

CITY AND COUNTY OF SWANSEA

NOTICE OF MEETING

You are invited to attend a Meeting of the

ARMED FORCES COMMUNITY COVENANT SIGNATORIES PANEL

At: Committee Room 1, Civic Centre, Swansea

On: Wednesday, 11 March 2015

Time: 2.00 pm

AGENDA

Page No.

- 1 **Apologies for Absence.**
- 2 **Disclosures of Personal & Prejudicial Interests.** 1 - 2
- 3 **Minutes.** 3 - 5
To approve as a correct record the Minutes of the Meeting of the Panel held on 17 December 2014.
- 4 **Presentation regarding the Royal Navy Reserves in Wales.**
Steve Jones, Unit Warrant Officer, HMS Cambria will be attending.
- 5 **Any Other Business.**



Patrick Arran
Head of Legal, Democratic Services & Procurement
4 March 2015

Contact: Democratic Services (01792) 636820

ARMED FORCES COMMUNITY COVENANT SIGNATORIES PANEL

SIGNATORY	CONTACT	TELEPHONE	EMAIL/ ADDRESS
City & County of Swansea	Councillor June Burtonshaw, AFCC Champion	01792-636923	City & County of Swansea Civic Centre, Oystermouth Road, Swansea SA1 3SN June.burtonshaw@swansea.gov.uk
Lord Lieutenant	Byron Lewis HM Lord Lieutenant of West Glamorgan	01792-652962	HM Lord Lieutenant of West Glamorgan Bryn Newydd House, 1 Derwen Fawr Road Sketty, Swansea SA2 8AA Byron.lewis@btinternet.com
Army	Captain Phil Carter	02920781245	Welsh Transport Regiment (RLC)V Maindy Barracks, Cardiff welshpt-rhq-adjt@mod.uk
Army	Captain Chris Evans	01792 401528	157 (Welsh) Regt RLC 233 (West Glamorgan) Transport Squadron The Royal Logistic Corps (Volunteers) Army Reserve Centre, The Grange Swansea SA3 5AD 157RLC-223-PSAO@mod.uk
RAF	Air Commodore Adrian Williams OBE ADC MA BA FCILT RAF	01874-613889	Commander 160 (Wales) Brigade, The Barracks Brecon LD3 7EA
SSAFA	David Singletary (Chairman)	01792-653432	SSAFA Office, Alamein Road, Landore SA1 2HP West.Glamorgan@ssafa.org.uk
Probation Service	Wayne Driscoll	01792-479318	Wales Probation Trust West Glamorgan House 12 Orchard Street Swansea SA1 5AD
Prison Service	Lauren Watson Governor	01792-485330	HMP Swansea, 200 Oystermouth Road, Swansea, SA1 3SR Lauren.Watson@hmps.gsi.gov.uk
South Wales Police	Chief Superintendent Phil Davies	01639-634313	South Wales Police, Neath Police Station, Gnoll Park Road, Neath, SA11 3BW phil.davies4@south-wales.pnn.police.uk Diana.Price@south-wales.pnn.police.uk
Swansea Bay Regional Equality Council (SBREC)	Taha Idris Chief Executive	01792-457035 07738320375	Swansea Bay Regional Equality Council 3 rd Floor Grove House, Grove Place, Swansea SA1 5DF taha.idris@sbrec.org.uk
Welsh Air Ambulance	Mark Stevens Fundraising	0845-8584999	Wales Air Ambulance, Ty Elusen, Bay Studios Business Park, Fabian

	Manager		Way, Swansea SA1 8QJ markstevens@walesairambulance.com
Ospreys Rugby	Andrew Hoare COO	01792-616503	Ospreys Rugby, Liberty Stadium, Landore Swansea SA1 2FA PA: Helen.lewis@ospreysrugby.com
Job Centre Plus	Erin Tyler Partnership Manager Swansea	01554-874342	Department for Work and Pensions 58 Stepney Street Llanelli SA15 3TN erin.tyler@dwp.gsi.gov.uk
ABMU (NHS)	Jan Worthing Locality Director	01792-601850	ABMU Health Board, Swansea Locality, 12 th Floor, Oldway Centre, 36 Orchard Street Swansea Jan.worthing@wales.nhs.uk PA: Claire.joseph@wales.nhs.uk
Mid and West Wales Fire and Rescue Service	Mr Chris Davies Chief Fire Officer	01792-705051	Mid and West Wales Fire and Rescue Service Service HQ, Lime Grove Avenue, Carmarthen SA31 1SP
SCVS	Carol Green Director	01792-544001	Swansea Council for Voluntary Service (SCVS) Voluntary Action Centre, 7 Walter Road, Swansea SA1 5NF Carol_green@scvs.org.uk
Royal British Legion – Swansea Branch	Squadron Leader Phil. C. Flower MBE DL RAFVR(T)	02032-072450 07500 764080 07814177193	City of Swansea Branch Royal British Legion c/o 1, Maes-Y-Coed, Kingsbridge, Gorseinon Swansea. SA4 6RN pflower@britishlegion.org.uk pcfmb.215@ntlworld.com
University of Wales Trinity St David	Medwin Hughes Vice Chancellor	01792-481216	University of Wales Trinity St David, Mount Pleasant, Swansea SA1 6ED medwin.hughes@sm.uwtsd.ac.uk PA: joyce.wills@sm.uwtsd.ac.uk
Gower Colleges Swansea	Mark Jones Principal & Chief Executive	01792-284059	Gower College Swansea, Tycnoch Road, Swansea SA2 9EB mark.jones@gowercollegeswansea.ac.uk
Swansea University	Peter Neville Registrar & Chief Operating Officer	01792-295154	Swansea University, Singleton Park, Swansea. SA2 8PP raymond.ciborowski@swansea.ac.uk

Remploy Swansea	Sophie O'Kelly	0300-456-8032 07786976291	Remploy Employment Services, Alexandra House, 1 Alexandra Road, Swansea. SA1 5ED sophie.okelly@remploy.co.uk
Clydach War Memorial Partnership	Peter Morgan	Office: 01792-845992	Clydach War Memorial Hospital Partnership, Clydach Community Centre, Vardre Road, Clydach, Swansea. SA6 5DF Clan.macgungebucket@btinternet.com
Citizen Advice Bureau	Margaret Lane (Trustee Board Member) on behalf of Jackie Preston, Chief Executive	01792-544479	Citizen Advice Bureau, Llys Glas, Pleasant Street, Swansea. SA1 5DS jackie.preston@swanseacab.org.uk
Age Cymru Swansea Bay	Mary Pitson Chief Executive Officer	01792-641164	Age Cymru Swansea Bay Ty Davies Tawe Business Village Phoenix Way Enterprise Park Swansea SA7 9LA enquiries@agecymruswanseabay.org.uk
Veterans NHS Wales	Victoria Williams		Victoria.Williams4@wales.nhs.uk
SSAFA/Change Step	Sandy Shaw		nptdivsec.ssafa@yahoo.co.uk

Spencer Martin	Voluntary Sector Relationship Coordinator
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Disclosures of Interest

To receive Disclosures of Interest from Councillors and Officers

Councillors

Councillors Interests are made in accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea. You must disclose orally to the meeting the existence and nature of that interest.

NOTE: You are requested to identify the Agenda Item / Minute No. / Planning Application No. and Subject Matter to which that interest relates and to enter all declared interests on the sheet provided for that purpose at the meeting.

1. If you have a **Personal Interest** as set out in **Paragraph 10** of the Code, you **MAY STAY, SPEAK AND VOTE** unless it is also a Prejudicial Interest.
2. If you have a Personal Interest which is also a **Prejudicial Interest** as set out in **Paragraph 12** of the Code, then subject to point 3 below, you **MUST WITHDRAW** from the meeting (unless you have obtained a dispensation from the Authority's Standards Committee)
3. Where you have a Prejudicial Interest you may attend the meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, **provided** that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise. In such a case, you **must withdraw from the meeting immediately after the period for making representations, answering questions, or giving evidence relating to the business has ended**, and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration (**Paragraph 14** of the Code).
4. Where you have agreement from the Monitoring Officer that the information relating to your Personal Interest is **sensitive information**, as set out in **Paragraph 16** of the Code of Conduct, your obligation to disclose such information is replaced with an obligation to disclose the existence of a personal interest and to confirm that the Monitoring Officer has agreed that the nature of such personal interest is sensitive information.
5. If you are relying on a **grant of a dispensation** by the Standards Committee, you must, before the matter is under consideration:
 - i) Disclose orally both the interest concerned and the existence of the dispensation; and
 - ii) Before or immediately after the close of the meeting give written notification to the Authority containing:

CITY AND COUNTY OF SWANSEA

MINUTES OF THE ARMED FORCES COMMUNITY COVENANT SIGNATORIES PANEL

HELD AT COMMITTEE ROOM 1, CIVIC CENTRE, SWANSEA ON
WEDNESDAY, 17 DECEMBER 2014 AT 2.00 PM

PRESENT: Councillor J E Burtonshaw (Chair) Presided

C Buckley – DWP
ACS Colburn – Mumbles & South Gower Royal British Legion
Lt Col S Fry – HMS Cambria
T Idris – Swansea Bay REC
S O’Kelly – Remploy
D Lloyd-Williams – First Choice Housing
P Neville – Swansea University
S Shaw – SSAFA/Change Step
D Singletary - SSAFA
S Stokoe – Change Step
E Warburton – University Wales Trinity St Davids
V Williams – Veterans NHS Wales

Officers:

S Martin – Voluntary Sector Relationship Coordinator
G Borsden – Democratic Services Officer

23 **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from B Bagley, Chief Supt P Davies, W Driscoll, Capt C Evans, F Evans, and S Richards.

24 **DISCLOSURES OF PERSONAL & PREJUDICIAL INTERESTS.**

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

25 **MINUTES.**

RESOLVED that the minutes of the Meeting of the Panel held on 24 September 2014 be agreed as a correct record.

26 **RAGS TEXTILE COMPANY**

S Martin reported on correspondence received from the above company which outlined their request to collect textile waste from civic amenity site and give a percentage of any profits to SSAFA.

He indicated his disappointed at the companies approach towards the Authority and they seemed to be trying to exploit the aims of the covenant. He stated the Authority currently does not allow private firms to collect at civic amenity sites, but is willing to review in a case by case basis.

D Singletary indicated that he had not heard of the company or their links with SSAFA and he would formally respond refusing the request on behalf of this and the Neath Port Talbot Covenant, and would prefer if requests involving SSAFA came

through the Swansea SSAFA branch rather than directly from the groups 'fundraising' on their behalf.

27 **ARMED FORCES COMMUNITY COVENANT EVENT - 21ST JANUARY 2015.**

The Chair referred to the event scheduled for the afternoon of Wednesday 21st January at The Grange in Mumbles.

She hoped that as many of the partner organisations within the covenant would be present and extended the invitation to any groups, businesses and organisations who wished to come and support the event and sign up to the covenant.

An outline of the afternoons planned activities was outlined.

Lt Col S Fry of HMS Cambria indicated his organisation would provide a stand at the event.

S Martin indicated he would circulate the event programme electronically to all Members of the Panel to publicise via social media etc.

28 **MATTERS ARISING.**

Cruse Bereavement Course

S Stokoe indicated he had he attended the above course and found it very beneficial.

Gowerton RFC

The Chair and S Martin indicated that they had attended the recent match between Gowerton RFC and the Army Reserves team which had taken place at Gowerton to formally launch the new floodlights purchased as a result of the Clubs successful application to the Armed Forces Community Covenant Fund for their work in the community and links with veterans and the Armed Forces.

1st Choice Housing

D Lloyd-Williams outlined the plans of her organisation to expand their housing provision to include veterans. A four bed property with live-in support in the Gorseinon area is planned to open in the new year.

She indicated the aims of the organisation to possibly open another facility in the local area should the need be identified.

She indicated that 1st Choice Housing work in partnership with Alabare and she would forward information on the proposals to all panel members. S Martin indicated he would circulate a recently received Alabare newsletter.

Defence Employer Recognition Award

The Chair reported that the Authority had been nominated for an award at an event in Cardiff on 30th January.

Armed Forces Event

S Martin reported that he had attended a recent national Armed Forces Covenant event in Ffos Las, Carmarthenshire. where he was asked to act as a speaker and publicised the good work of the Swansea Covenant panel.

University Wales - Trinity St Davids

E Warburton indicated that the new Vice- Chancellor would like to re-sign the covenant on behalf of the University.

Veterans NHS Wales

V Williams reported that their annual review had recently been published. She outlined the increase in referrals for the current year, which had been alleviated by the funding for an additional therapist but indicated the funding for that temporary post would come to an end in March 2015, which would invariably increase waiting times again.

Change Step

Steve Stokoe reported that referrals continue to come into the organisation on a regular basis, and he indicated the organisation hoped to take on the North Wales model in the New Year to include veterans partners and children.

He outlined the proposals for a promotional film to be made in 2015 which may involve the use of Council premises and queried whether the film could be displayed on the big screen at Castle Square. He would liaise further with S Martin on the possible use of premises and the big screen.

Fund Future

S Martin reported on the uncertainty regarding the future operation of the fund. Further information is to follow from the MOD.

The deadline for the current round of applications had passed but he indicated that one late application may be received.

Armed Forces Covenant Annual Report

S Martin distributed an executive summary of the annual report. He indicated he would circulate a web link to panel members of the full document.

Various Events

The Chair reported on the various events and visits she had attended and undertaken as part of her role, including the Veterans event at the recent Swans v Arsenal game, which fell on Remembrance Sunday, where a memorial plaque had been unveiled to commemorate players from the Swans who had died during WW1.

The veterans had been invited onto the pitch by the Swans and had the photos published in the Evening Post. The council had then arranged for copies of the photos to be presented to the veterans at the Council meeting held in December.

The meeting ended at 2.35 pm

CHAIR