

CITY AND COUNTY OF SWANSEA

NOTICE OF MEETING

You are invited to attend a Meeting of the

DEVELOPMENT CABINET ADVISORY COMMITTEE

At: Committee Room 5, Guildhall, Swansea

On: Wednesday, 15 March 2017

Time: 3.00 pm

Chair: Councillor Philip Downing

Membership:

Councillors: C Anderson, C R Doyle, M B Lewis, R D Lewis, P Lloyd, P M Matthews, P B Smith, C Thomas and T M White

AGENDA

Page No.

- 1 Apologies for Absence.
- 2 Disclosures of Personal and Prejudicial Interests.
www.swansea.gov.uk/disclosuresofinterests
- 3 Minutes. 1 - 2
To approve and sign the minutes of the previous meeting(s) as a correct record.
- 4 Acquisition of Land and Property - Hypothetical Scenario. 3
- 5 Pedestrianisation of Wind Street - Next Steps (Verbal Update).
- 6 Chair's Update (Verbal)
- 7 Workplan. 4 - 5

Next Meeting: Wednesday, 12 April 2017 at 3.00 pm



Huw Evans
Head of Democratic Services
Thursday, 9 March 2017

Contact: Democratic Services - (01792) 636923

CITY AND COUNTY OF SWANSEA

MINUTES OF THE DEVELOPMENT CABINET ADVISORY COMMITTEE

HELD AT COMMITTEE ROOM 5, GUILDHALL, SWANSEA ON
WEDNESDAY, 15 FEBRUARY 2017 AT 3.00 PM

PRESENT: Councillor P Downing (Chair) Presided

Councillor(s)

C Anderson
P M Matthews

Councillor(s)

M B Lewis
T M White

Councillor(s)

P Lloyd

Officer(s)

Geoff Bacon

Martin Bignell

Allison Lowe

Corporate Strategic Manager - Corporate Building &
Property Services

Tree Services Unit Manager

Democratic Services Officer

Apologies for Absence

Councillor(s): C R Doyle, R D Lewis and C Thomas

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

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

60 **MINUTES.**

RESOLVED that the minutes of the Development Cabinet Advisory Committee held on 18 January 2017 be approved and signed as a correct record.

61 **TREE POLICY.**

The Tree Services Unit Manager presented the final version of the Tree Policy.

The Officer explained that when the document was published on the website there would be hyperlinks from the contents page that would take you immediately to the relevant section in the main document.

The Chair thanked the officer for all of his hard work involved in completing the document.

RESOLVED that the report be forwarded to the relevant Cabinet Member for onward submission to Corporate Briefing and/or Cabinet. The document would also be circulated for public Consultation.

62 **COUNCIL'S POLICY AND PRACTICE ON LAND ACQUISITION.**

The Corporate Strategic Manager – Corporate Building & Property Services presented a short report outlining the Council's Policy and Practice on Land Acquisition.

He highlighted the Land Transaction Procedures Rules within the Council Constitution which outline how the acquisition of land/property is managed.

A discussion ensued regarding acquisition and disposal of land/property and details of officers delegated authority to acquire property. Various questions were asked by the Councillors, which the officer responded to accordingly.

RESOLVED that

- 1) The report be noted;
- 2) The Development Cabinet Advisory Committee agreed that the Policy was both fit for purpose and robust.

63 **WORKPLAN.**

RESOLVED that:

- 1) The work plan be noted;
- 2) The site visit to Cardiff be arranged for March 2017.

The meeting ended at 3.28 pm

CHAIR

ACQUISITION OF LAND AND PROPERTY **HYPOTHETICAL SCENARIO**

- Head of Child and Family Services identifies a service requirement for new residential premises.
- Initial Cabinet consent required for acquisition due to additional revenue and capital implications. Appropriate consent given.
- Head of Service instructs Corporate Building and Property Services to acquire property.
- If a property can be identified, contact will be made with Agents/owners to establish status of property. For example is it available or will compulsory purchase powers be required. If so then legal advice will be sought regards to process timescales or ability the council to proceed.
- On the assumption the property is available for sale either on the open market officers from Corporate Building and Property Services or his nominee will commence negotiations and undertake initial checks with regards to legal status, planning status and specific issues which relate to the identified service need.
- As this is a property to be acquired for Social Services then appropriate licensing arrangements from the appropriate national governing body will be examined by the Service Department. If there are any additional building regulation/statutory requirements required these will be examined at the same time by Corporate Building and Property Services.
- General issues around building construction will be identified by Corporate Building and Property Services who will undertake a risk analysis as to further investigative works that may be required.
- At this time, before any further work is undertaken which would incur costs and time which may impact on future negotiations it would normally be that the decision will be made as to whether to proceed to the next stage.
- If it is decided that there are no physical, legal or service restrictions that impact on the acquisition of the identified property then following consultation with you service manager corporate building and property services officers will proceed to finalise negotiations.
- Dependent upon the finally agreed price final decision to proceed and instruct legal services to complete the acquisition will be made. If a decision is by cabinet as the acquisition price is above £500,000 the Cabinet decision will be required before formal instructions are given.

GLB/PS
28/02/17

ACQUISITION OF LAND & PROPERTY-EXAMPLE SOCIAL SERVICES.GLB
(Estates/GLB/2017)

Agenda Item 7

DEVELOPMENT CAC – 15 MARCH 2017

WORK PLAN 2016-2017

Date	Subject Area	Lead Officers
15 June 2016	Pedestrianisation of Wind Street	Stuart Davies / Mark Thomas
15 June 2016	Fly Tipping Policy	Ian Whettleton / Frances Williams
15 June 2016	Waste Management – Re-Use shop	Keith Coxon
6 July 2016 (Special)	Open Spaces Strategy	Andrew McTaggart Mark Russ Ian Beynon Jackie Rees-Thomas
20 July 2016	Draft Fly Tipping Policy	Ian Whettleton / Frances Williams
20 July 2016	Tree Policy	Martin Bignell
17 August 2016	Open Spaces Strategy	Andrew McTaggart Mark Russ Ian Beynon Jackie Rees-Thomas / Stephen Cable
17 August 2016	Review of Fly Tipping	Ian Whettleton / Frances Williams
21 September 2016	Swansea Market (Provision of a Public Toilet)	Lisa Wells
21 September 2016	Pedestrianisation of Wind Street	Lisa Wells
21 September 2016	Tree Policy	Martin Bignell
19 October 2016	Guidance for Works on the Highway and the Adoption of new Infrastructure	Mark Thomas
19 October 2016	Tree Policy	Martin Bignell
16 November 2016	Tree Policy	Martin Bignell / Alan Webster
16 November 2016	Oceana	Huw Mowbray
21 December 2016	Pedestrianisation of Wind Street	Lisa Wells / Mark Thomas
21 December 2016	Oceana	Legal Advice
21 December 2016	Tree Policy	Martin Bignell / Alan Webster

Date	Subject Area	Lead Officers
18 January 2017	Swansea Market	Lisa Wells
18 January 2017	Tree Policy	Martin Bignell
15 February 2017	Council's policy and practice on land acquisition. (How the Council conducts due diligence and how the Council's interests are protected).	Geoff Bacon
15 February 2017	Tree Policy	Martin Bignell
15 March 2017	Update on Pedestrianisation of Wind Street – Next Steps	Mark Thomas
15 March 2017	Acquisition of Land and Property – Hypothetical Scenario	Geoff Bacon
March 2017	Site visit to Cardiff – Pedestrianised Streets	Development CAC Members
TBC	Site visit to Re-Use shop	Development CAC members
TBC	Waste Management – Re-Use shop (Update)	Keith Coxon
TBC	Regional District Shopping Centres (2 nd site visit to Morrision)	Development CAC Members
TBC	Regional District Shopping Centres (site visit to Mumbles)	Development CAC Members
TBC	Civic Amenity Sites	