

CITY AND COUNTY OF SWANSEA

MINUTES OF THE BUSINESS & ADMINISTRATION CABINET ADVISORY COMMITTEE

HELD AT COMMITTEE ROOM 5, GUILDHALL, SWANSEA ON
WEDNESDAY, 5 AUGUST 2015 AT 11.00 AM

PRESENT: D W W Thomas (Chair) Presided

Councillor(s)	Councillor(s)	Councillor(s)
J E Burtonshaw	J A Hale	L V Walton

Officers:

J Parkhouse - Democratic Services Officer

18 **APOLOGIES FOR ABSENCE.**

Apologies for absence was received from Councillors T J Hennegan, C Thomas and T M White.

19 **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTEREST.**

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

20 **MINUTES.**

RESOLVED that the Minutes of the meeting of the Business and Administration Cabinet Advisory Committee held on 1 July 2015 be approved as a correct record.

21 **REVIEW OF WORK PLAN 2015 - 2016.**

The Chair stated that this meeting was likely to be the last meeting of the Committee due to changes being implemented to Cabinet Advisory Committees.

He therefore wished to undertake a review of the work completed by the Committee as follows:

- **Co-operative Councils** - The Committee received presentations regarding Model Co-operative Councils, particularly Plymouth City Council Model. The Committee were impressed with one model for school meals. It was concluded that the Authority was currently undertaking a lot of co-operative work within the Council.

- **Community Action Transfer Fund** - The Committee received presentations in respect of the Community Act Transfer Fund. The Committee recommended that the Council improved its consultation process and guidelines in respect of the Community Action Transfer Fund. In addition, it was recommended that where the Council was making a financial contribution, signage be erected with the Council logo, recognising the contribution made by the Authority.
- **Design Print** - The Committee received a presentation on the service provided by Design Print. The Committee noted that Blackpool Council had acted as a critical friend to the service. The Committee recommended Design Print be managed as an arm's length company and run on a commercial basis.
- **Approaches To Developing Renewal Energy Systems** - The Committee received a presentation regarding the approaches by the Authority to developing renewable energy systems and were encouraged by the options available.

The Committee discussed the final report to be presented to the Cabinet Member.

RESOLVED that:

- (1) the Chair drafts the final report of the Committee with recommendations for the Cabinet Member;
- (2) if a further meeting is scheduled the final draft report to the Cabinet Member be discussed.

The meeting ended at 11.20 am

CHAIR