



City and County of Swansea

**Minutes of the Transformation & Future Council
Policy Development and Delivery Committee**

Committee Room 5 – Guildhall, Swansea

Tuesday, 27 February 2018 at 2.00 pm

Present:

Councillor(s)

J A Hale
S Pritchard

Councillor(s)

C A Holley
A H Stevens

Councillor(s)

P K Jones
L J Tyler-Lloyd

Officer(s)

Kate Jones
Sue Reed
Debbie Smith

Democratic Services Officer
Community Buildings Development Officer
Deputy Head of Legal, Democratic Services and
Business Intelligence.

Vicky Thomas

Sustainable Swansea Programme Manager

Apologies for Absence

Councillor(s): C R Evans and M B Lewis

31 Election of Chair Pro Tem.

Resolved Councillor J A Hale be elected Chair Pro Tem.

Councillor J A Hale, Chair Pro Tem Presided

32 Disclosures of Personal & Prejudicial Interests.

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

33 Minutes.

Resolved that the Minutes of the Transformation & Future Council Policy Development and Delivery Committee held on 30 January 2018 be approved and signed as a correct record.

34 Update on 'Friends of Parks' and Community Ownership.

The Community Buildings Development Officer provided an update on 'Friends of Parks' and Community Ownership. She specifically highlighted the following: -

- There were 30 'Friends of Parks' and open spaces groups established with 4 new groups pending
- There were 38 Community Buildings with 2 new groups pending
- 16 Bowls greens were self-managed with some leases waiting to be finalised
- There were 17 self-managed football pitches
- There were 3 full time Development Officers
- Such community groups had made vast contributions and in some instances accessed grants to assist with certain projects
- Information packs had been created to help with the setup of new groups
- Some Bowls Greens were being maintained by the Parks Department at a cost, to an agreed specification (dependant on the individual requirements)
- Community Asset leases maintain that the relevant Assets must remain as Community Assets

The Committee asked questions about setting up new Community Groups and plans for the flower beds at the Botanical Gardens. The Committee were signposted to the relevant Officers to answer the questions posed.

Resolved that the contents of the update be noted.

35 Procurement Policy Update.

The Sustainable Swansea Programme Manager provided an update on the Procurement Policy.

It was hoped that a Procurement Officer would attend the meeting to update the Committee on the amendments to the Procurement Process, however the amendments were not complete. It was envisaged that the amendments would be completed by the end of the week and would then be sent to the Legal Department for sign off. Once completed the amendments would be brought to the Committee.

This had been a large piece of work with significant contribution from Committee Members and Officers through the Workshops. It was hoped that the changes identified would assist the whole Authority in breaking down barriers for smaller firms.

Resolved that the update be noted.

36 Workplan 2017/2018.

The Committee discussed the proposed Work Plan and requested more items for the forthcoming meetings.

The Committee noted that in 2016 the former Corporate Services Cabinet Advisory Committee attended a site visit at the Contact Centre. The previous visit was felt to be very useful and highlighted a number of issues. It was suggested that a further visit be made by the Committee to see the progress and current position.

Minutes of the Transformation & Future Council Policy Development and Delivery
Committee (27.02.2018) Cont'd

Resolved that the Sustainable Swansea Programme Manager would arrange a site visit for the Committee at the Contact Centre, Civic Centre.

The meeting ended at 2.30 pm

Chair