

# CITY AND COUNTY OF SWANSEA

## NOTICE OF MEETING

You are invited to attend a Meeting of the

## SERVICES CABINET ADVISORY COMMITTEE

**At:** Committee Room 5, Guildhall, Swansea

**On:** Monday, 13 April 2015

**Time:** 2.00 pm

## AGENDA

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<b>1 Apologies for Absence.</b>	
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**Patrick Arran**  
**Head of Legal, Democratic Services & Procurement**  
**2 April 2015**

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**Contact: Democratic Services: - 636016**

## SERVICES CABINET ADVISORY COMMITTEE

### Labour Councillors: 9

U C Clay	P Lloyd
A M Cook	R V Smith
N J Davies (Vice-Chair)	G J Tanner
C R Doyle	T M White
V M Evans (Chair)	

### Liberal Democrat Councillors: 2

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### Independent Councillor: 1

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### Conservative Councillor: 1

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### Officers:

Phil Roberts	Director of Place
Martin Nicholls	Chief Operating Officer
Phil Holmes	Head of Economic Regeneration & Planning
Chris Howell	Head of Waste Management
Tracey McNulty	Head of Culture Services
Lee Morgan	Head of Housing & Public Protection
Stuart Davies	Head of Highways & Transportation
Lee Wenham	Head of Marketing, Communications & Scrutiny
Democratic Services	
Archives	

### Total Copies Needed:

22
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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:

- a) Details of the prejudicial interest;
- b) Details of the business to which the prejudicial interest relates;
- c) Details of, and the date on which, the dispensation was granted; and
- d) Your signature

## **Officers**

### **Financial Interests**

1. If an Officer has a financial interest in any matter which arises for decision at any meeting to which the Officer is reporting or at which the Officer is in attendance involving any member of the Council and /or any third party the Officer shall declare an interest in that matter and take no part in the consideration or determination of the matter and shall withdraw from the meeting while that matter is considered. Any such declaration made in a meeting of a constitutional body shall be recorded in the minutes of that meeting. No Officer shall make a report to a meeting for a decision to be made on any matter in which s/he has a financial interest.
2. A "financial interest" is defined as any interest affecting the financial position of the Officer, either to his/her benefit or to his/her detriment. It also includes an interest on the same basis for any member of the Officers family or a close friend and any company firm or business from which an Officer or a member of his/her family receives any remuneration. There is no financial interest for an Officer where a decision on a report affects all of the Officers of the Council or all of the officers in a Department or Service.

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE MEETING OF THE SERVICES CABINET ADVISORY COMMITTEE

HELD AT COMMITTEE ROOM 3A, GUILDHALL, SWANSEA  
ON MONDAY 9 MARCH 2015 AT 2.00 P.M.

**PRESENT:** Councillor V M Evans (Chair) presided

**Councillor(s):**

A M Cook  
N J Davies

**Councillor(s):**

P Lloyd

**Councillor(s):**

T M White

**Officers:**

C Swain - Group Leader - Transportation  
B George - Transport Strategy Officer  
J Parkhouse - Democratic Services Officer

29. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors R V Smith and G J Tanner.

30. **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS**

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interest was declared:

Councillor V M Evans - Agenda as a whole - employed by First Great Western - personal.

31. **MINUTES**

**RESOLVED** that the Minutes of the Meeting of the Services Cabinet Advisory Committee held on 9 February 2015 be approved as a correct record.

**Matters Arising**

Welsh Assembly Government National Transport Plan

It was noted that the Welsh Assembly Government National Transport Plan advocated bus partnerships. The consultation period would end on Wednesday, 11 March 2015 and there may well be changes going forward. Further information was awaited from the Welsh Assembly Government.

32. **CYCLE ACTION PLAN**

The Transport Strategy Officer, supported by the Group Leader - Transportation provided the Cycle Action Plan report and a detailed and informative presentation on the Cycle Action Plan. Details included in the presentation were as follows:

- Transport Policy.
- Cycle Action Plan.
- New Local Transport Plan.
- Changing Council Resources.
- Active Travel Act.
- Conclusion.

It was explained that the Authority had prepared a Cycle Action Plan in 2012 to accompany the Regional Transport Plan 2010-2015. The Cycle Action Plan (2012-2014) was developed in conjunction with the Cycle Forum and its successor, the Cycle Action Progress Meeting, which is a Forum of Council Officers and cycling interest groups. The Action Plan was provided at Appendix 1. The plan provided an additional policy commentary to that contained within the Regional Transport Plan and was developed to clarify how the Council developed and delivered walking and cycling projects. The Cycle Action Plan was now three years old and members of the Cycle Action Progress Group had asked for it to be refreshed to bring it up to date and to align it with the Local Transport Plan (2015-2020), the successor to the Regional Transport Plan.

It was added that the Cycle Action Plan had two programme elements. One was aimed at reducing the barriers to cycling by improving the opportunity and accessibility to the existing infrastructures (behavioural change). The other was focused wholly upon the provision of new infrastructure and routes.

The Local Transport Plan 2015-2020 was adopted by Council on 24 February 2015. The Joint Plan provided the overarching transport strategy and policy for South West Wales having been adopted by Carmarthenshire County Council, Neath Port Talbot County Borough Council, Pembrokeshire County Council and the City and County of Swansea. The plan included individual programmes for each of the Council areas and this was included at Appendix 2.

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(09.03.2015) Cont'd

It was highlighted that the Council was experiencing a period of unprecedented budget cuts and this had a number of direct implications upon the Council's ability to service and develop a refreshed Cycle Action Plan. The Council funding for cycle route maintenance in 2014/15 was £21.5K revenue and £30K in capital funds. These funds provided the means to maintain the existing assets and were not sufficient for the delivery of any new promotional materials or infrastructure. It was added that the Council's Walking and Cycling Officer retired in 2014 and had not been replaced as part of the budget savings programme. The delivery of walking and cycling schemes was now managed primarily by the Transport Strategy Officer.

The Committee asked a number of questions of the Officers in relation to the presentation which were responded to accordingly. Discussions centred around the following:-

- Improving cycling access to the Liberty Stadium, particularly during games;
- Improvement to the cycling network infrastructure, particularly in the immediate vicinity of the Liberty Stadium;
- Linking cycling and walking into the Landore Park and Ride scheme;
- The need to further consult with National Resources Wales and local groups regarding improvements to cycling and walking networks around Kilvey Hill and the River Tawe riverbank areas;
- The need to encourage and make it easier for more people to cycle to work and to use cycling as one of their main forms of transport, particularly in the City Centre;
- The need to improve locations in Swansea for tourism and to build cycling and walking into this provision;
- The Cycle To Work scheme being reintroduced by the Authority, which will run for the next 18 months;
- The need to further encourage cycling and walking along safe routes to schools;

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- The need to find additional resources in order to improve the cycling and walking infrastructure around the Authority.

**RESOLVED** that the contents of the report be noted.

33. **WORK PROGRAMME**

The Chair presented an updated Work Programme 2014/15 for information.

34. **DATES OF FUTURE MEETINGS FOR 2014/15 MUNICIPAL YEAR**

**NOTED** that the next meeting be scheduled for 2.00 p.m. on Monday, 13 April 2015.

The meeting ended at 3.27 p.m.

**CHAIR**



## Report of the Chair

Place Cabinet Advisory Committee – 13 April 2015

### SERVICES CABINET ADVISORY COMMITTEE – WORK PROGRAMME 2014/15

<b>Date</b>	<b>Subject Area</b>	<b>Lead</b>
12 January 2015	• Car Parking	Gavin Newman
9 February 2015	• Quality Bus Contracts	Cath Swain
9 March 2015	• Cycle Action Plan	Ben George
13 April 2015	• Car Parking Enforcement	Gavin Newman