

## CITY AND COUNTY OF SWANSEA

### NOTICE OF MEETING

You are invited to attend a Meeting of the

### SERVICES CABINET ADVISORY COMMITTEE

**At:** Committee Room 3, Civic Centre, Swansea

**On:** Monday, 27 July 2015


**Time:** 2.00 pm

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### AGENDA

Page No.

- 1 **Apologies for Absence.**
- 2 **Disclosures of Personal and Prejudicial Interests.** 1 - 2
- 3 **Minutes.** 3 - 6  
To approve as a correct record the Minutes of the meeting of the Services Cabinet Advisory Committee held on 22 June 2015.
- 4 **People and Pavements - Discussions with Relevant Disability Groups. (Verbal)**
- 5 **Workplan 2015-2016.** 7



**Patrick Arran**  
**Head of Legal, Democratic Services & Procurement**  
**20 July 2015**

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**Contact: Democratic Services - 01792 636923**

## 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	

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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:



## CITY AND COUNTY OF SWANSEA

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

HELD AT COMMITTEE ROOM 5, GUILDHALL, SWANSEA ON MONDAY  
22 JUNE 2015 AT 2.00 P.M.

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

**Councillor(s):**

U C Clay  
A M Cook

**Councillor(s):**

N J Davies  
P Lloyd

**Councillor(s):**

G J Tanner  
T M White

**Officers:**

J Parkhouse - Democratic Services Officer

6. **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor C R Doyle.

7. **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.

8. **MINUTES**

**RESOLVED** that the Minutes of the meetings of the Services Cabinet Advisory Committee held on 13 April and 19 May 2015 be accepted as correct records.

9. **TERMS OF REFERENCE**

The Services Cabinet Advisory Committee Terms of Reference were provided for information.

10. **UPDATE - QUALITY BUS CONTRACTS AND PARTNERSHIPS**

Councillor N J Davies (Vice-Chair) provided a verbal report regarding quality bus contracts and partnerships. He outlined that this was a Labour Party manifesto commitment which had become Council policy. However after three years the Authority still relied upon ad hoc voluntary agreements with various companies.

Minutes of the Meeting of the Services Cabinet Advisory Committee  
(22.06.2015) Cont'd

He added that explanatory talks with First Group had commenced with a view to formulating a quality bus contract as strategic policy. As part of these discussions, the Councillor identified three priorities:

1. Improving connectivity - e.g. good links to areas on the same ticket by agreeing and introducing a through ticketing policy with operators;
2. Formulate transport hubs - e.g. High Street Station, Gowerton, Llansamlet and possibly Landore which have bus links to train stations;
3. To bring accessibility to outlying areas - this required imagination to work with operators including taxi firms. Also to introduce apps to monitor bus services in real time such as Uber in London.

It was added that the Leader of the Authority had met with Edwina Hart, AM, Minister for Economy Science and Transport who had confirmed that the Welsh Assembly did have a through ticketing scheme. However there were little funds available for real time information at bus stops via the city region.

Furthermore, the preliminary discussions with First were positive and the Authority does not want access issues to cost jobs or different tickets for different companies to cause problems for passengers.

He highlighted the need to incentivise people to use car parks as opposed to streets for parking and to improve park and ride facilities, particularly around the Liberty Stadium.

Discussions followed and centred around the following:

- Event - bus passengers give First Group their views at the Quadrant at 10.00 a.m. on 1 July 2015;
- Standard bus services and the fact that the metro finishes at 6.05p.m. when people still expect a full service;
- There appeared to be a positive change for the better in the attitude and direction shown by First Group at the top of the organisation.

**RESOLVED** that:

- (1) the contents of the report be noted;
- (2) the Committee be kept updated of future developments.

11. **PEOPLE AND PAVEMENTS**

Councillor P Lloyd updated the Committee regarding previous meetings with disability groups. He outlined that the groups felt that even though the issues were being discussed at these meetings it was felt that there was very little progress and no Council policy had been drafted.

Reference was made to discussions involving the Cabinet Member regarding street furniture in the city centre and parking on pavements. It was recognised that the individuals/groups using the pavements must have an input into discussions. It was noted that small changes e.g. pocket size statements such as those issued by First Group (the Safe Journey Card and the Better Journey Card) which are held in an orange plastic card holder, which are very discreet for the passenger but instantly recognisable by bus drivers. Such seemingly small matters could assist them in their daily lives.

Discussions followed and centred around the following:

- The difficulties encountered on St. Helen's Road e.g. drop kerbs and refuse on the pavement and the need to introduce enforcement;
- Problems encountered in and around schools;
- Addressing problem areas in and around the city centre.

**RESOLVED** that:

- (1) the contents of the report be noted;
- (2) Councillor P Lloyd invites the relevant disability groups to attend the next scheduled meeting in order to discuss the issue further;
- (3) Mark Thomas, Group Leader, Highways and Transportation be invited to the next scheduled meeting.

Minutes of the Meeting of the Services Cabinet Advisory Committee  
(22.06.2015) Cont'd

12. **WORK PLAN 2015-2016**

The Chair presented an updated Work Plan 2015-2016. The Chair added that the Leader would be introducing changes to Cabinet Advisory Committees at Council on 23 July 2015 which would affect the areas of priority for each individual Cabinet Advisory Committee going forward. Once the structure was known a more detailed Work Plan would be drafted.

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

The meeting ended at 2.55 p.m.

**CHAIR**



## Report of the Chair

Services Cabinet Advisory Committee – 22 June 2015

### SERVICES CABINET ADVISORY COMMITTEE – WORK PROGRAMME 2015-2016

Date	Subject Area	Lead
22 June 2015	<ul style="list-style-type: none"><li>• Update - Quality Bus Contracts and Partnerships.</li><li>• People and Pavements.</li></ul>	Councillor N J Davies  Mark Thomas
27 July 2015	<ul style="list-style-type: none"><li>• Representations – Disability Groups.</li></ul>	Mark Thomas
24 August 2015		