Noise Pollution 10. Welfare Reform 11. Environmental Enforcement 12. Anti-Social Behaviour 13. Tourism 14. Brexit 15. Workforce 16. Digital Inclusion 17. Bus Services	

Pre-Decision Scrutiny & Call-In of Cabinet Decisions (carried out by the Committee unless delegated to relevant Performance Panel)

Pre-decision Scrutiny:

1. Adult Services Commissioning Reviews Consultation Outcome
2. Catering Services Commissioning Review
3. Planning & City Regeneration Commissioning Review
4. Public Protection Commissioning Review
5. Castle Square Regeneration
6. Family Support (Children with Additional Needs & Disability) Commissioning Review
7. More Homes Pilot Scheme
8. Liberty Stadium
9. Transfer of Management of Allotments
10. Highways & Transportation Commissioning Review
11. Council Budget (annually)
12. Residential Care and Day Services for Older People Commissioning Review
13. More Homes Parc Yr Helyg Site Options Appraisal

14. Cultural Services Commissioning Review
15. The Future Structure and Delivery of the Ethnic Minority Achievement Unit
16. Outcome of Residential Care & Day Services for Older People Consultation
17. Homelessness Strategy and Action Plan 2018-2022
18. Swansea Central Phase 1 Project Update and FPR7
19. Small School Review & School Organisation Linked to the Welsh Education Strategic Plan
20. Enterprise Resource Planning (ERP) System Business
21. Housing Commissioning Review Option Appraisal Report
22. Foreshore Sites - Public Consultation and Procurement Responses Summary and Next Steps

23. COVID-19 Emergency Surge Hospital
24. Proposed Lease to Mumbles Community Council under the Community Asset Transfer Policy
25. Development of 71/72 The Kingsway & 69/70 The Kingsway – Business Case (FPR7)
26. Update Management Report on Swansea Airport
27. Leasehold Acquisition and Redevelopment FPR7 – 279 Oxford Street/25-27 Princess Way
28. Covid Recovery and Investment

Call-In:

1. 21st Century Schools Programme - New Build For Gorseinon Primary School

Regional / Joint Scrutiny (collaborative scrutiny with other Local Authorities for topics / issues of shared interest or concern, and models of regional working)

1. Education Through Regional Working (ERW) Scrutiny Councillor Group – ended 2021 (Scrutiny of new 'Partneriaeth' Education / School Improvement Partnership to be arranged in 2022)
2. Swansea Bay City Region Joint Scrutiny Committee (commenced 2018 to scrutinise the Swansea Bay City Deal Programme)
3. South West Wales Corporate Joint Committee Overview & Scrutiny Sub-Committee in process of being set up 2022 (to scrutinise the CJC which will exercise functions relating to strategic land use planning, regional transport planning and the exercise of economic well-being powers)

Appendix 2 - Integrated Impact Assessment Screening Form

Which service area and directorate are you from?

Service Area: Legal, Democratic Services & Business Intelligence

Directorate: Resources

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services

(b) Please name and fully describe initiative here:

Scrutiny Annual Report for 2021/22 is being presented to Council for information.

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Appendix 2 - Integrated Impact Assessment Screening Form

- Q3** What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches?
Please provide details below – either of your activities or your reasons for not undertaking involvement

The Annual Report summarises the work of Scrutiny carried out in the previous municipal year, promoting the difference made, and supporting continuous improvement of the scrutiny function in Swansea. The work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views.

- Q4** Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan's Well-being Objectives when considered together?
Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
Yes No
- c) Does the initiative apply each of the five ways of working?
Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
Yes No

-
- Q5** What is the potential risk of the initiative? (*Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...*)

High risk

Medium risk

Low risk

-
- Q6** Will this initiative have an impact (however minor) on any other Council service?

Yes No If yes, please provide details below

The work of Scrutiny involves examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers).

-
- Q7** What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

Low impact because there are no decisions within the report which will directly affect service users, people and/or communities, but we ensure that public views can feed into the Scrutiny process.

Appendix 2 - Integrated Impact Assessment Screening Form

Outcome of Screening

Q8 Please describe the outcome of your screening below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

The Annual Report summarises the work of Scrutiny carried out in the previous municipal year, promoting the difference made, and supporting continuous improvement of the scrutiny function in Swansea. The work of Scrutiny is open to the public, promoted via Council media channels, and enable all citizens to ask questions, raise issues and/or input views. The work of Scrutiny involves examination of Council services and making recommendations for improvement to Cabinet Members (and other decision-makers). We ensure that public views can feed into the Scrutiny process.

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

Screening completed by:
Name: Brij Madahar
Job title: Scrutiny Team Leader
Date: 2 August 2022
Approval for Head of Service:
Name: Debbie Smith
Position: Deputy Chief Legal Officer
Date: 9 August 2022



Council – 1 September 2022

Councillors' Questions

Part A – Supplementaries

1	<p>Councillors Mary Jones, Sam Bennett & Jeff Jones</p> <p>Will the Cabinet Member tell Council what is the cleaning and maintenance regime for Wind St and the wider City area.</p> <p>Response of the Cabinet Member for Community</p> <p>The core City centre is cleansed on a daily basis particularly between the hours of 6am -11am and then again between 12pm – 6pm seven days a week. All adopted areas are cleansed using a range of measures including manual litter picking/sweeping, bin emptying, large and compact Mechanical Brush/Scrubber Vehicles, leaf blowers, and jet washers as necessary. The wider City areas are cleansed on a weekly basis.</p>
2	<p>Councillors Peter May, Allan Jeffrey, Sandra Joy & Stuart Rice</p> <p>The Uplands group supports the administration's policy of investing in play areas throughout the city.</p> <p>We do have concerns about the quality of equipment and its lifespan. Ten years ago a brand new playground was installed in Cwmdonkin Park as a part of a successful Heritage Lottery Fund application.</p> <p>In August 2018, when the playground was barely 6 years old, the ward councillors had to contribute £400 from their community budget to install new trampoline springs as they originals had already failed. At the same time the Parks department had to provide replacement trampoline mat at a cost to the department of £1000.</p> <p>Barely 4 years on in June 2022, the trampoline failed again and the department has to pay £2000 for its second replacement. At the time the supply date was October and as a result the trampoline has been out of action for the summer.</p> <p>In August 2022 barely 10 years after installation, the entire swing structure had to be dismantled due to rot of a main joint. This resulted in a partial collapse of the structure. Councillor Peter May was on site at the time and photographs are included for members to observe to demonstrate the failure.</p> <p>A significant proportion of the equipment in a recently constructed playground is now out of use and other items are showing signs of wear prematurely.</p> <p>It is alarming that the council has had no recourse from the manufacturer regarding these failed items in Cwmdonkin Park.</p>

What is the expected lifespan of the equipment that the council is now installing across the city with its policy.

What is the length of the manufacturer's guarantee on equipment. (If this varies on different items can examples be provided please)

Is longevity of equipment a consideration in the procurement process.

Response of the Cabinet Member for Investment, Regeneration & Tourism

With regards the failure of the swing frame at Cwmdonkin Park, once made aware of the damage Parks staff immediately attended site and after an assessment of the structure took the decision to remove the equipment.

This playground is very popular with children and it is usual for moving parts on play equipment such as chains, bearing, and springs to need replacing periodically. Only the swings and trampoline in Cwmdonkin are temporarily out of action and the Parks Service is not aware of any equipment that is prematurely showing signs of significant wear. The supplier of the swing has contacted the manufacturer, and we are awaiting a response before moving forward with a replacement. The replacement trampoline is still scheduled for October.

There is an expectation that main structural elements of play equipment would have a lifespan in excess of 15 years, with many items of equipment still being in good working order after 30 years and longer.

Warranties on new equipment varies depending upon manufacturer and type of equipment. Warranties range from 2 years for movable plastic parts to lifetime warranty for galvanised structural parts, with some wooden structures having a 15 year warranty. As part of the procurement process, each tender is scored individually on the warranty provided and we always endeavour to give appropriate weighting towards the supplier offering the best warranty. We only purchase play equipment from reputable playground suppliers that we know can supply robust equipment, to ensure what we purchase is fit for purpose.

3 Councillor Chris Evans

Given the recent record temperatures in Wales and the UK this summer, the realisation that the man made climate crisis is here now, and that the science is clear that we have to act now to stay within internationally agreed 1.5% temperature targets, are there any plans by Cabinet to ensure that the county is achieving net zero by 2035 rather than 2050 which is now clearly far too late to act according to the available scientific evidence.

I understand we have only just passed the corporate plan, but we have been rather overtaken by events".

Response of the Cabinet Member for Service Transformation

The current focus is twofold:

1. Working with colleagues across service areas to determine how the Council can achieve net zero carbon by 2030. The intention is to present an options report and delivery plan to Cabinet, detailing how we believe we can do this. Delivery will inevitably require significant funding.

	<p>2. 11 key players across the county are now signed up to our charter:SEF, NRW, Police, Fire, University of Swansea, UWTSD, Gower College, SCVS, BID, Clyne Valley Community Project, SBUHB. The intention is to work with them on the wider area plan. We are also on a journey of behaviour change via our environmental partners, working with community groups, schools, businesses, SHL's etc. We can lead by example on this agenda, A priority for us will be to continue to lobby Welsh and UK government to offer more incentives and funding to enable behaviour change to achieve or if possibly better the current 2050 target.</p>
4	<p>Councillors Lyndon Jones & Will Thomas</p> <p>Can Council be told of the work done to ensure Swansea becomes a Freeport.</p> <p>Response of the Leader</p> <p>The UK Government and the Welsh Government have agreed a joint approach to implementing a Freeport Programme in Wales. Both governments are now working together to develop a prospectus. A webinar was held on Friday 1st July which the Council attended. The primary purpose of this event was stakeholder engagement, ahead of the development and publication of the prospectus, specifically to provide an opportunity for stakeholders to highlight the benefits and potential challenges in establishing a Freeport Programme in Wales. The outputs from the event will help inform the development of the Freeport programme and timeline in Wales. We now await further information on the bidding process which will be made available to interested parties and potential bidders at a later date.</p>
5	<p>Councillors Lyndon Jones & Brigitte Rowlands</p> <p>Can Council have an update on any progress made on the Blue Eden project.</p> <p>Response of the Leader</p> <p>As previously advised the concept for Blue Eden was created by the city region, led by Swansea Council under the banner of Dragon Energy Island which would be an integrated, multi-faceted infrastructure project that would feature many elements, including zero carbon, tidal energy generation. This integrated renewables project would include -</p> <ul style="list-style-type: none"> • A lagoon wall and turbines producing at least a 320MW of renewable energy • A 6.7Gw battery manufacturing plant - • Wind turbines - 72,000 m2 of Floating solar this will be the largest floating solar array in the UK, capable of generating up to 5,250 kWp of energy. An array of this size is estimated to avoid over 2,000,000 kg of CO2 per year. - • A mega data centre operated by 100% renewable energy - • One of the largest battery storage facility within the UK Storing up to 1,200 MWh of energy • Hydrogen production • Oceanic and climate research centre plus a public park and infrastructure - • The Blue Eden consortium headed by DST innovations has agreed to work together with a leading German company and the council to provide 400mW of district heating and cooling from its hyper-scale data centre and the council. • Homes for 5000 people with a large proportion being affordable social housing fed by the renewable heat and electricity -

	<ul style="list-style-type: none"> • The opportunity to build in appropriate flood defences to protect the development and surrounding land from future flooding risks . • One of DST’s subsidiaries, Batri has agreed terms with WG to build the battery manufacturing plant and Batri HQ in Pencoed, which will be the training and production staff feed for the Blue Eden plant. Batri will spend £22m developing the site and its facilities. . • Work continues on the detailed master plan and work is being carried out as part of the successful Community Regeneration funding bid to further inform the business case with submission expected in the autumn. • Further work on the additional integrated renewable transport hub further supporting large scale EV and hydrogen usage including public transport opportunities • Detailed land transaction discussion are progressing with various landowners to secure the required land to enable the delivery of Blue Eden with associated elements • The submission of a formal levelling up Bid to UK government in August 2022 for the enabling infrastructure and transport improvement to support the development of the area
6	<p>Councillors Wendy Fitzgerald, Mark Tribe & Kevin Griffiths</p> <p>Could the Cabinet Member confirm that, before any new cycle paths are agreed, meaningful consultation takes place so that those residents whose lives are going to be impacted by these new routes, have their views fully considered and acted upon.</p> <p>Response of the Cabinet Member for Environment & Infrastructure</p> <p>Any new or improved Active Travel (walking and cycling) routes are consulted on at a project level, as part of developing concept proposals into detailed designs. A range of stakeholders including Ward Members and residents along proposed routes are engaged with as part of this process and their views are considered. However, this does not always mean that every request can always be accommodated.</p>
7	<p>Councillors Sam Bennett, James McGettrick & Lynda James</p> <p>At the last Council meeting the Cabinet Member gave a response to the question regarding road closures and consultation. As there are many road closures taking place for various events residents are concerned that there is no mechanism for them to comment before they are published.</p> <p>Is the Cabinet Member willing to give consideration to this problem.</p> <p>Response of the Cabinet Member for Environment & Infrastructure</p> <p>Major events, whilst offering a very positive economic return and profile for Swansea, will always encounter challenges, particularly when they disrupt the normal daily routines of residents.</p> <p>Road closures are often required as part of the event delivery process, whether they form part of the event footprint or part of the departure plans following the event. In the majority of cases, they are put in place to ensure the safety of everyone involved - residents, spectators and participants alike.</p>

Often, event road closures, whilst they may appear numerous, may be rolling; for short periods of time; early in the morning or late in the evening. Wherever possible, resident and business access is maintained.

Securing major events involves competitive bidding over many months or years, negotiating with key partners in order to develop robust, commercially viable propositions to attract the organisers to Swansea. We are often limited in how much information we can share with the public. Organisers expect commercial confidentiality in their negotiations, which we have to honour. Failure to do so could very well jeopardise this process and result in the event going elsewhere.

The programme has increased this year as a result of some new major events, as well as other events rolling forward from previous years as a result of the pandemic and supporting the events sector in its economic recovery.

Events are a major driver of tourism and play a key role in delivering the city's regeneration agenda. However, a consequence of this is that they will inevitably require road closures and which will, in turn, cause disruption to normal daily routines – just as they do in any city in the world. However, our teams spend a great deal of effort in looking at traffic arrangements to try and minimise any potential disruption as far as is possible and then communicate that information as soon and as widely as possible in order that our residents, businesses and visitors may plan ahead. This includes mail drops, a range of social media platforms, using road watch, event-specific and generic webpages along with media articles. These mechanisms always include a means of contact for residents to be able to raise specific issues. Residents are encouraged to contact us via several different mechanisms so that specific access issues may, where possible be resolved. Following each major event, a number of debriefs are undertaken with various stakeholders, and resident feedback is considered as part of this process. Learning from each event is then used to guide our future plans.

As a Council, we do of course fully understand the challenges facing our local organisations and businesses and having a vibrant, diverse annual major events programme is just one of the many ways in which we can help deliver on the city's regeneration agenda and support the tourism, hospitality and events sectors to recover from the hard hitting effects of the pandemic.

8 Councillors Lyndon Jones & Paxton Hood-Williams

The Tourist Industry is vital for the local economy and is slowly recovering from the pandemic, in large part due to the financial support provided by the UK Government.

Can the Leader assure Council that they will join the Conservative Group in campaigning against a Tourism Tax, which would result in the loss of jobs and put an extra burden on an important sector of the Swansea Economy

Response of the Cabinet Member for Investment, Regeneration & Tourism

Any decision on the introduction of a Visitor levy is a discretionary one for all Local Authorities in Wales. At this stage of the scoping exercise, Welsh Government is now looking at modelling and also how other parts of the world manage a visitor levy at a local level, before bringing this back to Local Authorities for the next stage of the consultation in the Autumn.

	<p>It's too early to say at this stage what impact, positive or negative, that might be. We will continue to ensure that officers attend and represent our interests and when we are in a position to bring an update back to Council we will do so.</p>
9	<p>Councillors Francesca O'Brien & Angela O'Connor</p> <p>Has any progress been made on the future of Home Farm in Singleton Park.</p> <p>Response of the Cabinet Member for Investment, Regeneration & Tourism</p> <p>The future of Home Farm still requires investigation particularly concerning conservation works and associated investment. It remains an operational depot and will therefore have to be considered as part of a planned report on the wider depot review.</p>
10	<p>Councillors Will Thomas & Lyndon Jones</p> <p>The Swiss cottage in Singleton park is a central location in Sketty and could provide a real hub for the community if renovated to include a community room and cafe.</p> <p>Would the Cabinet Member please advise on what plans if any are in place for this location.</p> <p>Response of the Cabinet Members for Investment, Regeneration & Tourism</p> <p>Swiss Cottage has been marketed to attract potential tenants who are willing to invest considerable sums to reinstate the premises and operate a facility that will enhance Singleton Park and the Botanical Gardens. We are pleased to advise that agreement has been reached with an interested party and the matter is currently in solicitors hands.</p>
11	<p>Councillors Will Thomas, Francesa O'Brien & Angela O'Connor</p> <p>Could we please have an update on Llangland toilet block and double tennis court.</p> <p>Do Cabinet plan to put out a new tender.</p> <p>If so what date are you working towards and what changes are in the new tender.</p> <p>Response of the Cabinet Member for Investment, Regeneration & Tourism</p> <p>Officers are preparing a more specific brief that will set out the parameters that would be important to inform proposals for this important site from a planning perspective. This will then inform an updated marketing exercise in the Autumn.</p>
12	<p>Councillors Sam Bennett, Peter Black & Susan Jones</p> <p>There was reference made in the Policy Commitments Statement at last Council meeting about Swansea Council becoming Net-Carbon Zero by 2030 and a reference which included the Air Show. Can the Leader/Cabinet Member inform Council how they will achieve this.</p> <p>Response of the Cabinet Members for Service Transformation & Investment, Regeneration & Tourism</p>

Being sustainable entails strategic planning across a whole range of factors, including future economic sustainability and 'local' businesses being able to serve its populations effectively. There will be significant costs and long-term planning to meet our commitments, but there is no evidence that one off actions such as cancelling an annual event, which is a relatively short term activity with significant benefits is a solution, when it will have negative knock on effects as yet unknown. We fully appreciate the seeming contradiction of all these statements, in terms of the flying displays, but events such as these contribute considerably to our local economy and our ability to prioritise public space and public transport, and allow residents to enjoy days out at a low cost, along with many other well-being benefits, pride in the city, public spaces and beaches.

We do take the current crisis very seriously and the Airshow is making significant inroads and changes in the way in which the event is delivered, and we accept we have more to do. In better understanding what this looks like, we have signed up to take part in an air show industry sustainability study. This research will be coordinated by the British Airshow Display Association and the study will be completed by a not-for-profit company, committed to helping events, festivals and venues around the world to become more sustainable and to reduce environmental impacts. We are hopeful that this study will produce a set of actions that will further guide us on our journey.

It should be noted that our airshow suppliers are also doing the same. For example, the majority of our air displays are provided by the RAF, which has itself committed to a Net Zero by 2040.

To help reach their goals, they are, amongst other things developing the next generation of aircraft, utilising a sustainable fuel source such as electric or hydrogen which will produce zero carbon emissions at the point of use.

Part B – No Supplementaries

13 Councillors Peter May, Allan Jeffery, Sandra Joy & Stuart Rice

Since early June Uplands ward councillors have used their community budget to employ a full time ward operative who is doing excellent work in clearing overgrowth from footways and kerbs. He is making a noticeable difference and raising standards in the Uplands Ward.

Quite separate from this arrangement, the council are currently advertising for part time ward operatives who will be supposedly deployed at some time in the future.

What is the timescale for their deployment.

Is it correct that the allocation of time for these is just 2 days per month per councillor in a ward.

Does the arrangement involve a team of operatives for that period and if so how large is the team.

	<p>Can the proposed operatives link up with wards that employ their own operatives to tackle larger projects during their allocated time in the ward.</p> <p>Response of the Cabinet Member for Community</p> <p>The Ward Operative Teams are due to be deployed following their recruitment, and whilst 2no. Ward Operative Teams are already in place, it is anticipated that the full team structure will be available in October. This significant investment in resources does allow for a Team to be allocated for 2 days every 4 weeks for every Ward Member, so Uplands Ward will benefit from a dedicated Team for 8 days out of every 20 working days. The Ward Operative Teams will generally be 2 person crews, and there are no reasons why the Team couldn't link up with any existing Ward Operatives when in that ward.</p>
14	<p>Councillors Peter May, Allan Jeffery, Sandra Joy, Stuart Rice & Lynda James</p> <p>The RSPCA is asking councils across the country to ban the awarding of live animals as prizes on their land and for them to join calls for a nationwide ban. Several Welsh Councils have already introduced such policies to ban pets as prizes.</p> <p><u>Pets As Prizes Campaign RSPCA</u></p> <div data-bbox="172 922 1385 1191" style="border: 1px solid black; padding: 10px;"> <p><u>Pets As Prizes Campaign RSPCA</u></p> <p>Gold medal, Gold trophy, Goldfish? A pet is not a prize or something to be won. None of the fun at the fair. Fairs can evoke a sense of nostalgia for many, with fairground jingles, sugared doughnuts and arcade game prizes.</p> <p><u>www.rspca.org.uk</u></p> </div> <p>Will the Cabinet now join other Councils in banning the practice of the awarding of live animals (such as goldfish in plastic bags at fairs on their land) as prizes.</p> <p>Response of the Cabinet Member for Corporate Service & Performance ?</p> <p>The Council's Special Events Team oversees the casual hire of Council land via its lettings process. The giving of animals as prizes has not been permitted for activities that take part on Council land for many years. The contract between the Council and hirer contains specific clauses in relation to this.</p>
15	<p>Councillors Peter May, Allan Jeffery, Sandra Joy & Stuart Rice</p> <p>After questions from Uplands Group councillors, the council have made it clear that they are unlikely to pursue electric vehicle charging from lamp posts.</p> <p>What provisions are the council considering to assist residents who do not have the luxury of a drive or other off road parking within the bounds of their property.</p> <p>If the council has not yet started to consider this problem, what are the precise timescales for any policy development and decisions please.</p> <p>Response of the Cabinet Member for Service Transformation</p>

	<p>Swansea, along with many other authorities, is developing strategies to assist with the roll out of Ultra-Low Emission vehicles and the potential provision of on street charging is part of this work. This is part of broader strategies towards decarbonising our transport network.</p> <p>The current cable and network capacity in many areas mean that charging from street lighting columns is not an option without significant upgrading of the infrastructure. In addition to this, there are other challenges relating to trailing cables or cable mats across the footway, the location of charging units, the means of charging for the energy and the wider issue of parking provision and the risk of making parking exclusive to EV drivers. The Council has recently commissioned reports which consider all these issues and will use this information to develop an Ultra-Low Emission Vehicle Strategy.</p> <p>The Council is currently prioritising its activities on developing a comprehensive network of publicly accessible EV chargers so that residents and users can charge their vehicles.. Commercial providers are likewise installing high-speed chargers in locations such as supermarket car parks and fuel stations.</p>
16	<p>Councillors Mike Day, Cheryl Philpott, Nicola Furlong, Michael Locke & James McGettrick</p> <p>What consultation has taken place with the Council regarding the proposed Trehafod Women's residential centre in Cockett.</p> <p>Response of the Leader</p> <p>This questions should be directed to the Ministry of Justice who are undertaking consultation with the community.</p> <p>Swansea council's role is as a planning authority in this matter.</p> <p>With a live planning application currently submitted, it is advisable that Members put questions directly to the MOJ.</p>
17	<p>Councillors Lynda James, Nicola Furlong & Peter Black</p> <p>Swansea Council purchased electric bikes for staff to use to carry out their duties.</p> <ol style="list-style-type: none"> 1. How many bikes were purchased and at what cost. 2. What is the usage rate of these bikes. 3. Who maintains the bikes. 4. What is their present expected lifetime. <p>Response of the Cabinet Member for Environment & Infrastructure ?</p> <p>I confirm that the Council has not purchased any electric bikes for staff to use.</p>
18	<p>Councillors Mark Tribe, Wendy Fitzgerald & Kevin Griffiths</p> <p>Can the Cabinet Member give an update on any progress on the proposed rail terminus sited at Felindre to facilitate the suggested 'Park & Ride' system where there would be a direct route to Cardiff without the need to call into Swansea's High Street Station.</p>

Response of the Environment & Infrastructure

There are no specific proposals relating to a park and ride rail facility for Felindre. However a number of rail proposals are being considered as part of the wider Metro proposals for the South West Wales region and these will be brought forward for consideration and consultation as the programme develops.

19 Councillors Wendy Fitzgerald, Graham Thomas & Peter Black

Could the Cabinet Member comment on the fact that the revised housing trajectory in the Annual Monitoring Report 2 claims there would be 105 cumulative housing completions on the strategic sites B,C and D by the end of March 2022.

What were the actual figures.

Could he also advise whether he believes the further additional 600 housing completions on the SD sites are on target for March 2023.

Response of the Cabinet Member for Corporate Service & Performance

The Council's latest Local Development Plan (LDP) Annual Monitoring Report (AMR) is dated October 2021 and is available to view at [Planning delivery and monitoring - Swansea](#).

In accordance with national requirements, information published in the LDP AMR includes data on the number of houses built in preceding years as well as forecasts for the remaining years of the Plan period, along with a commentary provided on these figures and the approach taken to produce the data. The site forecasts in the AMR are formulated by having regard to analysis of planning stages that sites have reached (including discussions with applicants and senior development management officers processing applications), and also engagement more widely with relevant developers and the Home Builders Federation (HBF). This analysis identifies the best estimate of what is considered by all relevant parties to be achievable on a given site given individual circumstances and progress made through statutory procedures and the stated corporate intentions of relevant developers.

Notwithstanding the discussions held during the second and third quarters of 2021 to inform the most recent AMR, which did identify prospects for completions on Strategic Development Area sites SD B, SD C and SD D, there were unfortunately no completions subsequently delivered on those sites in 2021-22. Key factors influencing this outcome include a greater time period having elapsed to discharge planning conditions, statutory highway undertakings and legal agreements for sites SD B and SD C. Notwithstanding this, encouragingly these sites now benefit from full planning permission to deliver many hundreds of new homes and complementary services and facilities, and preparatory works have commenced on both sites.

In the case of site SD D that does benefit from outline planning permission, the 'Reserved Matters' planning application for the first phase of the site, amounting to many hundreds of homes and associated infrastructure, has taken longer than anticipated to get to the stage where it can be presented to Planning Committee members with an officers recommendation. Nonetheless, through Officers' engagement with the developer on key detailed issues to be resolved, this application is scheduled to be presented to Planning Committee in September.

	<p>Officers continue to work with developers to resolve the complex issues that surround these major development proposals (including those relating to planning conditions, highway adoption, legal agreements, etc.) in order that the companies are able to progress operations on site and deliver housing completions as anticipated. Officers are currently working to prepare new updated trajectories for 2022-23, including engagement with the developers and HBF, is currently taking place ahead of publishing a revised trajectory in the next LDP AMR to be published in October 2022.</p>
20	<p>Councillors Mary Jones, Sam Bennett & Cheryl Philpott</p> <p>As dogs are now allowed in Swansea Market is the council going to review its policy on other areas of the city eg Botanical Gardens in Singleton Park and areas of Swansea Beach.</p> <p>Response of the Cabinet Member for Corporate Service & Performance</p> <p>The Council continues to have concerns raised about dogs running loose and dog fouling, particularly on beaches during peak times, and therefore considers the current approach of having dogs prohibited in designated areas, mostly seasonal, to be the appropriate balance. The dog beach ban remains in force for designated areas May-Sept. We have given a commitment to review the operation of the ban and intend to consult with stakeholders ahead of the 23/24 bathing season.</p>
21	<p>Councillors Chris Holley, Matthew Bailey & Kevin Griffiths</p> <p>Can the Cabinet Member confirm who is responsible for the snagging issues in respect of the Arena.</p> <p>Response of the Cabinet Member for Investment, Regeneration & Tourism</p> <p>The majority of snagging work rests with Buckingham, however, work instructed directly and independently by ATG remain with ATG.</p>
22	<p>Councillors Sam Bennett, Wendy Fitzgerald & Mike Day</p> <p>As e-scooters are illegal within the South Wales Police force area what is the council's stance if someone is injured on council property.</p> <p>Response of the Leader</p> <p>The Council will not accept liability for any injury or damage caused and it is up to the injured party to take action against the person riding the e-scooter.</p>
23	<p>Councillors Michael Locke, Jeff Jones & Gordon Walker</p> <p>In September 2023 20mph will be the default speed limit on built up areas in Wales. Can the Cabinet Member please explain the criteria for some roads retaining the 30mph limit and how the selection of this will operate and how much is the implementation of this cost.</p> <p>Response of the Cabinet Member for Environment & Infrastructure</p>

Welsh Government set the criteria where all 30 MPH unclassified roads are assumed to default automatically to 20 MPH. Place criteria have been provided which only apply to A/B 30 MPH roads by WG. These indicate that WG only support exceptions on A/B 30 MPH roads which are not -

1. Within 100 metres walk of any educational setting (e.g. primary, secondary, FE & HE)
2. Within 100 metres walk of any community centre
3. Within 100 metres walk of any hospital
4. Where number of residential and/or retail premises fronting a road exceeds a defined density (20 properties per km equivalent)

It should be noted that this guidance is currently being reviewed and it is anticipated that the revision will be issued to Local Authorities in the next few weeks. This is likely to relax this more definitive position allowing LA's greater flexibility to make exemptions more relevant to the network they manage.

In terms of position, officers are continuing to analyse the entire network of roads to identify this exemptions list. It is anticipated that this will be consulted upon with Members in the early part of the Autumn. It is anticipated that this will lead to the formal legal consultation through December /January.

WG have provided £550k for the procurement of posts and signs and to cover the cost of advertising and consulting. Work is ongoing to determine the sufficiency of this. Further funding will be required in 22/23 for the work required in changing the signage infrastructure. WG have not committed to cover these costs at present.

Agenda Item 12.



Council – 1 September 2022

Notice of Motion – Funding Formulas

Notice of Motion from Councillors Rob Stewart, David Hopkins, Andrea Lewis, Louise Gibbard, Alyson Pugh, Robert Smith, Elliott King, Robert Francis-Davies, Andrew Stevens, Cyril Anderson & Hayley Gwilliam

This council deplores the statement by the ex-chancellor Rishi Sunak that he has deliberately changed funding formulas to remove funding from deprived urban areas like Swansea and diverted them to leafy Tory held constituencies like Tunbridge Wells

His public admission that he has redirected funding away from deprived communities should be condemned.

We are already aware that funding formula changes have already been made to funding which previously came via the EU and now comes via the shared prosperity fund.

The formula has been changed, despite opposition from Swansea council and the WLGA to exclude 'need' from the calculation.

The new formula has resulted in a reduction of £35 per head for every person in the South West Wales region. The money has been diverted to communities in mid Wales.

This will mean communities in Swansea and the South West Wales region will lose £4.2m this year and £21m over the next 5 years.

We believe this to be unfair, unethical and contrary to the levelling up commitments made by U.K. government. It also mean local communities in South West Wales will be worse off as a result of the post Brexit funding arrangements despite many assurances to the contrary.

We call upon the Leader to write to the new Prime Minister to ask them to reverse the formula changes, and to commission an independent investigation into the claims made by Mr Sunak.